

# EPPING FOREST DISTRICT COUNCIL LICENSING SUB COMMITTEE MEETING MINUTES

Tuesday 18 June 2024, 10.15 am - 1.51 pm

## Council Chamber - Civic Offices

<b>Members Present:</b>	Councillors P Keska (Chairman), I Allgood, S Heather and L Mead
<b>Apologies:</b>	Councillor D Stocker
<b>Officers In Attendance:</b>	Nathalie Boateng (Service Manager / Solicitor - Legal Services (Shared Services)), Debbie Houghton (Licensing Compliance Officer), Handan Ibrahim (Licensing Compliance Officer), Vivienne Messenger (Democratic Services Officer) and Steven Mitchell (PR Website Editor)

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### [A RECORDING OF THIS MEETING IS AVAILABLE FOR REPEATED VIEWING](#)

#### 7 WEBCASTING INTRODUCTION

The Chairman made a short address to remind everyone present that the meeting would be recorded and would be capable of repeated viewing on the internet, which could infringe their human and data protection rights.

#### 8 DECLARATIONS OF INTEREST

Pursuant to the Council's Members' Code of Conduct, Councillor L Mead declared a non-pecuniary interest in the following item of the agenda as she recognised an objector who was from the Loughton Residents Association. The Councillor determined that she would remain in the meeting for the consideration and determination of the application:

- New premises licence – Debden House Centre, Debden Green, Loughton IG10 2NZ

#### 9 PROCEDURE FOR THE CONDUCT OF BUSINESS

The Sub-Committee noted the agreed procedure for the conduct of business and the Terms of Reference.

#### 10 RE-ORDER OF AGENDA ITEMS

The Licensing Sub-Committee agreed to bring forward the Taxi Driver applications before the new premises licence for the Debden House Centre because there were several objectors attending, who wished to speak on the licensing application.

#### 11 EXCLUSION OF PUBLIC AND PRESS

##### RESOLVED:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on the grounds that it would involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or were confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Paragraph Information Number
6	Application for a Hackney Carriage Driver's Licence – Mr Uddin	1
7	Application for a Hackney Carriage Driver's Licence – Mr Rahman	1
8	To determine whether driver remains fit and proper – Mr Urhan	1

## 12 APPLICATION FOR A TAXI DRIVER LICENCE

The Licensing Sub-Committee considered an application for a Hackney Carriage Driver's Licence from Mr Uddin. The three councillors that presided over this item were Councillors P Keska (Chairman), S Heather and L Mead. The Chairman welcomed the applicant and introduced the members and officers present.

The Licensing Compliance Officer, D Houghton, informed the Sub-Committee of the circumstances under which the licence could not be dealt with under delegated authority.

The applicant made a short statement in support of his application before answering questions from members of the Sub-Committee.

The Chairman requested that everyone, except the Licensing Sub-Committee members and advising officers left the chamber whilst they considered the application.

The Chairman invited the applicant and Licensing Officer back into the chamber and informed the applicant of the Sub-Committee's decision.

The Chairman advised that during their deliberations no advice was given by officers. This application had been treated on its own merits. The Sub-Committee had taken its decision based upon the information given in the report and to this hearing, the relevant representations received and the Council's policies. The applicant was reminded of his right of appeal to the Magistrates' Court within 21 days of the date of the written notification of this decision.

### **Resolved:**

That the application for Hackney Carriage Driver's Licence was **not granted**.

## 13 APPLICATION FOR A TAXI DRIVER LICENCE

The Licensing Sub-Committee considered an application for a Hackney Carriage Driver's Licence from Mr Rahman. The three councillors that presided over this item were Councillors P Keska (Chairman), S Heather and L Mead. The Chairman welcomed the applicant and introduced the members and officers present.

The Licensing Compliance Officer, D Houghton, informed the Sub-Committee of the circumstances under which the licence could not be dealt with under delegated authority.

The applicant made a short statement in support of his application before answering questions from members of the Sub-Committee.

The Chairman requested that everyone, except the Licensing Sub-Committee members and advising officers left the chamber whilst they considered the application.

The Chairman invited the applicant and Licensing Officer back into the chamber and informed the applicant of the Sub-Committee's decision.

The Chairman advised that during their deliberations no advice was given by officers. This application had been treated on its own merits. The Sub-Committee had taken its decision based upon the information given in the report and to this hearing, the relevant representations received and the Council's policies. The applicant was reminded of his right of appeal to the Magistrates' Court within 21 days of the date of the written notification of this decision.

**Resolved:**

That the application for Hackney Carriage Driver's Licence was **not granted**.

**14 TO DETERMINE WHETHER DRIVER REMAINS FIT AND PROPER**

The Licensing-Sub Committee could not consider this item as the taxi driver was not in attendance. The Licensing Compliance Officer advised the taxi driver would be contacted and asked to attend a future Sub-Committee meeting.

**15 INCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

That the public and press be invited back into the meeting for the remaining item of business.

**16 APPLICATION FOR A NEW PREMISES LICENCE, DEBDEN HOUSE CENTRE, DEBDEN GREEN, LOUGHTON, IG10 2NZ**

The Licensing Sub-Committee considered an application for a new premises licence for the Debden House Centre, Debden Green, Loughton. The three councillors that presided over this item were Councillors P Keska (Chairman), S Heather and L Mead. Also in attendance were Councillor I Allgood and the Council's Legal Services Manager, N Boateng.

The Chairman welcomed from the London Borough of Newham the applicant and Head of Debden House Centre, Ms S Brown, who was accompanied by Mr P Gibb, Head of Education. The objectors present were T Lomas, Mr & Mrs Harragan and Mr & Mrs Cain.

The Licensing Compliance Officer, H Ibrahim, introduced the new premises licence application in respect of Debden House Centre, Debden Green, Loughton IG10 2NZ. The authority had received representations from The City of London (Epping Forest Office), Loughton Town Council and 16 residents, which related to the four licensing objectives.

The applicant was applying for the following licensable activities:

**Provision of film** - 10:00 to 00:00 Monday to Sunday

**Provision of live music (outside)** - 10:00 to 23:00 Monday to Sunday

**Provision of live music (inside)** - 10:00 to 01:00 Monday to Sunday

**Provision of recorded music (outside)** - 10:00 to 23:00 Monday to Sunday

**Provision of recorded music (inside)** - 10:00 to 01:00 Monday to Sunday

**Provision of late night refreshment** - 23:00 to 01:00 Monday to Sunday

**Sale of alcohol (on and off sales)** - 11:00 to 00:00 Monday to Sunday

The opening hours of the premises - 09:00 to 01:00 Monday to Sunday

The applicant outlined the licensable activities she wanted at Debden House, which had been purchased by the London Borough of Newham in 1947. The main house was open all year round while the campsite operated for 75 days of the year. All events were managed by the Centre and the proposed licensable activities would allow the Centre to sell alcohol and have music entertainment. The Centre had increased the signage on site, managed any litter and the dispersal policy helped vehicles to safely exit the site. The Centre's activities should not disrupt properties nearby, but the applicant had given neighbouring residents an out-of-hours telephone number to use if it was required. Essex Police had not objected to the application.

The Sub-Committee asked questions related to noise inside and outside the Centre and the possible installation of a noise limiter. The applicant clarified a noise limiter would monitor noise inside the house. EFDC Environmental Officers were due to carry out a check on noise soon. Outside in the garden there was a marquee and the café area in the campsite. The Licensing Compliance Officer advised that outside music was being applied for and a plan in the agenda highlighted the site. Also, music between 08.00 and 23.00 was deregulated. The applicant clarified that people could not book the venue online but had to phone the office, so staff could check the suitability of the event. A damage deposit was required. The DBS had now received his licence. The previous licence had lapsed in 2018 when the member of staff that had been the DBS had left.

The objectors raised a number of concerns below, which the applicant answered.

- Assurance was sought to control noise from events inside and outside the Centre as the proposed licensable activities covered Mondays to Sundays.
- Noise nuisance affected neighbouring residents mostly at weekends, so the volume of noise needed to be monitored both inside and outside, as it was detrimental to these residents.
- Assurances were sought that car parking and cars leaving the site after an event were adequately managed.
- Congestion was also caused by taxis picking up customers outside the site after an event.
- Off sales of alcohol would allow any members of the public to buy alcohol, which was deemed to be unsatisfactory.
- Litter dropped on Debden Green increased after an event, so litter picking needed to be managed effectively by the Centre.
- Signage to Debden House needed to be improved as temporary signage seemed to be being used and lighting around the site should also be improved.

The objectors made a closing statement.

The applicant made a closing statement.

The Sub-Committee and advising officers went into private session.

The Sub-Committee returned and advised the participants of its decision. The representations in support of and against the application, both oral and written, had been taken into account. The Sub-Committee had also considered what was appropriate to promote the four licensing objectives and the relevant parts of the Council's Licensing Policy and Government guidance.

During the Sub-Committee's deliberations in private session the advisory officers gave the following advice below.

- Clarification regarding the extent of the application.
- Advice was given regarding amendments to conditions.
- Advice was given regarding the enforceability of conditions related to noise monitoring.

**Resolved:**

That application for a Premises Licence in respect of Debden House, Debden Green, Loughton:

**Be granted for:**

Provision of film - 10:00 to 23:00 Monday to Sunday

Provision of live music (outside) - 10:00 to 22:00 Thursday to Saturday, Sunday 12:00 to 21:00

Provision of live music (inside) - 10:00 to 00:00 Thursday to Saturday, Sunday 12:00 to 21:00

Provision of recorded music (outside) - 10:00 to 22:00 Thursday to Saturday, Sunday 12:00 to 21:00

Provision of recorded music (inside) - 10:00 to 00:00 Monday to Saturday, Sunday 12:00 to 21:00

Sale of alcohol (on and off sales) - 11:00 to 23:00 Monday to Saturday, Sunday 12:00 to 22:00

The opening hours of the premises - 09:00 to 01:00 Monday to Sunday

**Subject to:**

The conditions as submitted by the applicant within their application including the amendments provided in the supplementary agenda submissions, in addition:

- (1) The applicant shall liaise with the Council's Environmental Team regarding noise limiting at the venue.
- (2) The Litter picking condition to be extended to include immediately following events.

The applicant and the persons who had made representations were reminded of their right of appeal to the Magistrates Court within 21 days of the date of the written notification of this decision.

**CHAIRMAN**