



### **Licensing Sub-Committee Tuesday, 22nd January, 2013**

You are invited to attend the next meeting of **Licensing Sub-Committee**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping  
on Tuesday, 22nd January, 2013  
at 10.00 am .**

**Glen Chipp  
Chief Executive**

**Democratic Services  
Officer**

M Jenkins (Direct Line 01992 564607)  
Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

#### **Members:**

Councillors R Morgan (Chairman), A Boyce and Mrs R Gadsby

**PLEASE NOTE THE START TIME OF THE MEETING**

**THERE WILL BE A BRIEFING FOR THE SUB COMMITTEE AT 9.45 A.M. IN THE  
MEMBERS' ROOM**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**  
(Assistant to the Chief Executive) To declare interests in any item on this agenda.
- 3. PROCEDURE FOR THE CONDUCT OF BUSINESS (Pages 3 - 8)**
- 4. VARIATION OF PREMISES LICENCE - THEATRE RESOURCES, GT. STONEY  
HIGH STREET, ONGAR, CM5 0AD (Pages 9 - 52)**  
(Director of Corporate Support Services) To consider the attached report.
- 5. EXCLUSION OF PUBLIC AND PRESS**  
**Exclusion:** To consider whether, under 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 grounds that they will 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 are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

**Confidential Items Commencement:** Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

**Background Papers:** Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

# Agenda Item 3

## PART 3(2) - RESPONSIBILITY FOR COUNCIL FUNCTIONS

### LICENSING COMMITTEE – TERMS OF REFERENCE

(1) The full Committee shall comprise 11 Councillors appointed by the Council at its annual meeting, including a Chairman and Vice-Chairman.

... (2) For the functions set out in Annex 1, and the legislation listed in Annex 2, a Sub-Committee consisting of no more than any three Councillors drawn, in alphabetical order, from the members of the full Committee shall be formed. Any such Sub-Committee shall elect a Chairman on an ad-hoc basis.

(3) For the transaction of business at full Committee meetings, the quorum shall be a minimum of five Committee members save that no business shall be transacted unless either the Chairman or Vice-Chairman of the Committee is present.

(4) The Committee and Sub-Committees shall have full authority to hear and determine licensing applications.

(5) The Committee and Sub-Committees shall be further empowered to determine appeals made against the decisions of the Head of Environmental Services taken under delegated authority on licensing applications.

... (6) The Committee shall at all times carry out its duties solely within the policy from time to time determined by the Council and shall conduct its proceedings in accordance with the requirements set out in Annex 3 (Conduct of Business by Licensing Committee and Sub-Committees).

(7) The Licensing Committee shall take no part in the production or revision of the statement of licensing policy made under Section 5 of the Licensing Act 2003, however, they may determine policy under the legislation listed in Annex 3.

**PART 3(2) – RESPONSIBILITY  
FOR FUNCTIONS  
LICENSING COMMITTEE**

**Licensing Act 2003 – LIST OF FUNCTIONS AND DELEGATED AUTHORITY**

<b>Matter to be dealt with</b>	<b>Full Committee</b>	<b>Sub Committee</b>	<b>Officers</b>
Application for personal licence		If a police objection	If no objection made
Application for personal licence with unspent convictions		All cases	
Application for premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application for provisional statement		If a relevant representation made	If no relevant representation made
Application to vary premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application to vary designated premises supervisor		If a police objection	All other cases
Request to be removed as designated premises supervisor			All cases
Application for transfer of premises licence		If a police objection	All other cases
Applications for interim Authorities		If a police objection	All other cases
Application to review premises licence/club premises certificate		All cases	
Decision on whether a complaint is irrelevant frivolous vexatious etc			All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application		All cases	
Determination of a police objection to a temporary event notice		All cases	
All policy matters except the formulation of the statement of licensing policy	All cases		

**PART 3(2) – RESPONSIBILITY  
FOR FUNCTIONS  
LICENSING COMMITTEE**

**LIST OF STATUTORY POWERS**

Those functions pertaining to licensing and registration and permits and consents contained in the following legislation and any regulations, orders, byelaws or other subsidiary legislation made under the above Acts:

Animal Boarding Establishments Act 1963  
Breeding & Sale of Dogs (Welfare) Act 1999  
Breeding of Dogs Act 1973  
Breeding of Dogs Act 1991  
Caravan Sites & Control of Development Act 1960  
Caravan Sites Act 1968  
Dangerous Wild Animals Act 1976  
Game Licences Act 1860  
Gaming Act 1968  
Guard Dogs Act 1975  
House to House Collections Act 1939  
Licensing Act 2003  
Local Government (Miscellaneous Provisions) Act 1976  
Local Government (Miscellaneous Provisions) Act 1982  
Lotteries & Amusements Act 1976  
Pet Animals Acts 1951 & 1981  
Riding Establishments Acts 1964 & 1970  
Scrap Metal Dealers Act 1964  
The Game Act 1831  
Town Police Clauses Act 1847  
Town Police Clauses Act 1889  
Zoo Licensing Act 1981

## **Part 3(2) – Responsibility for Functions**

### **PART A – CONDUCT OF BUSINESS BY LICENSING COMMITTEE AND SUB-COMMITTEES**

**All references to committee in this annex shall be taken to infer a reference to the associated sub-committees.**

#### **1. General Conduct**

- 1.1 All hearings of the Licensing Committee under the Licensing Act 2003, are to be held in accordance with the Personal Licences, Hearings, Premises Licences and Club Premises Certificates, and Licensing Register Regulations, made under the Licensing Act 2003.
- 1.2 The Council's Constitution shall regulate the conduct of and debate at meetings.
- 1.3 In the case of hearings under the Licensing Act 2003, the Committee shall only consider those matters relevant to the licensing objectives as set out in the Licensing Act 2003 and the statement of licensing policy adopted by the Council.

#### **2. Declarations of Interest**

- 2.1 Members of the Committee are subject to the Council's Code of Conduct and to advice from the Standard Board for England, details of which will be provided to those members.

#### **3. Participation in the Hearing**

- 3.1 Debate shall be restricted to members of the Licensing Committee. Where a local ward member, not being a member of the Committee, wishes to participate in the hearing, they may do so only with the permission of the Chairman and their participation shall be subject to the same rules as are applied to any other witnesses to the application.
- 3.2 In hearings other than those under the Licensing Act 2003, where a ward member is a member of the Committee, and wishes to object to the application, the member shall give 14 days' notice of their intention, and shall play no part in the decision-making process of the Committee. In hearings under the Licensing Act 2003, those named as responsible authorities and interested parties in the Act may only make representations within the time limits set out in the relevant statutory provisions.
- 3.3 All persons participating in the hearing shall be made aware of the limitations or scope of statements that will be acceptable and, in particular, that statements should be factual or a fair statement on a matter of public interest.

#### **4. Attendance of the Public**

- 4.1 The Council's Constitution and relevant statutory provisions relating to the admission or exclusion of the public shall apply to all meetings of the Licensing Committee.

## **5. Natural Justice**

5.1 There are two elements to natural justice:

### **(a) Fairness**

- (i) All persons affected by the decision or in the case of matters associated with the Licensing Act 2003, those named as responsible authorities and interested parties in the Act, will be allowed a hearing before a decision is made.
- (ii) Only objectors who can show clearly that they are affected by a decision shall be afforded the right to be heard or, in the case of hearings under the Licensing Act 2003, only those named in the Act as responsible authorities or interested parties.
- (iii) All information shall be made available, where possible in advance, to the applicant and the Committee.
- (iv) All members of the Committee shall be present throughout the hearing of a particular application. Where a member arrives late or leaves during a hearing of a particular application, that member shall play no part in the decision-making process. Where an application is adjourned it shall be continued by the same members only, and no others.
- (v) The Committee shall have discretion in respect of 'late' objections. Such objections shall be clearly marked on the agenda as such and the Committee shall decide on their acceptability. The applicant shall be advised of any late objections. In the case of representations made in relation to the Licensing Act 2003 applications, these shall only be accepted in accordance with the relevant statutory provisions.

### **(b) Prevention of Bias**

- (i) The rules on the declarations of interest shall be firmly applied.
- (ii) If the Committee moves into private session to consider its decision, it shall be accompanied only by its advising officers, none of whom shall have taken a substantive part in the hearing, and shall play no substantive part in the decision-making process.

## **6. General Procedures for Hearings**

6.1 The following procedural requirements shall be followed at all times:

- (a) There shall be no recommendation from officers on the agenda;
- (b) The Committee shall be supplied with copies of all relevant documentation and the process and order of procedure shall be as follows:
  - (i) The Chairman will open the meeting and introduce persons as appropriate asking applicants and representatives to identify themselves.
  - (ii) The Chairman will outline the procedure to be followed.

- (iii) The Lead Officer will outline the matter in hand.
- (iv) The applicant or representative will present his/her case, with or without witnesses, and be questioned by members or any objectors/persons making representations present.
- (v) Any objectors/persons making representations may then present their objections/representation, with or without witnesses, and be questioned by members or the applicant/s or their representative.
- (vi) The objectors/persons making representations may make a final statement (without introducing new issues).
- (vii) Finally, the applicant has the right to make a final statement (without introducing new issues).
- (viii) All evidence/disclosures are to be made in the presence of all persons, unless someone voluntarily excuses themselves from the proceedings.
- (ix) Committee members shall restrict themselves to questions and not discussion or comment.
- (x) The applicant, objectors/persons making representations shall be allowed to ask officers questions of a technical/factual nature at any time during the proceedings.
- (xi) An adjournment should be granted where to do otherwise would deny a fair hearing.
- (xii) The Committee may resolve to decide upon the application in private session, however, if it becomes necessary to recall anyone for additional information, everyone shall be invited to return to the Hearing.
- (xiii) The decision shall be given in the presence of all parties that wish to be present and confirmed in writing as soon as possible thereafter. If legal advice is given to members this advice will be repeated in summary form.



## **Report to the Licensing Committee**

**Date of meeting: 22<sup>nd</sup> January 2013**

**Subject: Theatre Resource Great Stony High Street Ongar  
Essex CM5 0AD**

**Responsible Officer: Kim Tuckey 01992 564034  
Senior Licensing Officer**

**Democratic Services: Mark Jenkins, Ext.4607**

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**Epping Forest  
District Council**

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### **Recommendations/Decisions Required:**

**To determine the application for a variation of an existing Premises Licence under the Licensing Act 2003**

### **Report:**

#### **Application**

1. An application has been made by Theatre resource the Premises Licence Holder for a variation to the premises licence for the above premises. The authority received the application on 21/11/12. The application sets out the varied licensing activities applied for and times requested. A copy of the present licence for the premises, the application for variation and the public notice are attached.

The applicant is requesting a variation to:

- Remove the current condition of non-sale of alcohol.
- Add the sale of alcohol Monday to Sunday 12.00 to 23.00
- Add recorded music Monday to Saturday 10.00 to 24.00 and Sunday 18.00 to 24.00
- Amend the times for the other Licensable Activities as follows:
  - Plays Monday to Friday 17.00 to 24.00 Saturday 14.00 to 24.00 and Sunday 18.00 to 24.00.
  - Films Monday to Sunday 13.00 to 24.00
  - Live music Monday to Friday 17.00 to 24.00 Saturday 14.00 to 24.00 and Sunday 18.00 to 24.00.
  - Facilities for dancing Monday to Sunday 10.00 to 23.00.

2. Section P of the application for variation amends the Operating Schedule of the premises licence and sets out some new conditions which will be attached to the licence if this application is granted.

#### **Licensing Act 2003**

3. When considering an application for a licence the licensing authority must have regard to the promotion of the licensing objectives.

These are—

- (a) the prevention of crime and disorder;
- (b) public safety;

- (c) the prevention of public nuisance; and
- (d) the protection of children from harm.

4. It must also have regard to its Statement of Licensing Policy and any guidance issued by the Secretary of State.

### **Consultation**

5. The Responsible Authorities have received a copy of the application, it was properly advertised at the premises and in a local newspaper

6. The authority has received 8 representations from interested party's

7. The representations relate to all four licensing objectives.

8. Essex Fire and Rescue and Essex police made no representations. No other representations were received.

### **Guidance Issued by the Secretary of State**

9. The Licensing Act 2003 provides that the licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182.

10. Sections 2.1 to 2.51 apply

### **Options**

11. In determining this application the Sub-Committee may take any of the following steps as it considers necessary for the promotion of the licensing objectives, namely:

- to modify the conditions of the licence; or
- to reject the whole or part of the application.

For the purposes of the Licensing Act 2003 the conditions of the licence are modified if any of them are altered or omitted or a new condition added.

### **Determination**

The Sub-committee is asked to determine the application having regard to

- (a) the content of this report and representations
- (b) any additional information obtained from the hearing
- (c) the Council's statement of licensing policy
- (d) Guidance issued by the Secretary of State, and
- (e) the steps appropriate to promote the licensing objectives.

### **Appeal**

If any party is aggrieved with the decision they can appeal to Magistrates court. The appeal period is 21 days from notification of the decision.

### **Background Papers Used In Preparing This Report:**

- The Licensing Act 2003  
<http://www.legislation.gov.uk/ukpga/2003/17/contents?view=plain>
- The Secretary of State's Guidance issued under Section 182 Licensing Act 2003

<http://www.homeoffice.gov.uk/publications/alcohol-drugs/alcohol/guidance-section-182-licensing?view=Binary>

- Epping Forest District Council's statement of licensing policy.  
<http://www.eppingforestdc.gov.uk>

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#### **Attached documents**

- Application for premises licence
- A copy of the Premises Licence
- Detailed Plans
- Copy of the notice
- Representation from 8 Interested Parties
- Map showing the area

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# Epping Forest District Council

## Application to vary a premises licence under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.  
If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.  
You may wish to keep a copy of the completed form for your records.

I/We ...THEATRE RESOURCE.....being the premises licence holder, apply to vary a  
*(Insert name(s) of applicant)*  
premises licence under section 34 of the Licensing Act 2003 for the premises  
described in Part 1 below

#### Premises licence number

LN/210001355

#### Part 1 – Premises details

Postal address of premises or, if none, Ordnance Survey map reference, or description	
Great Stony High Street Ongar Essex	
Post town	Post code
Ongar	CM5 0AD

Telephone number at premises (if any)

Non-domestic rateable value of premises

#### Part 2 – Applicant details

Daytime contact telephone number

E-mail address (optional)

Current postal address if different from premises address

Post Town  Postcode

### Part 3 - Variation

Do you want the proposed variation to have effect as soon as possible?

Please tick  yes

If not do you want the variation to take effect from

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

Please describe briefly the nature of the proposed variation (Please see guidance note 1)

The premises for which the licence is being sought is the new arts centre, which will host all of the performing art, functions and various other social and recreational activities. It will be a multi-functional facility, catering for a wide range of community, social and recreational activities, both for the local community of Ongar and the wider geographical area. The alcohol licence will be required for a number of the social and recreational events and activities run by the organization as well as for external functions.

## Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Please tick  yes

### Provision of regulated entertainment

- a) plays (if ticking yes, fill in box A) ✓
- b) films (if ticking yes, fill in box B) ✓
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g)  
(if ticking yes, fill in box H)

### Provision of entertainment facilities for:

- i) making music (if ticking yes, fill in box I) ✓
- j) dancing (if ticking yes, fill in box J) ✓
- k) entertainment of a similar description to that falling within (i) or (j)  
(if ticking yes, fill in box K)

Provision of late night refreshment (if ticking yes, fill in box L)

Sale by retail of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

# A

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of a play take place indoors or outdoors or both – please tick <input type="checkbox"/></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	17.00	24.00	<b>Please give further details here</b> (please read guidance note 3)  Plays will not be held on a regular basis but will be occasional. Performances are likely to be at evenings and weekends between 7pm and 11pm	Both	<input type="checkbox"/>
Tue	17.00	24.00			
Wed	17.00	24.00		<b>State any seasonal variations for performing plays</b> (please read guidance note 4) N/A	
Thur	17.00	24.00			
Fri	17.00	24.00		<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 5)  N/A	
Sat	14.00	24.00			
Sun	18.00	24.00			

# B

<b>Films</b> Standard days and timings (please read guidance note 6)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick <input type="checkbox"/></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	13.00	24.00	<b>Please give further details here</b> (please read guidance note 3)  Films will be shown on a weekly basis. Performances are likely to be in the afternoon, evenings and weekends between 7pm and 11pm	Both	<input type="checkbox"/>
Tue	13.00	24.00			
Wed	13.00	24.00		<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4) N/A	
Thur	13.00	24.00			
Fri	13.00	24.00		<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 5)  N/A	
Sat	13.00	24.00			
Sun	13.00	24.00			



**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Tue			
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Fri			
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [ ] [ ] [ ]</u> (please read guidance note 2)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Both		<u>Please give further details here</u> (please read guidance note 3)
Tue					
Wed					
Thur					<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)
Fri					
Sat					
					<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)

Sun			
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**E**

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick [ ]</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both		
Mon	17.00	24.00	<b>Please give further details here</b> (please read guidance note 3)  Performances will not be held on a regular basis but will be occasional. Performances are likely to be at evenings and weekends.		
Tue	17.00	24.00			
Wed	17.00	24.00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)  N/A		
Thur	17.00	24.00			
Fri	17.00	24.00	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 5)  N/A		
Sat	14.00	24.00			
Sun	18.00	24.00			

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick [ ]</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both		
Mon	10.00	24.00	<b>Please give further details here</b> (please read guidance note 3)  Recorded music will be played during workshops and classes		
Tue	10.00	24.00			
Wed	10.00	24.00	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 4)		
Thur	10.00	24.00			

Fri	10.00	24.00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 5)
Sat	10.00	24.00	
Sun	18.00	24.00	

## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of dance take place indoors or outdoors or both – please tick [ ] [ ] [ ]</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)  Performances will not be held on a regular basis but will be occasional. Performances are likely to be at evenings and weekends between 7pm and 11pm.	Both	<input type="checkbox"/>
Mon					
Tue					
Wed				<b>State any seasonal variations for the performance of dance</b> (please read guidance note 4)  N/A	
Thur					
Fri				<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 5)  N/A	
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			<b>Please give a description of the type of entertainment you will be providing</b>		
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick [ ] [ ] [ ]</b> (please read guidance note 2)	Indoor	<input type="checkbox"/>
				Outdoor	<input type="checkbox"/>
Mon				Both	<input type="checkbox"/>

Tue			<b>Please give further details here</b> (please read guidance note 3)
Wed			
Thur			
Fri			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 4)
Sat			
Sun			<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list.</b> (please read guidance note 5)

<b>Provision of facilities for making music</b> Standard days and timings (please read guidance note 6)			<b>Please give a description of the facilities for making music you will be providing</b>							
			Live and amplified music for social and recreational functions and events							
			<b>Will the facilities for making music be indoors or outdoors or both – please tick [ ]</b> (please read guidance note 2)	<table border="1"> <tr> <td>Indoors</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Outdoors</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Both</td> <td><input type="checkbox"/></td> </tr> </table>	Indoors	<input checked="" type="checkbox"/>	Outdoors	<input type="checkbox"/>	Both	<input type="checkbox"/>
Indoors	<input checked="" type="checkbox"/>									
Outdoors	<input type="checkbox"/>									
Both	<input type="checkbox"/>									
Day	Start	Finish								
Mon	17.00	24.00	<b>Please give further details here</b> (please read guidance note 3)  The arts centre will be hired for a variety of functions which may require the provision of amplified music							
Tue	17.00	24.00								
Wed	17.00	24.00	<b>State any seasonal variations for the provision of facilities for making music</b> (please read guidance note 4)  N/A							
Thur	17.00	24.00								
Fri	17.00	24.00	<b>Non standard timings. Where you intend to use the premises for provision of facilities for making music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 5)  N/A							
Sat	14.00	24.00								
Sun	14.00	24.00								

J

<b>Provision of facilities for dancing</b> Standard days and timings (please read guidance note 6)			<b>Will the facilities for dancing be indoors or outdoors or both – please tick [ ] [ ] (see guidance note 2)</b>		Indoors	<input checked="" type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give a description of the facilities for dancing you will be providing</b>  The facilities may be hired for dance classes or individual tuition. This would take place within the times shown.			
Mon	10.00	23.00	<b>Please give further details here</b> (please read guidance note 3)			
Tue	10.00	23.00				
Wed	10.00	23.00	<b>State any seasonal variations for providing dancing facilities</b> (please read guidance note 4)  N/A			
Thur	10.00	23.00				
Fri	10.00	23.00	<b>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 5)  N/A			
Sat	10.00	23.00				
Sun	10.00	23.00				

K

<b>Provision of facilities for entertainment of a similar description to that falling within I or J</b> Standard days and timings (please read guidance note 6)			<b>Please give a description of the type of entertainment facility you will be providing</b>			
Day	Start	Finish	<b>Will the entertainment facility be indoors or outdoors or both – please tick [ ] [ ] (please read guidance note 2)</b>		Indoor	<input type="checkbox"/>
					Outdoor	<input type="checkbox"/>
Mon					Both	<input type="checkbox"/>

Tue			<u>Please give further details here</u> (please read guidance note 3)
Wed			
Thur			
Fri			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within I or J</u> (please read guidance note 4)
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within I or J at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Sun			

**L**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick [I]</u> (please read guidance note 2)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat					
Sun					

# M

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the sale of alcohol be for consumption (Please tick box <input type="checkbox"/>)</b> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon	12.00	23.00			
Tue	12.00	23.00	None		
Wed	12.00	23.00			
Thur	12.00	23.00			
Fri	12.00	23.00			
Sat	12.00	23.00			
Sun	12.00	23.00			
			The supply of alcohol will be for social and recreational functions taking place on the premises, and to members of the public visiting the centre alcohol will not be sold to be taken off of the premises.		

# N

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8)

We do not intend to provide any form of adult entertainment on the premises.

# O

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)		
Day	Start	Finish			
Mon					
Tue					

Wed			<u>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
Thur			
Fri			
Sat			
Sun			

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

The condition for the non-sale of alcohol to be removed

I have enclosed the premises licence

Please tick **byes**

I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence



## **P**

Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

### **a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)**

Theatre Resource t/a Zinc will seek to ensure that the functions, events and activities taking place on the site are well supervised and managed to ensure that they do not conflict with the more specific activities set out below. It will also aim to ensure that the facility makes a positive contribution to the local and wider community, and conforms to the policy guidelines set out in the council's Statement of Licencing Policy

### **b) The prevention of crime and disorder**

The premises will be monitored by CCTV, and are fully alarmed. There is also external security lighting covering the car park and other areas. No alcohol will be sold other than at private functions or catered events controlled by Zinc.

### **c) Public safety**

Theatre Resource t/a Zinc has commissioned a Fire/Emergency Evacuation strategy from specialist consultants, with defined procedures for evacuating the building in emergency situations. A copy of the Strategy is attached. A number of staff have been trained as Fire Marshalls, and the organization also has a number of trained first aiders. Emergency exits in the building are clearly signed, and it also has emergency lighting in the event of power failure. The numbers attending function will be strictly limited to ensure they do not exceed the licence capacity of the building.

### **d) The prevention of public nuisance**

Events and functions will be properly organised and managed to ensure that licence conditions and permitted hours of operation are adhered to. There will be no activities after prescribed hours.

### **e) The protection of children from harm**

All Theatre Resource t/a Zinc staff are subject to regular CRB checks, as the organization works regularly with children as part of its mainstream activities. The organization will not promote or allow entertainment of a sexual nature, or any activities involving gambling or drugs. Minors will not be allowed to acquire or consume alcohol on the premises.


Please tick **b** yes

- ⑩ I have made or enclosed payment of the fee
- ⑩ I have sent copies of this application and the plan to responsible authorities and others where applicable
- ⑩ I understand that I must now advertise my application
- ⑩ I have enclosed the premises licence or relevant part of it or explanation
- ⑩ I understand that if I do not comply with the above requirements my application will be rejected

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**Part 5 – Signatures** (please read guidance note10)

**Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 11). If signing on behalf of the applicant please state in what capacity.**

Signature   
Date 26/10/2012  
Capacity General Manager

**Where the premises licence is jointly held signature of 2<sup>nd</sup> applicant (the current premises licence holder) or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note12). If signing on behalf of the applicant please state in what capacity.**

Signature  
Date  
Capacity

<b>Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 13)</b>	
<b>Post town</b>	<b>Post code</b>
<b>Telephone number (if any)</b>	
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b>	

## Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

## Notes for Guidance

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

# PREMISES LICENCE

## Part A



Premises licence number:

LN/210001355

### Part 1 – Premises details:

Postal address of premises, or if none, ordnance survey map reference or description:

Theatre Resource  
Great Stony  
High Street

Post Town: Chipping Ongar Post code: CM5 0AD

Telephone number: 01277 365 626

Where the licence is time limited the dates: N/A

Licensable activities authorised by the licence:

Performances of Dance  
Provision of Facilities for Making Music  
Provision of Facilities for Dancing  
Performances of Plays  
Performance of Films

The times the licence authorises the carrying out of licensable activities:

Monday – Saturday 12.00-23.00  
Sunday 14.00-23.00

The opening hours of the premises:

Varied depending on event

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

Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence:

Theatre Resource,  
Great Stony, High Street, Chipping Ongar, Essex, CM5 0AD  
01277 365626  
info@theatre-resource.org.uk

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

Company 02866315  
Charity 1035444

**Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol:**  
N/A

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol:**  
N/A

**Annex 1 – Mandatory conditions:**

1. No supply of alcohol may be made under the premises licence:-
  - a) at a time when there is no designated premises supervisor in respect of the premises licence, or
  - b) at a time when the designated premises supervisor does not hold a personal licence or when the designated supervisor has a licence suspended
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence (see section 19 Licensing Act 2003)
3. Each individual at the premises who carry out a security activity, must be licensed by the Security Industry Authority (see section 21 Licensing Act 2003)

## **Annex 2 – Conditions consistent with the Operating Schedule:**

### Public Performance of Plays

1. Notification should be given to the Head of Environmental Services 14 days prior to any event being held under this licence.
2. Any events held will only be covered by this licence if building control has approved the event. This should include the set seating plan and maximum permitted persons.

### Music and Dancing

1. Any music (including acoustic instruments) or amplified sound emanating from the premises shall be inaudible at the boundary of the premises.
2. An automatic noise control device must be used for any amplified sound emanating from the premises does not cause a statutory nuisance to the occupiers of any noise sensitive premises. The device should be set at a level in agreement with the local authority.

The device shall be connected to all external doors and windows that are not normally used for ventilation, entry or exit. The device shall be set to automatically cut off any amplified sound if the door(s) or window(s) are opened.

3. All entertainment permitted by this licence shall cease by 23.00

**Annexe 3 – Conditions attached after a hearing by the licensing authority:**

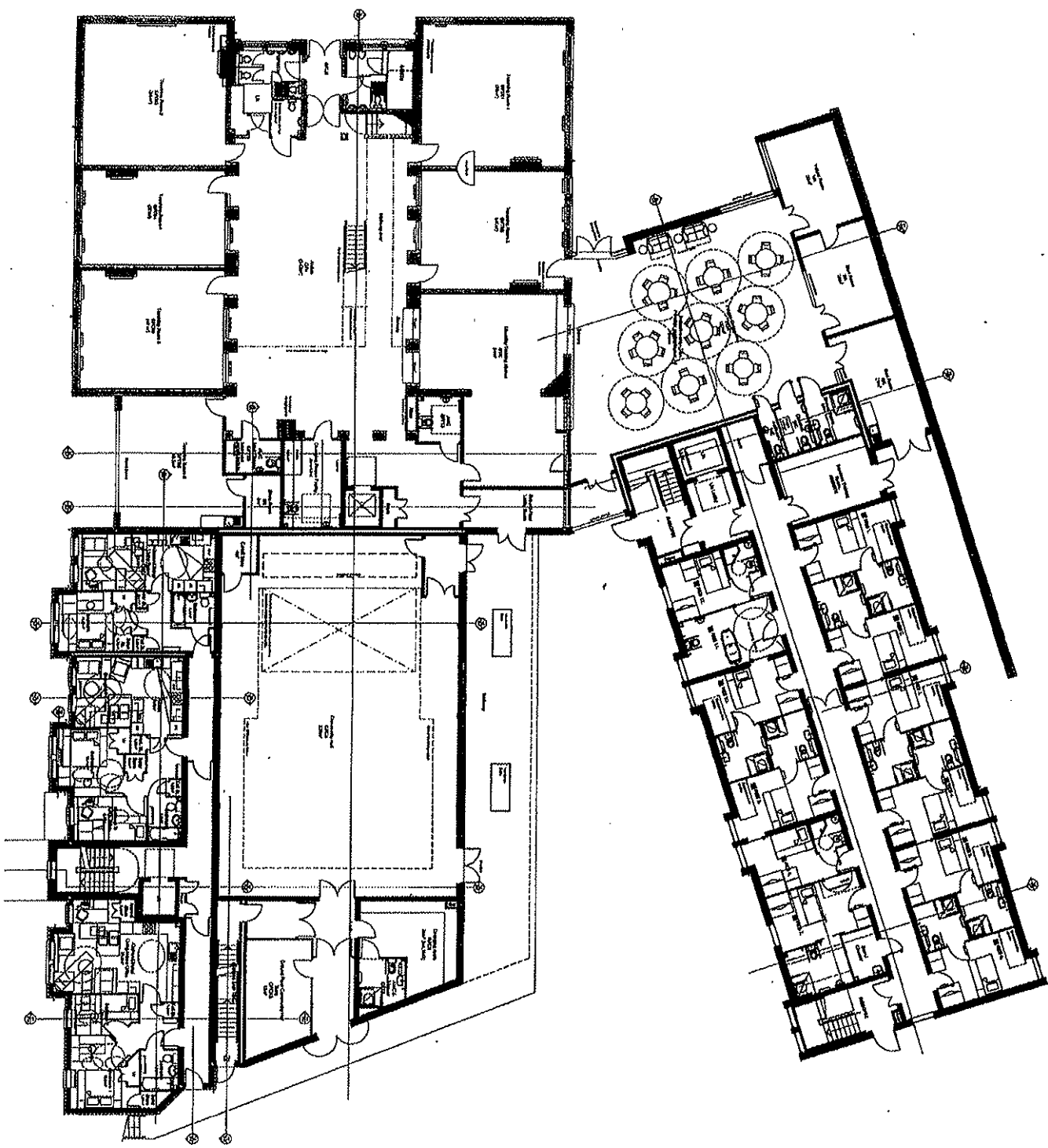
N/A



**Annexe 4 – Plans:**

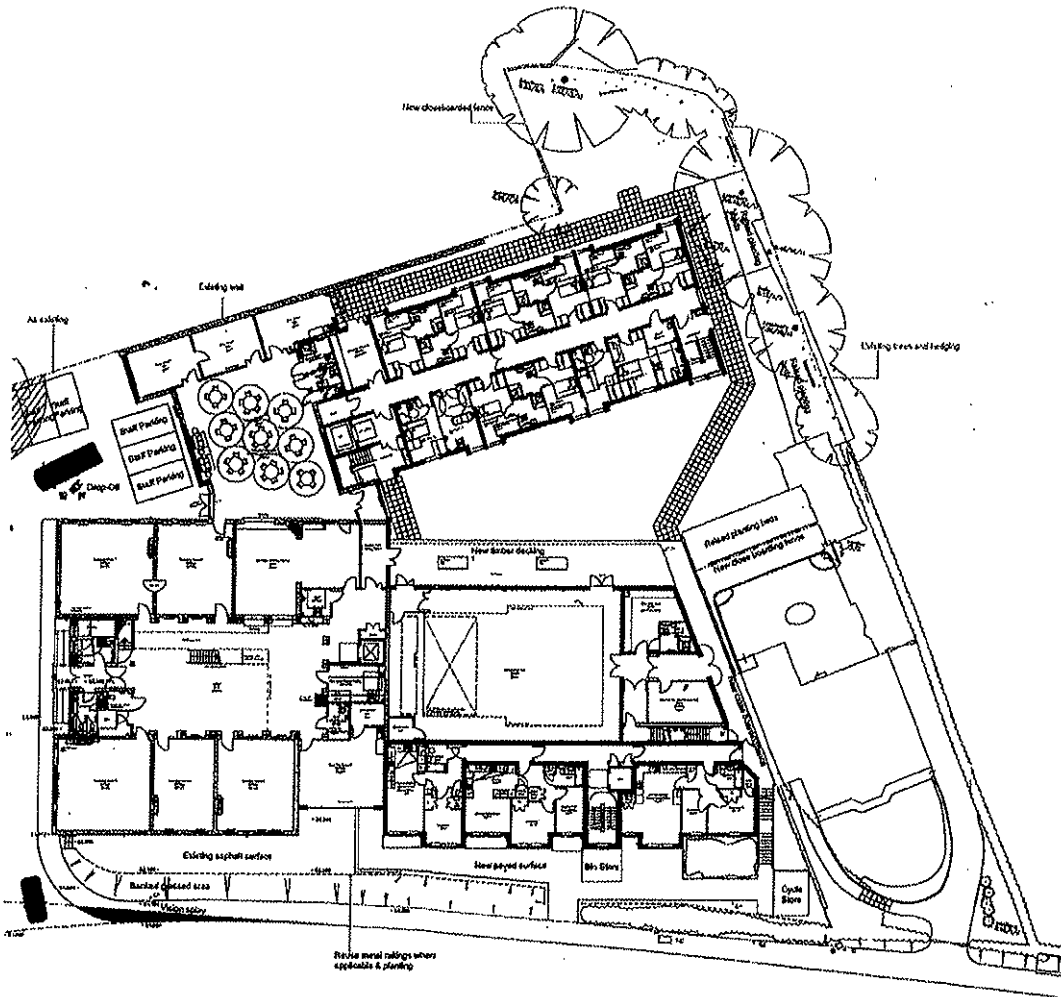
Plans held at Epping Forest District Council.





This drawing is the property of the architect and is not to be used for any other purpose without the written consent of the architect. The architect assumes no responsibility for the construction of the building or for the safety of the building. The architect is not responsible for the accuracy of the information provided in this drawing. The architect is not responsible for the accuracy of the information provided in this drawing.

<b>PROFESSIONAL ARCHITECT</b> License No. 12345 State of California	
<b>Architect</b> Charles License No. 12345 State of California	<b>Architect</b> John License No. 67890 State of California
<b>THESE RESOURCES</b> Design Office 1234 Main Street San Francisco, CA 94102 Phone: (415) 555-1234 Fax: (415) 555-5678 Email: info@resources.com	
<b>General Floor Plan</b> Project No. 2014-001 Date: 11/15/14	
<b>Scale:</b> 1/8" = 1'-0"	<b>Notes:</b> 1. See notes on other sheets. 2. All dimensions are in feet and inches. 3. All work to be in accordance with the latest editions of the Building Code of the City and County of San Francisco.
<b>Revisions:</b> 1. 11/15/14: Initial design. 2. 11/20/14: Revised design. 3. 12/01/14: Final design.	<b>Legend:</b> - - - - - Proposed - - - - - Existing

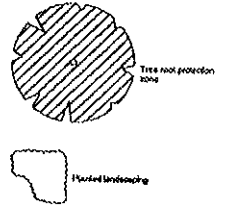


All dimensions to be verified on site by field dimension before the start of any work and to be shown on drawings and on site in the form of a grid and/or other means.

Responsibility for the accuracy of the drawings is shared between the Architect and the Engineer and shall remain with the Architect unless otherwise stated.

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LEGEND: DO NOT SCALE



NO. 1	REVISIONS	DATE	BY
1	ISSUED FOR PERMIT	10/08/09	AT
2	ISSUED FOR PERMIT	10/08/09	AT
3	ISSUED FOR PERMIT	10/08/09	AT
4	ISSUED FOR PERMIT	10/08/09	AT
5	ISSUED FOR PERMIT	10/08/09	AT
6	ISSUED FOR PERMIT	10/08/09	AT
7	ISSUED FOR PERMIT	10/08/09	AT
8	ISSUED FOR PERMIT	10/08/09	AT
9	ISSUED FOR PERMIT	10/08/09	AT
10	ISSUED FOR PERMIT	10/08/09	AT

**VISION, FORM AND FUNCTION**

Architect: [Logo]  
 Collaborator: [Logo]  
 Location: [Logo]  
 Project: [Logo]

Architect: [Logo]  
 Collaborator: [Logo]  
 Location: [Logo]  
 Project: [Logo]

Project: **Theatre Resource**  
 Clipping Degree  
 Essex

Drawn by: **Proposed Site Plan**  
 Ground Floor Layout

Client: **Theatre Resource**

Sheet:	CLH	Scale:	1:100	Date:	10.08.09	Issue:	1/2000	Drawn By:	AT
Work:	80704	Rev:	102	Code:	BULKING Regulations	Check:		Scale:	J



**Nuala Clark**

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**From:** Nuala Clark  
**Sent:** 22 November 2012 15:00  
**To:** 'Kevin Mordrick'  
**Subject:** RE: Objecting to an alcohol licence at Zinc

Good afternoon Mr Mordrick,

Can I please refer you to my previous e-mail dated 1.12.2011, as explained at the time, now that a new application has been received from Zinc it will, as with all applications be considered on its own merits. Your e-mail will be included as a representation against the application which will be heard at the next available licensing sub-committee meeting. This will be arranged after the end of the initial period of consultation which ends on 18.12.2012.

Yourself along with any other objectors will be invited to attend once the date is set and will have the opportunity to raise your objections with the sitting councillors.

I trust that the above has clarified the situation, however should you have any further queries please do not hesitate to contact me.

Kind regards

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**From:** Kevin Mordrick [mailto:Kevin.Mordrick@cityfinancial.co.uk]  
**Sent:** 22 November 2012 07:27  
**To:** Nuala Clark  
**Subject:** FW: Objecting to an alcohol licence at Zinc  
**Importance:** High

Dear Mrs. Clark,

Thank you for your e-mail yesterday, however, could the council explain what has changed since my e-mail to your office last year which is below:

**I understand that an application for an alcohol licence has been applied at the new Zinc Arts Centre in Chipping Ongar? My wife and I have now been residents of Chipping Ongar for the past three and a half years and have found it a most desirable town to live in. However, given the recent completion of the Zinc Arts Centre I was astounded to learn that an alcohol licence has been applied.**

**Do you and the council believe that this makes sense given that the centre is there to provide resource to disabled and disadvantaged people a number of whom could well be under the age of 18 years? I also understand that the centre was largely funded with public monies, therefore is it appropriate that the centre then looks to host private functions such as weddings etc?**

**On the following grounds below I strongly object to the application by Zinc for an alcohol licence:**

- **Prevention of crime and disorder**
- **Public safety**
- **Prevention of public nuisance**
- **Protection of children from harm**

**I look forward to your response or from the EFDC.**

I have forwarded your e-mail to the Chairman of Great Stony Park and I understand that a response will be forwarded to EFDC, however, I would welcome the councils comments with regards to the e-mail.

I look forward to hearing from you.

Kind regards

~~Kevin Mordrick~~

email kevin.mordrick@cityfinancial.co.uk  
www.cityfinancial.co.uk

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From: Nuala Clark[SMTP:NCLARK@EPPINGFORESTDC.GOV.UK]

Sent: Wednesday, November 21, 2012 3:11:27 PM

To: Kevin Mordrick

Subject: RE: Objecting to an alcohol licence at Zinc

Auto forwarded by a Rule

Dear Mr Mordick,

As promised I am notifying you that an application for the sale of alcohol and variation of times for licensable activities has been received from Zinc Arts. The consultation period commences tomorrow and ends 18.12.2012, and representations should be received by then.

The full details will be on the Public notices and will also be advertised in a local paper in the next available issue.

Kind regards

---

**From:** Kevin Mordrick [mailto:Kevin.Mordrick@edenfinancial.com]

**Sent:** 01 December 2011 08:44

**To:** Nuala Clark

**Cc:** Kim Tuckey

**Subject:** RE: Objecting to an alcohol licence at Zinc

Dear Mrs.Clark,

Thank you for your prompt response and clarification of the situation.

Kind regards

**Kevin Mordrick**  
**Head of Discretionary Sales**

**Eden Financial Limited**

email kevin.mordrick@edenfinancial.com

## Nuala Clark

---

**From:** David Graves <d.graves70@ntlworld.com>  
**Sent:** 25 November 2012 14:21  
**To:** Nuala Clark  
**Subject:** Objection to extension of hours and alcohol licence at Zinc, High Street, Ongar.

Dear Mrs Clark

I am writing to object to the application which I understand is under consideration by your department and Epping Forest Council at the above site.

I am fully aware that this organisation and its predecessor in all but name, has held a 'dancing/performance etc etc' license since its inception in 1999. Having lived at Great Stony Park since it was built, and therefore before Zinc/Theatre Resource existed, I can honestly and safely say that we have had very little disturbance from events at the site. This is mainly due to the fact that there have been very few, maybe 10 or so in 12 + years. I am sure that had something to do with the lack of facilities that existed at the site before their *mass expansion* over the last two years.

Now that this organisation has tripled in respect of building size, and changed its use from non residential to residential and now accommodating some 35 plus people in residence, together with additional staff of unknown quantity, and additional day 'students' and visitors of unknown quantity, I believe that the use of this facility will increase drastically in respect of evening and weekend usage.

So, not only have we as neighbours had to put up with two years worth of building noise, dust, dirt and disturbance including, regularly outside permitted hours, we are now expected to have to put up with the noise of parties, performances or whatever other functions you may wish to describe, including noise from 50+ cars being driven in and out of the car park very late at night, once drinking up time is allowed for. All this in the middle of a quiet residential location.

Turning to my specific objections under the four areas you are solely interested in, I wish to object under all four for the following reasons:

**1. Prevention of crime and / or disorder.** It is my belief that if granted an alcohol license, this organisation has the capacity to serve approximately 150 people on an average night at any one time. This includes residents and visitors and staff. An awful lot of those will be visitors about which, nothing is known. There follows that there is a capacity for crime and disorder as a direct result of alcohol being available at this site or someone being served too much alcohol and becoming drunk. This is particularly important when you remember that a lot of the 'students' that this facility is aimed at are, in Zinc's own words, from disadvantaged and under privileged backgrounds. It is common knowledge that people from such backgrounds do, unfortunately suffer from problems with alcohol and its abuse. To have it 'readily



available' on site, does seem to be too much of a temptation for some with its potential resultant capacity for engaging in criminal and anti social behaviour.

**2. Public Safety.** It is not know what measures [if any] the owners of Zinc have in place to protect the public safety at any event they may engage in. Maybe the Licensing department at EFDC can enlighten us? However, it again follows that there is a danger of the safety of the public being put at risk through the easy availability of alcohol. Such circumstances could arise where alcohol availability and misuse, combined with the confined nature of the layout of the buildings both internally and externally present a hazard to the general well being of the public. There is very little room around the site, especially when it is at the maximum number of persons allowed on site. There is plenty of scope for an 'accident waiting to happen' due to the restricted space available, especially in the 'auditorium' with its very steep seating area. There have been several incidents recently whereby 'students' from this facility have wandered out from the property into Great Stony Park and elsewhere causing some alarm and distress to residents from the very weird and violent behaviour that has been exhibited by them. The combination of alcohol, late at night and someone who unfortunately suffers from such mental illness and their subsequent behaviour does not need to be stressed highly enough.

**3. Prevention of public nuisance.** It is this category in conjunction with prevention of crime/disorder that has the greatest capacity in my view to become prevalent if this site is allowed to sell alcohol. As stated above, Zinc will not know where the majority of its visitors are from, nor can it safely vouch for many of its students, certainly if they are short term. There is obviously a huge capacity for persons associated with this site to become very bad neighbours and engage in criminal activity, anti social behaviour and become a very real public nuisance. I accept that most licensed premises also cannot vouch for their customers and visitors. However, most public houses etc are not bang in the middle of a quiet residential area, with no late night bus links, cab ranks or other public transport. It therefore follows that it could be argued, that people coming to an activity at Zinc will be tempted to drink and drive if alcohol is freely available. The noise from people entering and exiting the site, both in terms of conversation, shouting and swearing by drunks and vehicles including perhaps, HGV,s carrying sound and other heavy equipment late at night is bound to cause nuisance and friction between Zinc and its neighbours, certainly a common problem so far between Zinc and its neighbours at Great Stony Park where Zinc has shown no consideration during the building process and has regularly broken promises undertaken by Mr Banks during the 'consultation' process he was forced to undergo.

**4. Protection of children from harm.** I understand that many of the students who will be in residence at this site will be under 18 years of age. If freely available and poorly supervised [which is highly likely due to staff shortages in the current financial climate], there is every likelihood that alcohol will be obtained for children under 18 years old. As everyone knows, that is a recipe for disaster, not only for the child involved, but for those around them when they become drunk and uncontrollable with little or no regard for anyone or anything around them. These are, I would remind you again, children from under privileged backgrounds, and who most likely suffer from learning difficulties and or some form of mental illness where it would not be unreasonable to think that they may well have no control over a desire to consume/abuse alcohol, nor understand society's view of this activity.

Lastly, I think you have to ask yourself why Zinc wants this license? It is my view that they see this as a way of making their not inconsiderable facilities available for hire to any Tom, Dick or Harry. As far as I am aware, there is no reason why they would not be free to hire out their facilities to any unchecked private party 7 nights a week. This is a good way for them to try and make up some of the very big financial losses they have suffered as a result of cutbacks in grants and the time lost in construction prior to them re opening. This would be fine were it not for the reasons I have outlined above, coupled with the fact that this facility does lie smack bang in the middle of a very quiet and peaceful residential neighbourhood, surrounded on three sides by houses. Coupled with the above, and Zinc's 'performance' so far with

respect to keeping promises, I would urge you to reject what is plainly, a commercial venture undertaken by a commercial organisation with a commercial aim in an unsuitable residential area and has absolutely nothing to do with charity.

Please will you keep me updated with your enquiries and anything further in relation to this application. Please also acknowledge receipt of this by email.

Yours Faithfully

David Graves

13 Great Stony Park

Ongar.

**Nuala Clark**

---

**From:** John Hambidge <johnhambidge@doctors.org.uk>  
**Sent:** 26 November 2012 19:17  
**To:** Nuala Clark  
**Subject:** Application for extended license by "Zinc" Ongar

**I am a resident of Great Stony Park Ongar and I wish to raise objection to the application for extended hours and the sale of alcohol at the Zinc centre housed in the Old School Building at Great Stony.**

**The sale of alcohol late into the evening will raise the risk of petty crime on the estate and of noise nuisance.**

**The large volume of traffic late at night will present a safety risk.**

**The application I understand covers all seven days of the week and up to midnight. This exceeds the reasonable use of the school site by a charity.**

**John HAMBIDGE MA FRCSEd (orth)  
Consultant Trauma Surgeon**

## Nuala Clark

---

**From:** Margaret <margaret@fluffywhiteclouds.com>  
**Sent:** 15 December 2012 18:03  
**To:** Nuala Clark  
**Subject:** Re: Zinc

Dear Sir

I live at 57 Great Stony Park in Ongar next to the above building, and I wish to strongly object to the application of the above to extended the opening hours until midnight 7 days per week, and also serving alcohol.

This is madness bearing in mind that Zinc is located next to a residential development, which is very quiet at all times. We have a lot of children living here, and especially during the week days when the children have to go to school. If it is open until midnight, and alcohol is still being served all manner of noise etc will obviously be harmful to them.

As one knows the supply of alcohol (as is shown on the television all the time) causes rows, fights etc amongst our younger generation. It causes all manner of things. People get very abusive, causing a public nuisance of themselves, and causing crime and disorder.

When people are drunk they lose all control of what they are doing, and they could in fact come into our development causing all manner of trouble. When Zinc was first opened there were a couple of incidents where people had come from Zinc, and they had to be collected from Stony Park.

Ongar is a very quiet town, and we would like it to remain so.

WHY DO YOU WANT TO SPOILT IT !!!!!!!!!!!!!!!!!!!!!!!

When the building was opened it was supposed to be for an Arts and Crafts Centre etc. It has not been opened 5 minutes, and it is already changing what you want to do there.

Are you just thinking of lining your pockets without any care about the people living nearby.

As already stated I strongly object to this application, and therefore hope that this application is not granted.

Mrs M Nicholls

## Nuala Clark

---

**From:** Jamie McLaren <jamie.mclaren@hotmail.com>  
**Sent:** 16 December 2012 14:16  
**To:** Nuala Clark  
**Cc:** jamiemclaren  
**Subject:** Objection to licensing application

Licensing Officer  
Epping Forest District Council  
Civic Offices  
High Street  
Epping CM16 4BZ

Dear Madam

### **Objection and Opposition to Application by Theatre Resource t/a ZINC for Premises Licence at Great Stony, High Street, Ongar CM50AD dated 22.11.12**

I wish to object to this application, especially to the provisions in respect of the supply of alcohol which seeks permission to sell from 12 noon to 23.00hrs seven days a week

My reasons are as follows:

#### **Prevention of Public Nuisance**

The sale of alcohol raises the probability of disturbance, antisocial behaviour and noise to the residential property which surrounds the site on all sides. The nature of ZINC's Mission is to invite the disabled, youth and the underprivileged from away, into an atmosphere where "performance" is encouraged. It would therefore seem totally at odds with this stated mission to encourage alcohol on the premises which would be totally counter productive to the lives of people they are trying to improve.

If the sale of alcohol to visitors is their aim, then again this seems irresponsible for such a venue given they have no experience of the licensing trade, the responsibilities that come with the sale of alcohol, security and protecting vulnerable people.

Evidence of Zinc's lack of control is the instance in the summer 2012 where one of their mentally restricted visitors climbed into GSP and was wandering around the grounds unattended and unaccounted for. It was some time later that zinc found the individual and then denied the incident ever happened. I have also approached Zinc several times about the noise generated by their visitors leaving the premises and when they congregate outside smoking at night, but again they have made no effort to curtail their visitor's noise and the disturbance caused.

This lack of responsibility would not seem a strong basis when considering them as worthy of an alcohol license.

#### **Protection of children from harm**

**This is my main concern and reason for the objection.**

ZINC's stated Policies are:

*“Zinc believes that the welfare of all children, young people and vulnerable adults is paramount. Regardless of their age, culture, disability, gender, language, racial origin, religious belief, and/or sexual identity, they all have the right to protection from abuse”*

*and*

*“Prevention: Ensuring through awareness and good practice, that staff and others minimise the risk facing children and vulnerable adults.”*

The availability of alcohol on these premises is totally contrary to these policies, heightening the risk as it does of abuse and If allowed, the sale of alcohol here will expose ZINC’s clients to unacceptable risks which can so easily be avoided. Specifically the risks arise from the access to alcohol of the vulnerable themselves, and from the potential lack of judgment of the carers or visiting members of the public who may have contact with them.

Proving alcohol on a premises designed and funded as a place of education for young vulnerable people would be totally unacceptable and irresponsible.

Kindly acknowledge this objection.

Mr Jamie McLaren  
5 Great Stony Park  
Ongar  
CM5 0TH

**Nuala Clark**

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**From:** Robert Butler <robert\_butler1@hotmail.com>  
**Sent:** 13 December 2012 12:48  
**To:** Nuala Clark  
**Subject:** RE: Premises Licence Application-Great Stony dated 22.11.12

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Licensing Officer  
Epping Forest District Council  
Civic Offices  
High Street  
Epping CM16 4BZ

Dear Sirs,

I am the chairman of GSPRA Ltd, an organisation that represents 52 residents at Great Stony Park. On behalf of all the residents at Great Stony Park I would like to object to the application for an alcohol licence by ZINC.

The reasons for objection are as follows:-

**Objection and Opposition to Application by Theatre Resource t/a ZINC for Premises Licence at Great Stony, High Street, Ongar CM50AD dated 22.11.12**

We wish to object to and oppose in the strongest possible terms this application, especially to the provisions in respect of the supply of alcohol which seeks permission to sell from 12 noon to 23.00hrs seven days a week, that is every day of the year without remission. We also wish to see all the activities for which this application applies to cease at 22.30hrs at the latest as the site is closely surrounded by a residential area.

Our reasons are as follows:

**Crime and Disorder**

As Neighbourhood Watch Coordinator for Great Stony Park, and a neighbour of the ZINC Arts Centre with a contiguous boundary of over 30m, I am more aware than most of the existing risk of crime and disorder in this locality. The availability of alcohol introduces a further risk to the rising incidence of local disorder when nearby, a car was reportedly overturned by a band of youths only a few weeks ago, and the local bus shelter serving the ZINC Centre was recently vandalised. Alcohol, especially among young people, which it is ZINC's avowed intention to attract, will fuel an already explosive corridor between Ongar Town Centre and the notorious Shelley Estate.

**Public Safety**

The recent conversion of an existing building of the Edwardian era contains many features which challenge the safety of the public, many of whom are disabled and in wheelchairs, including stairs, complex accesses by numerous doors, steeply raked theatre seating with yet more stairs, with few straight or gently curved flow lines for safe movement during events and performances, and relatively confined spaces for the safe management of groups.

Such internal architecture adds a significant premium to the risk to public safety inside the buildings when people have been imbibing alcohol, as a result are less than completely clear headed, and suffer a consequent diminution of judgment and coordination, leading to an inevitable risk to themselves and others. The car park marked for some 50 cars is confined and congested,

presenting heightened risk to pedestrians and wheelchair users leaving the building especially after a drink or more.

### **Prevention of Public Nuisance**

The sale of alcohol raises the probability of disturbance, antisocial behaviour and noise to the residential property which surrounds the site on all sides. The nature of ZINC's Mission is to invite the disabled, youth and the underprivileged from away, into an atmosphere where "performance" is encouraged. In such an atmosphere, alcohol represents an explosive cocktail. Generally unknown to ZINC staff and therefore unable to vouch for such clients, many of whom may be attending short term courses, and relieved of the checks and controls of their normal home environment, visitors will be especially susceptible to alcohol resulting inevitably in unruly behaviour.

There is obviously a huge risk that persons associated with this site to become very bad neighbours and engage in criminal activity, anti-social behaviour and become a very real public nuisance. In an area without late night bus links and cab ranks, there is the added and dangerous possibility that many will be tempted to drink and drive. The noise from people entering and exiting the site, both in terms of conversation, shouting, laughing, singing and swearing, the crashing of car doors, the start-up and revving of engines, is bound to affect the quiet residential properties nearby, where people are trying to sleep. That is why we, perfectly reasonably, seek a curtailment of all activities by 10.30hrs at the latest.

### **Protection of children from harm**

In many ways, this application presents a serious threat to those which ZINC is seeking to train and protect. ZINC's stated Policies are:

*"Zinc believes that the welfare of all children, young people and vulnerable adults is paramount. Regardless of their age, culture, disability, gender, language, racial origin, religious belief, and/or sexual identity, they all have the right to protection from abuse" and*

*"Prevention: Ensuring through awareness and good practice, that staff and others minimise the risk facing children and vulnerable adults."*

It is our contention that the availability of alcohol on these premises is totally contrary to these policies, heightening the risk as it does of abuse and harm to such vulnerable people who are at the core of ZINC's purpose. If allowed, the sale of alcohol here will expose ZINC's clients to unacceptable risks which can so easily be avoided. Specifically the risks arise from the access to alcohol of the vulnerable themselves, and from the potential lack of judgment or even inebriation of the carers or visiting members of the public who may have contact with them.

In short, the sale of alcohol in this application is totally and absolutely inappropriate, whatever the precautions ZINC promises, for all the reasons stated above but especially because of the risk to the vulnerable people this establishment seeks to serve.

Please acknowledge receipt of this and let me know when the next stage of the application takes place.

Yours faithfully

Robert Butler  
Chairman  
GSPRA Ltd  
27 Great Stony Park  
Ongar  
CM5 0TH



## Nuala Clark

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**From:** GRAINGER DAVIES <grainger.davies@tesco.net>  
**Sent:** 08 December 2012 15:48  
**To:** Nuala Clark  
**Cc:** Robert Butler; Jamie McLaren (J.); David Graves; Belcher, Collin  
**Subject:** Premises Licence Application-Great Stony dated 22.11.12

Licensing Officer  
Epping Forest District Council  
Civic Offices  
High Street  
Epping CM16 4BZ

Dear Madam

### **Objection and Opposition to Application by Theatre Resource t/a ZINC for Premises Licence at Great Stony, High Street, Ongar CM50AD dated 22.11.12**

We wish to object to and oppose in the strongest possible terms this application, especially to the provisions in respect of the supply of alcohol which seeks permission to sell from 12 noon to 23.00hrs seven days a week, that is every day of the year without remission. We also wish to see all the activities for which this application applies to cease at 22.30hrs at the latest as the site is closely surrounded by a residential area.

Our reasons are as follows:

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#### **Public Safety**

The recent conversion of an existing building of the Edwardian era contains many features which challenge the safety of the public, many of whom are disabled and in wheelchairs, including stairs, complex accesses by numerous doors, steeply raked theatre seating with yet more stairs, with few straight or gently curved flow lines for safe movement during events and performances, and relatively confined spaces for the safe management of groups.

Such internal architecture adds a significant premium to the risk to public safety inside the buildings when people have been imbibing alcohol, as a result are less than completely clear headed, and suffer a consequent diminution of judgment and coordination, leading to an inevitable risk to themselves and others. The car park marked for some 50 cars is confined and congested, presenting heightened risk to pedestrians and wheelchair users leaving the building especially after a drink or more.

## **Prevention of Public Nuisance**

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In many ways, this application presents a serious threat to those which ZINC is seeking to train and protect. ZINC's stated Policies are:

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It is our contention that the availability of alcohol on these premises is totally contrary to these policies, heightening the risk as it does of abuse and harm to such vulnerable people who are at the core of ZINC's purpose. If allowed, the sale of alcohol here will expose ZINC's clients to unacceptable risks which can so easily be avoided. Specifically the risks arise from the access to alcohol of the vulnerable themselves, and from the potential lack of judgment or even inebriation of the carers or visiting members of the public who may have contact with them.

In short, the sale of alcohol in this application is totally and absolutely inappropriate, whatever the precautions ZINC promises, for all the reasons stated above but especially because of the risk to the vulnerable people this establishment seeks to serve.

Kindly acknowledge this objection and notify me of the date so that I may consider attending the Committee hearing this application.

Yours faithfully  
Grainger and Susan Davies

3 Great Stony Park

Ongar

CM5 0TH

## Nuala Clark

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**From:** collin.belcher@ntlworld.com  
**Sent:** 27 November 2012 21:10  
**To:** Nuala Clark  
**Subject:** objection regrading ZINC, High Street, Ongar, Essex

Epping Forest Licencing Department

**RE: Objection - Application for additional hours & alcohol licence**

**ZINC, High Street, Ongar, Essex**

I would like to object to the licence application made by ZINC n the following grounds:

### **Protection of vulnerable persons**

It seems wholly incongruous that this charity seeks an alcohol licence given that vulnerable persons are resident there. In my opinion, the noise and potential risks associated with late hours and alcohol consumption are a very real risk to ZINC's residents. The fact that the charity does not hold an alcohol licence does not prevent it from meeting its charitable aims, on the contrary, it offers a greater chance that residents and those using the facility will not be disturbed and suffer anti-social behaviour.

### **Public nuisance**

The premises are situated in close proximity to residential properties that already have to suffer with additional noise caused by those using the property and deliveries to it. Whilst some degree of noise is expected there is a very real possibility that the extension of hours and alcohol licence will add to anti-social behaviour and increased noise. People entering and leaving the premises often do so noisily and this will only cause that period of disturbance to be extended and amplified.

Yours faithfully

Mr & Mrs C. Belcher  
2 Great Stony Park  
Ongar  
Essex  
CM5 0TH



Epping Forest District Council  
 Civic Offices  
 High Street  
 Epping CM16 4BZ

Theatre Resource		Centre X: 555248.000
		Centre Y: 203733.000
		Width : 225.000
		Angle : .000
Scale : 1:1250	Date : 9 Jan 2013	Time : 02:09:08 PM

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