

Housing and Environment

HEAD OF SERVICE: LIZ HAYDEN



Michael Nickson
INN Confidence Licensing Consultants
Birch Cottage
Birch Heys
Wirral
CH48 1PJ
28 April 2022

Contact Team: Licensing
licensing.unit@whitehorsedc.gov.uk
Tel: 01235 422556

Your reference: 499
Our reference: LAPREM/13530/21

Dear Sir/Madam

Licensing Act 2003 – New Premises Licence Charney Manor, Charney Bassett, Wantage, Oxfordshire

Please find enclosed your new premises licence in respect of the above premises which is granted under the provisions of the Licensing Act 2003.

The holder of the premises licence must ensure that the licence or a certified copy of it is kept at the premises, and the summary of the licence or a certified copy of that summary is prominently displayed at the premises.

This licence does not supersede any other statutory requirements you may be obliged to comply with, for example planning permission.

The licence is subject to an annual fee which is payable on the anniversary of the original grant of the licence. An invoice will be sent to you when the payment is due.

If you require any further advice or assistance please do not hesitate to contact us.

Yours faithfully

Licensing Support Officer

Licensing Act 2003 Premises Licence

Premises Licence Number	499
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Part 1 - Premises Details

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

Charney Manor, Charney Bassett, Wantage, Oxfordshire

Telephone number: 01235 868206

Where the licence is time limited the dates: Not applicable

Licensable activities authorised by the licence:

Live Music-Indoors	Monday-Sunday 23:00-00:00
Recorded Music-Indoors	Monday-Sunday 23:00-01:00
Late Night Refreshment-Indoors	Monday-Sunday 23:00-00:30
Sale of Alcohol	Monday-Sunday 10:00-23:00

Opening hours of the premises:

Monday-Sunday	09:00-00:00
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Non-standard timings:

Opening Hours:

00:00–23:59 daily, residents, 09:00-01:30 on occasions of specific private evening events, limited to 20 per calendar year

Sale of Alcohol:

12:00-00:30 on occasions of private evening events limited to 20 per calendar year
00:00-23:59 daily, for residents and their bona fide guests. ON sales to only commence at 12:00hrs on any day, as conditioned

Late Night Refreshment:

There are no 'standard' hours. Late Night Refreshment shall only occur 23:00–00:30hrs on occasions of private evening events limited to 20 per calendar year.

Recorded Music-Indoors:

There are no standard hours. Regulated Recorded Music shall only occur 23:00-01:00 on occasions of private evening events limited to 20 per calendar year.

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Live Music-Indoors

There are no standard hours. Regulated Live Music shall only occur 23:00–00:00 on occasions of private evening events limited to 20 per calendar year.

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

On and off sales

Part 2

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

Society Of Friends, Charney Manor

Charney Manor, Charney Bassett, Wantage, Oxfordshire, OX12 0EJ

Registered number of holder, charity number (where applicable): 237267

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

Gillian Peaston

10 Joyces Road, Stanford-In-The-Vale, Faringdon, Oxfordshire, SN7 8HT

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

DPS Personal Licence Reference: 1724

Licensing Authority: Vale of White Horse District Council

GRANTED on **03 April 2021**

A handwritten signature in black ink that reads "E Hayden".

On behalf of the said Authority

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Annex 1 – Mandatory conditions

For the purposes of this schedule;

"the Act" means the Licensing Act 2003;

"anti-social behaviour" has the meaning given in section 36 of the Anti-social Behaviour Act 2003;

"disability" has the meaning given in section 1 of the Disability Discrimination Act 1995

"relevant premises" has the meaning given in paragraphs (a) and (b) in section 159 of the Act;

"responsible person" has the meaning given in paragraphs (a) and (b) in section 153(4) of the Act.

Mandatory Condition specified by s19 of the Licensing Act 2003:

Mandatory Condition 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 his personal licence is suspended.

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

Mandatory Conditions specified by the Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010 as amended by the Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014:

Mandatory Condition 2

- 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

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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).

Mandatory Condition 3

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

Mandatory Condition 4

- 1) The premises licence 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

Mandatory Condition 5

The responsible person must ensure that

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

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
- (iii) still wine in a glass: 125 ml;

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

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

Mandatory Conditions specified by the Licensing Act 2013 (Mandatory Conditions) Order 2014:

Mandatory Condition 6

- 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 this condition -
 - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

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(b) "permitted price" is the price found by applying the formula -

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

where -

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

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

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

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "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 2 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 permitted price 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 or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with the Operating Schedule

- 1. A written notice of 'authority' record for all staff who sell alcohol shall be kept on the premises and made available to a Police or Council Officer on request.
- 2. Comprehensive training shall be given to all staff who sell alcohol in the main requirements of the Licensing Act 2003, the specific measures and conditions in place to promote the Licensing Objectives and the staff roles and responsibilities including how to identify and refuse service to customers that are drunk or appear to be drunk, and the Protection of Children including the Challenge 25 policy. Training records shall be available for inspection by the responsible authorities.
- 3. A written record shall be kept of any refused alcohol sales. Such a record shall be available for inspection by the responsible authorities.
- 4. Contact details of the Designated Premises Supervisor are to be given to staff who sell alcohol.

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5. A written record of all booked events including the up to 20 events permitted to have live or recorded music internally after 2300 shall be maintained at the property and available for inspection by the responsible authorities.
6. Staffing levels shall be maintained appropriately to ensure adequate security, and deal effectively with any crime or disorder.
7. There will be a policy of zero-tolerance to drugs at the premises.
8. The management and staff will ensure that the grounds, entrance and any walkways within the premises are kept free from obstruction, appropriate fire fighting equipment being installed and maintained at the premises and staff trained in its use. Fire risk assessments are to be undertaken and acted upon in accordance with current recommendations and requirements. Effective lighting will be maintained and operated to ensure the safety of visitors and staff.
9. Risk assessments for each event will be conducted by the premises licence holder in accordance with current health and safety legislation and shall be available for inspection by the responsible authorities.
10. The approved arrangements at the premises, including means of escape provisions, emergency warning equipment, the electrical installation and mechanical equipment, shall at all material times be maintained in good condition and full working order. The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided.
11. No light on or from the property shall be provided where that light causes a nuisance to nearby residents.
12. The site and public areas nearby are to be kept free from litter associated with the operation of the business.
13. Satisfactory arrangements are to be put in place to supervise an orderly dispersal of visitors when leaving the property to ensure the minimum of noise and disturbance to local residents.
14. Notices are to be displayed at exits from the property, in a place where they can be easily read, asking visitors to leave the site and the area quietly .
15. Deliveries to and waste removal from the site are to be undertaken at a time and in a manner that does not cause disturbance.
- 16.- See Annex 3
17. A written record shall be made of all assessments in a log book kept for that purpose and shall include the time and date of the checks, the person making them and the results including any remedial action.
18. During periods of regulated entertainment all doors and windows in those areas shall remain closed except for normal access and egress or in the case of an emergency.
19. At any event occurring outside of the main building, all amplification equipment shall be installed in such a way as to project the sound away from residential property.
20. Plant and machinery shall be positioned so as not to cause a noise nuisance to nearby residential properties.

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21. Any complaints received about noise shall be logged and any appropriate remedial action taken as a matter of urgency.

22. There will be an effective age verification policy in accordance with the mandatory code. This policy will be one of Challenge 25 for age-restricted products and include The appropriate display of notices relating to the policy within the premises and in promotional material. These notices will indicate that any customer not appearing to have reached the age of 25 will be required to produce appropriate identification proving that they have turned 18 before being sold alcohol. Appropriate ID will be a valid passport, photo driving licence, PASS accredited proof of age card or other reliable photo-ID that is recommended and approved for acceptance by the police or other authorities.

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

Following a Panel Hearing on 4 May 2021 and a Magistrates Court Hearing on 29 March 2022 the following conditions have been added:

16.1 Live or recorded music from regulated entertainment shall not be audible at the boundary of the nearest noise sensitive property.

16.2 The licence holder shall obtain written confirmation from the Environmental Protection team of an agreed noise management plan for regulated entertainment to ensure compliance with point 16.1 above. This document should be kept under review as appropriate and any substantial changes approved in writing by the Environmental Protection team.

16.3 The premises licence holder or his/her representative shall conduct regular assessments of the noise coming from the site on every occasion they are used for regulated entertainment.

16.4 Appropriate steps shall be taken to reduce the level of noise where it is found to be clearly audible at the boundary of the nearest noise sensitive property.

16.5 On each occasion of regulated entertainment taking place in a temporary structure between the hours of 23:00 and 01:00 the licence holder shall submit, at least 7 days before the event takes place, a noise management plan to be agreed in writing by the Environmental Protection team.

16.6 The noise management plan shall be available for inspection at all times when regulated entertainment is taking place and subsequently by any authorised officer on request.

16.7 No regulated entertainment shall take place in any external marquee(s) at the premises until an acoustic assessment has been carried out by an independent person, who is qualified to be at least an associate member of the Institute of Acoustics. Following the completion of this assessment a scheme for managing noise breakout from the marquee(s) must be submitted in writing to and approved by the Head of Housing and Environment. This scheme must be fully

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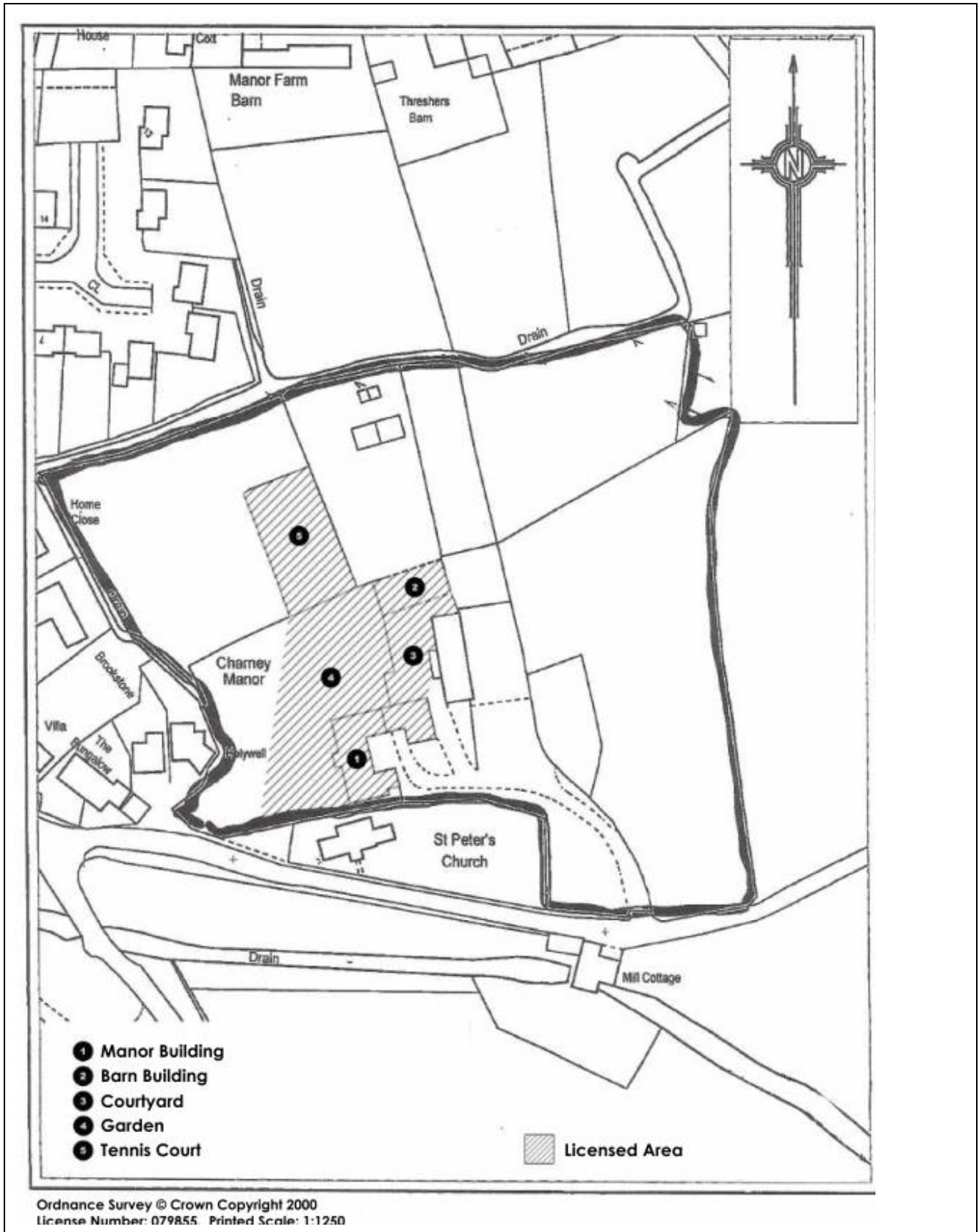
implemented to the satisfaction of the Head of Housing and Environment prior to any regulated entertainment taking place within the marquee(s).

Annex 4 – Plans

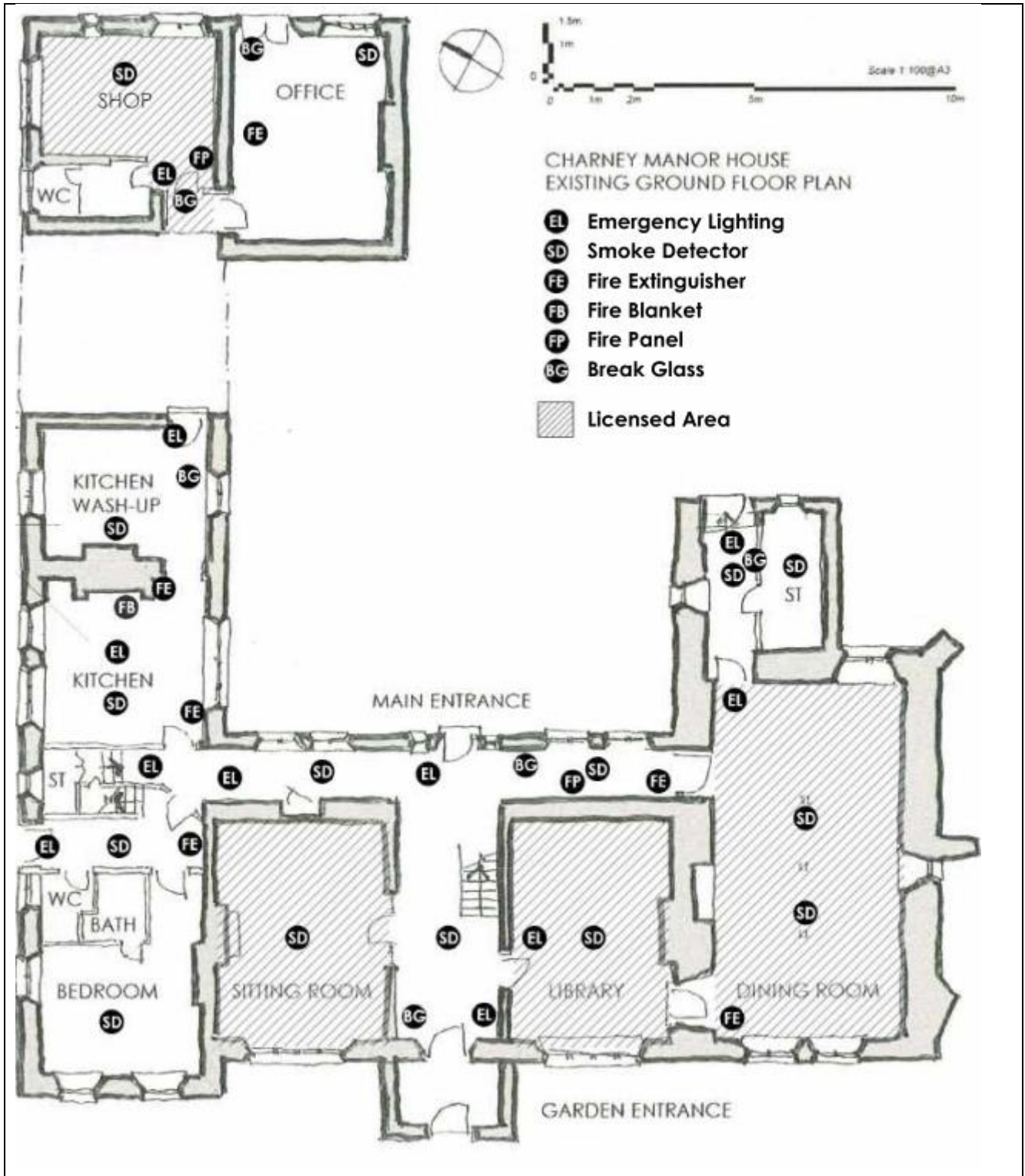
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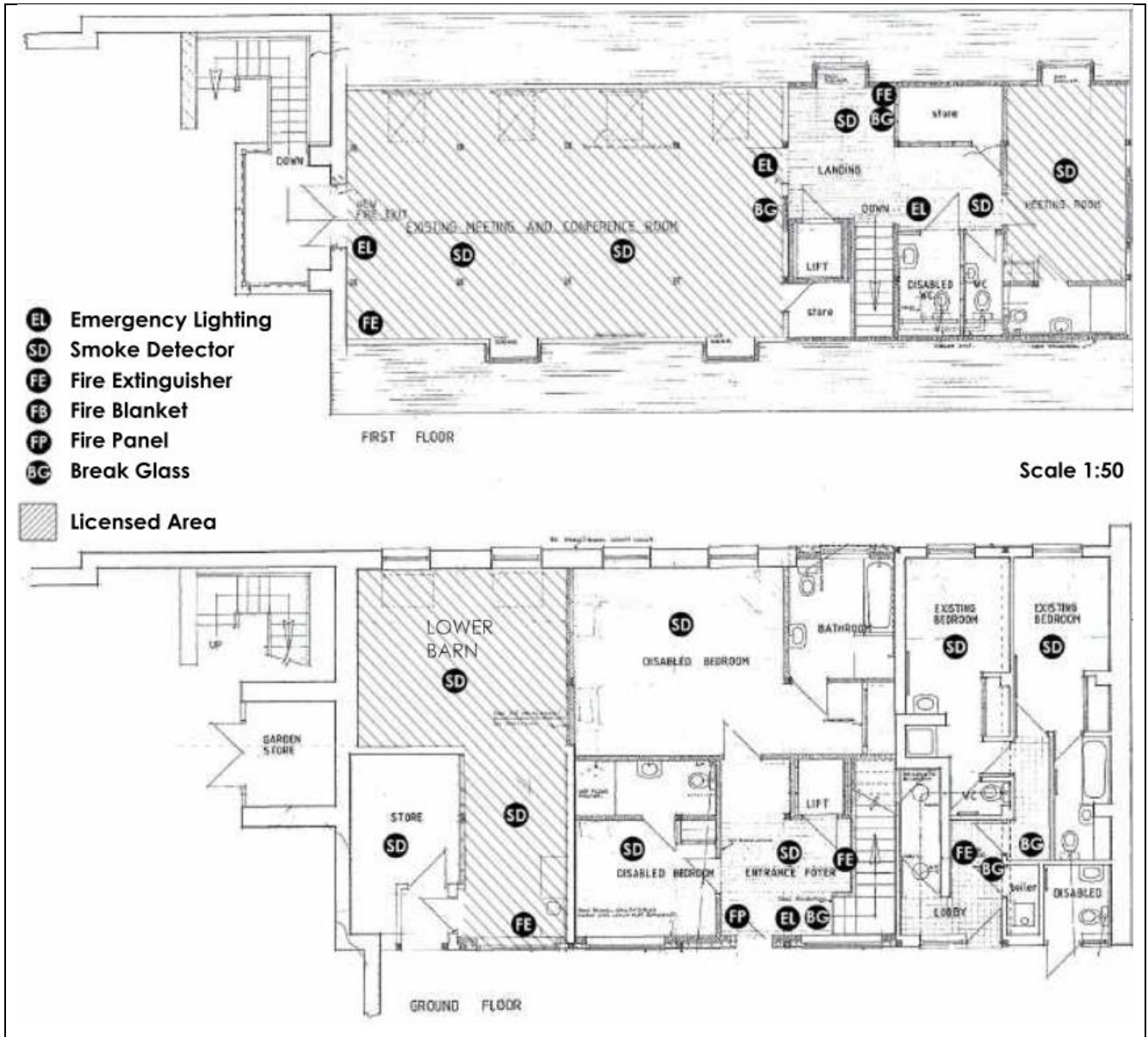
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Licensing Act 2003

Premises Licence Summary

Premises Licence Number	499
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Premises Details

Postal address of premises, or if none, ordnance survey map reference or description: Charney Manor, Charney Bassett, Wantage, Oxfordshire Telephone number: 01235 868206
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Where the licence is time limited the dates: Not applicable
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Licensable activities authorised by the licence:

Live Music-Indoors	Monday-Sunday 23:00-00:00
Recorded Music-Indoors	Monday-Sunday 23:00-01:00
Late Night Refreshment-Indoors	Monday-Sunday 23:00-00:30
Sale of Alcohol	Monday-Sunday 10:00-23:00

Opening hours of the premises:

Monday-Sunday	09:00-00:00
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Non-standard timings:

Opening Hours:
00:00–23:59 daily, residents, 09:00-01:30 on occasions of specific private evening events, limited to 20 per calendar year

Sale of Alcohol:
12:00-00:30 on occasions of private evening events limited to 20 per calendar year
00:00-23:59 daily, for residents and their bona fide guests. Note: ON sales will commence at 12:00hrs on any day, as conditioned

Late Night Refreshment:
There are no 'standard' hours. Late Night Refreshment shall only occur 23:00–00:30hrs on occasions of private evening events limited to 20 per calendar year.

Recorded Music-Indoors:
There are no standard hours. Regulated Recorded Music shall only occur 23:00-01:00 on occasions of private evening events limited to 20 per calendar year.

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Live Music-Indoors

There are no standard hours. Regulated Live Music shall only occur 23:00–00:00 on occasions of private evening events limited to 20 per calendar year.

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

On and off sales

Name and (registered) address of holder of premises licence

Society Of Friends, Charney Manor

Charney Manor, Charney Bassett, Wantage, Oxfordshire, OX12 0EJ

Registered number of holder, charity number (where applicable): 237267

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

State whether access to the premises by children is restricted or prohibited: Details / Not applicable