



**Castle House
Great North Road
Newark
NG24 1BY**

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Wednesday, 21 February 2024

**Chair: Councillor J Hall
Vice-Chair: Councillor L Tift**

Members of the Committee:

**Councillor N Allen
Councillor A Brazier
Councillor L Brazier
Councillor R Cozens
Councillor D Darby
Councillor R Jackson
Councillor S Michael**

**Councillor D Moore
Councillor K Roberts
Councillor S Saddington
Councillor P Taylor
Councillor T Wendels
Councillor T Wildgust**

MEETING:	Licensing Committee
DATE:	Thursday, 29 February 2024 at 6.00 pm
VENUE:	Castle House, Great North Road, Newark, NG24 1BY
<p>You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as overleaf.</p> <p>If you have any queries please contact Helen Brandham on helen.brandham@newark-sherwooddc.gov.uk 01636 655248.</p>	

AGENDA

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1. Notification to those present that the meeting will be recorded and streamed online	
2. Declarations of Interests from Members and Officers	
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PART 1 - ITEMS FOR DECISION

None

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PART 4 - EXEMPT AND CONFIDENTIAL ITEMS

None

Agenda Item 3

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Licensing Committee** held in the Castle House, Great North Road, Newark, NG24 1BY on Thursday, 30 November 2023 at 6.00 pm.

PRESENT: Councillor J Hall (Chair)

Councillor N Allen, Councillor A Brazier, Councillor L Brazier, Councillor R Cozens, Councillor D Darby, Councillor S Michael, Councillor D Moore, Councillor S Saddington, Councillor P Taylor, Councillor T Wendels and Councillor T Wildgust

APOLOGIES FOR ABSENCE: Councillor L Tift (Vice-Chair), Councillor R Jackson and Councillor K Roberts

20 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

21 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chair advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

22 MINUTES OF THE MEETING HELD ON 14 SEPTEMBER 2023

AGREED that the Minutes of the meeting held on 14 September 2023 were a correct record and signed by the Chairman.

23 FORWARD PLAN (DECEMBER 2023 TO NOVEMBER 2024)

The Committee considered the Forward Plan from December 2023 to November 2024. It was noted that the item on Night Time Economy Visits was scheduled to be considered by Committee at a future meeting. Members advised that they welcome the opportunity of visiting licensed premises within the district, alongside Council Licensing Officers and Nottinghamshire Police, as they had done in previous years. The Environmental Health & Licensing Manager advised that he would action the request.

NOTED the Licensing Committee's Forward Plan from 1 December 2023 to 30 November 2024.

24 REVIEW OF STATEMENT OF LICENSING POLICY - CONSULTEE RESPONSES

The Committee considered the report of the Environmental Health & Licensing Manager which sought to provide Members with details of the review of the Statement of Licensing Policy (SoLP) following the end of the consultation period.

The report set out that the Licensing Act 2003 required the SoLP to be reviewed every five years, with the current Policy having been adopted in January 2019. Details of the consultation undertaken were provided in the report with it being noted that only one response had been received. The response had been submitted by the Fire Authority, the details for which were provided at Appendix 1 to the report. It was noted that, following consideration by the Licensing Committee, the updated SoLP would be recommended to full Council on 12 December 2023 for adoption.

Members considered the report and the response received from the Fire Authority. All Members were in agreement that the proposed amended, as detailed in the appendix to the report, be actioned with the amended SoLP being recommended to full Council on 12 December 2023 for approval and adoption.

AGREED (unanimously) that the revision and update to the Council's Statement of Licensing Policy be approved and recommended to full Council on 12 December 2023 for adoption.

25 UPDATE ON PUBWATCH SCHEMES

The Committee considered the report of the Environmental Health & Licensing Manager which sought to provide Members with an update on the current Pubwatch Schemes operating in the district.

The report set out that there were currently four active Schemes in the district operating in: Newark; Blidworth & Rainworth; Ollerton, Boughton & Edwinstowe; and Southwell with each group meeting on a monthly basis. The groups discussed issues and shared information that affected their premises. The report also set out details of the Schemelink which is a mobile phone app which enabled easier data sharing and communications for the Pubwatch members. The Schemelink was used by Pubwatch Groups, the Police and Councils. Details of the work undertaken by each group was provided in the report with a proposal that a number of standing agenda items be raised to provide structure to the meeting, noting that these would need to be agreed by the Chair of each of the individual groups.

In considering the report, a Member noted the Committee Chair's desire to attend meetings of the Scheme and queried whether this would be to all active Scheme in the district. The Chair confirmed that, subject to work commitments, it was her intention to attend as many of the active Schemes as possible.

A Member noted that the Southwell Scheme had faced some challenges in their operation and queried what support was being given to them. The Environmental Health & Licensing Manager advised that an Officer from the Council attended every meeting held across the district and that this included promoting the benefits of participating in the Schemes to all licensed premises.

All Members expressed a desire in attending future meetings and requested that they be sent a schedule of meetings.

A Member queried what support was given to premises when the Scheme had not been able to share information between their members. The Environmental Health & Licensing Manager advised that the Licensing Enforcement Officers (LEO) undertook a great deal of work in the background, reiterating that they promoted the benefits of participating in the Scheme and would share information with licensed premises between meetings. He added that participation in the Scheme was not mandatory and could not be a condition on a Premise Licence, noting that there were some premises who did not participate in the Scheme. In those circumstances, the LEOs strongly encouraged the premises to join, highlighting the benefits of participation.

AGREED (unanimously) that the report be noted.

26 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report of the Environmental Health & Licensing Manager which sought to provide Members with the activities and performance of the Licensing Team from 1 July to 30 September 2023.

AGREED (unanimously) that the report be noted.

27 TEMPORARY EVENT NOTICES (JULY TO SEPTEMBER 2023)

The Committee considered the report of the Environmental Health & Licensing Manager which sought to provide Members with details of Temporary Event Notices (TWNs) received between 1 July and 30 September 2023. The appendix to the report listed all the TENs received.

In considering the report, Members were encouraged to see that the number of TEN applications were increasing, which showed that people were out socialising once again following the pandemic.

AGREED (unanimously) that the report be noted.

Meeting closed at 6.25 pm.

Chair

Forward Plan of the Licensing Committee Decisions from 1 March 2024 to 28 February 2025

This document records some of the items that will be submitted to the Licensing Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for Licensing Committee meetings are published on the Council's website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

Meeting Date	Subject for Decision and Brief Description	Contact Officer Details
TBC	Night Time Economy Visits	damian.wilkins@newark-sherwooddc.gov.uk

Members to put forward any items they would wish to consider at future meetings of the Licensing Committee.



Report to: Licensing Committee Meeting – 29 February 2024

Director Lead: Matthew Finch, Director – Communities & Environment

Lead Officer: Damian Wilkins, Environmental & Licensing Manager

Report Summary	
Report Title	Nottinghamshire Alcohol Licensing Matrix
Purpose of Report	To inform Members of the development of an Alcohol Licensing Matrix by the Public Health Team at Nottinghamshire County Council and to provide Members with the opportunity of seeking any clarification.
Recommendations	That the contents of the Briefing dated March 2024 in Appendix 1 , be noted.

1.0 Background

- 1.1 The Leeds City Council has had an operational alcohol licensing matrix in order to assist an evidence-based approach. The matrix ranked Middle Super Output Areas (MSOA's) within Leeds based on the relative alcohol harms across a number of data indicators. This provided an evidence base for targeted representations against alcohol licensing applications.
- 1.2 Learning from this model, Nottinghamshire County Council have adopted a similar approach. The matrix has been developed in partnership with the Nottinghamshire Authorities Licensing Group (NALG).
- 1.3 This alcohol licensing matrix had been developed to encompass a range of data related to the health harms of alcohol. Data indicators have been gathered from a variety of health, adult social care and children's social care sources. This data was weighted based on alignment with the licensing objectives and potential impact on individuals and communities.
- 1.4 The matrix can be used to identify whether a licensing application is being made for a business in an area with relatively high alcohol-related harms. Nottinghamshire County Council have identified potential mitigating measures that could be applied to the application. As a result of these potential measures, Licensing Objectives would be achieved alongside a likely reduction in alcohol-related health harm among the local population.

- 1.5 The matrix data sources will be updated yearly, therefore any representations taken forward would be based on the most recent available data. The application would be assessed against the matrix and any applications flagged as very high in relation to potential alcohol-related harm, applicants would be approached to discuss potential mitigating measures and, where necessary, making a representation.
- 1.6 The matrix would be used in conjunction with other considerations, including the nature of the business; other factors which may explain the ranking such as proximity to major sporting venues; and details proposed in each licensing application.

2.0 Proposal/Options Considered

- 4.1 The Briefing in **Appendix 1** is intended to provide Members with information regarding the development of an Alcohol Licensing Matrix by the Public Health Team at Nottinghamshire County Council. Representatives of this team are not available for this meeting but officers will take any questions and relay these back for clarification, if required.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None



NOTTINGHAMSHIRE ALCOHOL LICENSING MATRIX

Introduction

Nottinghamshire County Council has developed a data matrix to support an evidence-based approach to making alcohol licensing representations.

Leeds City Council have an operational alcohol licensing matrix. The matrix ranks Middle Super Output Areas (MSOA's) within Leeds based on the relative alcohol harms across a number of data indicators. This provides an evidence base for targeted representations against alcohol licensing applications. Learning from this model, Nottinghamshire County Council have adopted a similar approach.

The matrix is due to go live on the 7th of January 2024, in line with the release of the updated each District and Borough Council's Statement of Licensing Policy (SOLPs). The matrix has been developed in partnership with the Nottinghamshire Authorities Licensing Group (NALG).

Purpose and aims of the matrix

The licensing matrix has been developed to encompass a range of data related to the health harms of alcohol and to the four licensing objectives see Appendix 1. In recognition that Public Health does not have a licensing objective, however the Directors of Public Health is a responsible authority, data indicators from a variety of health, adult social care and children's social care sources have been used. This data is weighted based on alignment with the licensing objectives and potential impact on individuals and communities.

The matrix will be used to identify whether a licensing application is being made for a premise in an area with relatively high alcohol-related harms. Nottinghamshire County Council identifies potential mitigating measures that could be applied to the application. As a result of these potential measures, Licensing Objectives will be achieved alongside a likely reduction in alcohol-related health harm among the local population.

The matrix data sources will be updated yearly, therefore any representations taken forward will be based on the most recent available data. The application will be assessed against the matrix and any applications flagged as very high in relation to potential alcohol-related harm, the applicant will be approached to discuss these potential mitigating measures and, where necessary, making a representation. The matrix will be used in conjunction with other considerations, including the nature of

the premise, other factors which may explain the ranking such as proximity to major sporting venues, and details proposed in each licensing application.

The matrix will only be used for the purposes described above and will not have a wider impact on individual premises, such as for example insurance premiums or securing suppliers.

Evaluation of the matrix tool has been considered to determine its effectiveness and there are discussions with Public Health Intervention Responsive Studies Teams (PHIRST) to conduct an evaluation.

Matrix indicators

The choice of matrix indicators has been informed by a guidance document produced by Public Health England¹ for Public Health involvement in licensing. Each of the indicators used have direct links to the licensing objectives. The 'health and other' indicators (e.g., deprivation, alcohol specific mortality) either relate directly to health or have been included to help provide added context and geography (e.g., deprivation and number of schools in close proximity).

Table 1 below shows all the 15 indicators used in the matrix and highlights to which licensing objective they align to.

Table 1

	Nottinghamshire County Indicators	Linked to which licensing objective
1	Deprivation (with crime removed)	Health and other
2	Number of schools in close proximity	Protection of children from harm
3	Average attainment 8 score*	Protection of children from harm
4	Number of children's social care assessments where alcohol is identified as a factor	Protection of children from harm
5	Alcohol specific mortality	Health and other
6	Alcohol specific admissions (19 and over)	Health and other
7	Alcohol specific admissions (under 19s)	Protection of children from harm and Health and other
8	On and off licensed premises	Health and other
9	Number of adults in alcohol treatment	Health and other
10	Alcohol-related ambulance callouts	Crime and disorder and Health and other
11	Antisocial behaviour, alcohol related	Crime and disorder and public nuisance
12	Violent crime where alcohol flagged	Crime and disorder
13	Test purchases/underage sales	Public safety
14	Parental substance use	Protection of children from harm
15	Estimate of adults who are most likely to drink	Health and other
	* Attainment 8 is a measure published annually showing the average academic performance of a secondary school.	

Please see Appendix 2 for the rationale and evidence relating to the inclusion of each indicator.

¹ [Public Health England Alcohol harms and licensing: available data resource](#)

Indicators have also been chosen based on data availability at Middle Super Output Area (MSOA) or Lower Super Output Area (LSOA) level to support targeted representations. Please see Appendix 3 for detail description of MSOA and LSOA.

Furthermore, where there are low numbers within the data (5 or lower), data will cover multiple years to ensure that individuals are not able to be identified.

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Appendix 1

The Licensing Act 2003 requires the Licensing Authority to uphold four equally important licensing objectives when carrying out its licensing functions, these are:

- the prevention of crime and disorder: for example, drug-related problems, disorder, drunkenness, and anti-social behaviour.
- public safety: the physical safety of people using the venue.
- the prevention of public nuisance: for example, noise from music, litter, and light pollution.
- the protection of children from harm: including moral, psychological, and physical harm.

Appendix 2

Rationale

1. Anti-social behaviour and violent and sexual crimes with an alcohol flag:

Research highlights links between alcohol consumption and an increase of violence, public disorder, and anti-social behaviour.^{2,3} Alcohol is associated not only with

² Beck, A and Heinz, A., 2013. Alcohol-Related Aggression – Social and Neurobiological Factors. *Deutsches Arzteblatt International*. 100(42) pp. 711-715.

³ Office for Health Improvement and Disparities, 2023. Local Alcohol Profiles for England – Alcohol and crime. Available at: [Local Alcohol Profiles for England - Alcohol and crime - OHID \(phe.org.uk\)](https://phe.org.uk/local-alcohol-profiles-for-england-alcohol-and-crime)

incidents of violence but also with increased severity, including in relation to domestic violence.⁴

2. Number of schools within close proximity:

Proximity and density of on- and off-license premises has been associated with increased likelihood of adolescents drinking frequently.⁵

3. Number of children's social care assessments where alcohol is identified as a factor, alcohol treatment episodes for parents or adults living with a child and average attainment 8 scores:

Parental alcohol use can have adverse effects on the mental, emotional, and physical health of children, which can be compounded by other related factors such as domestic abuse and deprivation. This can lead to negative behaviours, poor educational attainment and, in some cases, substance use in the child.^{6,7} In analysis of serious case reviews of instances of child harm and/or death between 2011 and 2014, parental substance use was a factor in 36% of cases.⁵

Average attainment 8 scores, whilst not directly attributable to parental or child alcohol use, are used to help paint a broader picture of the potential alcohol-related harms in a community. Alcohol has been linked with an increased likelihood of not being in employment, education or training, lower GCSE scores and leaving full-time education at the age of 16.⁸ This could perpetuate income deprivation and increase the likelihood of a person experiencing other deprivation-related health harms and reduced life expectancy.

4. Alcohol-specific hospital admissions for under 19s:

This measure indicates the prevalence of harmful alcohol consumption in under 19s. As described above, alcohol consumption is linked with poor education, training, and

⁴ Gadd, D., et al., 2019. The Dynamics of Domestic Abuse and Drug and Alcohol Dependency. *The British Journal of Criminology*. 59(5) pp. 1035-1053.

⁵ Young, R., Macdonald, L. and Ellaway, A. 2013. Associations between proximity and density of local outlets and alcohol use among Scottish adolescents. *Health & Place*. 19. 124-130.

⁶ Hedges, S. and Kenny, C. 2018. Parental Alcohol Misuse and Children. Available at: [Parental Alcohol Misuse and Children - POST \(parliament.uk\)](https://www.parliament.uk/post/2018/05/22/parental-alcohol-misuse-and-children)

⁷ Public Health England, 2021. Parents with alcohol and drug problems: adult treatment and children and family services. Available at: [Parents with alcohol and drug problems: adult treatment and children and family services - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/parents-with-alcohol-and-drug-problems-adult-treatment-and-children-and-family-services)

⁸ Department for Education, 2010. Young people's alcohol consumption and its relationship to other outcomes and behaviour. Available at: [Report Title \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/214242/young-people-alcohol-consumption-and-its-relationship-to-other-outcomes-and-behaviour.pdf)

employment outcomes, but is also linked to other risk-taking behaviours including unsafe sexual behaviours, smoking and other substance use.^{9, 10}

5. Deprivation:

It is recognised that those in higher socioeconomic groups tend to consume more alcohol than people in lower socioeconomic groups.¹¹

6. Alcohol-specific mortality and alcohol-specific hospital admissions for persons aged 19 or over:

Alcohol-specific hospital admissions are admissions where the primary diagnosis (main reason for admission) is an alcohol-related condition. The narrow measure estimates the number of hospital admissions which are primarily due to alcohol consumption and provides the best indication of trends in alcohol-related hospital admissions¹². This measure, along with rates of alcohol-specific mortality, helps to highlight the levels of high-risk drinking undertaken in any one area. Studies have concluded that both a higher density of on-trade outlets and a higher density of licensed convenience stores are associated with higher hospital admission rates for conditions wholly attributable to alcohol.¹³

7. Number of on- and off- license premises:

Higher density of on- and off-license premises has been linked with higher rates of violent crime, road traffic collisions, domestic abuse, and child abuse.^{14, 15} Furthermore, alcohol outlet proximity to the workplace could be an additional determinant of harmful alcohol consumption behaviour. Reducing the number of alcohol outlets could reduce the level of harmful alcohol consumption¹⁶.

8. Number of alcohol treatment episodes (adults) and number of alcohol-related ambulance callouts:

⁹ Marshall, E. J., 2014. Adolescent Alcohol Use: Risks and Consequences. *Alcohol and Alcoholism*. 49(2) pp. 160-164.

¹⁰ Bonomo, Y. *et al.*, 2002. Adverse outcomes of alcohol use in adolescents. *Addiction*. 96(10) pp. 1485-1496.

¹¹ Alcohol Change UK, n.d. Alcohol and Inequalities. Available at: [Alcohol and inequalities | Alcohol Change UK](#)
¹² [Local Alcohol Profiles for England: short statistical commentary, October 2021 - GOV.UK \(www.gov.uk\)](#)

¹³ Alcohol Research UK (July 2018) [Alcohol outlet density and alcohol-related hospital admissions in England: a geographical analysis](#)

¹⁴ Fone, D., *et al.* 2012. Change in alcohol outlet density and alcohol-related harm to population health (CHALICE). *BMC Public Health*. 12(428).

¹⁵ Trangenstein, P. J., *et al.* Outlet Type, Access to Alcohol, and Violent Crime. *Alcoholism, clinical and experimental research*. 42(11) pp. 2234-2245.

¹⁶ Access to Alcohol Outlets From Home and Work in Sweden: Longitudinal Associations With Problem Drinking, Raza, Auriba, *et al.*, *Journal of Studies on Alcohol & Drugs*, 2023. 84(1), pp. 37-44

These indicators provide further evidence of the prevalence of high-risk drinking within each area. It should be noted that number of alcohol treatment episodes likely presents an underestimate of high-risk drinking and alcohol dependency, as a significant proportion of alcohol dependent adults are not receiving treatment.¹⁷

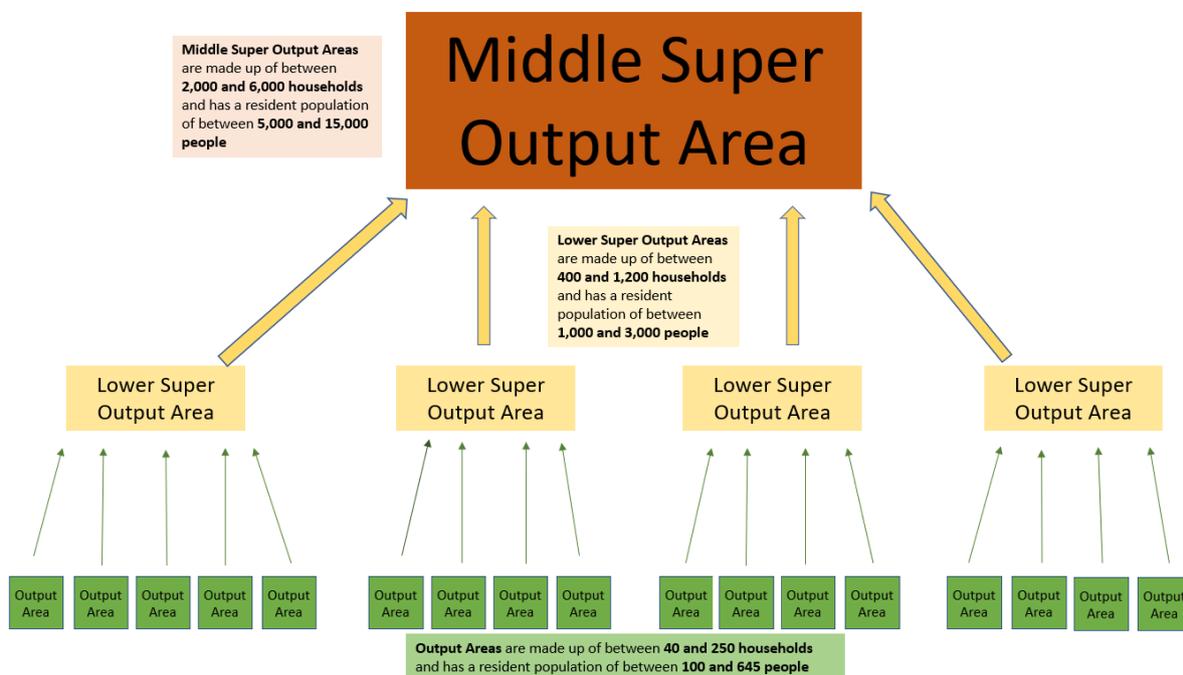
9. Estimate of adults who are most likely to drink:

Based on Experian Mosaic segmentation groups and types, this indicator uses a range of factors to estimate the proportion of adults who are likely to drink alcohol at least once per day. This information provides additional context around which areas may be more at risk of high levels of alcohol-related health and social harm.

Appendix 3

Middle Super Output Areas (MSOAs) are geographic areas designed to improve the reporting of small area statistics and comprise of between 2,000 and 6,000 households and have a usual resident population of between 5,000 and 15,000 people¹⁸.

Lower Super Output Areas (LSOAs) are made up of groups of Output Areas (OA), usually four or five, which comprise of between 400 and 1,200 households and have a usual resident population of between 1,000 and 3,000 people. This is represented by the image below.



¹⁷ Alcohol Change UK., n.d. Alcohol Statistics. Available at: [Alcohol statistics | Alcohol Change UK](#)

¹⁸ [Census 2021 geographies - Office for National Statistics \(ons.gov.uk\)](#)



Report to: Licensing Committee – 29 February 2024
Director Lead: Matthew Finch, Director – Communities & Environment
Lead Officer: Narelle Plowright, Senior Licensing Officer

Report Summary	
Report Title	Temporary Event Notices Received and Acknowledged between 1 October until 31 December 2023.
Purpose of Report	To inform Members of Temporary Event Notices that have been received during the period above.
Recommendations	That the contents of the report be noted.
Reason for Recommendations	To update Members with information as to Temporary Event Notices applications received by the Licensing Authority.

1.0 Background

1.1 The Licensing Act 2003 introduced a light touch system for ad hoc, permitted temporary activities. A Temporary Event Notice (TEN) is given by an individual and authorises the premises user to conduct one or more licensable activities at premises.

1.2 There are two types of TEN which are:

- A standard TEN, to be given no later than 10 working days before the event to which it relates; and
- A late TEN, can be given 9 and not later than 5 working days before the event. Late TENs are intended to be used by premise user who is required for reasons outside their control to for example, change the venue at short notice.

1.3 Only the Police and Environmental Health can make representation against the TEN. Once the Police and Environmental Health receive a TEN, they have 3 working days to make any objections to it on the grounds of any of the four licensing objectives:

1. Prevention of crime and disorder
2. Prevention of public nuisance
3. Public safety; and the
4. Protection of children from harm.

If no objections are received the event will go ahead as planned. If an objection is received for a standard TEN the Council will have to organise a hearing to consider the objection and may impose conditions or decide that the event cannot go ahead. If an objection is received against a late TEN, no hearing is held and the application is refused.

1.4 A detailed list of Temporary Event Notices received during the previous quarter is attached at **Appendix 1**.

2.0 Proposal/Options Considered

To provide Members with details of the Temporary Event Notice received for their consideration.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Licensing Act 2003
Section 182 Guidance

APPENDIX 1

TEMPORARY EVENT NOTICES ACKNOWLEDGED BETWEEN 1 OCTOBER 2023 AND 31 DECEMBER 2023

KEY FOR LICENSED ACTIVITIES

A – THE SALE BY RETAIL OF ALCOHOL

C – SUPPLY OF ALCOHOL BY OR ON BEHALF OF A CLUB TO, OR TO THE ORDER OF, A MEMBER OF THE CLUB

E – THE PROVISION OF REGULATED ENTERTAINMENT

R – THE PROVISION OF LATE NIGHT REFRESHMENT

REF	ACK'D	PREMISE	NATURE OF EVENT	DATE OF EVENT	TIME OF EVENT	LICENSED ACTIVITIES	TEN REF
	04.10.2023	HIGHFIELDS SCHOOL LONDON ROAD BALDERTON NG24 3AL	BONFIRE AND QUIET FIREWORK EVENT	10.11.2023	15:30 TO 18:00	A & E	5296
	04.10.2023	AMD INTERIORS RIVERSIDE HOUSE 14 CASTLE GATE NEWARK NG24 1BG	PROMOTIONAL EVENING	03.11.2023	19:30 TO 23:30	A	5297
	05.10.2023	ARCHBISHOPS PALACE SOUTHWELL MINSTER CHURCH STREET SOUTHWELL NG25 0HD	40 TH BIRTHDAY PARTY	22.10.2023	13:00 TO 21:00	A	5298
	06.10.2023	OXTON VILLAGE HALL MAIN STREET OXTON NG25 0SA	40 TH BIRTHDAY PARTY	21.10.2023	13:00 TO 20:00	A & E	5299
	09.10.2023	6 BEECH AVENUE NEW OLLERTON NG22 9UJ	PRIVATE PARTY	28.10.2023	18:00 TO 23:30	A	5300
Agenda Page 17	10.10.2023	NEWARK SHOWGROUND LINCOLN ROAD CODDINGTON NG24 2NY	ANNUAL FESTIVE SHOW	27.10.2023 28.10.2023 29.10.2023	15:00 TO 23:00 09:00 TO 23:00 09:00 TO 18:00	A	5301
	10.10.2023	WESTON VILLAGE HALL MAIN STREET WESTON NG23 6ST	VILLAGE PUB NIGHT	15.12.2023	17:30 TO 23:00	A	5302
	*27.09.2023	HOVERINGHAM VILLAGE HALL GONALSTON LANE HOVERINGHAM NG14 7JH	BLEASBY MONSTER MASH PARTY	13.10.2023	18:00 TO 21:00	A	5303
	16.10.2023	ASH CROFT HOUSE GRAY LANE HALLAM NG22 8AL	WAKE	23.10.2023 24.10.2023	12:00 TO 11:59 11:59 TO 00:30	A	5304

	16.10.2023	THE PLOUGH FOREST ROAD NEW OLLERTON NG22 9QS	HALLOWEEN	28.10.2023 29.10.2023 30.10.2023	00:00 TO 01:00 23:00 TO 01:00 23:00 TO 01:00	A, E & R	5305
	16.10.2023	RUFFORD ABBEY OLLERTON NG22 9DF	ARRIVAL OF SANTA EVENT	18.11.2023 19.11.2023	10:00 TO 17:00 10:00 TO 17:00	A	5306
	18.10.2023	CATOR HALL KIRKLINGTON ROAD EAKRING NG22 0DA	VILLAGE EVENT	27.10.2023	18:30 TO 23:00	A	5307
	19.10.2023	GUSTO HOUSE GREEN WAY COLLINGHAM NG23 7DX	FOLK EVENT	10.11.2023	19:00 TO 23:00	E	5308
	19.10.2023	THE RENAISSANCE AT KELHAM HALL MAIN ROAD KELHAM NG23 5QX	FIREWORK NIGHT	05.11.2023	15:00 TO 23:00	A	5309
	20.10.2023	THE RENAISSANCE AT KELHAM HALL MAIN ROAD KELHAM NG23 5QX	FIREWORK EVENT	05.11.2023	17:30 TO 23:00	A & E	5310
	23.10.2023	SOUTHWELL MARKET PLACE OS704541	MULLED WINE STALL	30.11.2023	17:00 TO 21:00	A	5311
	24.10.2023	THE ROARING MEG 117 BARNBY GATE NEWARK NG24 1QZ	HALLOWEEN PARTY	28.10.2023	11:00 TO 01:30	A	5312
	24.10.2023	NEWARK SHOWGROUND LINCON ROAD CODDINGTON NG24 2NY	VINTAGE TRACTOR AND HERITAGE SHOW	04.11.2023 05.11.2023	09:00 TO 18:00 09:00 TO 18:00	A	5313
	24.10.2023	SOUTHWELL MARKET PLACE OS704541	STALLS MARKET	29.10.2023	10:00 TO 15:00	A	5314
	26.10.2023	CLIPSTONE WELFARE MANSFIELD ROAD CLIPSTONE NG21 9AL	CHRISTMAS LIGHT SWITCH ON FAYRE	25.11.2023	15:00 TO 22:00	A & E	5315
	26.10.2023	HIGH STREET EDWINSTOWE NG21 9QP	CHRISTMAS EVENT	23.11.2023	15:00 TO 20:00	E	5316
	26.10.2023	UPTON PARISH HALL CHURCH LANE UPTON NG23 5SR	POP UP RESTAURANT	18.11.2023	19:00 TO 23:00	A	5317
	26.10.2023	SOUTHWELL WI HALL SHEPPARDS ROW SOUTHWELL NG25 0AB	FOLK MUSIC CONCERT	18.11.2023	19:00 TO 23:30	A & E	5318

	26.10.2023	LYTH BUILDING TRENT UNI BRACKENHURST CAMPUS SOUTHWELL NG25 2AU	WINTER PARTY	08.12.2023	18:00 TO 22:30	A & E	5319
	27.10.2023	THE UNICORN HOTEL TRENTSIDE GUNTHORPE NG14 7FB	MARKET	19.11.2023	10:00 TO 16:00	A & C	5320
	27.10.2023	THE UNICORN HOTEL TRENTSIDE GUNTHORPE NG14 7FB	MARKET	17.12.2023	10:00 TO 16:00	A & C	5321
	31.10.2023	DEAN HOLE C OF E PRIMARY SCHOOL MANOR ROAD CAUNTON NG23 6AD	CHRISTMAS FAYRE	18.11.2023	10:00 TO 16:30	A	5322
	01.11.2023	LOWDHAM VILLAGE HALL MAIN STREET LOWDHAM NG14 7BD	CHRISTMAS MARKET	19.11.2023	09:30 TO 14:30	A	5323
	03.11.2023	THE MINSTER SCHOOL NOTTINGHAM ROAD SOUTHWELL NG25 0DZ	FUNDRAISER QUIZ NIGHT	10.11.2023	18:30 TO 22:30	A	5324
	07.11.2023	CATOR HALL KIRKLINGTON ROAD EAKRING NG22 0DA	VILLAGE EVENT	10.11.2023	19:00 TO 23:00	A	5325
	07.11.2023	FARNDON MEMORIAL HALL MARSH LANE FARNDON NG24 3SZ	AMATEUR BOXING SHOW	01.12.2023	18:30 TO 23:30	A & E	5326
	07.11.2023	THE WAGGON AT HALAM THE TURNPIKE HALAM NG22 8AE	XMAS MARKET	19.11.2023	10:00 TO 20:00	A, E & R	5327
	07.11.2023	HAMILTONS BUTCHERS MAIN STREET FARNSFIELD NG22 8EF	LIGHT SWITCH ON	01.12.2023	16:00 TO 20:30	A	5328
	07.11.2023	SOUTHWELL MARKET SQUARE KING STREET SOUTHWELL NG25 0FS	ARTISAN MARKET	17.12.2023	10:00 TO 15:00	A	5329
	07.11.2023	EPPERSTONE VILLAGE HALL 12 GONALSTON LANE EPPERSTONE NG14 6AY	CHRISTMAS WREATH MAKING	29.11.2023	18:30 TO 22:00	A	5330
	07.11.2023	KELHAM HALL NEWARK NG23 5QX	CHRISTMAS MARKET	26.11.2023	11:00 TO 21:00	A	5331

	07.11.2023	HARBY PLAYING FIELDS CHURCH ROAD HARBY NG23 7ED	COMM QUIZ NIGHT	16.12.2023	17:00 TO 23:00	A & E	5332
	07.11.2023	HARBY PLAYING FIELDS CHURCH ROAD HARBY NG23 7ED	XMAS JUMPER NIGHT	24.12.2023	17:00 TO 23:00	A	5333
	13.11.2023	THE ROARING MEG 117 BARNBY GATE NEWARK NG24 1QZ	PRIVATE PARTY	18.11.2023	11:00 TO 02:00	A, C, E & R	5334
	13.11.2023	THE RENAISSANCE AT KELHAM HALL MAIN ROAD KELHAM NG23 5QX	CHRISTMAS AT KELHAM	26.11.2023	11:00 TO 16:00	A & E	5335
	13.11.2023	LOWDHAM VILLAGE HALL MAIN STREET LOWDHAM NG14 7BD	CHRISTMAS MARKET	19.11.2023	10:00 TO 14:00	A	5336
	16.11.2023	LOWES WONG ANGELICAN METHODIST JUNIOR SCHOOL QUEEN STREET SOUTHWELL NG25 0AA	CHRISTMAS FAIR	24.11.2023	18:00 TO 20:00	A	5337
	*10.11.2023	CATOR HALL KIRKLINGTON ROAD EAKRING NG22 0DA	CHILDREN IN NEED PARTY	17.11.2023	19:00 TO 23:00	A	5338
	16.11.2023	NORWELL VILLAGE HALL CARLTON LANE NORWELL NG23 6LF	CHRISTMAS MARKET	05.12.2023	16:00 TO 22:00	A & E	5339
Agenda Page 20	16.11.2023	THE MINSTER SCHOOL NOTTINGHAM ROAD SOUTHWELL NG25 0LG	SCHOOL MUSIC PRODUCTION	28.11.2023 29.11.2023 30.11.2023 01.12.2023 02.12.2023	18:30 TO 20:30 18:30 TO 20:30 18:30 TO 20:30 18:30 TO 20:30 18:30 TO 20:30	A	5340
	16.11.2023	THE GOVERNERS HOUSE 23-24 STODMAN STREET NEWARK NG24 1AW	CHRISTMAS POP UP SHOP	25.11.2023 26.11.2023	09:30 TO 22:00 09:30 TO 22:00	A	5341
	16.11.2023	FARNSFIELD BAKERY MAIN STREET FARNSFIELD NG22 8EF	CHRISTMAS FAYRE	01.12.2023	17:00 TO 21:30	A	5342
	17.11.2023	RAINWORTH VILLAGE HALL KIRKLINGTON ROAD RAINWORTH NG21 OJY	BOXING EVENT	25.11.2023	12:00 TO 19:00	A & E	5343

	17.11.2023	KELHAM HALL NEWARK NG23 5QX	CHRISTMAS MARKET	26.11.2023	11:00 TO 16:00	A	5344
	17.11.2023	GUNTHORPE C OF E PRIMARY CHOO DAVID'S LANE GUNTHORPE NG14 7EW	CHRISTMAS PERFORMANCE	13.12.2023	17:30 TO 19:30	A	5345
	17.11.2023	GUNTHORPE C OF E PRIMARY CHOO DAVID'S LANE GUNTHORPE NG14 7EW	CHRISTMAS PERFORMANCE	20.12.2023	17:30 TO 19:30	A	5346
	*09.11.2023	NORWOOD HALL NORWOOD PARK SOUTHWELL NG25 0PF	CHRISTMAS MARKET	22.11.2023 23.11.2023	12:00 TO 21:00 12:00 TO 21:00	A & E	5347
	17.11.2023	KELHAM HALL NEWARK NG23 5QX	CHRISTMAS MARKET	26.11.2023	11:00 TO 16:00	A	5348
	24.11.2023	HOLY TRINITY C OF E INFANT SCHOOL WESTGATE SOUTHWELL NG25 0LD	CHRISTMAS FAIR	01.12.2023	17:00 TO 19:00	A	5349
	24.11.2023	SOUTHWELL MARKET NOTTINGHAM NG25 0EH	CHRISTMAS MARKET	30.11.2023	17:00 TO 21:00	A	5350
	24.11.2023	SPIRIT OF SHERWOOD STUDIO 11 SHERWOOD FOREST ARTS & CRAFTS CENTRE EDWINSTOWE NG21 9RN	CHRISTMAS SHOPPING EVENT	01.12.2023	16:00 TO 20:00	A	5351
	24.11.2023	WINTHORPE COMMUNITY CENTRE THE WOODLANDS WINTHORPE NG24 2NL	70'S DISCO	09.12.2023	19:00 TO 23:00	A & E	5352
Agenda Page 21	24.11.2023	SOUTHWELL	XMAS LIGHT SWITCH ON & MARKET	30.11.2023	16:00 TO 21:00	A & E	5353
	24.11.2023	CATOR HALL	POP UP PUB	08.12.2023	19:00 TO 23:00	A	5354
	28.11.2023	ST MARYS CHURCH CHURCH LANE LOWDHAM NG14 7BQ	CHRISTMAS CONCERT	16.12.2023	19:30 TO 23:00	A	
	28.11.2023	THE NAVIGATION 48 MILLGATE NEWARK NG23 4TS	NEW YEARS EVE	31.12.2023 01.01.2024	12:00 TO 23:59 12:00 TO 01:00	A, E & R	

	28.11.2023	THE WORKHOUSE AND INFIRMARY UPTON ROAD SOUTHWELL NG25 0PT	CHRISTMAS LANTERN WALK	09.12.2023	16:00 TO 18:30	E	
	29.11.2023	JERRY GREEN DOG RESCUE WARSOP LANE BLIDWORTH NG21 0PG	CHRISTMAS FAIR	10.12.2023	11:00 TO 16:00	A	5355
	29.11.2023	BEAUMOND HOUSE 32 LONDON ROAD NEWARK NG24 1TW	WINTER WONDERLAND	09.12.2023	10:00 TO 18:00	A & E	5356
	*26.10.2023	THE PLOUGH FOREST ROAD NEW OLLERTON NG22 9QS	CHRISTMAS JUMPER DAY DISCO	09.12.2023	00:00 TO 01:00	A, E & R	5357
	*26.10.2023	THE PLOUGH FOREST ROAD NEW OLLERTON NG22 9QS	VARIOUS XMAS PARTIES	17.12.2023 18.12.2023 19.12.2023 20.12.2023 21.12.2023	00:00 TO 01:00 23:00 TO 01:00 23:00 TO 01:00 23:00 TO 00:00 00:00 TO 01:00	A, E & R	5358
	*26.10.2023	THE PLOUGH FOREST ROAD NEW OLLERTON NG22 9QS	CHRISTMAS CELEBRATIONS	27.12.2023	00:00 TO 01:00	A, E & R	5359
24/00048/TEN	01.12.2023	ST. PETERS CROSS KEYS CoFE ACADEMY SANDHILL ROAD FARNDON NG24 4TE	SCHOOL DISCO	15.12.2023	16:00 TO 20:00	A	5360
24/00049/TEN	05.12.2023	NOT MY MONKEY THE WHARF NEWARK NG24 1EU	NEW YEARS EVE	31.12.2023 01.01.2024	11:00 TO 12:00 12:00 TO 02:00	A & E	5361
24/00050/TEN	08.12.2023	MCCARROLLS 32 KING STREET SOUTHWELL NG25 0EN	XMAS WEEKEND EXTENSION	29.12.2023 30.12.2023 31.12.2023 01.01.2024	12:00 TO 01:30 12:00 TO 01:30 12:00 TO 01:30 12:00 TO 01:30	A	5362
24/00051/TENLAT	14.12.2023	VILLAGE CENTRE NEW HILL FARNSFIELD NG22 8JN	NYE PARTY	31.12.2023 01.01.2024	19:30 TO 12:00	A	5363
24/00052/TENLAT	14.12.2023	CATOR HALL KIRKLINGTON ROAD EAKRING NG22 0DA	POP UP PUB	23.12.2023	19:00 TO 23:00	A	5364

24/00053/TENLAT	14.12.2023	THE WORLDS END LOWDHAM PLOUGH LANE LOWDHAM NG14 7AT	NYE CELEBRATIONS	31.12.2023 01.01.2024	11:00 TO 12:00 12:00 TO 01:00	A	5365
	15.12.2023	THE DUCK 17 CASTLEGATE NEWARK NG24 1AZ	NYE PARTY	31.12.2023 01.01.2024	21:00 TO 12:00 12:00 TO 04:00	A, E & R	5366
	15.12.2023	THE DUCK 17 CASTLEGATE NEWARK NG24 1AZ	XMAS PARTY	24.12.2023 25.12.2023	21:00 TO 12:00 12:00 TO 03:00	A, E & R	5367
	15.12.2023	SOUTHWELL MINSTER CHURCH STREET SOUTHWELL NG25 0HD	WEDDING SERVICE	06.01.2024	13:30 TO 16:00	C	5368
	19.12.2023	THE VINERY ROLLESTON NEWARK NG23 5SG	NYE PARTY	31.12.2023 01.01.2024	23:00 TO 00:00 00:00 TO 01:00	A & R	5369
	19.12.2023	SHERWOOD CASTLE RUFFORD LANE NEWARK NG22 9DG	ENCHANTED FOREST	31.12.2023 01.01.2024	19:00 TO 00:00 00:00 TO 01:00	A, E & R	5370



Report to: Licensing Committee – 29 February 2024
 Director Lead: Matthew Finch, Director – Communities & Environment
 Lead Officer: Narelle Plowright, Senior Licensing Officer

Report Summary	
Report Title	Update on Performance and Enforcement Matters
Purpose of Report	To provide Members of the Committee with details of the various activities undertaken by the Licensing Team in relation to the different types of licensing matters covered by the Licensing Act 2003.
Recommendations	That the report be noted.

1.0 Background

1.1 This report covers the period from 1 October to 31 December 2023 inclusive and sets out the range and number of licence applications during this period. It also highlights any activity required as a result of the applications.

Activity Report for 1 July to 31 December 2023 (from the Licensing Register)

Application Type	Number Received	Number Issued	Number Refused	Comments
Personal Licence	11	11	0	
Vary the DPS	20	20	0	
Transfer of Premises Licence	3	3	0	
Minor Variation	2	2	0	
Variation to Premises Licence	0	0	0	
New Premises Licence	2	2	0	
New Club Premises Certificate	0	0	0	
Change of name/address of PLH	0	0	0	
Notification of Interest	0	0	0	
Surrendered Licences	2	2	0	
Temporary Event Notices	81	78	3	Insufficient notice provided

1.2 By way of comparison, the number of Temporary Event Notices received for the same period last year was 74.

1.3 Enforcement Activity

Ongoing Enforcement Activity 1 October and 31 December 2023

Location	Summary of Complaint/Reason for Visit	Date Case Opened	Action Taken So Far
One Stop, King Street, Southwell	Routine Licensing Inspection	18 October 2023	All in order
Co-op, The Ropewalk, Southwell	Routine Licensing Inspection	30 October 2023	All in order
The Plough, Ollerton	Routine Licensing Inspection	31 October 2023	CCTV 1 hour behind – advice given
Green Dragon, Oxton	Routine Licensing Inspection	7 November 2023	All in order
Perlethorpe Social Club	Service Request – allegation of underage sales	7 November 2023	Various Premises Licence issues noted which included no DPS. However, assessed as being oversight and resolved straight away. Good evidence of compliance regarding underage sales.
Rasya Indian Takeaway, Balderton	Request for advice regarding opening hours	9 November 2023	Advice provided – not within hours for LNR
The Old Coach House PH, Southwell	Routine Licensing Inspection	20 November 2023	All in order
White Hart Hotel, Ollerton	Routine Licensing Inspection	21 November 2023	All in order
The Jolly Roger Club, Ollerton	Routine Licensing Inspection	21 November 2023	Letter of authority – revisit undertaken, all in order
Three Ways Service Station, Blidworth	Routine Licensing Inspection	28 November 2023	Advice given – sign to be displayed asking customers to leave quietly
Stanton Arms PH, Bilsthorpe	Routine Licensing Inspection	28 November 2023	All in order
Southwell Rugby Club, Southwell	Routine Licensing Inspection	29 November 2023	Full premises licence and personal licence of DPS not available – revisit undertaken, all in order
Harrow Inn, Boughton	Routine Licensing Inspection	29 November 2023	All in order
The Archer PH, Rainworth	Routine Licensing Inspection	29 November 2023	Full Premises licence and gaming machine permit not available, CCTV to save for 30 days – revisit undertake, all in order
The Venue, Rainworth	Routine Licensing Inspection	4 December 2023	All in order

The Inkpot Partnership, Rainworth	Routine Licensing Inspection	5 December 2023	Letter of authority, staff training records – revisit undertaken, all in order
The Lurcher PH, Rainworth	Routine Licensing Inspection	5 December 2023	Gaming machine permit to be seen, Letter of authority. Advice given re: CCTV – revisit undertaken, all in order
Co-op, Main Street, Farnsfield	Routine Licensing Inspection	11 December 2023	DPS Personal Licence not available, CCTV to record 31 days per licence – revisit undertake, all in order
The Reindeer, Southwell	Routine Licensing Inspection	13 December 2023	All in order
The Old Vicarage Boutique Hotel, Southwell	Routine Licensing Inspection	13 December 2023	All in order
The White Post PH Farnsfield	Routine Licensing Inspection	18 December 2023	Advice provided. Letter of authority

2.0 Proposal/Options Considered

This report is intended to provide Members with a summary of the various activities undertaken by the Licensing Team in relation to the different types of licensing matters covered by the Licensing Act 2003.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None