



Date: 13/11/2017
Ask For: Emily Kennedy
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LICENSING SUB COMMITTEE

21 NOVEMBER 2017

A meeting of the Licensing Sub Committee will be held at **10.00 am on Tuesday, 21 November 2017** in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Membership:

Councillors: Matterface, K Coleman-Cooke and M Saunders

A G E N D A

Item
No

Subject

1. **ELECTION OF CHAIRMAN**

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

'To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest Form attached at the back of this Agenda. If a Member declares an interest, they should complete that form and hand it to the Officer clerking the meeting and then take the prescribed course of action.'

4. **APPLICATION FOR REVIEW OF PREMISES LICENCE - SUNDOWNERS 1 ALBERT TERRACE MARGATE** (Pages 3 - 20)

5. **APPLICATION FOR TEMPORARY EVENT NOTICE BY: DUNCAN BAYLES** (Pages 21 - 42)

Declaration of Interests Form

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**APPLICATION FOR REVIEW OF PREMISES LICENCE –
SUNDOWNERS 1 ALBERT TERRACE
MARGATE**

Licensing Sub-Committee – 21st November 2017 at 10 a.m

Report Author **Philip Bensted Regulatory Services Manager**

Portfolio Holder **Cllr Lin Fairbrass Community Services**

Status **For Decision**

Classification: **Unrestricted**

Ward: **Margate Central**

Executive Summary:

To consider this application to review the premises licence made by Chief Inspector Sharon Adley.

Recommendation(s):

The instructions of the Sub-Committee are requested

CORPORATE IMPLICATIONS

Financial and Value for Money	None
Legal	<p>There is a right of appeal to a Magistrates' Court within 21 days of the date of the decision of the Licensing Sub-Committee.</p> <p>The Licensing Sub-Committee must pay proper attention to the applicant's rights under the provisions of the Human Rights Act 1998, which gives further effect in the United Kingdom to the fundamental rights and freedoms contained in the European Convention on Human Rights. The Licensing Sub-Committee must have proper regard to the rights of the individual applicant when making decisions that affect them. However, it also has to have regard to the safety and protection of the public and therefore to ensure that the right balance is found and think hard about how it can cause the least possible harm to individuals, bearing in mind its duty to ensure the protection of the public.</p>
Corporate	None.
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p>

1.0 Introduction and Background

- 1.1 An application has been received for the review of the premises licence held by Duncan Andrew Bayles in respect of the premises known as Sundowners, 1 Albert Terrace, Margate from Sharon Adley, Chief Inspector of Police.
- 1.2 These premises were granted a premises licence in April 2008. The licence was transferred to Duncan Bayles in August 2015. He became the designated premises supervisor in November 2015. A copy of the premises licence is appended at Annex 1. A map of the area showing the location of these premises is at Annex 2.
- 1.3 Licensable activities are shown on that premises licence and the times can be found at Annex 1, together with the conditions attached to the licence.
- 1.4 The grounds for review of the licence are set out in the application, which is appended at Annex 3.

2.0 General Points

- 2.1 Applicants for review of a premises licence are required, as part of the licensing procedure, to send copies of the application to other responsible authorities. The Licensing Authority must advertise the review for twenty eight days, giving interested parties the opportunity to make representations. No representations have been received. The application was advertised by notice on the premises and on the public notice board in the Gateway, the main Council Offices.
- 2.2 Before determining the application, the Licensing Authority must hold a hearing to consider it and any relevant representations. The Authority must, having regard to the application and any relevant representations, take such steps, if any, mentioned under 'options' at paragraph 3, it considers appropriate for the promotion of the licensing objectives. The Guidance issued by the Home Office should also be considered.
- 2.3 The licensing objectives are the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm. Reasons must be given for any decision made by the Sub-Committee.

3.0 Options

- 3.1 To modify the conditions of the licence (for this purpose the conditions of the licence are modified if any of them is altered or omitted or any new condition is added).
- 3.2 To exclude a licensable activity from the scope of the licence.
- 3.3 To remove the designated premises supervisor.
- 3.4 To suspend the licence for a period not exceeding three months.
- 3.5 To revoke the licence.
- 3.6 To take none of these steps and take no action, or, take informal action such as a warning or guidance.

Agenda Item 4

Contact Officer:	Philip Bensted, Regulatory Services Manager, ext 57630
Reporting to:	Penny Button, Head of Neighbourhood Services, ext 57425

Annex List

<i>Annex 1</i>	<i>Premises licence</i>
<i>Annex 2</i>	<i>Map of the area</i>
<i>Annex 3</i>	<i>Review application</i>

Background Papers

Title	Details of where to access copy
N/A	

Corporate Consultation

Finance	N/A
Legal	N/A



**Thanet District Council
Part A
Premises Licence**

Premises licence number

LN/200800097

Part 1 – Premises details

Postal address of premises, or if none, ordnance survey map reference or description	
Sundowners 1 Albert Terrace	
Post town Margate, Kent	Post code CT9 1UJ
Telephone number 01843 [REDACTED]	

Where the licence is time limited the dates
None

Licensable activities authorised by the licence
<ol style="list-style-type: none"> 1) Indoor sporting events, live music (indoors), recorded music (indoors), performances of dance (indoors), anything of a similar description (indoors), making music (indoors), dancing (indoors), entertainment of a similar description (indoors). 2) Late night refreshment (indoors/outdoors). 3) Supply of alcohol (on and off the premises)

The times the licence authorises the carrying out of licensable activities
<ol style="list-style-type: none"> 1) Mon-Sat 10am to 3am, Sun 12 noon to 3am 2) 11pm to 3am daily 3) Mon-Sat 10.00am to 2.30am, Sun 12 noon to 2.30am

The opening hours of the premises
Mon-Sat 10am to 3am, Sun 12 noon to 3am

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On and off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Mr Duncan Andrew Bayles
[REDACTED] Hatfeild Road, Margate, Kent CT9 5BL
01843 [REDACTED]

Registered number of holder, for example company number, charity number (where applicable)

Not Applicable

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Mr Duncan Andrew Bayles
[REDACTED] Hatfeild Road, Margate, Kent CT9 5BL
01843 [REDACTED]

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

LNA [REDACTED]

Thanet District Council

Issued on the 28 July 2017

To commence on the 07 April 2008

Regulatory Services Manager



Annex 1 – Mandatory conditions

No supply of alcohol may be made under the premises licence:-

- a) At a time when there is no designated premises supervisor in respect of the premises licence, or**
- b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended**

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Any Door Supervisor employed at the premises will be licensed under the Private Security Industry Act 2001.

1. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of

alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

4. The responsible person must ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.”

5. (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

(2) For the purposes of the condition set out in paragraph 1 –

a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

b) “permitted price” is the price found by applying the formula –

$$P = D + (D \times V)$$

where -

- i. P is the permitted price,
- ii. D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –

- i. The holder of the premises licence,
- ii. The designated premises supervisor (if any) in respect of such a licence, or
- iii. The personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or

officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.

Annex 2 – Conditions consistent with the operating Schedule

- 1) The Premises Licence Holder shall ensure that notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.**
- 2) The Premises Licence Holder shall ensure that all staff shall be suitable trained for their job function. The training shall be recorded, ongoing and under constant review, and records must be available to a relevant Responsible Authority when called upon.**
- 3) The Premises Licence Holder shall operate a ‘Challenge 25’, or similar, scheme at the premises whereby anyone who appears to be under the age of 25 shall be asked to provide proof of age that he or she is over 18. Proof of age shall only comprise of a passport, a photo-card driving licence or an industry approved proof of age identity card.**
- 4) The Premises Licence Holder shall ensure that notices shall be prominently displayed in the premises to advise patrons and staff that a ‘Challenge 25’, or similar, scheme operates in the premises.**
- 5) The Premises Licence Holder shall ensure that an ‘Admissions Policy’ is adopted which will be utilised as part of the conditions of entry; such policy to be drafted after consultation with the Police Licensing Officer and not amended without further consultation.**
- 6) The Premises Licence Holder shall ensure that door supervisors, when employed at the premises, are all individually registered with the Security Industry Authority (SIA); the SIA name badge being displayed at all times whilst on duty.**
- 7) The Premises Licence Holder shall ensure that all door supervisors, when employed at the premises, shall enter their full details in a register/log book at the commencement of work. This shall record their full name, home address and contact telephone number, the door supervisor’s SIA registration**

number; the time they commenced and concluded working. If the door supervisor was supplied by an agency, details of that agency will also be recorded including the name of the agency, the registered business address and a contact telephone number.

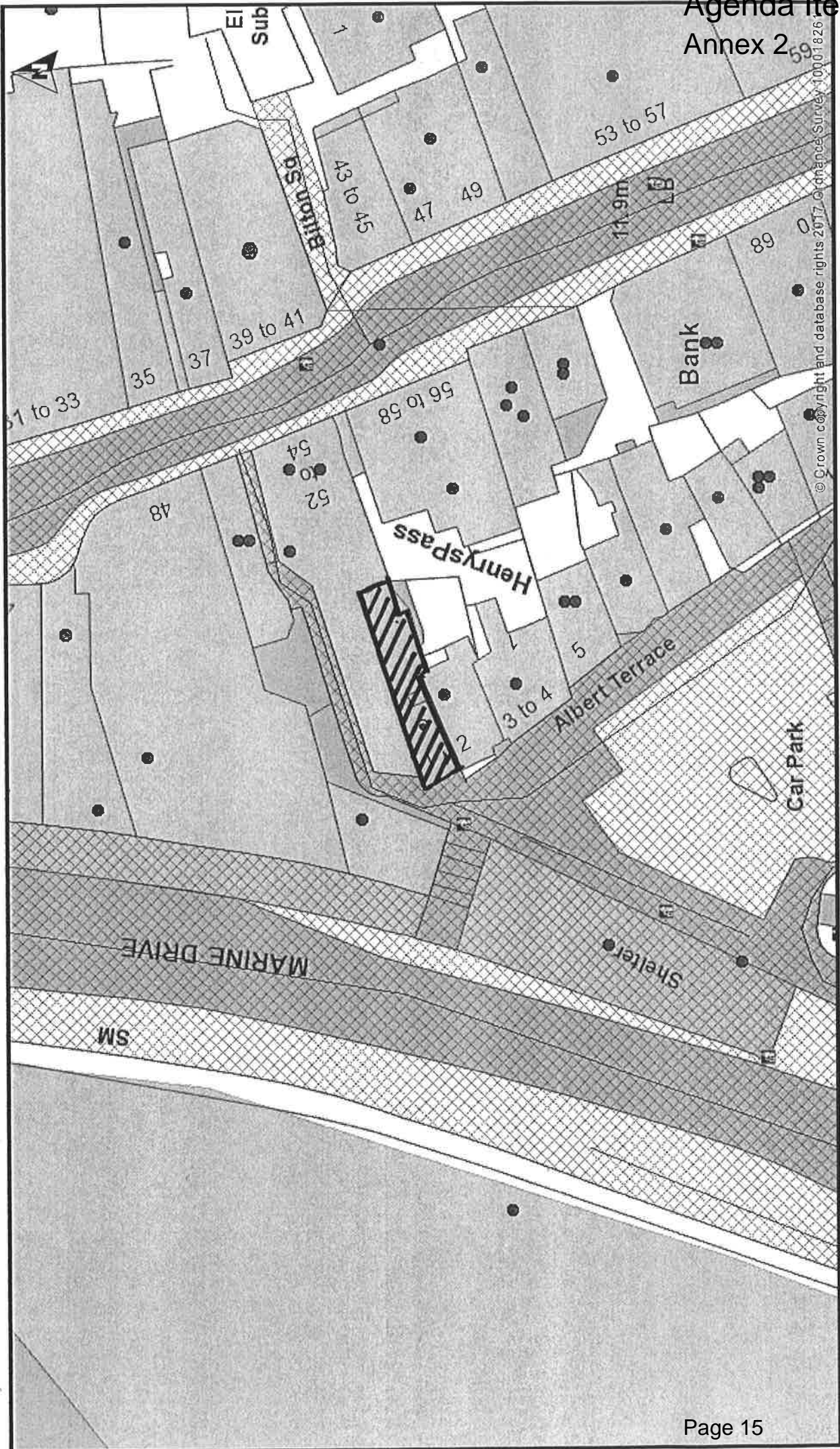
- 8) The Premises Licence Holder shall ensure that from midnight on any day the premises are open for licensable activities, no drinks will be allowed outside in the smoking area unless in polycarbonate, plastic or similar containers.
- 9) The Premises Licence Holder shall ensure that off-sales after 11pm will be in a sealed container.
- 10) The Premises Licence Holder shall ensure that, with the exception of those patrons exiting the venue to smoke, there will be no re-entry after 1.30am on any day the premises is open for licensable activities.
- 11) The Premises Licence Holder shall ensure that drinks served for consumption after 9pm on any trading day within the designated outside terrace, shall be dispensed in polycarbonate, plastic or similar bottles or glasses.
- 12) All doors and windows to remain closed, except for access and egress, when regulated entertainment is taking place.
- 13) Children shall not be permitted to remain on the premises after 9pm.
- 14) CCTV shall be installed and maintained at the premises. Recordings shall be available to Police and Licensing Authority Officers upon request.
- 15) The Terrace Deck above the Victorian shelter shall be limited to a maximum of 120 persons and that area shall be capable of seating 120 at all times.

Annex 3 – Conditions attached after a hearing by the licensing Authority

None

Annex 4 – Plans

Plans considered April 2008



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Thanet District Council
Cecil Street
Margate
Kent
CT19 1XZ

Title: Thanet District Council
Author: Thanet District Council
Scale 1:500
Date: 30/10/2017

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(C) DETAILS OF RESPONSIBLE AUTHORITY APPLICANT

Name and address CHIEF INSPECTOR SHARON ADLEY MARGATE POLICE STATION FORT HILL MARGATE
Telephone number (if any) 01848 [REDACTED]
E-mail address (optional) [REDACTED]@police.uk

This application to review relates to the following licensing objective(s)

Please tick one or more boxes

- | | |
|---|-------------------------------------|
| 1) the prevention of crime and disorder | <input checked="" type="checkbox"/> |
| 2) public safety | <input checked="" type="checkbox"/> |
| 3) the prevention of public nuisance | <input checked="" type="checkbox"/> |
| 4) the protection of children from harm | <input type="checkbox"/> |

Please state the ground(s) for review (please read guidance note 1)

Police are calling this review of the premises licence for Sundowners Wine Bar, 1 Albert Terrace, Margate. Under three of the licensing objectives: of

The Prevention of Crime and Disorder,
The Promotion of Public Safety and
The Prevention of Public Nuisance.

There is also concern about the suitability of the Designated Premises Supervisor's ability to run the premises following an increase in violence against the person recorded crime.

Kent Police believe that three of the licensing objectives are failing to be promoted adequately and have serious concerns regarding the current running of the premises.

Please provide as much information as possible to support the application

(please read guidance note 2)

The Premises

Sundowners is situated at the end of Albert Terrace, Margate. As you face the premises there is an alleyway to the left hand side with a barrier across; this alleyway leads onto the High Street. The sole entrance to the premises is situated at the front and consists of a single door that leads straight on to a stairwell. There is a designated smoking area here which is cordoned off by brass supports and advertising barriers between. At the top of this stairwell, to the right, is the entrance to the first floor. Turning right you go through a door and enter a lobby area, it is here that you also gain entrance to the men's toilets. This lobby area is an empty room with a large window that overlooks the beach. On the right is another flight of stairs that leads to the second floor. At the top of these stairs there is a small seating area to the right and ahead are the female toilets. On the left is another door that leads into the bar area. In this area, on the left, are tables and chairs and the bar is situated on the right hand side with a pool table at the back. Past the pool table is a step that leads to the DJ booth and dance floor. There is a door on the left which is for the private residence of the DPS. At the back of the dance floor is a pole and stage area. In summary, Sundowners is situated over three floors and due to its layout means that security staff must at all times be vigilant being aware of congregation points outside of their natural line of sight.

On Sunday 6th August 2017 police were called by the DPS – Duncan Bayles to attend a large fight which was taking place within the premises – violent behaviour had spread across all floors. Police subsequently attended and suspects have been arrested and interviewed. A number of crime reports have been recorded from and relating to this one incident, namely, Violent Disorder, two reports for Actual Bodily Harm, one for Wounding with intent. The Violent Disorder is subject of an on-going criminal investigation. This was a violent episode which put both staff and customers in danger. No one appeared to take control of the situation and the staff appeared to be vastly outnumbered with only one of the SIA staff members actively trying to disrupt the fight. Police are not satisfied that the DPS or the SIA door staff had sufficient control of this incident.

History

On Tuesday 22nd March 2016 police held a meeting with the DPS to discuss issues which had arisen within the premises – following this meeting the police did not feel confident that these issues had been resolved. This related to repeatedly high drug readings and concerns regarding under-age drinking within the premises and what appeared to be a lack of knowledge regarding the licence and its conditions.

On 20th July 2016 a further meeting was held seeking improvement as to how the premises was being managed and controlled. This related to concerns from the police over the correct checking of ID to ensure those underage were not admitted. Following this meeting an email was sent to the applicant outlining ways to improve without the need to call the premises for review.

On the 18th August 2016 police held a meeting with the DPS and his legal advisor discussing the DPS potentially applying for extra conditions to resolve the concerns held by the police without necessitating calling a review of the premises licence. The variation to the licence was applied for in September 2016 and the licence was granted. This imposed tighter conditions to support the premises, including extra SIA door staff generally, with more SIA door staff being required when an event is taking place.

This year (from Jan 1st to Sept 9th) has seen 28 recorded crimes that occurred at the premises or were causally linked to them, with 17 of them being committed after 0100 hours. Of these 17 reports 13 relate to violence offences, 2 thefts and 1 harassment. These offences have been recorded as occurring at or after 0100 hours.

Police request the following measures are considered to promote the licensing objectives:

Change of Designated Premises Supervisor (DPS); Duncan Bayles is currently the responsible person for the

~~RESTRICTED (when complete)~~ Agenda Item 4
Annex 3
Application for the review of a premises licence or club premises certificate under the Licensing Act 2003

premises and is accountable for promoting the licensing objectives against the backdrop of the growing number of violent crimes being recorded at the premises. Duncan Bayles took over as DPS in August 2015 since then there has been 55 recorded crimes at the premises. 32 of those have all taken place after 0100 hours and 32 of these crimes are violence against the person reports. There are 3 recorded crimes in 2015. 25 recorded crimes in 2016 and 28 recorded crimes so far in 2017.

From 2003 to the last recorded crime in 2015 and before he took control there were 39 recorded crimes of which 10 of those are after 0100 hours. 2007 being the busiest year in that time with 8 recorded crimes. 20 of those recorded crimes are violence against the person reports.

On these statistics alone it would show that since the DPS has been in charge of the premises crime within the premises has significantly increased.

The Police seek the following conditions to be applied to the premises licence.

1. Sale by retail of alcohol to end at 0030 hours.

More than 50% of all recorded crime occurring since the DPS has had the control and responsibility for the premises occurs after 0100 hours. This new condition will allow a 30 minute drinking up time and assist to stagger dispersal.

2. Close of premises at 0100 hours.

To close at 0100 hours for the reasons above.

3. No admission after 0000 hours.

This will eliminate people arriving at the premises late and with only 30 minutes left to purchase alcohol. This would assist in discouraging people from consuming alcohol in a short space of time before the premises closes.

4. No re-admission after 0000 hours (unless supervised readmission from the smoking area)

If people leave the premises and are not continually supervised within the smoking area, then they should not be allowed to come back in after this time. This will reduce noise issues outside the premises. If somebody wants to have a cigarette this will allow them to do so and to then return upstairs to the bar under supervision.

5. No drink is to leave the bar area as defined by the door entrance at the top of the stairs.

This will support the premises ensuring that the bar and its staff are in control and can see all areas where alcohol is permitted to be consumed. It will also prevent patrons grouping in unsighted areas. This door can be controlled by SIA Door staff to ensure that drinks are not allowed outside.

6. The removal of pool cues and balls from 2100 hours with the option to play pool being removed after this time.

The violent disorder evidenced that offenders used pool balls and threatened with pool cues. By removing them in the evening will eliminate this risk. The most recent report shows offenders using pool balls and cues in a violent assault.

7. All drinks to be served in plastics from 2100 hours.

Glasses were thrown in this incident and previous crime reports outline where glass was used as a weapon. This will protect patrons from serious injury.

8. 3 SIA security staff every Thursday – Saturday, Sunday to Wednesday - 1. In a planned event evening a minimum of 4 SIA security staff with a Planned event being defined as any event where an

entrance fee is paid.

From the very layout of the premises the SIA door staff are restricted in their sight and their ability to deal with any incident that may arise. SIA door staff would and should be required to cover all floors and the main bar area.

9. All SIA to wear body worn cameras.

For the protection of patrons and staff; the benefits of body worn video are that they are a valuable tool that will not only assist the protection of patrons and staff but will also fully support the licensing objectives.

SIA door staff are employed to safeguard the premises licence and patrons, on the evidence of the CCTV seen the current employed staff fall way below what is expected and necessary. The Police want all SIA security staff replaced by a recognised security company as previous concerns around the current SIA security staff have been raised. By employing a recognised security company, the premises would be getting experienced SIA door staff to support the premises and in furtherance of the licensing objectives.

**APPLICATION FOR TEMPORARY ACTIVITIES:
TEMPORARY EVENT NOTICE APPLICATION
BY: Duncan Bayles**

Licensing Sub-Committee – 21st November 2017 at 10.00 a.m

Report Author ***Philip Bensted Regulatory Services Manager***

Portfolio Holder ***Cllr Lin Fairbrass Community Services***

Status ***For Decision***

Classification: ***Unrestricted***

Ward: ***Margate Central***

Executive Summary:

To consider this application for temporary activities in the light of objections made by Kent Police

Recommendation(s):

The instructions of the Sub-Committee are requested

CORPORATE IMPLICATIONS

Financial and Value for Money	None
Legal	<p>There is a right of appeal to a Magistrates' Court within 21 days of the date of the decision of the Licensing Sub-Committee with regard to the grant/refusal of a licence or any of the conditions attached to it.</p> <p>The Licensing Sub-Committee must pay proper attention to the applicant's rights under the provisions of the Human Rights Act 1998, which gives further effect in the United Kingdom to the fundamental rights and freedoms contained in the European Convention on Human Rights. The Licensing Sub-Committee must have proper regard to the rights of the individual applicant when making decisions that affect them. However, it also has to have regard to the safety and protection of the public and therefore to ensure that the right balance is found and think hard about how it can cause the least possible harm to individuals, bearing in mind its duty to ensure the protection of the public.</p>
Corporate	None.
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p>

1.0 Introduction and Background

- 1.1 A temporary event notice has been received from Duncan Bayles of the Sundowners, Albert Terrace, Margate. The event is described as 'last London Drag Performer of the Year to appear'. There will be the following licensable activities, regulated entertainment, late night refreshment and the sale of alcohol. It will take place on the 25th November between 9 p.m and 4 a.m at Sundowners, 1 Albert Terrace, Margate. The maximum number of people to be present will be 120. The applicant is the holder of a personal licence.
- 1.2 Part 5 of the 2003 Licensing Act provides a system of permitted temporary activities, under which licensable activities can be carried out on a temporary basis (for a period not exceeding 7 days) without the need for a premises licence or a club premises certificate. A copy of the notice is appended at Annex 1.

2.0 General Points

- 2.1 The Act provides for periods of notice and the number of events that may be held. Notice must be given to the Licensing Authority, Police and Environmental Protection ten working days before the beginning of the event period. The Police and Environmental Protection then have three working days to lodge objections with the Licensing Authority and Applicant. A copy of the Police objection is appended at Annex 2.
- 2.2 Objections must relate to the undermining of the licensing objectives, the prevention of crime and disorder, public safety, the prevention of public nuisance, the protection of children from harm.
- 2.3 A copy of the premises licence for the Sundowners with times and conditions is attached at Annex 3.

3.0 Options

- 3.1 Grant the application.
- 3.2 Refuse the application.
- 3.3 Grant the application with the conditions attached to the premises licence.

Contact Officer:	Philip Bensted, Regulatory Services Manager, ext 57630
Reporting to:	Penny Button, Head of Neighbourhood Services, ext 57425

Annex List

<i>Annex 1</i>	Temporary event notice
<i>Annex 2</i>	Police objection
<i>Annex 3</i>	Premises licence

Background Papers

Title	Details of where to access copy
N/A	

Corporate Consultation

Finance	N/A
Legal	N/A

SK1532

2017 Agenda Item 5

Annex 1

K21 received
4/11/17



Thanet
Temporary Event Notice
Licensing Act 2003

For help contact
licensing@thanet.gov.uk
Telephone: +44(0)1843577413

* required information

Section 1 of 9

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

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

Your reference

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 address

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.

Is your business registered outside the UK?
 Yes No

Business name If your business is registered, use its registered name.

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

Legal status

emailed to Police @ 8.45am 06/11/17

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Business Address

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 9

APPLICATION DETAILS (See also guidance on completing the form, general notes and note 1)

Have you had any previous or maiden names?

Yes No

Your date of birth / /
dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Correspondence Address

Is the address the same as (or similar to) the address given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Continued from previous page...

Additional Contact Details

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

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

E-mail	duncanbayles1 [redacted]
Telephone number	01843 [redacted]
Other telephone number	[redacted]

Section 3 of 9

THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). (See also guidance on completing the form, note 2)

Does the premises have an address?

- Yes No

Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

Building number or name	Sundowners
Street	1 Albert Terrace
District	
City or town	Margate
County or administrative area	Kent
Postcode	CT9 1UJ
Country	United Kingdom

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

- Neither Premises licence Club premises certificate

Premises licence number	LN/200800097
-------------------------	--------------

Location Details

Provide further details about the location of the event

Use of Bar and associated areas as covered in the current premises licence

Agenda Item 5

Annex 1

Continued from previous page...

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below [\(see also guidance on completing the form, note 3\)](#)

Describe the nature of the premises below [\(see also guidance on completing the form, note 4\)](#)

Bar & Restaurant serving food and drink with late licence

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

Event for the last London Drag Performer of the Year to appear.
Entertainment will consist of 1 Drag Performer and DJ providing music in the dance room
Event to be run under all the licence conditions already in place for the premises licence.
Requesting a extension to the existing premises license from 3am to 4am. (No new addmitance after 01:30)
SIA security team will be increased to 4 members for the duration of the event.

Section 4 of 9

LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises
[\(see also guidance on completing the form, note 6\)](#):

- The sale by retail of alcohol
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment
- The giving of a late temporary event notice

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.
[\(See also guidance on completing the form, note 7\).](#)

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

[\(see also guidance on completing the form, note 8\)](#)

Event start date

25	/	11	/	2017
dd		mm		yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Continued from previous page...

Event end date / /
dd mm yyyy

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

(see also guidance on completing the form, note 9)

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

Note that the maximum number of people cannot exceed 499.

(see also guidance on completing the form, note 10)

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

(see also guidance on completing the form, note 11):

- On the premises only
- Off the premises only
- Both

Section 5 of 9

RELEVANT ENTERTAINMENT (See also guidance on completing the form, note 12)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

Section 6 of 9

PERSONAL LICENCE HOLDERS (See also guidance on completing the form, note 13)

Do you currently hold a valid personal licence? Yes No

Provide the details of your personal licence below.

Issuing licensing authority

Licence number

Date of issue / /
dd mm yyyy

Continued from previous page... Any further relevant details

Section 7 of 9

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

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

- Yes No

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

3

Have you already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or Yes No
b) Begins 24 hours or less after the event period proposed in this notice?

Section 8 of 9

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

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

- Yes No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or Yes No
b) Begins 24 hours or less after the event period proposed in this notice?

Continued from previous page...

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? Yes No

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: Yes No

a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice?

Section 9 of 9

CONDITION (See also guidance on completing the form, note 17)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.
This formality requires a fixed fee of £21

DECLARATION (See also guidance on completing the form, note 18)

The information contained in this form is correct to the best of my knowledge and belief

* I understand that it is an offence:

* (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and

* (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

Full name

Capacity

Date / /
dd mm yyyy

Continued from previous page...

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/temporary-event-notice/thanet/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

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**Kent
Police**

Chief Officer of Police Objection Notice in relation to a
Temporary Event Notice given under Part 5 Section 100
Licensing Act 2003 (S104 Licensing Act 2003)

Details of person making objection	
Name of Chief Officer of Police	Sharon Adley
Postal Address: (Area Headquarters)	Margate Police Station Fort Hill Margate CT9 1HL
E-mail address	██████████@kent.pnn.police.uk
Telephone Number:	01843 ██████████

The Chief Officer of Police has received a Temporary Event Notice under Section 100 Licensing Act 2003, and under Section 104 of that Act, asks the Licensing Authority to consider this objection in respect of the prevention of crime and disorder objective.

Details of Temporary Event	
Date(s) of event	25 th November 2017 to 26 th November 2017
Licensable activities proposed	The Sale by retail of alcohol The Provision of regulated entertainment. The provision of late night refreshment.
Hours of licensable activities	2100 - 0400
Name of Premises:	Sundowners
Address of premises:	1 Albert Terrace Margate Kent CT9 1UJ
Date and time TEN received by police	04/11/2017
Date and time objection notice given to Licensing Authority and the premises user	07/11/2017

Due to the circumstances of this case, I am satisfied that allowing the premises to be used in accordance with the notice would undermine the crime prevention objective because

The Police are objecting to the TENs application for this event.

The Police have called for a full review of this premises licence due to the increase of

violence at the venue in the early hours of the morning. To support this TENS would not be supporting the position the Police have taken in calling for the review.

Due to the time being requested for this TENS, the Police cannot support it.

Please use separate sheets where necessary

Suggested modifications that could be added to the temporary event notice to remedy the objection or other suggestions the Licensing Sub Committee may take into account:

Please use separate sheets where necessary. Consider s106 Licensing Act 2003.

A hearing for the review of the Premises Licence has been made and the police cannot support any increase in hours at this premises.

Signed:
Print name: PC Darren Dennett

Date: 07/11/2017
Force Number: [REDACTED]



**Thanet District Council
Part A
Premises Licence**

Premises licence number

LN/200800097

Part 1 – Premises details

Postal address of premises, or if none, ordnance survey map reference or description	
Sundowners 1 Albert Terrace	
Post town Margate, Kent	Post code CT9 1UJ
Telephone number 01843 [REDACTED]	

Where the licence is time limited the dates
None

Licensable activities authorised by the licence
<ol style="list-style-type: none"> 1) Indoor sporting events, live music (indoors), recorded music (indoors), performances of dance (indoors), anything of a similar description (indoors), making music (indoors), dancing (indoors), entertainment of a similar description (indoors). 2) Late night refreshment (indoors/outdoors). 3) Supply of alcohol (on and off the premises)

The times the licence authorises the carrying out of licensable activities
<ol style="list-style-type: none"> 1) Mon-Sat 10am to 3am, Sun 12 noon to 3am 2) 11pm to 3am daily 3) Mon-Sat 10.00am to 2.30am, Sun 12 noon to 2.30am

The opening hours of the premises
Mon-Sat 10am to 3am, Sun 12 noon to 3am

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On and off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Mr Duncan Andrew Bayles

[REDACTED]
01843 [REDACTED]

Registered number of holder, for example company number, charity number (where applicable)

Not Applicable

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Mr Duncan Andrew Bayles

[REDACTED]
01843 [REDACTED]

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

LN/201500681

Thanet District Council

Issued on the 28 July 2017

To commence on the 07 April 2008

Regulatory Services Manager _____

Annex 1 – Mandatory conditions

No supply of alcohol may be made under the premises licence:-

- a) At a time when there is no designated premises supervisor in respect of the premises licence, or**
- b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended**

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Any Door Supervisor employed at the premises will be licensed under the Private Security Industry Act 2001.

1. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of

alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

4. The responsible person must ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.”

5. (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

(2) For the purposes of the condition set out in paragraph 1 –

a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

b) “permitted price” is the price found by applying the formula –

$$P = D + (D \times V)$$

where -

- i. P is the permitted price,**
- ii. D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and**
- iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;**

(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –

- i. The holder of the premises licence,**
- ii. The designated premises supervisor (if any) in respect of such a licence, or**
- iii. The personal licence holder who makes or authorises a supply of alcohol under such a licence;**

(d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or

officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.

Annex 2 – Conditions consistent with the operating Schedule

- 1) **The Premises Licence Holder shall ensure that notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.**
- 2) **The Premises Licence Holder shall ensure that all staff shall be suitable trained for their job function. The training shall be recorded, ongoing and under constant review, and records must be available to a relevant Responsible Authority when called upon.**
- 3) **The Premises Licence Holder shall operate a ‘Challenge 25’, or similar, scheme at the premises whereby anyone who appears to be under the age of 25 shall be asked to provide proof of age that he or she is over 18. Proof of age shall only comprise of a passport, a photo-card driving licence or an industry approved proof of age identity card.**
- 4) **The Premises Licence Holder shall ensure that notices shall be prominently displayed in the premises to advise patrons and staff that a ‘Challenge 25’, or similar, scheme operates in the premises.**
- 5) **The Premises Licence Holder shall ensure that an ‘Admissions Policy’ is adopted which will be utilised as part of the conditions of entry; such policy to be drafted after consultation with the Police Licensing Officer and not amended without further consultation.**
- 6) **The Premises Licence Holder shall ensure that door supervisors, when employed at the premises, are all individually registered with the Security Industry Authority (SIA); the SIA name badge being displayed at all times whilst on duty.**
- 7) **The Premises Licence Holder shall ensure that all door supervisors, when employed at the premises, shall enter their full details in a register/log book at the commencement of work. This shall record their full name, home address and contact telephone number, the door supervisor’s SIA registration**

number; the time they commenced and concluded working. If the door supervisor was supplied by an agency, details of that agency will also be recorded including the name of the agency, the registered business address and a contact telephone number.

- 8) The Premises Licence Holder shall ensure that from midnight on any day the premises are open for licensable activities, no drinks will be allowed outside in the smoking area unless in polycarbonate, plastic or similar containers.
- 9) The Premises Licence Holder shall ensure that off-sales after 11pm will be in a sealed container.
- 10) The Premises Licence Holder shall ensure that, with the exception of those patrons exiting the venue to smoke, there will be no re-entry after 1.30am on any day the premises is open for licensable activities.
- 11) The Premises Licence Holder shall ensure that drinks served for consumption after 9pm on any trading day within the designated outside terrace, shall be dispensed in polycarbonate, plastic or similar bottles or glasses.
- 12) All doors and windows to remain closed, except for access and egress, when regulated entertainment is taking place.
- 13) Children shall not be permitted to remain on the premises after 9pm.
- 14) CCTV shall be installed and maintained at the premises. Recordings shall be available to Police and Licensing Authority Officers upon request.
- 15) The Terrace Deck above the Victorian shelter shall be limited to a maximum of 120 persons and that area shall be capable of seating 120 at all times.

Annex 3 – Conditions attached after a hearing by the licensing Authority

None

Annex 4 – Plans

Plans considered April 2008

THANET DISTRICT COUNCIL DECLARATION OF INTEREST FORM

Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
 - exercises functions of a public nature; or
 - is directed to charitable purposes; or
 - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the

matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

Gifts, Benefits and Hospitality

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

What if I am unsure?

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Democratic Services and Scrutiny Manager well in advance of the meeting.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS, SIGNIFICANT INTERESTS AND GIFTS, BENEFITS AND HOSPITALITY

MEETING

DATE..... **AGENDA ITEM**

DISCRETIONARY PECUNIARY INTEREST

SIGNIFICANT INTEREST

GIFTS, BENEFITS AND HOSPITALITY

THE NATURE OF THE INTEREST, GIFT, BENEFITS OR HOSPITALITY:

.....
.....
.....

NAME (PRINT):

SIGNATURE:

Please detach and hand this form to the Democratic Services Officer when you are asked to declare any interests.