

Thurrock - An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

## Licensing Sub-Committee

The meeting will be held at **7.00 pm** on **18 June 2024**

**Council Chamber, Civic Offices, New Road, Grays, Essex, RM17 6SL.**

### Membership:

Councillors Aaron Green, Steve Liddiard and Sue Shinnick

### Agenda

Open to Public and Press

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| <b>1. Items of Urgent Business</b>  |               |
| To receive additional items that the Chair is of the opinion should be considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972. |               |
| <b>2. Declarations of Interests</b>   |               |
| <b>3. Determination of Objection to a Temporary Event Notice</b>  | <b>5 - 36</b> |

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Agenda published on: **10 June 2024**

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# DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

## Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

## When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

**What is a Non-Pecuniary interest?** – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

### Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

**Unless you have received dispensation upon previous application from the Monitoring Officer, you must:**

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

**If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps**

### Non- pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



**You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.**

## Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
  - High quality, consistent and accessible public services which are right first time
  - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
  - Communities are empowered to make choices and be safer and stronger together
  
2. **Place** – a heritage-rich borough which is ambitious for its future
  - Roads, houses and public spaces that connect people and places
  - Clean environments that everyone has reason to take pride in
  - Fewer public buildings with better services
  
3. **Prosperity** – a borough which enables everyone to achieve their aspirations
  - Attractive opportunities for businesses and investors to enhance the local economy
  - Vocational and academic education, skills and job opportunities for all
  - Commercial, entrepreneurial and connected public services

|  |                                 |
|--|---------------------------------|
| <b>18 June 2024</b>  | <b>ITEM: 3</b>                  |
| <b>Licensing Sub-Committee</b>   |                                 |
| <b>Determination of Objection to a Temporary Event Notice</b>  |                                 |
| <b>Wards and communities affected:</b><br>Stanford le Hope West  | <b>Key Decision:</b><br>Non-key |
| <b>Report of:</b> Elizabeth Cox – Licensing Officer  |                                 |
| <b>Accountable Assistant Director:</b> Michael Dineen, Assistant Director for Investigation, Enforcement and Community Protection & Safety (Incl. Emergency Planning and Resilience) |                                 |
| <b>Accountable Director:</b> Daniel Fenwick – Director of Corporate Services   |                                 |
| <b>This report is</b> Public   |                                 |
| <b>Version:</b> Final Version  |                                 |

## Executive Summary

An objection has been received from Thurrock Council Environmental Protection with regards to a Temporary Event Notice submitted in relation to an event at the New Courthouse, 39 King Street, Stanford le Hope, SS17 0HL. The objection relates to the licensing objective of the Prevention of Public Nuisance.

## Commissioner Comment:

Reports for Licensing Sub-Committee do not require Commissioner comment

### 1. Recommendation(s)

**1.1 The Sub-Committee considers this report and appendices together with any oral submissions at the hearing and determines the objection of a Temporary Event Notice**

### 2. Introduction and Background:

2.1 Section 104 (2) Licensing Act 2003, allows the Police or Environmental Health to object to a Temporary Event Notice if they believe that allowing the premises to be used in accordance with a Temporary Event Notice will undermine one or more of the licensing objectives.

2.2 The licensing objectives are:

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

2.3 The Licensing Department received a Temporary Event Notice (TEN) on 5 June 2024 from Adam Lakey for an event on 31 August 2024. A copy of the TEN is attached at **Appendix 1**

- 2.4 The TEN relates to an event described as a 'Discotheque' in the garden of the premises for up to 499 people.
- 2.5 A letter of acknowledgement of the TEN was sent electronically on 5 June 2024 and a copy is attached at **Appendix 2**.
- 2.6 On 7 June 2024 the Licensing Department received an Objection Notice from Sadie Stowell on behalf of Environmental Protection, outlining her reasons for the objection that allowing the TEN would undermine the licensing objective of the Prevention of Public Nuisance.

The reasons for being so satisfied are that the premises is surrounded by residential properties and has been served with a noise abatement notice following previous complaints.

A copy of the objection notice is attached at **Appendix 3**.

- 2.7 No objection was received from Essex Police.
- 2.8 To assist the Sub-Committee, a copy of the current New Courthouse premises licence is attached at **Appendix 4**. A location map is attached as **Appendix 5**.

### **3. Issues, Options and Analysis of Options:**

- 3.1 The committee, after considering the objection notice, will need to consider what action, if any, to take in order to ensure that the licensing objectives are complied with.
- 3.2 The power to impose the conditions from the premises licence on a TEN is conferred by s106 Licensing Act 2003. This is not a general power to impose conditions and can be exercised only where temporary events are held on premises, or parts of premises, for which a premises licence or Club Premises Certificate is in force and an objection notice is given.
- 3.3 The following options are available to the Licensing Sub-Committee:
- Allow the Temporary Event Notice being determined as applied for;
  - To impose the conditions from the premises licence on the TEN being determined as conferred by s106 Licensing Act 2003.
  - To reject the Temporary Event Notice being determined as applied for and issue a Counter Notice, which will prevent the event from going ahead.
- 3.4 The decision made by the Committee will take immediate effect. There is a right of appeal for both the person who has given the TEN and for the relevant person that had submitted the objection notice. However, no appeal may be brought later than 5 working days before the day on which the event period specified in the TEN
- 3.5 In determining this application for an objection of the Temporary Event Notice by Essex Police, the Sub-Committee should have regard to the Council's Statement of Licensing Policy and to the guidance issued by the Secretary of State under s182 of the Licensing Act 2003.
- 3.6 The Sub-Committee are advised that the hearing is of a quasi-judicial nature and representations from all parties both written and verbal will form part of matters that are to be considered. Findings on issues of fact should be on the balance of probability.



3.7 The Sub-Committee are advised that the final decision should be based on the individual merits of the application & findings of fact made at the hearing

**4. Reasons for Recommendation:**

4.1 These are the options available to the Sub-Committee

**5. Consultation (including Overview and Scrutiny, if applicable)**

5.1 A copy of the objection notice has been served on the premises user.

**6. Impact on corporate policies, priorities, performance and community impact**

6.1 Section 17 of the Crime and Disorder Act 1998 places a duty on local authorities to do all that it can to prevent –

- (a) crime and disorder in its area (including anti-social behaviour and other behaviour adversely affecting the local community), and;
- (b) the misuse of drugs, alcohol and other substances in its areas.

In considering this application in relation to these duties the authority should have due regard to Section 61(1) (b) Local Government (Miscellaneous Provisions) Act 1976, Thurrock Council's guidelines on previous convictions or cautions and any submissions made by the applicant.

**7. Statement of Licensing Policy**

7.1 There are no specific parts of the policy that is relevant to this hearing.

**8. Relevant Section of the Secretary of State's Guidance**

8.1 Section 7 relates to Temporary Events Notices

**9. Appendices to the report:**

- Appendix 1 - Temporary Event Notice
- Appendix 2 – Letter of Acknowledgement
- Appendix 3 – Notice of Objection from Environmental Protection
- Appendix 4 – Copy of Premises Licence for New Courthouse
- Appendix 5 – Location map

**Report Author**

Elizabeth Cox

Licensing Officer

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# Licensing - Temporary Event Notice

Date submitted: 05 June 2024 14:35 PM

Case reference: TEN-620462117

## Application type

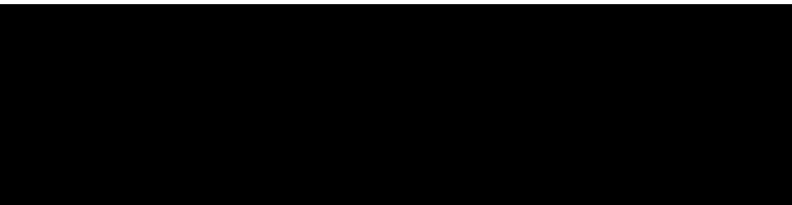
Is the applicant an individual, a business or an organisation?: Business or organisation

Business or organisation name: The new courthouse Stanford ltd

Are you submitting this form as the applicant or as an agent representing the applicant? I am the applicant

## Premises user details

Adam Lakey



Know by any other names? No, I haven't been known by another name

Other name(s):

Date of birth: [REDACTED]

Place of birth: [REDACTED]

National Insurance number: [REDACTED]

Do you currently hold a valid personal licence? Yes, I currently hold a valid personal licence

Authority that issued your personal licence: Thurrock

Personal licence number: 2114

Date of Issue: 01/11/2023

## Premises

Does the premises have a postal address? Yes, the premises has a postal address

Premises postal address: The New Courthouse 39 King Street, Stanford Le Hope, SS17 0HJ

Does this premises, or any part of premises, have a current valid premises licence or club premises certificate? Premises licence

Premises licence number: 05/01115/lapre

Club premises certificate number:

Do you intend to use only part of the premises at this address, or to restrict the area to which this notice applies? I intend either to use only part of the premises, or to restrict the area to which this notice applies

Provide details of the part of the premises or the restricted area to which this notice will apply: Garden

Describe the nature of the premises: Public house

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

## Event

Describe the nature of the event: Discotheque

Which licensable activities do you intend to carry out at the premises? Sale by retail of alcohol, Provision of regulated entertainment, Provision of late night refreshment

Where will the alcohol be consumed? Both on and off the premises

Maximum number of people at any one time: 499

Event start date and time: 31/08/2024 12:00

Event end date and time: 31/08/2024 22:00

For each proposed licensable activity at the premises, please list the individual days, together with the start times and end times each day, during which you intend to carry on the activity: Regulated entertainment 31/08/24 - 12:00 - 22:00

Sale of alcohol 31/08/24 - 12:00 - 22:00

Late night refreshment 31/08/24 - 12:00 - 22:00

Will the event include any live performance or live display of nudity that, aside from financial gain, must reasonably be assumed to be mainly for the sexual stimulation of any audience member by any means? No

State the times during the event period that you propose to provide this kind of relevant entertainment:

## Previous notices

### Your notices

Have you (the premises user) previously given a temporary event notice for any premises or event in the same calendar year as the event proposed in this notice? Yes

Number of temporary event notices: 4

Have you already given a temporary event notice for the same premises in which the event period either ends 24 hours or less before, or begins 24 hours or less after, the event proposed in this notice? No

## Associates' notices

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event proposed in this notice? No

Number of temporary event notices:

Has any associate of yours already given a temporary event notice for the same premises in which the event period either ends 24 hours or less before, or begins 24 hours or less after, the event proposed in this notice? No

## Business notices

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 proposed in this notice? No

Number of temporary event notices:

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 either ends 24 hours or less before, or begins 24 hours or less after, the event proposed in this notice? No

## Declaration

I have read and understood the condition above

I have read and agree to the declaration above

## Payment

Payment amount: £21.00

Payment reference: STHES00496684

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Civic Offices, New Road, Grays  
Essex, RM17 6SL

Licensing Department

Adam Lakey  
The New Courthouse  
39 King Street  
Stanford Le Hope  
Essex  
SS17 0HJ

**Our Ref:** 24/00521/LATEMP  
**Phone:** 01375 652879

**E-Mail:** [licensing@thurrock.gov.uk](mailto:licensing@thurrock.gov.uk)

**Date:** 5 June 2024

Dear Adam Lakey,

**Licensing Act 2003 - Temporary Event Notice: The New Courthouse 39 King Street  
Stanford Le Hope Essex SS17 0HJ  
EVENT on the 31st August 2024  
EVENT to the 31st August 2024  
ACTIVITIES: Provision of Late Night Refreshment  
Sale by Retail of Alcohol  
Regulated Entertainment**

**TIMES: 12:00 - 22:00  
LOCATION: The New Courthouse  
COMMENTS: Discotheque  
CAPACITY: 499**

I am writing to acknowledge the receipt of the Temporary Event Notice for the above premise received in this department on 5th June 2024

The fee of £21 has been receipted and paid with thanks.

Please do not hesitate to contact me if I can be of further assistance

Yours sincerely

*Barbara Leeds*

Barbara Leeds  
Licensing Technical Officer

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## Cox, Elizabeth

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**From:** Stowell, Sadie  
**Sent:** 07 June 2024 10:10  
**To:** Licensing@thurrock.gov.uk  
**Cc:** Leeds, Barbara  
**Subject:** 24/00521/LATEMP - The New Court house

Good morning Barbara,

Environmental Protection would like to raise objections to the above TEN.

I would like to reiterate the following points raise by EP at the SAG:

- Limit of 70 dB is high. 75 dB is generally accepted for urban stadia or arenas whilst 65 dB(A) is recommended for other urban and rural venues. Or 15 dB above background.
- 85 dB(C) is also high.
- Noise limits have been set for NSRs at King Street, when addresses at Karen Close are closer to the stage
- Residential receptors are approximately 15m away from the stage, the location is not suitable for this nature of event particularly in the garden.

There is an extensive complaint history regarding this address and subsequently notice has been served on the premises.

I do not feel this type of event is appropriate in this location surrounded by residential receptors and will likely give rise to complaints.

Kind regards

**Sadie Stowell | Environmental Protection - Acoustics**

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

Thurrock Council, Civic Offices, New Road, Grays, Essex RM17 6SL

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## Premises Licence

Premises Licence Number  
Date of Issue

05/01115/LAPRE  
1st November 2023

### Part 1 –Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code

**The New Courthouse**  
**39 King Street**  
**Stanford Le Hope**  
**Essex**  
**SS17 0HJ**

Telephone number

Where the licence is time limited the dates

Licensable activities authorised by the licence

**Playing of Recorded Music**  
**Sale by Retail of Alcohol**

Times the licence authorises the carrying out of licensable activities

### Playing of Recorded Music

|           |               |
|-----------|---------------|
| Monday    | 10:00 - 00:00 |
| Tuesday   | 10:00 - 00:00 |
| Wednesday | 10:00 - 00:00 |
| Thursday  | 10:00 - 00:00 |
| Friday    | 10:00 - 00:00 |
| Saturday  | 10:00 - 00:00 |
| Sunday    | 10:00 - 00:00 |

### Sale by Retail of Alcohol

|           |               |
|-----------|---------------|
| Monday    | 10:00 - 00:00 |
| Tuesday   | 10:00 - 00:00 |
| Wednesday | 10:00 - 00:00 |
| Thursday  | 10:00 - 01:00 |
| Friday    | 10:00 - 01:00 |
| Saturday  | 10:00 - 01:00 |
| Sunday    | 10:00 - 00:00 |

The opening hours of the premises

|                  |                      |
|------------------|----------------------|
| <b>Monday</b>    | <b>10:00 - 00:30</b> |
| <b>Tuesday</b>   | <b>10:00 - 00:30</b> |
| <b>Wednesday</b> | <b>10:00 - 00:30</b> |
| <b>Thursday</b>  | <b>10:00 - 01:30</b> |
| <b>Friday</b>    | <b>10:00 - 01:30</b> |
| <b>Saturday</b>  | <b>10:00 - 01:30</b> |
| <b>Sunday</b>    | <b>10:00 - 00:30</b> |

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

**Alcohol is supplied for consumption both on and off the Premises**

## Part 2

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

**Ei Group Plc**  
**3 Monkspath Hall Road**  
**Solihull**  
**B90 4SJ**

**licensing@eigroupplc.com**  
**0121 272 5266**

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

**Company Number**                      **2562808**

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

**Adam Lakey**



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

**Personal Licence Number: 2114**  
**Licensing Authority: Thurrock Council**

## Annex 1 –Mandatory conditions

- 1 No supply of alcohol may be made under this licence
  - a) At a time when there is no designated premises supervisor in respect of it or,
  - b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
- 2 Every supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.
- 3 (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).

- 4 The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 5 (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.
- 6 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,
- (ii) 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."
- 7 (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 where-

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

- (i) P is the permitted price,
  - (ii) D is the amount 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) "valued added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

(3) Where the permitted price given by Paragraph (b) of paragraph 3 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

(4) (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the price permitted on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales and supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

- 8 Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:
- a) Unauthorised access or occupation (eg through door supervision), or
  - b) Outbreaks of disorder, or
  - c) Damage



## Annex 2 –Conditions consistent with the Operating Schedule

- 1 The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:
  - i. CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition;
  - ii. CCTV cameras shall cover all public areas including all entrances and exits and all areas where the sale of alcohol takes place;
  - iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of 31 days;
  - iv. At all times, whilst the premises is open for licensable activities, there are members of staff able to immediately provide viewable copies of recordings to the police or licensing authority staff upon reasonable request;
  - v. The recording equipment and data storage devices shall be kept in a secure environment and fitted with security functions (such as passwords) to prevent recordings being tampered with;
  - vi. An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant: in the event of any failure this will be recorded immediately.
- 2 Any failure of the CCTV system which cannot be rectified within 24 hours of discovery must be reported to the central Essex Police Licensing Team by phone or email (contact details as per Essex Police website).
- 3 Signs must be displayed at all entrances and exits advising customers that CCTV is operating at the premises and shall be a minimum size of 200 x 148mm and clearly legible at all times when the premises conducts licensable activities.
- 4 No alcohol may be supplied by an individual unless that individual has the written consent of the Designated Premises Supervisor or other employed Personal Licence Holder.

A written record of this consent must be retained on the premises at all times when such an individual supplies or proposes to supply alcohol and be made immediately available upon reasonable request of the police or licensing authority.
- 5 On any occasion where the premises conducts licensable activities past midnight, at least 2 SIA licensed door supervisors must be on duty from 20:00 until at last 30 mins after the premises closes.
- 6 Where SIA licensed door supervisors are used at the premises a record shall be maintained (on the premises) which are legible and details:

- i. The day and date when door supervisors were deployed;
- ii. The name and SIA registration number of each door supervisor on duty at the premises; and
- iii. The start and finish time of each door supervisor's worked duty period.

This record shall be retained on the premises for 31 days and be immediately provided to police or licensing authority staff upon reasonable request.

- 7 Where SIA licensed door supervisors are employed at the premises (either directly or via a third party), a check of the current validity of each door supervisor's licence shall be conducted via the the SIA website at the commencement of employment at the premises and monthly thereafter and recorded in a log.

This log shall be retained for at least six months after the last recorded check and be immediately provided to police or licensing authority staff upon reasonable request.

- 8 An incident log shall be kept at the premises, and made immediately available to police or licensing authority staff upon reasonable request.

The log must be completed as soon as is possible and within any case within 4 hours of the occurrence and shall record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received concerning crime and disorder
- (d) any incidents of disorder
- (e) all seizures of drugs or offensive weapons
- (f) any faults in a CCTV system, searching equipment or scanning equipment mandated as a condition of the licence

The incident log shall either be electronic or maintained in a bound document with individually numbered pages and be retained for at least 12 months from the date of the last entry.

- 9 The premises shall have in place, and operate, a zero tolerance policy with regard to the use/possession of controlled drugs and psychoactive substances and advertise the same within the premises on posters and similar means.

This policy shall include but not be limited to:

- i. Searching practices upon entry;
- ii. Dealing with patrons suspected of using drugs on the premises;
- iii. Scrutiny of spaces including toilets or outside areas;
- iv. Clear expectations of staff roles (including the DPS, managers/supervisors, and door supervisors);
- v. Staff training regarding identification of suspicious activity and what action to take;
- vi. The handling of items suspected to be illegal drugs or

psychoactive substances;

vii. Steps taken to discourage and disrupt drug use on the premises

viii. Steps to be taken to inform patrons of the premises drug policy/practices

A copy of this policy document shall be lodged with the police and licensing authority.

- 10 During the period in which the premises is open for licensable activities, toilets shall be checked on at least an hourly basis for the purpose:
- a) of detecting and deterring the use of controlled drugs and psychoactive substances; and
  - b) maintaining public safety.

A record of these checks shall be maintained with the time, date, and condition of the toilets and staff member conducting the check.

These records shall be made contemporaneously, retained at the premises for at least six months and made available immediately upon demand to police or licensing authority staff.

- 11 Except when being used for entry or egress by a patron, all external windows and doors shall be kept shut after 21:00 hours and at all times when music is being played.

- 12 A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory age verification requirement and is either a:
- \* Proof of age card bearing the PASS hologram;
  - \* Photocard driving licence;
  - \* Passport; or
  - \* Ministry of Defence Identity Card

- 13 The premises shall clearly display signs at each point of sale and in areas where alcohol is displayed advising customers that a 'Challenge 25' policy is in force.

- 14 All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to:
- 1. the protection of children from harm (including under-age sales);
  - 2. how to recognise drunkenness and the duty not to serve drunk persons;
  - 3. dealing with incidents and the prevention of crime and disorder generally; and
  - 4. drug awareness (to specifically include the recognition of drugs use and supply in licensed premises).

Refresher training shall be carried out at least every six months.

Training records shall be kept on the premises (or otherwise

accessible on the premises) for a minimum of 12 months and made immediately available to police, trading standards, or licensing authority staff upon reasonable request.

- 15 At all times no persons shall be permitted to take bottles, glasses or drinking vessels from the premises.

Conspicuous signage (of a minimum size of 200mm x 148mm) shall be displayed, at each ingress/egress point explaining this policy.

- 16 Clear and legible notices must be prominently displayed at any area used for smoking requesting customers to respect local residents and use the area quietly.

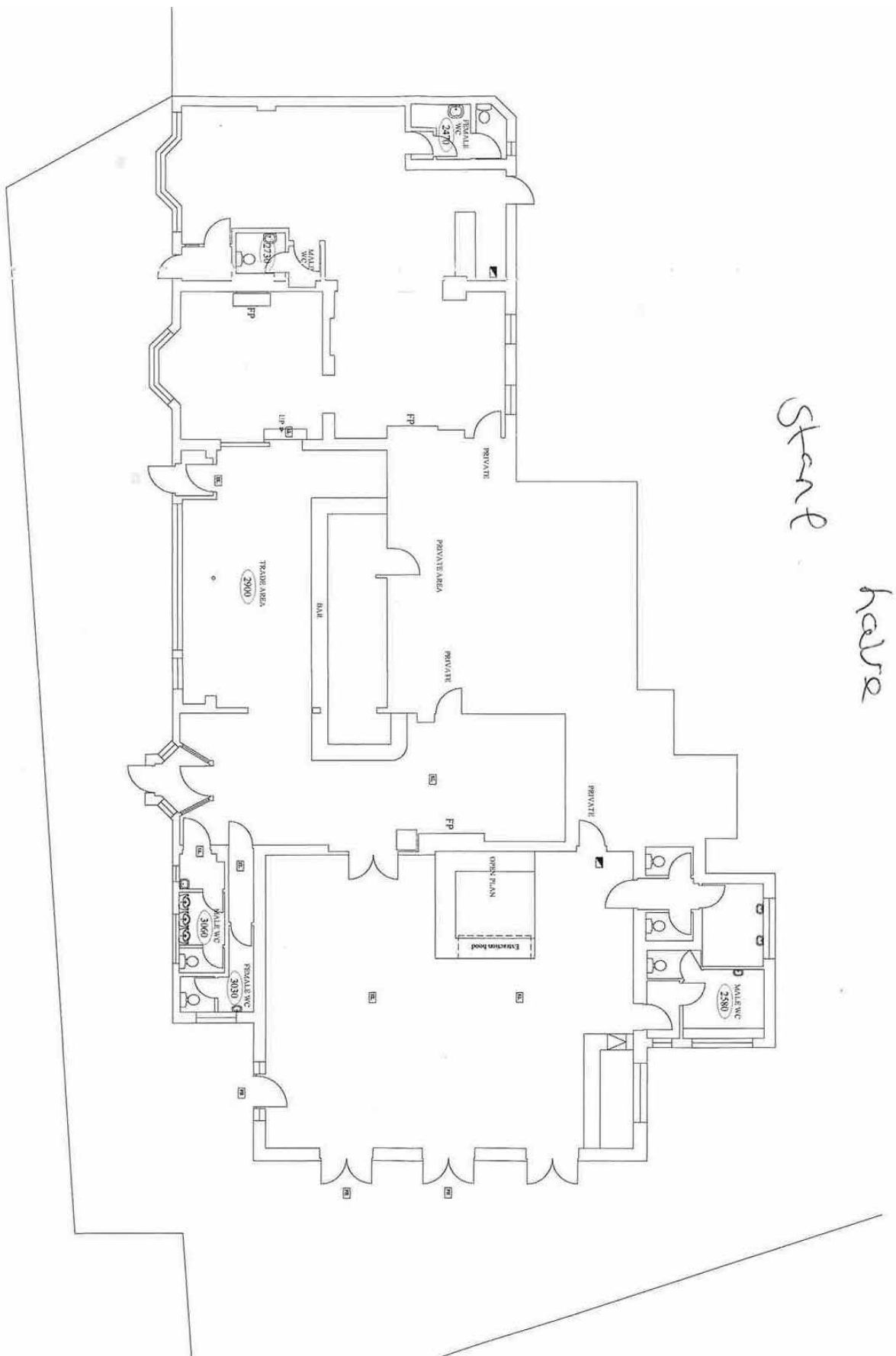
These signs shall be a minimum size of 200mm x 148mm.

- 17 Clear and legible notices must be prominently displayed at all exits requesting customers to respect local residents and leave the area quietly.

These signs shall be a minimum size of 200mm x 148mm.

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

Annex 4 – Plans





## Premises Licence Summary

Premises Licence Number  
Date of Issue

05/01115/LAPRE  
1st November 2023

### Part 1 –Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code

**The New Courthouse**  
**39 King Street**  
**Stanford Le Hope**  
**Essex**  
**SS17 0HJ**

Telephone number

Where the licence is time limited the dates

Licensable activities authorised by the licence

**Playing of Recorded Music**  
**Sale by Retail of Alcohol**

Times the licence authorises the carrying out of licensable activities

### Playing of Recorded Music

|           |               |
|-----------|---------------|
| Monday    | 10:00 - 00:00 |
| Tuesday   | 10:00 - 00:00 |
| Wednesday | 10:00 - 00:00 |
| Thursday  | 10:00 - 00:00 |
| Friday    | 10:00 - 00:00 |
| Saturday  | 10:00 - 00:00 |
| Sunday    | 10:00 - 00:00 |

**Sale by Retail of Alcohol**

|                  |                      |
|------------------|----------------------|
| <b>Monday</b>    | <b>10:00 - 00:00</b> |
| <b>Tuesday</b>   | <b>10:00 - 00:00</b> |
| <b>Wednesday</b> | <b>10:00 - 00:00</b> |
| <b>Thursday</b>  | <b>10:00 - 01:00</b> |
| <b>Friday</b>    | <b>10:00 - 01:00</b> |
| <b>Saturday</b>  | <b>10:00 - 01:00</b> |
| <b>Sunday</b>    | <b>10:00 - 00:00</b> |

The opening hours of the premises

|                  |                      |
|------------------|----------------------|
| <b>Monday</b>    | <b>10:00 - 00:30</b> |
| <b>Tuesday</b>   | <b>10:00 - 00:30</b> |
| <b>Wednesday</b> | <b>10:00 - 00:30</b> |
| <b>Thursday</b>  | <b>10:00 - 01:30</b> |
| <b>Friday</b>    | <b>10:00 - 01:30</b> |
| <b>Saturday</b>  | <b>10:00 - 01:30</b> |
| <b>Sunday</b>    | <b>10:00 - 00:30</b> |

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

**Alcohol is supplied for consumption both on and off the Premises**



## Part 2

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

**Ei Group Plc**  
**3 Monkspath Hall Road**  
**Solihull**  
**B90 4SJ**

**licensing@eigroupplc.com**  
**0121 272 5266**

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

**Company Number**                      **2562808**

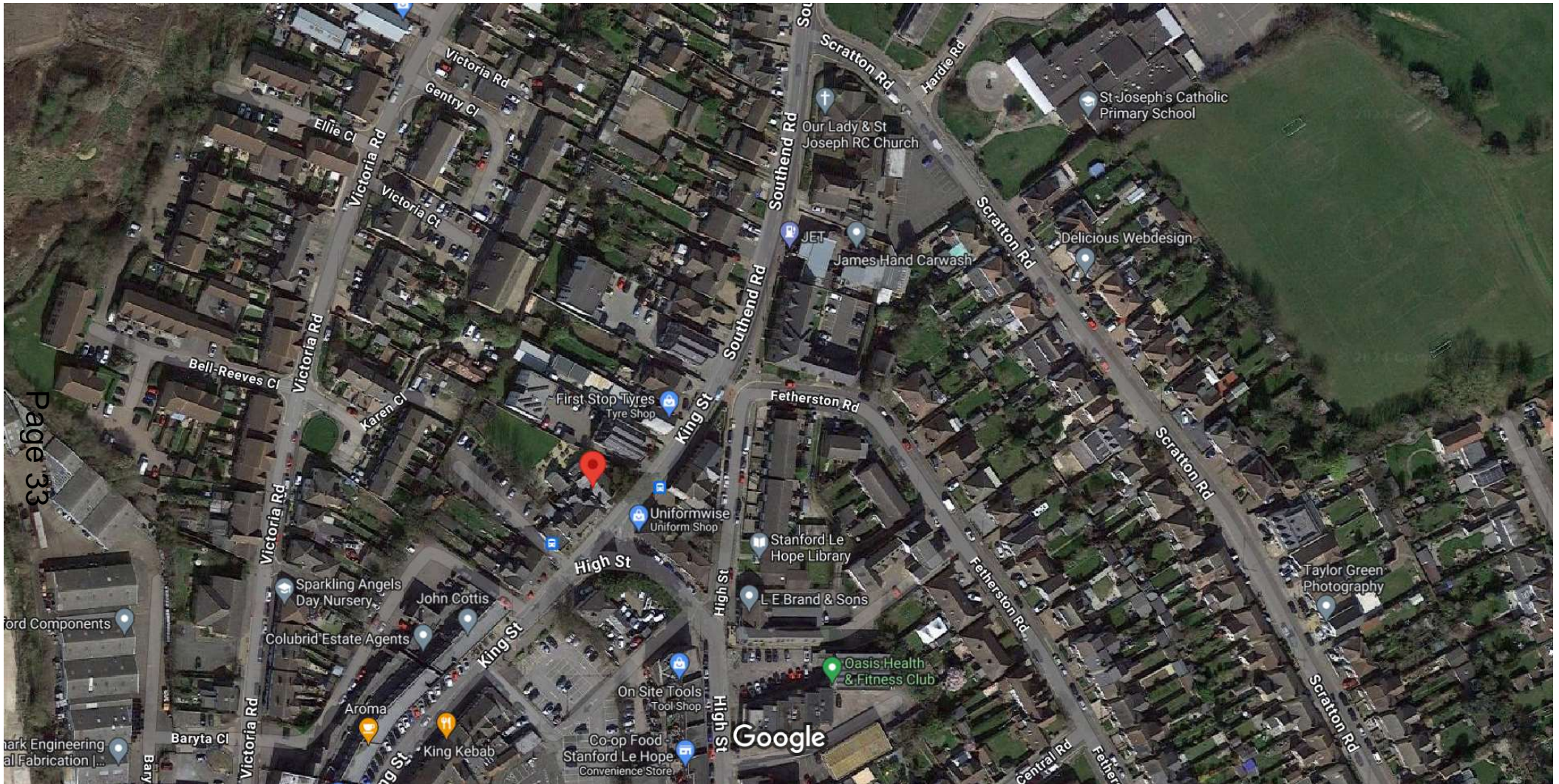
Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Adam Lakey**

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

**Personal Licence Number: 2114**  
**Licensing Authority: Thurrock Council**

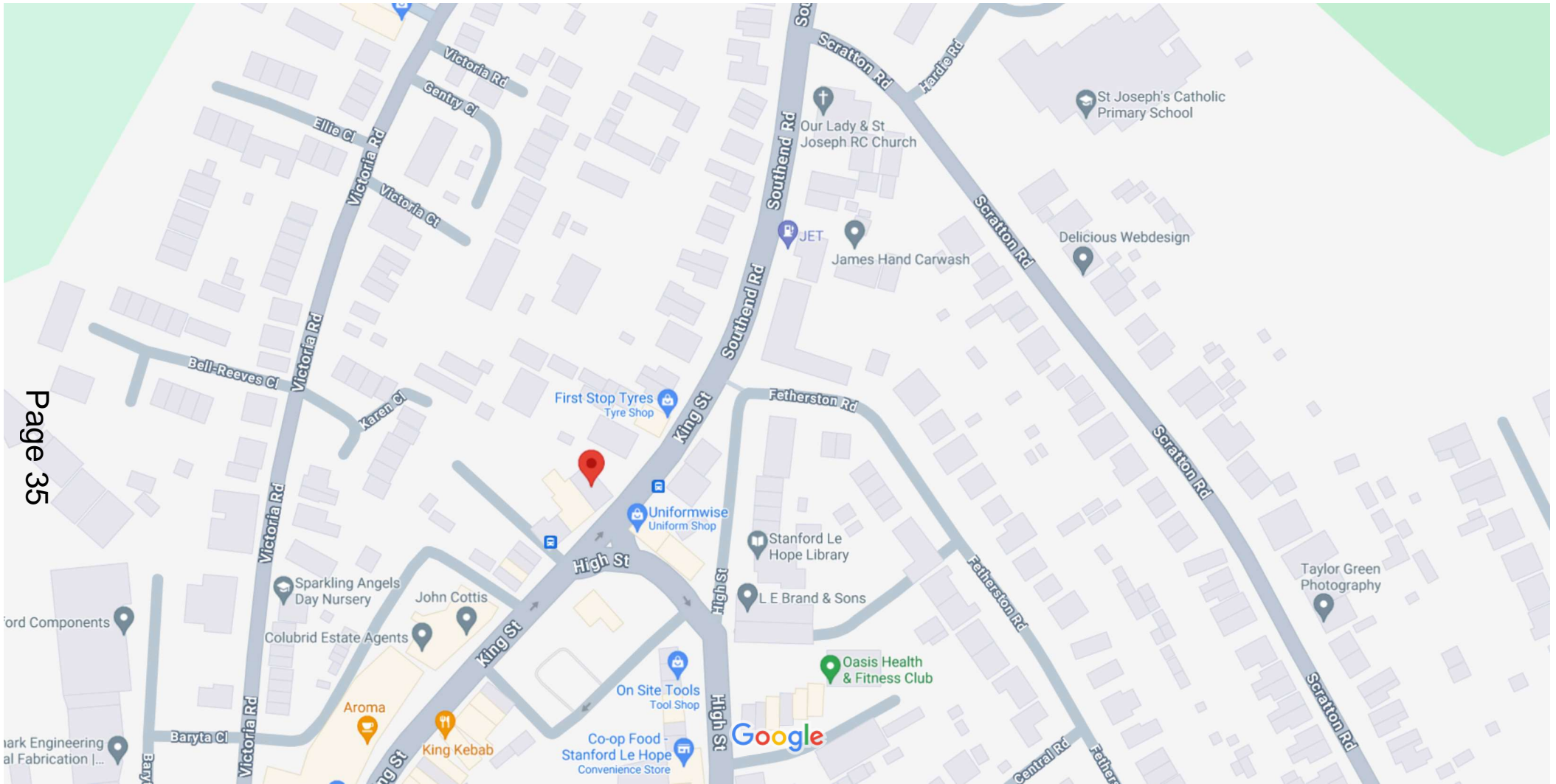
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