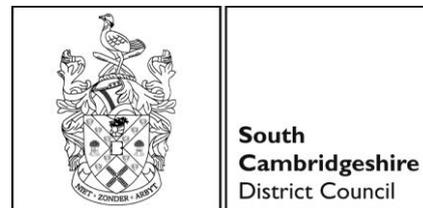


South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

t: 03450 450 500

f: 01954 713149

www.scambs.gov.uk



02 September 2020

To: Members of the Licensing (2003 Act) Sub-Committee – Councillors
Anna Bradnam, Bill Handley and Peter McDonald

Applicant: Duxford Lodge

Dear Sir/Madam

Please find below the agenda, and attached the relevant papers, for the hearing by the **Licensing (2003 Act) Sub-Committee on Thursday, 10 September 2020 at 2:00pm** of the application for a premises license for the Duxford Lodge, Ickleton Road, Duxford, CB22 4RT. The hearing will be held remotely using the Microsoft Teams videoconferencing system. There will be no access to the meeting at the Council offices, but a live stream of the meeting will be available via Microsoft Teams. A web link enabling members of the Press and public to view or listen to proceedings, will be published on the relevant page of the Council's website, at least 24 hours before the hearing.

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
Liz Watts
Chief Executive

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

Agenda

	Pages
1. Appointment of Chair To appoint a Chair for the Sub-Committee.	
2. Introductions / Procedure 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.	1 - 4
3. Declarations of Interest	

Guidance Notes for Members of the Public for Remote Meetings

Members of the public are welcome to view the live stream of this meeting, except during the consideration of exempt or confidential items, by following the link to be published on the Council's website.

Any person who participates in the meeting in accordance with the Council's procedure rules, is deemed to have consented to being recorded and to the use of those images (where participating via video conference) and/or sound recordings for webcast purposes. When speaking, members of the public should not disclose any personal information of any individual as this might infringe on the rights of that individual and breach the Data Protection Act.

For more information about this meeting please contact democratic.services@scams.gov.uk

Agenda Item 2

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Licensing Act 2003 Sub-Committee

Virtual Hearings Procedure

1. Before the hearing

- To assist in the conduct of the remote hearing and in case of technical difficulties during the hearing, all parties should submit by email to democratic.services@scamborough.gov.uk , written submissions no later than 24 hours before the hearing is due to start, summarising the points they wish to make at the hearing and the outstanding issues. If it is not possible to post or submit written representations electronically by email, please contact the Licensing Officer by telephone to arrange for comments to be transcribed.
- All parties making representations will join the hearing by tele-conferencing or video-conferencing. All parties must provide the Licensing Officer with their email address and telephone number, no later than 48 hours before the hearing so they can be provided with details to join the hearing. This is to enable arrangements to be made for parties to join the hearing remotely.
- All parties should join the remote meeting 10 minutes before it is due to start in case of technical difficulties. All parties will be held in a lobby until they are admitted to the meeting.

2. Election of Chair

- Members of the sub-committee will elect a Chair for the hearing.

3. Introduction

- The Chair 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 and will take the following format:
 - Report from Licensing Officer;
 - Representations from The Applicant
 - Representations from the Police
 - Representations from Responsible Authorities
 - Representations from Interested Parties
- Members of the sub-committee will be able to ask questions of any party, or the Licensing Officer, at the hearing. Questions will be asked at the conclusion of each party's submission. On the conclusion of each party's submission, the Chair will invite each sub-committee member in turn, whether they wish to ask a question/s. If any member of the sub-committee subsequently wishes to ask further questions, they should indicate this wish to the Chair by using the meeting chat function.

- When not speaking, all panel members should mute their microphones. Participants attending via teleconference should wait for the Chair to call them to speak.
- The Chair will ask each party whether they wish to ask questions of any of the other parties. The sub-committee will consider any requests for permission to ask questions of other parties. The sub-committee 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.
- Any person behaving in a disruptive manner will be removed from the meeting. Such a person may, before the end of the hearing, submit to the authority in writing by post or email to democratic.services@scambs.gov.uk , any information which they would have been entitled to give orally had they not been required to leave. If it is not possible to submit this information by post or email, the information can be provided orally by telephone to the Licensing Officer.
- Members of the sub-committee will be asked to make any Declaration of Interests.
- In the event that the Chair or Clerk identifies a failure of the remote participation facility, the Chair will declare a recess while the fault is addressed.
- If it is not possible to address the fault, the meeting will be adjourned until such time as it can be reconvened.

4. Witnesses

The sub-committee will consider any requests from any of the parties to call witnesses. Any such requests must be submitted to the Licensing Officer and also by email to democratic.services@scambs.gov.uk at least two working days before the hearing. This is to enable arrangements to be made for witnesses to be able to join the hearing remotely should permission be granted.

5. 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.

6. 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.

7. 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.

8. Applicant's case

The Chair will invite the applicant to 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. The applicant must notify the Licensing Officer and Democratic Services (democratic.services@scambs.gov.uk) of their wish to call any witnesses, at least two working days before the hearing to allow arrangements to be made to enable the witness/es to join the hearing remotely should permission be granted by the sub-committee. 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. The Chair will invite sub-committee members in turn, to ask questions.

9. Police representations

The Police will make any representations about the application, with the same rights as listed at s.7. Members of the sub-committee may ask questions of the police representative. The Chair will invite sub-committee members in turn, to ask questions.

10. "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.7. Members of the sub-committee may ask questions of those authorities represented. The Chair will invite sub-committee members in turn, to ask questions.

11. Any other representations

Anybody else making representations will go last, with the same rights listed at s.7. Members of the sub-committee may ask questions of any person who has made a representation. The Chair will invite sub-committee members in turn, to ask questions.

12. 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 by the Chair, to outline any relevant legal guidance.

13. Decision-making

The Live Feed will be closed to allow the sub-committee to consider its decision in private. All attendees apart from the sub-committee members, Council's Legal Officer and Clerk, will be asked to leave the meeting while the sub-committee considers its decision. The Council's Legal Officer and Clerk will remain in the meeting with the sub-committee members to advise where necessary and take notes of the decision.

14. Notification of decision

A determination of the case will be made at the conclusion of the hearing and all parties will be notified of the decision in writing as soon as possible. The decision will be also be published on the Council's website.

Agenda Item 4



South Cambridgeshire District Council

Report to: Licensing Sub-Committee (2003 Act)
Author/s: Licensing Officer
Date: 10 September 2020
Lead Officer: Jane Jackson

The Application

1. The application to vary a premises licence for The Lodge, Ickleton Road, Duxford, Cambridgeshire, CB22 4RT was received by the licensing department.
([Appendix A](#))

The application was accompanied by:

- The required fee
- An operating schedule (included in the application form)
- Plan of the of the proposed area to be licenced
([Appendix B](#))

The requirements for advertising and displaying relevant notices were carried out in accordance with the Licensing Act 2003.

The application is for a variation of Premises Licence SCD CPL0098 to include the sale of alcohol in the garden area of the premises to create alfresco dining with a pizza kitchen and BBQ.

Background

2. The premises can be found on Ickleton Road, Duxford, which is mainly residential properties and some businesses ([Appendix C](#))
3. As required by the Licensing Act policy, the application was sent to all responsible authorities for consultation as part of the licensing application process.

4. Notification of the application was sent to 118 neighbouring properties
5. The Blue Notice was correctly displayed, and a notice was placed in the Cambridge Evening News on the 27 July 2020
(Appendix D)

Relevant Representations

6. A total of 7 representations have been received from interested parties.
(Appendix E)

A representation was received from Environmental Health.

(Appendix F)

7. As part of the application process the applicant was made aware of the representations

8. **Mediation**

The applicant's response to the representations was received on the 30 July 2020.

(Appendix G)

This response was sent to the interested parties along with the Environmental Health representation.

A list of the representative's comments to the applicant's response. This was sent to the applicant.

(Appendix H)

Officer's Views

9. Members when considering the application should be aware that they may only take into consideration the parts of the application that represent the licensing objectives.
 - a. The Prevention of Crime and Disorder
 - b. Public Safety
 - c. The prevention of public nuisance
 - d. The protection of children from harm
10. To achieve these objectives the Council will use its full range of powers and will engage all relevant responsibilities including planning controls, transport controls, crime reduction controls and relevant policies or strategies that will promote the Licensing objectives. The Council will work closely with the

Police, Fire Service, Businesses, community representatives and local people in meeting these objectives.

11. Members have the right under the Licensing Act 2003 to determine this application after considering any relevant representations, Members may
 - a. Accept the proposed application as submitted
 - b. Reject the application
 - c. Agree the application but impose conditions that promote the relevant licensing objectives

Policy Considerations

12. The South Cambridgeshire Licensing Policy relating to the Prevention of Crime and Disorder, Public Safety, The prevention of public nuisance and The Protection of Children from Harm.

Legal Implications

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

Contact Officer: Jane Jackson – Resource Team Leader
Telephone: (01954) 713635

- Appendix A Copy of application form
- Appendix B Plan of premises
- Appendix C Google location map
- Appendix D Blue Notice and proof of newspaper advertisement
- Appendix E List of representations
- Appendix F Environmental Health representation
- Appendix G Applicants response to representations
- Appendix H A list of the representation comments to the applicant's response

This page is left blank intentionally.

South Cambridgeshire
Application to vary a premises licence
Licensing Act 2003

For help contact
licensing@scambs.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

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 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

Street

District

City or town

County or administrative area

Postcode

Country

Premises Contact Details

Telephone number

Continued from previous page...

Non-domestic rateable value of premises (£)

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.

We Have Created Alfresco dining with Pizza kitchen , BBQ & a Bar area , Pizza take away as per government advice & guidance Due covid-19

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

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

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

Continued from previous page...

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

Yes No

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

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.

N/A

Section 15 of 18

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

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.

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

Page

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.

We have created alfresco dining as per government advise due covid-19 , Food & Drinks will be served from 12.00 pm - 22:30 Monday To Saturday on Sunday Food will be served 12:00pm till 18:00, Drinks From 12.00pm till 22:30 , all the guests must leave the alfresco dining just prior 23:00pm , at 22.30 all alfresco guest will be informed to that effect.

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.

no

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

None, We already have a premises license this to add for alfresco dining as per timing mentioned above.

- 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...

We are a Boutique hotel, we have Zero tolerance for unsocial behavior the managements & staff are well trained to spot that, type of our guests who uses our establishment tend to be professional & to certain age group, we dot allow any unaccompanied children to the premises .

b) The prevention of crime and disorder

As mentioned above the team are well trained to prevent & deal with, we also have a state of art 24h cctv which the recording last up to a month at the time and work closely with local police we also constantly reviewing our due diligence. Any Disorderly guests will be asked to leave the premises and barred from the premises, to control our capacity all our booking are staggered to avoid overcrowding & due to covid -19 all indoor & Outdoor seating area are social distanced, we also have Challenge 25 scheme , guests will be asked a proof of ID prior to serving, finally we have not & do not run any irresponsible drink promotions .

c) Public safety

Health & safety for our team & guests are our first priority , we do also carry a public liability insurance & work closely with local Authority to ensure that, we have carried extensive Fire & Electrical Risk assessment which was carried by a reputable & professional company with all recommendation have been implemented, we also carried out a premises risk assessment as accident prevention to our guests & staff alike we also have staggered booking policy to avoid overcrowding.

d) The prevention of public nuisance

There will be signs asking our guests to leave the premises quietly on departure and respect our neighbors, also 99% of our guests will leave via their cars as we have a large car park, we have positioned our small speakers which plays background soft music are position away from our next neighbors & to control the noise level we have purchased a decibel equipment to control noise level as permitted by the authority & local council, if any our guests make loud noise they will be asked by the managements to turn it down & respect our neighbors & other Failing they will asked to leave the premises, for outdoor last orders for food would be 21.00pm , drinks last order would be 22.30 pm where all our guests would be informed to leave the premises quietly and no later than 23.00pm.

e) The protection of children from harm

We Currently run challenge 25 scheme & my team are well trained to ensure children are not served alcoholic beverages proof of ID will be required , all children using the premises must be accompanied by an adults, we also have age limitation under 18 where a proof of ID will be required prior to serving alcoholic beverage failing that they will be refused serving, we always ensure we have enough staff for any children events to ensure there safety & well being in case of an emergency, on our premises we do not display or show any adult contents as we are not that type of business rather more a Boutique hotel

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

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 (£)

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Continued from previous page...

Address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

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?"

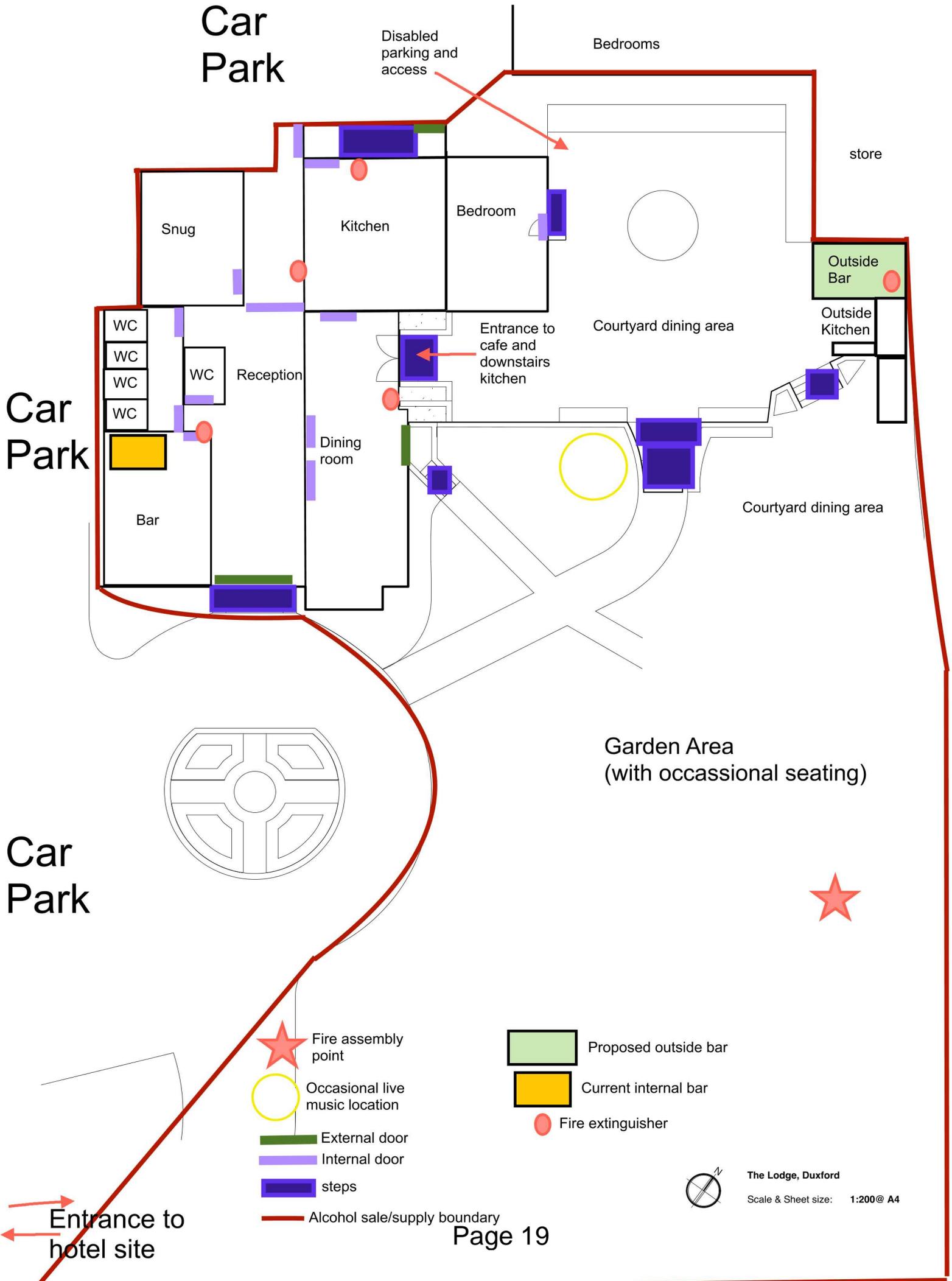
* Full name	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

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.



-  Fire assembly point
-  Occasional live music location
-  External door
-  Internal door
-  steps
-  Alcohol sale/supply boundary
-  Proposed outside bar
-  Current internal bar
-  Fire extinguisher



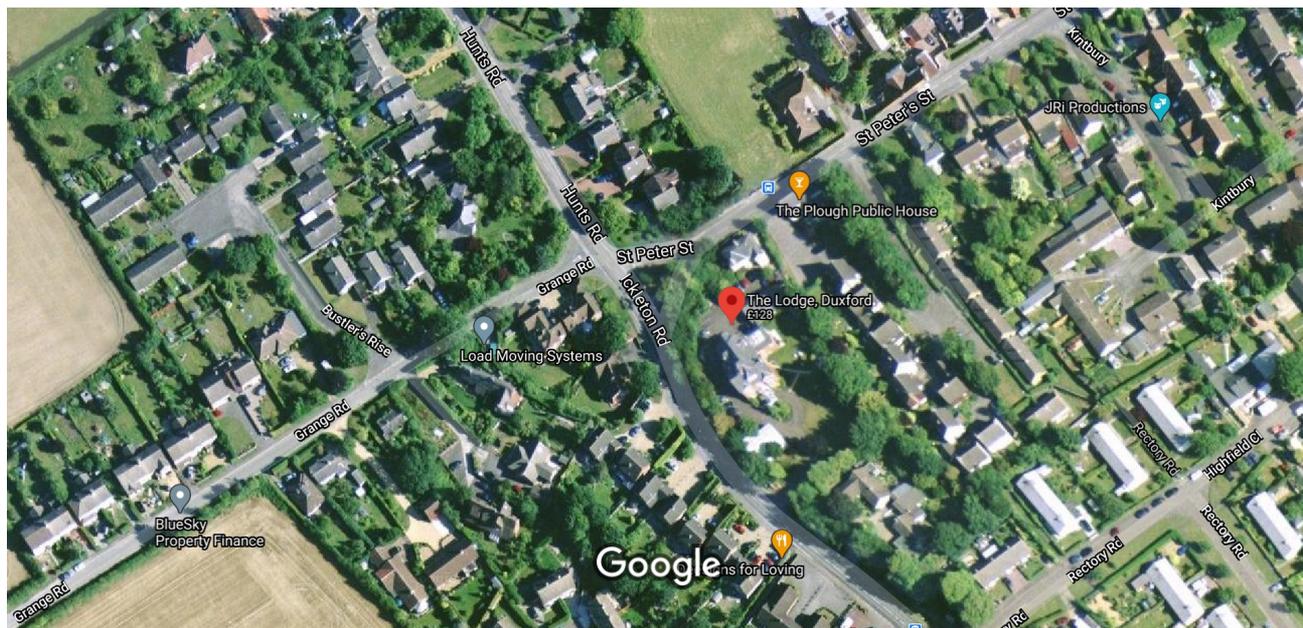
The Lodge, Duxford
Scale & Sheet size: 1:200@ A4

Entrance to hotel site

This page is left blank intentionally.

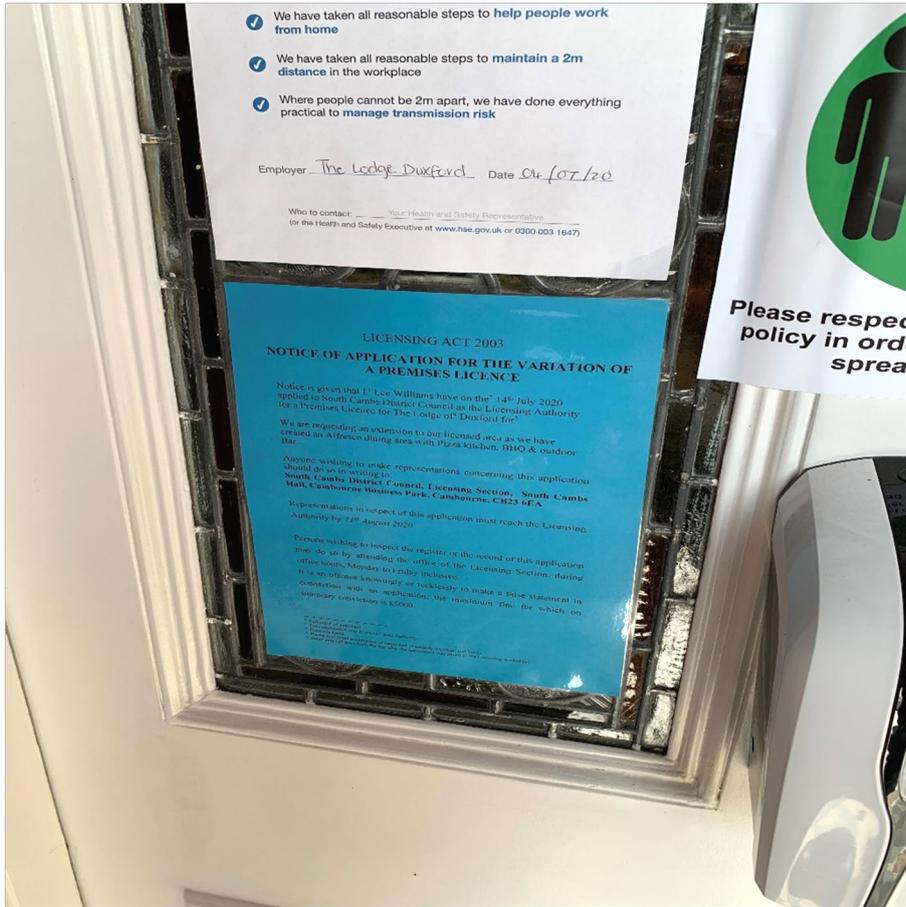
APPENDIX C

Google Maps The Lodge, Duxford



Imagery ©2020 Bluesky, Getmapping plc, Infoterra Ltd & Bluesky, Maxar Technologies, The GeoInformation Group, Map data ©2020 20 m

This page is left blank intentionally.



Reach

Reach plc
PO Box 2003, 39 Old Hall Street, Liverpool L69 3FR

The Lodge Duxford Ltd
Ickleton Road
Duxford
Cambridge
Cambridgeshire
CB22 4RT

PRE-PAID INVOICE

Invoice number	●●●●●●●●●●
Invoice date	24/07/2020
Customer Reference	●●●●●●●●
Payment Due By	PAID
Payment Reference	●●●●●●●●
Your Order Number	none

For all enquiries about this invoice please contact
Reach plc
PO Box 2003, 39 Old Hall Street, Liverpool L69 3FR

Item	Publications	Insertion Dates	Details of advert	Value	VAT	Net Charge
1	Cambridge News inYourArea	Mon 27 Jul 2020	Ref: 901797820 Double Column Box Class: Public Notices	●●●●	S	●●●●

COPY PRE-PAID INVOICE

VAT codes : E=Exempt, S=Standard, Z=Zero, N=Outside scope of UK VAT	Any queries must be notified to us within 7 days of the date of this invoice	Net Charge ●●●●	VAT ●●●●
		Invoice Total ●●●●	

Registered in England No. 00082548, VAT Reg No. 440 356 767
 Registered Office: Reach plc, One Canada Square, Canary Wharf, London, E14 5AF

PAID WITH THANKS

Page 23

This page is left blank intentionally.

Representation list – The Lodge Duxford

Representation 1

I live beside the Duxford Lodge Hotel and we share a dividing wall.

I would like to express my strong objection to their application for a variation of their licence due to the inconvenience that it will cause and has already caused.

Food is already being cooked on a BBQ in close proximity to our garden. This results in continuous smoke coming into our garden and has a terrible consequence of us not being able to enjoy some peace and fresh air in our garden.

Music is played loudly outside at weekends. We are also affected by cigarette smoke which comes into our garden due to the large numbers of people congregating in direct proximity to our garden.

We have contacted the owners to express our concerns about the smoke and the noise from the music but this has been to no avail.

I am very concerned that granting a variation of this licence will allow continuous noise outside right beside our garden and disrupting our right to basic peaceful enjoyment of our garden.

I have lived here since 2009 and have never experienced such problems with the previous hotel owners before 2019 / 2020. Noise was kept to a reasonable level and there was never any BBQ or other facilities right beside our garden with smoke coming in.

Our worry is that granting the variation of the licence will result in even more noise, smoke, music all coming into our garden. Serving alcohol and food outside will only increase the level of disruption that we will experience.

We bought our house knowing full well that it was located next to the hotel but we were aware of their licence and only very rarely was noise ever an issue.

The new owners are disrupting us every weekend with noise, smoke and music in close proximity to our garden.

I would be very grateful if you could consider our objections when you look at this application.

I strongly believe that the disruption is unreasonable, excessive and wholly detrimental to myself and my neighbours.

Representation 2

I am a resident in Markby Close, Duxford, CB22 4RS. We live directly behind the Lodge hotel. I have big concerns about their application to serve food and play music outside. I'm very worried about this as we are already getting a lot of noise from the hotel every weekend. The music is loud and it goes on until very late, after dark. I have young children who are saying they have a headache from the constant music and are finding it hard to go to sleep. We have contacted the owners and tried to plead with them and their good nature to turn the music down, but so far, they are not very accommodating with this. Also, they serve food outside and the smoke from their barbeques are coming directly into our garden. Now they also have a pizza oven and not only we get the smoke from the bbq's also now from the pizza oven. We are not able to keep any windows or doors open as the smoke gets into the house and makes everything smell. We are not able to enjoy being outside in our garden as the smoke is heavy, we also get cigarette smoke coming in to the garden as I believe the hotel has their designated smoking place behind the wall, we share with them.

Last year when they were doing their building work, we suffered from the building noises and dust all through the year. They started early in the morning, without any consideration to the residents living nearby and often on top of this played music loudly whilst working. They also had some scaffolding work carried out and the workmen were up on the roof at 10 pm, my partner had to go and ask them to stop, but all he got was some rude words back from the builders. I also contacted the owner's various times and asked when the work would be finished. I got lies after lies as in when it would be completed. They didn't have any time frame for the work completion!! When they finally opened in November, there were a few late parties where music was played very loud. Obviously, the neighbours weren't informed.

Unfortunately, with corona crisis they had to close, but then they started the building works again. We were getting so tired of hearing saw/drill noises day after day and when I contacted them again, they just bluntly lied again as in when the works would finish! In June they had a massive BBQ in the gardens (this was during lockdown). Again, with loud noises and music.

I have lived in Markby Close for 11 years and never before have we had any issues with the hotel until now. We bought our house knowing we would be living near the hotel, but never would we thought it would cause us so much stress and worry for not being able to do anything or have a say in anything what the hotel owners are able to do. We had no idea they would be even considering playing music outside and serve food outdoors. If I wanted to live near a night club I would have moved to Soho!
Please take our views into consideration as residents when making your decision on the Lodge hotel's application. Me and my neighbours deserve to have our peace back.

Representation 3

Prevention of Public Nuisance

The application is for up to 300 people and up until 23.20 – I totally object to this:

A) Parking – there are no provisions for coping with this number of people. There have already been evenings when people have attended the property and parked on the road outside – this, I think, is unacceptable as there is a blind bend where the entrance to the Lodge is. Cars coming from Duxford village would not see these until very late on and if cars are coming from Ickleton this would be so very dangerous. I also do not want cars parking at the end of my driveway causing nuisance – again this would be dangerous on the bend. All in all very dangerous and total unacceptable ... this is a small village and the hotel is a small boutique hotel and should stay so!

B) Noise – the noise that would come from all these people would be totally unacceptable! Already a few noisy nights have occurred when music playing outside and people have been drinking has caused unacceptable levels of noise. Cars leaving beeping horns and people shouting at each other! The hotel is a great asset to the village, however, this application is a step too far. It is situated right on a sharp bend and in the middle of a residential area surrounded closely by lots of private housing. As such this is not a place for entertaining 300 people outdoors!

Public Safety

Parking – As previously mentioned the cars parking on the dangerous bend is unacceptable. Cars have already parked half on the road and half on the pavement so making it hard to walk past.

Representation 4

The Prevention of Crime & Disorder

There will always be concerns about anti-social behaviour where drinking is involved. I am worried that the young and inexperienced staff will be unable to cope with groups of drunk and / or abusive revellers within groups up to 300.

The Prevention of Public Nuisance

I have lived happily in this house since 1999. Sadly, I lost my husband and now, living on my own, become scared : if I hear shouting, noises, cars, late in the evening or night. With numbers of up to 300 leaving I would also worry about damage to my property and vehicles.

Public Safety

I realise tis section deals with public safety on site but I feel I must mention cars parking on the busy road and on the bend. Imagine how much worse this could be when numbers increase.

Representation 5

The Prevention of Public Nuisance

We are making representations to the Lodge, Duxford. We have grave concerns about the safety of parking if more events are to be held on the premises, as on several occasions already numerous cars have parked on the side of the road outside the Lodge, making it unsafe for passing on the pavement and dangerous for cars coming round the corner and having to pass a whole row of parked cars. There is already not enough parking for cars on the premises. There is also a white line to stop parking outside of the Lodge, which so far has been ignored. Also the aspect of noise, which has meant people leaving the premises at midnight, shouting swearing, tooting their horns and driving too fast down Ickleton Road.

Representation 6

The Prevention of Crime and Disorder

Anti-social behaviour: since re-opening the incidence of large groups of people outside the Lodge, drinking until closing time and being noisy when leaving has increased.

It is impossible to imagine how 300 people at an event in such a small space can be accommodated safely in the light of COVID-19 laws around social distancing, therefore we anticipate such events will breach the relevant legislation.

The Prevention of Public Nuisance

The application calls for up to 300 people to attend events until late into the evening. This will generate significant noise during opening hours and particularly as those people leave. There is also insufficient parking available on site (up to 30 car spaces on site if all bins are moved and stored elsewhere) to accommodate such large numbers, and so there will be potentially more than 100 extra cars parked throughout the village (assuming two people per car). This is a recognised problem on air days, when temporary parking restrictions are put in place by the police and highways agency, as inconsiderate drivers leave cars parked across driveways or double-parked, restricting access to residents. 300 attendees at The Lodge will therefore result in an increase in public nuisance for people in the village.

Public Safety

If 300 people attend an event at The Lodge, then there is insufficient on-site parking, as described above. Therefore cars will be parked immediately outside the Lodge, on Ickleton Road, which includes a blind bend, up a hill on a relatively narrow road, which is also a regular cycling route. This is bound to increase the risk and incidence of road traffic incidents. It could also compromise emergency access to and from Cambridge hospitals and fire stations for Duxford and its neighbouring villages. We repeat our statement above that it is impossible to imagine how 300 people at an event in such a small space can be accommodated safely in the light of COVID-19 laws around social distancing, therefore it constitutes a significant public health risk.

Protection of Children from Harm

We assume that all necessary precautions are in place, so do not object on these grounds.

Representation 7

Prevention of Crime and Disorder

We have major concerns regarding crime and disorder particularly as it is stated that the licence holder cannot be responsible for the conduct of individuals once they leave the vicinity of the premises. There is a clear correlation between alcohol consumption and increased antisocial behaviour. This could be in the form of criminal damage and opportunistic threats to property in Ickleton Road, St Peters Street and Mariaby Close. Because The lodge at Duxford does not have the capacity to cope with a huge increase in guests; people will spill out from the hotel to be picked up by

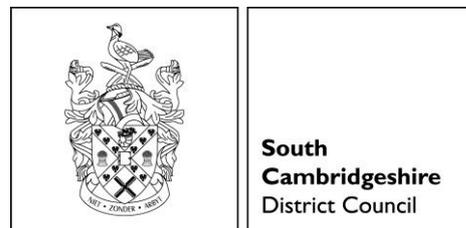
uber taxis/mini buses or walk/slurble/meander to their parked cars. It rs during this time where the potential for problems lie.

Public safety

We have major concerns regarding public safety and the plans submitted by The lodge at Duxford. The hotel is situated on a blind corner where St Peter's St meets Ickleton Road and is opposite another busy junction ;:it the end of Hunts Road. The need to maintain clear access in both directions is paramount due to the regular movement of business traffic from Hexcel and farm traffic including tractors and combine harvesters passing through.

With the plan for increased capacity, where are the guests going to park? Recently, a party took place where guests' minibuses and taxis parked directly on the side of The Lodge. This caused ongoing disruption to traffic flow and was a clear danger to people entering and exiting their vehicles. Drivers on St Peters St travelling to Ickleton/Saffron Walden will reach the apex of the blind corner where it meets Ickleton Rd and not be aware of the 'obstacles' in front of them before it's too late. This is a major accident waiting to happen!!!!

There is also The Plough pub, at the end of St Peters St. This is popular during the day and evenings and they have their own parking issues. Further parking from the Lodge will compound the problem!!!!



APPENDIX F

Date: 3 August 2020

Representation Memo

TO: Licensing Team

FROM: Health & Environmental Services

SUBJECT: Application to vary a Premises Licence

ADDRESS: The Lodge, Ickleton Road, Duxford, Cambridgeshire, CB22 4RT.

REF: 379371

I have checked the application relating to the above premises. From an Environmental Health point of view, I have the following comments:

I note that the timings of the premises allow for regulated entertainment to take place under the Live Music Act based upon the information in the Licensing Objectives section of the application whereby all customers are to leave by 23:00.

From reviewing our Environmental Health complaints database, there are no records of formal nuisance complaints having been investigated relating licensing activities at these premises.

However, since this application has been received by South Cambridgeshire District Council, I note that three complaints have been received regarding noise and smoke from outside activities at the premises. These complaints are currently being investigated.

As recent noise complaints have been received, please can the Licensing Team contact the applicant and discuss the following representation:

THE LICENSING ACT 2003 REPRESENTATION FORM FOR "RESPONSIBLE AUTHORITY"

This section is about your representation/s. They must relate to one or more of the Licensing Objectives. Please detail the evidence supporting your representation, (under the relevant headings) and the reason for your representation/s. <i>It is important that you detail all matters that you wish to be considered. (Use additional sheets if necessary). Regulations provide that in considering representations the authority may take into account documentary or other information produced by the party either before the hearing or, with the consent of all parties, at the hearing.</i>	
Which licensing objective(s) does your representation relate to?	Please see below

The Prevention of Public Nuisance See Below	Public Safety See Below
<p>Prevention of Public Nuisance</p> <ol style="list-style-type: none"> 1. No amplified live and/or recorded music shall be played in external areas of the site after 21:30. 2. Periodic checks should be carried out at the boundary of the premises to ensure that adjacent dwellings are not being/ will not be adversely affected by the noise. Such checks should be carried out during open hours. 3. Ensure that there is no movement of refuse bins, refuse, including bottles, or related equipment outside the building on the premises, unless in an emergency, between 22:00 and 07:00 4. Ensure prominent, clear and legible notices are displayed at all exits to the premises, and in outside areas within the site plan, requesting users to respect the needs of nearby residents and to leave the premises and area quietly and in a timely manner. <p>Public Safety</p> <ol style="list-style-type: none"> 1. Ensure a log book is kept at the premises which shall include each and every occasion, identifying the date and time, where there has been any refusal to sell alcohol and/ or any antisocial behaviour relating to alcohol sales. This log book must be made available upon request of relevant statutory officers. 2. Ensure all safety certificates and inspection reports are kept at the premises and made available to officers of relevant statutory officers upon request. 3. Ensure that all relevant staff are appropriately, and well, trained about: the requirements for persons' identification; establishing age; the adopted nationally recognised Age Restricted Policy; not serving alcohol to intoxicated persons; asking customers to use premises in an orderly and respectful manner; and adhering to environmental health requirements. 4. Open glass containers of alcohol shall not be removed from the premises. The designated premises supervisor shall ensure that public areas are cleared of all bottles and glasses on a regular basis during trading hours to avoid an accumulation of glassware. <p>It is Environmental Health's opinion that the inclusion of the above conditions will assist in promoting the licensing objectives.</p>	

Kind regards

Environmental Health Officer

Response and action plan to the representations made regarding the Variation Application for Premises Licence - The Lodge, Duxford, Ickleton Road, Duxford, Cambridge, CB22 4RT.

Dear Sir/Madam,

I would like to thank you for your recent phone call regarding the representations made to the above variation application. It has been noted that there are three main concerns: Smoke from the BBQ, noise from music played outdoors, and parking provisions. The Lodge, Duxford would therefore like to include within this document our action plan, which is currently already in place, to address these issues.

I will however, start by saying that it is not our intention to be a nuisance to our immediate neighbours and we aim to be a valued part of the community. As you are well aware, outdoor dining is crucial in the present Covid-19 climate, not only for the safety of our customers and staff but also in keeping hospitality companies like ours afloat when the numbers of guests we can have indoors is dramatically reduced. What we offer outside at The Lodge is very much seasonal - outdoor dining is not something our guests will be looking for from the end of September onwards and the DJ is only outside in the Summer months.

Onto the present concerns:

Smoke

Initially our outdoor eating plan included having a BBQ in the courtyard garden everyday from 12pm - 9pm. We quickly realised the smoke from the charcoal BBQ every day might become a nuisance and after speaking with one of our immediate neighbours we quickly changed our arrangements to a Sunday only BBQ 12pm-6pm and have changed from coal to gas to eliminate smoke. We believe 6 hours of a BBQ once a week is more than accommodating to the neighbours' wishes. It is worth noting that if it is raining on a Sunday the BBQ won't be lit at all that week.

Noise

We understand that concerns have been raised regarding the noise from the DJ and outdoor music. We have now reduced the DJ hours to Friday and Saturday only from 7- 9.30pm and the music played during the rest of the time is low level and very relaxed. The DJ has been playing 'chilled sunset style music' and we continuously check volume levels around the perimeter of the premises throughout the night with a decibel metre. We have changed the speakers to face away from the shared wall, have reduced the base and we are now in the process of putting up signs, particularly on the shared wall, notifying customers of our noise level policy and that they will be politely asked to reduce their noise or be asked to move to a different area away from the shared wall drinking area if their loud talking remains.

Parking Provisions

There is concern that we currently don't have enough parking spaces for the numbers of customers. We have 30 spaces within the property premises, for both hotel guests and visiting diners. We agree this isn't enough should the restaurant and hotel be full in the evening but unfortunately there is nothing that can be done within the boundary of the premises with regards to this. During the day and mid-week we have ample space. On our first Saturday service post lockdown we received more guests that we were expecting and the parking on the street outside was busier than we could have imagined. Most critically there were some guests who had parked on the bend in the road outside of the property and with their wheels on the pathway making it impossible to pass, and unsafe to pedestrians and other drivers. We have spoken to Cambridge county council and are in the process of applying to the local highways improvement scheme for yellow lines to be put on the road. We are also creating an additional message on dining confirmation emails to make customers aware of safe places to park within the village should the car park be full.

We hope from the above you can see that we are very much working to ensure our neighbours are kept as happy as possible within the frame-work of general hotel day to day noise. To change the BBQ scenario alone it has cost us approximately £2000 changing from coal to gas. There hasn't been a successful hotel business at The Lodge location for many years so although the hotel has always been there, as have the residential houses, they have become used to zero noise from a failing business. The last thing we want is our business to fail. We are doing everything we can to be accommodating whilst still trying to make The Lodge a place our customers will visit time and again.

Many thanks,

Philippa Infanti

Responses to Applicant's document titled

'Response and action plan to the representations made regarding the Variation Application for Premises Licence - The Lodge, Duxford, Ickleton Road, Duxford, Cambridge, CB22 4RT'

Representation 1

At this point I am not looking to withdraw my objections.

Despite the points made by the applicant I am not at all assured that serious efforts are made to reduce noise from customers. Customers have continued to make noise at antisocial hours and there has been no effort to stop this - most recently until nearly 1 am this Sunday morning just past.

A licence to sell alcohol outside will most likely exacerbate this problem.

Can you also confirm if the applicant is looking to formally vary their licence conditions so that music is only permitted to be played on Fridays and Saturdays between 7 and 9.30 pm ? This is not clear from their response which you forwarded to me.

Representation 2

Thank you for your email. I am not looking to withdraw the points I made to address their application to vary their licence.

We are still hearing noises at late hours – most recently this past weekend with extremely loud noises continuing until nearly 1 am. I contacted the hotel regarding this, but received no response from them. I believe we have a legal right to be protected against statutory noise nuisance.

I am therefore not convinced that their new outdoor licence will in any way be dealt with properly and with respect to neighbours. We are very concerned about this

Are the Lodge Hotel owners looking to amend their actual current licence so that music cannot be played apart from 7 to 9.30pm on Friday to Saturday? As I'm writing this email to you, I can hear music being played from the hotel!

Representation 3

Having read the attached document I am still very worried about this application. My response is below;

Noise - As per the application for up to 300 guests...with the possibility of up to 300 people across the road from my house all drinking with a DJ playing music -albeit for even two and a half hours - most Friday and Saturday nights I fail to see how this can be allowed when we live in a quiet residential village with houses surrounding the hotel. Why is there a need for a DJ? I would like nothing more than this hotel to prosper but not in this intrusive way. Soft background music is fine, however, with the best will in the world noise levels would be extremely difficult to police once drinks are consumed without the possibility of trouble. I don't think it is appreciated just how the sound travels. I don't really want to sit in my garden on a lovely summer evening and have to listen to what's going on at The Lodge.

I have lived in this house for 30 years and always have supported the hotel and had guests stay there many times especially as my husband and I have work colleagues from overseas on business to book in. It is, as I said previously, a small village boutique hotel and whilst I fully understand these difficult times, a DJ and too many people to cope with is not appropriate.

Parking - it states that on the first Saturday they received more guests than expected and that they were busier than expected. It was very noisy and imagine with up to 300 People outside, it would be unbearable! The parking issue is a very serious one and although an application for yellow lines will be sent, this is not a given and all of these people would need to park somewhere ...if this application to the Council is rejected we would still have a major issue. Also what would happen in the meantime, they can't legally stop people parking on the dangerous bend.

I am so very disappointed to have to go through this process as I do feel that the hotel is an asset to the village however this application is a step too far and the proposal as stands is unacceptable.

Representation 6

thank you for forwarding this letter to us. We have already seen this letter from the Parish Clerk, and unfortunately it doesn't address our concerns. Our primary concern is the size of the requested license. We'd be very happy to engage in a negotiated solution, but this letter does not achieve that.

We would humbly request that the applicants consider how to reduce the 300 people to something more manageable for the hotel and the residents, as highlighted in our representation

This page is left blank intentionally.