



## **PREMISES / PERSONAL LICENCES SUB-COMMITTEE**

**AGENDA**

<b>DATE:</b>	<b>Monday, 27 January 2025</b>
<b>TIME:</b>	<b>2.30 pm</b>
<b>VENUE:</b>	<b>Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE</b>

**MEMBERSHIP:**

**Councillor Casey**  
**Councillor A Cossens**

**Councillor J Henderson (Standby)**  
**Councillor Wiggins**

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DATE OF PUBLICATION: Wednesday, 22 January 2025

## AGENDA

### **1 Election of a Chairman for the meeting**

The Sub-Committee will elect a Chairman for the meeting.

### **2 Apologies for Absence and Substitutions**

The Committee is asked to note any apologies for absence and substitutions received from Members.

### **3 Minutes of the Last Meeting (Pages 5 - 8)**

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on Monday, 25 November 2024.

### **4 Declarations of Interest**

Councillors are invited to declare any Disclosable Pecuniary Interests, Other Registerable Interests of Non-Registerable Interests, and the nature of it, in relation to any item on the agenda.

### **5 Report of the Director (Governance & Legal) - A.1 - Grant of a Premises Licence - Parkeston Railway Club 2024, Hamilton Street, Parkeston, Harwich, CO12 4PQ (Pages 9 - 26)**

To inform Members that an application has been received for the Grant of a Premises Licence under the Licensing Act 2003 from Parkeston Railway Club 2024 Community Interest Company to sell alcohol on and off the premises and provide various licensable activities at Parkeston Railway Club 2024, Hamilton Street, Parkeston, Harwich, Essex, CO12 4PQ and further that an objection to the proposed licensable activities has been received from a member of the public.

**Date of the Next Scheduled Meeting**

*The next scheduled meeting of the Premises / Personal Licences Sub-Committee is to be held in the at Time Not Specified on Date Not Specified.*

## **Information for Visitors**

**FIRE EVACUATION PROCEDURE**

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the fire exits in the hall and follow the exit signs out of the building.

Please heed the instructions given by any member of staff and they will assist you in leaving the building and direct you to the assembly point.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

Your calmness and assistance is greatly appreciated.

**MINUTES OF THE MEETING OF THE PREMISES / PERSONAL LICENCES SUB-COMMITTEE,  
HELD ON MONDAY, 25TH NOVEMBER, 2024 AT 10.00 AM  
IN THE TOWN HALL, STATION ROAD, CLACTON-ON-SEA, CO15 1SE**

<b>Present:</b>	Councillors Davidson, J Henderson and Smith
<b>Also Present:</b>	Councillor Casey (Standby)
<b>In Attendance:</b>	Linda Trembath (Head of Legal Services), Michael Cook (Licensing Manager), Sarah Opene (Litigation Lawyer), Emma King (Licensing Officer), Emma Haward (Leadership Support Officer), and Christopher Bailey (Elections and Leadership Support Officer)

**31. ELECT A CHAIRMAN FOR THE MEETING**

It was moved by Councillor Smith, seconded by Councillor Davidson and:-

**RESOLVED** that Councillor J Henderson be elected as Chairman for the meeting.

**32. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were no apologies for absence or substitutions.

**33. MINUTES OF THE LAST MEETING**

It was moved by Councillor Smith, seconded by Councillor Henderson and:-

**RESOLVED** that the minutes of the meeting of the Sub-Committee held on Friday, 27 September 2024, be approved as a correct record and be signed by the Chairman.

**34. DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

**35. REPORT OF THE DIRECTOR (GOVERNANCE & LEGAL) - A.1 - GRANT OF A PREMISES LICENCE - WESTBROOKS BREWERY LTD, UNIT 1 GRANGE FARM, GRANGE ROAD, LAWFORD, MANNINGTREE, CO11 2ND**

The Sub-Committee was informed that an application had been received for the Grant of a Premises Licence under the Licensing Act 2003 from Ms Jessica Westbrook of Westbrooks Brewery Ltd to sell alcohol off the premises at Westbrooks Brewery Ltd, Unit 1 Grange Farm, Grange Road, Lawford, Manningtree, Essex and further that an objection notice to the proposed licensable activity had been received from Tendring District Council's Planning Authority.

The Licensing Manager stated that the applicant described Westbrooks Brewery Ltd as a cold-storage unit, situated inside a larger storage facility on a farm. The exterior of the building had stone walls, metal cladding, roller shutter doors and a concrete floor.

Alcohol (kegs and cans of beer) would be stored in a cold store inside the main storage unit. All alcohol would be stored here, packed for delivery and collected via DPD. No alcohol would be consumed on site. It would be for personal consumption at home by people who ordered from them, or in pubs/restaurants covered by their own licenses.

Members were advised that, since scheduling the meeting of the Sub-Committee, Tendring District Council's Planning Officers had met with the applicant who had advised that there were no intentions for the shop to be open to the public. The Licensing Manager had assured Members of the Sub-Committee that the applicant was able to answer all questions to satisfy the Planning Authority. Therefore, Tendring District Council's Planning Authority had withdrawn their objection. The application would therefore be granted in full subject to the conditions on the operating schedule.

The Chairman (Councillor J Henderson) then adjourned the meeting until 11:30 a.m. for the next agenda item as scheduled.

The Sub-Committee resumed at 11:30a.m.

**36. REPORT OF THE DIRECTOR (GOVERNANCE & LEGAL) - A.2 - GRANT OF A PREMISES LICENCE - WYVERNWOOD LIMITED, ST OSYTH ROAD, ALRESFORD, CO7 8ES**

The Sub-Committee heard that an application had been received for the Grant of a Premises Licence under the Licensing Act 2003 from Wyvernwood Limited to sell alcohol only on the premises at Wyvernwood Limited, St Osyth Road, Alresford and further that objections to the proposed licensable activity had been received from members of the public.

The Licensing Manager advised Members that the applicant had described Wyvernwood Limited as an open, outdoor family adventure park set over 30 acres. Wyvernwood was a 'magical kingdom' with play equipment with some covered areas, tipis and pergolas. It was a secluded and quiet setting on the outskirts of Alresford Village with on-site free car parking. There were food and drink outlets at the north-east side of the park in the castle grounds.

The application proposal was for licensable activities and the sale of alcohol on the premises every day between the operating hours of 09:00 and 21:00. The applicant had outlined steps in the application to promote the full licensing objectives.

Susie Marsden, the applicant spoke on behalf of the application.

James Fulger, a member of the public, objected to the application.

Dave Wendham, a member of the public, objected to the application.

Ernie Osbourne, representative of Alresford Parish Council, objected to the application.

<b>QUESTIONS FROM MEMBERS:-</b>	<b>APPLICANT's &amp; OBJECTORS' ANSWERS:-</b>
<i>From the boundary line, how far is the boundary to the park?</i>	<i>The objector advised that the dragon trail's closest point is approximately 15 meters, and the initial site is approximately 250 meters from the</i>

	<i>boundary line.</i>
<i>The objector suggested screening the catering area however, this was not proposed. Would the applicant like to respond to the objectors' points raised?</i>	<i>The applicant advised that the containers for catering purposes included covered seating and were not shown accurately, nor was recent imaging on Google Maps.</i>
<i>Could the objector confirm, was there a playing field nearby their property?</i>	<i>The objector confirmed that there was a playing field near the objector's property.</i>
<i>The objector raised concerns regarding the proposed operating hours during the school holidays, and the entrance of the premises on the B1027, a z-bend where parts of the road are narrow. The objector also raised concerns regarding increased anti-social behaviour with the sale of alcohol.  Would the applicant like to respond to the objector?</i>	<i>The applicant reiterated their steps outlined previously and advised that they would take full responsibility, as a result of selling alcohol on the premises.</i>
<i>Had ECC Highways made any objections to the application?</i>	<i>The Licensing Manager confirmed that no objections had been received from ECC Highways.</i>

The Chairman (Councillor J Henderson) adjourned the meeting at this time whilst the Sub-Committee retired to deliberate and reach its decision. The Head of Legal Services (Linda Trembath), Litigation Lawyer (Sarah Opene) and Leadership Support Officer (Emma Haward) retired with the Sub-Committee in case they were asked to assist Members in those deliberations.

The Sub-committee heard from the applicant, Susie Marsden on behalf of Wyvernwood Limited and from three objectors, James Folger, Dave Wendham and Ernie Osborne. Having heard the parties, and listened to both the applicant and the objectors, the Sub-committee were pleased to note that the applicant had spoken to a number of the objectors and has modified the application in ways that have re-assured the majority of the objectors, addressing those objections that related to the four licensing objectives.

Other objections had been raised however, did not relate to the licensing objectives and were therefore not within the remit of the Sub-committee.

Upon resuming the meeting following deliberations, the Sub-Committee unanimously:-

RESOLVED that, accordingly, and bearing in mind the promotion of the four licensing objectives, the premises licenses be granted subject to the following conditions: -

1. to grant a premises' licence for the specified area of the park known and described as "the Castle Grounds" with the following conditions;
2. that except for named events, the opening hours will be those of the "normal trading hours" namely 10.00 am to 5 pm;
3. For Hallowe'en, i.e. 25 October to 1 November annually, to be open for the sale of alcohol between the hours of 10.00 am and 9 pm;

4. And for the Christmas period, i.e. between the 23 November and 25 December annually to open for the sale of alcohol between the hours of 9 am and 9 pm.

These conditions would be confirmed to the parties in writing within seven days.

There is a right of appeal to the Magistrates' Court and further details will be provided with the decision referred to above.

The meeting was declared closed at 12.54 pm

**Chairman**



## PREMISES/PERSONAL LICENSING SUB-COMMITTEE

27 JANUARY 2025

### REPORT OF DIRECTOR (GOVERNANCE & LEGAL)

**A.1 GRANT OF A PREMISES LICENCE  
PARKESTON RAILWAY CLUB 2024, HAMILTON STREET, PARKESTON,  
HARWICH, ESSEX CO12 4PQ  
REF: 24/00688/PREMGR**

#### PURPOSE OF THE REPORT

To inform Members that an application has been received for the Grant of a premises licence under the Licensing Act 2003 from Parkeston Railway Club 2024 Community Interest Company to sell alcohol on and off the premises and provide various licensable activities at Parkeston Railway Club 2024, Hamilton Street, Parkeston, Harwich, Essex CO12 4PQ and further that an objection to the proposed licensable activities has been received from a member of the public.

#### BACKGROUND

The application is made under the Licensing Act 2003 for a Premises Licence to include the Sale of Alcohol on and off the premises, Boxing/Wrestling, Performance of Dance, Exhibition of Films, Indoor Sporting Events, Performance of Live Music, Performance of Recorded Music, Performance of Plays, and Other Entertainment falling within the Act.

The applicant has described Parkeston Railway Club 2024 as a multi-function community centre consisting of a main hall with capacity for 200 with a Bar. Also, there is an adjacent Bar and seating area, toilets and café. There is a car park attached to the building.

The applicants are proposing to open to the public on the following days/hours:

Monday	1230 - 2300
Tuesday	1230 - 2300
Wednesday	1230 - 0000
Thursday	1230 - 2300
Friday	1230 - 0100
Saturday	1200 - 0100
Sunday	1300 - 2300

A summary of the application can be found attached at Appendix A.

## RELEVANT REPRESENTATIONS

### Interested Parties/Other Persons

The Police Reform and Social Responsibility Act 2011 (PRSR Act 2011) removed from the Licensing Act 2003 the specific reference for representations to be made by 'interested parties' and also removed the requirement that representations could only be accepted from persons living in the 'vicinity' of the premises concerned, or who had for example, a business in the 'vicinity' of the premises.

There was no guidance or definition of 'vicinity' within the Licensing Act 2003 which effectively had a limiting effect on those that could make relevant representations.

The PRSR Act 2011 replaced the references to 'interested parties' and 'vicinity' and substituted that representations can be made and accepted by the Licensing Authority from 'other persons' which means that those persons do not necessarily have to live or run a business for example in the proximity of the premises to be able to submit a valid and relevant representation.

The relevant extracts from the Section 182 Guidance that accompanies the Licensing Act 2003 advises the following in relation to 'other persons'. They are shown in italics for ease of reference.

*8.12 As well as responsible authorities, any other person can play a role in a number of licensing processes under the 2003 Act. This includes any individual, body or business entitled to make representations to licensing authorities in relation to applications for the grant, variation, minor variation or review of premises licences and club premises certificates, regardless of their geographic proximity to the premises.*

Representations can be made either against or in support of an application. The relevant extracts from the Section 182 Guidance that accompanies the Licensing Act 2003 advises the following in relation to this point.

*9.3 Relevant representations can be made in opposition to, or in support of, an application and can be made by any individual, body or business that has grounds to do so.*

One letter of representation/objections has been received from a resident in relation to this application.

The letter of objection can be found attached at Appendix B

### Responsible Authorities

Essex Police have requested 18 conditions to be added to the licence in order to satisfy the Licensing Objectives. These have been agreed by the applicant on 23 December 2024. The additional conditions can be found attached at Appendix C.

All Responsible Authorities have been consulted with as part of the application process, no further comments have been received during the consultation period.

## **FINANCE, OTHER RESOURCES AND RISK**

A decision made by the Committee is subject to appeal at the Magistrates Court by the premises user or a relevant person.

## **POLICY CONSIDERATIONS**

The Licensing Act 2003 established a single integrated scheme for licensing premises that are used for the supply of alcohol, regulated entertainment, or provision of late-night refreshment. This system of licensing incorporates the sale of alcohol both on and off licensed premises; public entertainment such as music, dancing, indoor sporting events, boxing or wrestling, theatres, cinemas; and late-night refreshment houses and take-aways.

When determining the application with a view to promoting the licensing objectives in the overall interests of the local community the Licensing Authority in the form of the Licensing Sub-Committee must have regard and give appropriate weight to the following:

- Full Hearing Procedure for Applications for Premises Licences/Club Premises Certificates where representations have been received.
- Tendring District Council's Statement of Licensing Policy - <https://www.tendringdc.gov.uk/content/licensing-act-policy>
- The Statutory Guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003 - <https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>
- The steps appropriate to positively promote the four 'Licensing Objectives'.
- Representations (including supporting information) presented by all the parties.

### **Human Rights Implications**

A Licence is to be regarded as the property of the applicant; however their right to the use of the property must be balanced against all other public interests or representations in this matter that the Premises/Personal Licences Sub-Committee may wish to consider as appropriate, reasonable and proportionate in relation to the application that has been submitted and also the representation/s that has/have been received against it.

In making their decision as to whether to grant this application, Members of the Premises/Personal Licences Sub-Committee should also take into consideration Article 1 of the First Protocol of the Human Rights Act 1998, that individuals are entitled to the peaceful enjoyment of their property, and also Article 8 that everyone has the right to respect for his private and family life and his correspondence.

### **Crime and Disorder Implications**

Section 17 of the Crime and Disorder Act 1998 imposes a duty on local authorities when exercising any of their functions to have due regard to the likely effect of the exercise of those functions on, and the need to do all it possibly can to prevent, crime and disorder in its area.

Members are requested to consider the information shown below where the Licensing Authority has received a representation about an application which is relevant to one or more of the four licensing objectives, and which suggests that the application may have a negative impact on one or more of the licensing objectives.

The purpose of the licensing system is to positively promote the four 'licensing objectives'.

These are:

- The Prevention of Crime and Disorder
- The Prevention of Public Nuisance
- Public Safety
- The Protection of Children from Harm.

The Licensing Authority's Statement of Licensing Policy expects applicants to demonstrate in their operating schedule that suitable and sufficient measures have been identified and will be implemented and maintained to prevent public nuisance relevant to the individual style and characteristics of their premises.

The relevant extracts from the Council's Statement of Licensing Policy in respect of Planning considerations (shown in italics) and also the 'Prevention of Public Nuisance' licensing objective are as follows:

*1.24 When the Licensing Authority is considering any application, it will avoid duplication with other regulatory regimes, so far as possible, and does not intend to use the licensing regime to achieve outcomes that can be achieved by other legislation. In particular, its licensing functions will be discharged separately from the Authority's functions as the local planning authority. However, applications for premises licences for permanent commercial premises should normally be from businesses with planning consent for the property concerned. Other permissions may be applicable to licensed premises and applicants are expected to ensure that such permissions are obtained where necessary.*

#### **Relevant Section 182 Guidance –**

The following sections are taken from the Home Office Section 182 Guidance that accompanies the Licensing Act 2003 and the link is included for the assistance of the Licensing Sub Committee, the applicant, responsible authorities, residents and any other interested parties to this hearing. They do not however form the totality of the guidance in relation to this licensing objective which should also be considered in its entirety.

- Crime and Disorder Section 2.1 to 2.7
- Public Safety Section 2.8 to 2.20
- Public Nuisance Section 2.21 to 2.27
- Protection of Children from Harm Section 2.28 to 2.38

<https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>

#### **RECOMMENDATION(S)**

Each application must be considered in its own right and on its own merits only as to how it might impact on the four licensing objectives which are the Prevention of Crime and Disorder, the Prevention of Public Nuisance, Public Safety and the Protection of Children from Harm.

The Licensing Sub Committee is therefore asked to determine this application taking into

consideration the application in its own right and on its own merits and also all of the relevant information that has been submitted as part of this report and at the hearing itself.

#### **APPENDICES**

Appendix A - Summary of Application  
Appendix B - Representation/Objection Letter from member of the public

#### **REPORT CONTACT OFFICER(S)**

<b>Name</b>	<b>Michael Cook Emma King</b>
<b>Job Title</b>	<b>Licensing Manager Licensing Officer</b>
<b>Email/Telephone</b>	<a href="mailto:licensingsection@tendringdc.gov.uk">licensingsection@tendringdc.gov.uk</a> <b>01255 686565</b>

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## SUMMARY OF APPLICATION

**PREMISES: PARKESTON RAILWAY CLUB 2024  
HAMILTON STREET  
PARKESTON  
HARWICH  
ESSEX CO12 4PQ**

**REF: 24/00688/PREMGR**

### GENERAL DESCRIPTION OF PREMISES

A multi-function community centre consisting of a main hall with capacity for 200 with a Bar. Also, there is an adjacent Bar and seating area, toilets and café. There is a car park attached to the building

### APPLICANT DETAILS

Parkeston Railway Club 2024 Community Interest Company  
Hamilton Street  
Parkeston  
Harwich  
Essex CO12 4PQ

Registered Number: 16063812

Description of applicant: A company providing services for the local community.

### PROPOSED DESIGNATED PREMISES SUPERVISOR DETAILS

**Name:** Miss Sarah Stertz  
**Personal Licence Number:** TDX1471  
**Issuing Authority:** Tendring District Council

### PROPOSED OPENING HOURS

Monday	12:30 – 23:00
Tuesday	12:30 – 23:00
Wednesday	12:30 – 00:00
Thursday	12:30 – 23:00
Friday	12:30 – 01:00
Saturday	12:00 – 01:00
Sunday	13:00 – 23:00

### PROPOSED LICENSABLE ACTIVITIES

#### **Sale of Alcohol on and off the premises**

Monday	12:30 - 23:00
Tuesday	12:30 - 23:00
Wednesday	12:30 - 00:00
Thursday	12:30 - 23:00
Friday	12:30 - 01:00
Saturday	12:00 - 01:00
Sunday	13:00 - 01:00

**Boxing or Wrestling**

Monday to Thursday	12:30 - 23:00
Friday	12:30 - 01:00
Saturday	12:00 - 01:00
Sunday	13:00 - 23:00

**Performance of Dance**

Monday to Thursday	12:30 - 23:00
Friday	12:30 - 01:00
Saturday	12:00 - 01:00
Sunday	13:00 - 23:00

**Exhibition of a Film**

Monday to Friday	12:30 - 23:00
Saturday	12:00 - 01:00
Sunday	13:00 - 23:00

**Indoor Sporting Event**

Monday to Thursday	12:30 - 23:00
Friday	12:30 - 01:00
Saturday	12:00 - 01:00
Sunday	13:00 - 23:00

**Performance of Live Music**

Monday to Thursday	12:30 - 23:00
Friday	12:30 - 01:00
Saturday	12:00 - 01:00
Sunday	13:00 - 23:00

**Performance of Recorded Music**

Monday to Thursday	12:30 - 23:00
Friday	12:30 - 01:00
Saturday	12:00 - 01:00
Sunday	13:00 - 23:00

**Other Entertainment falling within Act**

Monday to Thursday	12:30 - 23:00
Fridays and Saturdays	12:00 - 01:00
Sunday	13:00 - 23:00

*Please give a description of the type of entertainment you will be providing:  
This is to cover any future bookings for licensing activities.*

**Performance of a Play**

Monday to Thursday	12:30 - 23:00
Friday	12:30 - 01:00
Saturday	12:00 - 01:00
Sunday	13:00 - 23:00



**LICENSING OBJECTIVES WITHIN THE OPERATING SCHEDULE**

**The Prevention of Crime and Disorder**

SIA regulated door staff, extra committee members present on functions, checks on car park and toilets (regular), fully working CCTV which can be viewed if required, zero tolerance to drug posters.

**Public Safety**

Health and Safety Risk Assessment per function.  
SIA regulated door staff for certain functions.  
Free Tap Water.

**The Prevention of Public Nuisance**

SIA regulated door staff for certain functions.  
Check 25 – Alcohol sales with records to be kept.  
Windows and Doors to be shut by 22:30 hours during regulated entertainment.  
Right to refuse drunk customers.

**The Protection of Children from Harm**

Challenge 25 on sales. No ID no service and record to be kept.  
All children under the age of 16 to be accompanied by an adult 18 or over.

**General**

CCTV  
SIA door staff, external lighting, doors shut by 22:30 hours during regulated entertainment, Challenge 25, No under 16s on the premises without an adult.  
A Member's Club

<b>Signature</b>	S Stertz
<b>Date</b>	20.11.2024
<b>Capacity</b>	

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**From:** E Bramhill  
**Sent:** 20 December 2024 03:54  
**To:** Licensing Section <[licensingsection@tendringdc.gov.uk](mailto:licensingsection@tendringdc.gov.uk)>  
**Subject:** Ref 24/00688/PREMGR

Hello,

I wish to object to the above licensing application. I have two grounds of objection.

1. That the Parkeston Railway Club 2024 CIC do not own the premises. As they are applying for a premises license then proof of ownership must be a requirement.
2. Heath & Safety. I am greatly concerned regarding the fire appliances on the premises.

I have on three separate times pointed out to members of the committee that the illuminated fire exit door signs are not illuminated. The first of these as far back as May 23rd 2023. I have also pointed out this large defect to the TDC licensing department in September 2024. But despite this the council has seen fit to continue issuing numerous TENS.

There are no regular inspection of the fire equipment. I doubt the fire alarm has been tested in over five years.

The status of one emergency exit door is unknown. That door was blocked when an accessible toilet was built and then removed due to no planning permission. That door still has the illuminated sign covered over. The status of this door requires actioning.

As there is no regular checks the two emergency exit doors in the hall may be in dire need of attention due to their pvc construction not being man enough to firmly affix emergency crash bars. A constant problem in the past whereby the door couldn't be opened.

Kind regards,

Eric Bramhill

Sir,

I wish to further expand on my objections of 20/12/2024 which was rushed as I was trying to get my objection recognised before the council Christmas shut-down.

**On the grounds of premises ownership:**

1. The Parkeston Railway Club Limited (PRC) was de-registered on 03/07/2024 by the FCA for not submitting annual accounts for 7 years.
2. The company required winding up and all outstanding debts paid off - This didn't occur.
3. The company needed to call a General Meeting of shareholders/members or a resolution to discuss the way forward - This didn't occur.
4. The company needed to discuss the implications re the Deed of Covenant with the British Railway Board - This didn't occur.
5. An unelected group with no authority of the shareholders applied to FCA to set up the Parkeston Railway Club 2024 C.I.C.
6. This contains an asset lock to a non local CIC named the Unique Women Network International C.I.C. which if the PRC folds it's assets are no longer the current shareholders. I don't believe the current members have been made aware of this, nor the British Railway Board who hold a 70% holding in the club until October 2021.

The above matter can easily be resolved by the Parkeston Railway Club producing the General Meeting minutes or a resolution passed by it's shareholders and subsequent correspondence with the BRB.

**On the grounds of Health & Safety:**

- I have on three separate occasions pointed out to members of the committee that the illuminated fire exit door signs are not illuminated. The first of these as far back as May 23rd 2023. That means the club has knowingly ignored this serious issue. I'm sure not deliberately but due to the club being insolvent. Who's to know, there's been no accounts for 7 years? I have also pointed out this large defect to the TDC licensing department in September 2024 but despite this the council has seen fit to continue issuing TENs over that 3 month plus period.
- There are no regular inspection of the fire equipment. I doubt the fire alarm has been tested in over five years.
- The status of one emergency exit door is unknown. That door was blocked when an accessible toilet was built and then removed due to no planning permission. That door still has the illuminated sign covered over. The status of this door requires actioning. If it was a fire exit why and who deemed it such?
- As there is no regular checks the two emergency exit doors in the hall may be in dire need of attention due to their PVC construction not being man enough to firmly affix emergency crash bars. A constant problem in the past whereby the door couldn't be opened.

Further, the application failed to be posted within the local paper within the statutory ten days.

I wish this objection posted on the TDC website under this application.

Kind regards,



Eric Bramhill  
01/01/2025

**From:** sarah stertz  
**Sent:** 23 December 2024 15:20  
**To:** Licensing Tendring  
**Subject:** EXTERNAL - Re: Premises Licence - Parkeston Railway Club, CO12 4PQ

**CAUTION:** This email originated from outside of the organisation. DO NOT CLICK LINKS or OPEN ATTACHMENTS unless you recognise the sender and know the content is safe. It is not unusual to receive an email from someone for the first time but this can be a sign of phishing, so do please be vigilant.

Good afternoon, I'm so sorry for not replying sooner. I agree to the 18 points and will put them in place immediately. Thank you. If no objections and this is ok are we still on for the 4th of January?

Many thanks

Sarah

On 18 Dec 2024 08:34, Licensing Tendring [wrote:](#)

Good morning Sarah,

Essex Police aim to future proof all licensing applications, having reviewed your proposed conditions on the new Premises Licence application for the above premises we advise the below eighteen mandatory conditions be added to the Premises Licence.

1. All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to the protection of children from harm (including under-age sales), how to recognise drunkenness and the duty not to serve drunk persons. Refresher training shall be carried out at least every six months.

Training records shall be kept on the premises (or otherwise be accessible on the premises) for a minimum of 12 months and made immediately available to Police or Licensing Authority for inspection.

2. The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system that at all times complies with the below requirements:
  1.
    - i. CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition;
    - ii. CCTV cameras shall cover all public areas including all entrances and exits and all areas where the sale of alcohol takes place;

- iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of 31 days;
  - iv. At all times, whilst the premises is open for licensable activities, there are members of staff able to immediately provide viewable copies of recordings to the police or licensing authority staff upon reasonable request;
  - v. The recording equipment and data storage devices shall be kept in a secure environment and fitted with security functions (such as passwords) to prevent recordings being tampered with;
3. A refusals register must be kept recording all refusals relating to the sale of alcohol. The register will include details of the date of the refusal, the time, and the reason(s) for refusing the sale. The refusal register shall be inspected on a regular basis (at least bi-weekly) by the Designated Premises Supervisor and signed by the Designated Premises Supervisor that they have checked the register. At least 12 months of refusal register details shall be retained and made available immediately upon request to Police or Licensing Authority for inspection.
  4. An individual may not supply alcohol unless that individual has the written consent of the Designated Premises Supervisor or other employed Personal Licence Holder.

A written record of this consent will be retained on the premises at all times when such an individual supplies or proposes to supply alcohol and be made available immediately upon request by the Police or Licensing Authority for inspection.

5. Staff will make sure that if a person appeared to be drunk then sale will be refused to such drunk person and recorded in a refusals register.
6. "Challenge 25" scheme must be operated at the premises by which any person who looks or appears to be under the age of 25 shall be asked to provide photographic identification (ID) to prove that they are over the age of 18 years. Only the UK Photo Full Driving Licence, Passport or government approved PASS cards will be accepted as proof of age. Posters must be displayed informing customers of this policy. These posters will be displayed around the store and at the point of sales. All staff must read and sign the challenge 25 policy before making sales of alcohol. These records must be kept and made available immediately upon request to Police or Licensing Authority for inspection.
7. An Incident log must be kept recording any incident involving the premises. This record must be made available immediately upon request to Police or Licensing Authority for inspection.
8. Incidents of a criminal nature must be reported to the police.
9. Notices shall be on display in the premises asking customers to leave the premises quietly.
10. The premises shall have in place and operate a zero-tolerance policy with regard to the use/possession of controlled drugs and psychoactive substances and advertise the same within the premises on posters and similar means.

11. There shall be a 30 minute period where music volume is reduced and lighting increased before the end of the provision of live or recorded music.
12. Except when being used for entry or egress by a patron, all external windows and doors shall be kept shut from 22:30hrs when music is being played.
13. No person under the age of 18 years of age shall be permitted to enter or remain on the premises unless they are accompanied by an adult.
14. During the period in which the premises is open for licensable activities, toilets shall be checked on at least an hourly basis for the purpose:
  - a. of detecting and deterring the use of controlled drugs and psychoactive substances; and
  - b. maintaining public safety.

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

These records shall be made contemporaneously, retained at the premises for at least 6 months and made available immediately upon request to Police or Licensing Authority for inspection.

15. Essex Police and the Licensing Authority shall be notified of events where any of the following is applicable;
16.
  - a. Boxing is taking place;
  - b. Customer numbers are expected to be above 200 persons.
16. The licence holder shall risk assess the need for the use of SIA licensed door supervisors and take in to account any advice given by the Police.
17. Where SIA licensed door supervisors are used at the premises a record shall be maintained (on the premises) which is legible and details:
  - i. The day and date when door supervisors were deployed;
  - ii. The name and SIA registration number of each door supervisor on duty at the premises; and
  - iii. The start and finish time of each door supervisor's worked duty period.

This record shall be retained on the premises for at least 6 months and be available immediately upon reasonable request to Police or Licensing Authority for inspection.

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

This log shall be retained for at least 6 months after the last recorded check and be available immediately upon reasonable request to Police or Licensing Authority for inspection.

**Please can you reply to this mail confirming you agree for the above eighteen conditions to be added to the Premises Licence.**

If you have any questions, please don't hesitate to contact me.

Many thanks,

Eloise Clackson 42082865

Essex Police Alcohol Licensing Officer

Address:

Licensing Department (Alcohol & Gambling)

Essex Police

Blyth's Meadow

Braintree

Essex

CM7 3DJ

Alcohol (and gambling) licensing applications/enquiries should be sent to:

[licensing.applications@essex.police.uk](mailto:licensing.applications@essex.police.uk)

General alcohol and gambling licensing enquiries can be made by phoning 01245 452035 or visit our website at [Licensing - Alcohol and Gaming | Essex Police](#)

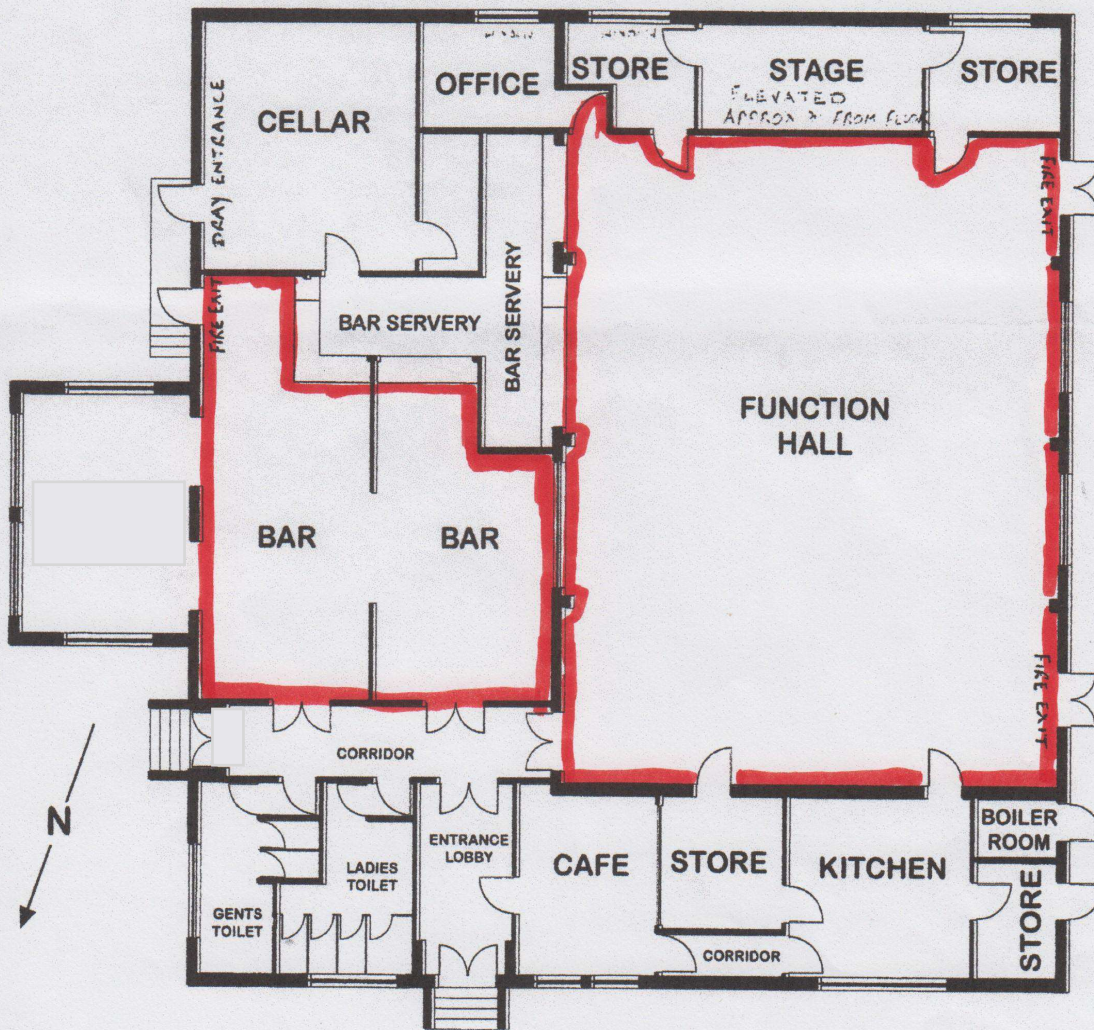
Find out what is happening in your area: [essex.police.uk/yourarea](https://essex.police.uk/yourarea)

Report non-emergency crime online: [essex.police.uk/ro](https://essex.police.uk/ro)

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# Parkeston Railway Club



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