



GUILDFORD
BOROUGH

www.guildford.gov.uk

Tom Horwood
Joint Chief Executive
of Guildford and Waverley
Borough Councils

Contact Officer:

Sophie Butcher, Democratic Services
Officer
Tel: 01483 444056

12 December 2023

Dear Councillor

Your attendance is requested at a meeting of the **LICENSING SUB COMMITTEE** to be held in the Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **WEDNESDAY 20 DECEMBER 2023** at **2.00 pm**.

Yours faithfully

Tom Horwood
Joint Chief Executive

MEMBERS OF THE LICENSING SUB COMMITTEE

Councillor Keith Witham (Chairman)
Councillor Catherine Houston
Councillor Bob Hughes

QUORUM 3



THE COUNCIL'S STRATEGIC FRAMEWORK (2021- 2025)

Our Vision:

A green, thriving town and villages where people have the homes they need, access to quality employment, with strong and safe communities that come together to support those needing help.

Our Mission:

A trusted, efficient, innovative, and transparent Council that listens and responds quickly to the needs of our community.

Our Values:

- We will put the interests of our community first.
- We will listen to the views of residents and be open and accountable in our decision-making.
- We will deliver excellent customer service.
- We will spend money carefully and deliver good value for money services.
- We will put the environment at the heart of our actions and decisions to deliver on our commitment to the climate change emergency.
- We will support the most vulnerable members of our community as we believe that every person matters.
- We will support our local economy.
- We will work constructively with other councils, partners, businesses, and communities to achieve the best outcomes for all.
- We will ensure that our councillors and staff uphold the highest standards of conduct.

Our strategic priorities:

Homes and Jobs

- Revive Guildford town centre to unlock its full potential
- Provide and facilitate housing that people can afford
- Create employment opportunities through regeneration
- Support high quality development of strategic sites
- Support our business community and attract new inward investment
- Maximise opportunities for digital infrastructure improvements and smart places technology

Environment

- Provide leadership in our own operations by reducing carbon emissions, energy consumption and waste
- Engage with residents and businesses to encourage them to act in more environmentally sustainable ways through their waste, travel, and energy choices
- Work with partners to make travel more sustainable and reduce congestion
- Make every effort to protect and enhance our biodiversity and natural environment.

Community

- Tackling inequality in our communities
- Work with communities to support those in need
- Support the unemployed back into the workplace and facilitate opportunities for residents to enhance their skills
- Prevent homelessness and rough-sleeping in the borough

AGENDA

ITEM NO.

1 LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTERESTS

In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and that they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, you must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

2 TO CONSIDER A TEMPORARY EVENT NOTICE (TEN) FOR THE AGGIE CLUB (Pages 5 - 32)

Please contact us to request this document in an alternative format

LICENSING SUB-COMMITTEE

WEDNESDAY 20 DECEMBER 2023

Application Type:	Submission of a Temporary Event Notice (TEN)		
Ward:	Bellfields & Slyfield	Ward Councillors:	1. Councillor Creese 2. Councillor Walsh
Premises user:	The Aggie Club		
Location:	Parsons Green, Bellfields, Guildford, Surrey, GU1 1QG		
Proposal:	The premises user has given notice to extend current licenced hours until 01:00 for licensable activities: From 23:00 New Years Eve until 01:00 New Years Day.		

1. BACKGROUND

1.1 The Licensing Act 2003 (the 2003 Act) requires the Council (as licensing authority) to carry out its various licensing functions to promote the following four licensing objectives:

- (1) the prevention of crime and disorder;
- (2) public safety;
- (3) the prevention of public nuisance;
- (4) the protection of children from harm.

1.2 The 2003 Act further requires the Council to publish a ‘Statement of Licensing Policy’ that sets out the policies the Council will generally apply to promote the licensing objectives when making decisions on applications made under the Act. The Council adopted its current Statement of Licensing Policy on 7 January 2021.

1.3 Under the 2003 Act, it is the duty of all licensing authorities, in carrying out their functions, to have regard to guidance issued by the Secretary of State under section 182. As long as the licensing authority has properly understood and considered the Guidance, it may depart from it when it has reason to do so. However, as the licensing authority is under a duty to have regard to the Guidance, it will need to give full reasons for its departure from it. This would

be a key consideration for the courts should departure from the Guidance result in a determination which gives rise to an appeal or judicial review.

- 1.4 Temporary event notices allow licensable activities to be carried on without the need for a premises licence. If a premises has a premises licence, they allow licensable activities to be carried on otherwise than in accordance with the licence. They can therefore allow different activities or different hours. Events carried on under the authority of a temporary event notice are not subject to the conditions on the premises licence, however any conditions imposed on the temporary event notice must be in line with the premises licence.

2. **SITE LOCATION AND HISTORY**

- 2.1 The Aggie Club is a private members club which holds both a Premises Licence and a Club Certificate it is situated in Parsons Green, Bellfields, Guildford. The club moved from its long-standing building to the new club house a short distance from the original site in early 2023.
- 2.2 There is a mix of residential and commercial properties situated near the site location. A plan showing the location of the club and residential properties is attached at **Appendix 1**.
- 2.3 The Aggie Club currently holds a Premises Licence and a Club Certificate for a variety of licenced activities. A Temporary Event Notice is required for the event to take place with extended hours, copy of the Premises Licence GUPLA0797 is attached at **Appendix 2**.

3. **APPLICATION**

- 3.1 A Temporary Event Notice was submitted on Tuesday 12th December 2023. The notice form is attached at **Appendix 3**. This notification was submitted within the correct time periods and has been accepted as a valid notice.
- 3.2 The dates and times shown on the Notice are as follows:

The licensable activities notified on the application are: The premises user has given notice to extend current licenced hours until 0100 for licensable activities:
From 2300 New Years Eve until 01:00 New Years Day.
- 3.3 On Wednesday 13 December 2023, Environmental Health team from Guildford Borough Council, served a notice of objection in relation to the

temporary event notice. This notice was served within the timescales prescribed.

- 3.4 The objection is based on concerns that the prevention of public nuisance licensing objective would not be met. The objection notice states that “issues surrounding noise from events at the club have been ongoing since moving to the new location, and despite attempts by Environmental Health to minimise the noise and therefore the risk of complaints from these events, and despite meetings held with management at the club, Environmental Health have continued to receive complaints from nearby residents when events are held.

The grounds for objection are potential nuisance.

A full copy of the objection notice is attached at **Appendix 4**.

4. **CONSIDERING THE OBJECTION**

- 4.1 The factors to be taken into account when considering the objection are listed below:

- (a) The Sub-Committee is obliged to consider this objection with a view to promoting the licensing objective of the prevention of public nuisance.
- (b) The Sub-Committee must have regard to any representations made by Environmental Health and the applicant and any supporting evidence.
- (c) The Sub-Committee must, having regard to the objection notice, give a counter notice under Section 105 of the 2003 Act if it considers it appropriate for the promotion of the licensing objective of the prevention of public nuisance to do so. If a counter notice is given, the event is not authorised to take place.
- (d) The Sub-Committee does not consider it appropriate to serve a counter notice under Section 105, it may impose conditions on the notice if it considers appropriate for the promotion of the ‘prevention of public nuisance’ licensing objective to do so. Because there is a premises licence in effect in respect of the premises, any conditions imposed on the temporary event notice are limited to those already imposed on the premises licence.
- (d) If the Sub-Committee does not consider it appropriate to give a counter notice, the premises user will be entitled to hold the event as stated in the notice, subject to any conditions imposed by the Sub-Committee.

- (e) If the Sub-Committee decides to give a counter notice it must give the counter notice and a notice stating the reasons for the decision to the premises user and Environmental Health. If the Sub-Committee decides to impose conditions, it must give notice to the premises user together with a separate statement of conditions and provide a copy to Environmental Health.
- (f) There is a right of appeal to the Magistrate's Court for the recipient of a counter notice or for Environmental Health where no counter notice is given, however no appeal may be brought later than 5 working days before the event period begins.

5. LICENSING POLICY

5.1 The following sections of the Council's Licensing Policy are relevant:

- Section 4 - Paragraphs 4.1 to 4.12: Fundamental Principles
- Section 10 – Paragraphs 10.1 to 10.7: Temporary Event Notices
- Section 12 – The Licensing Objectives – Specifically 12.3 – Public Nuisance.

6. NATIONAL GUIDANCE

6.1 The following sections of the Guidance issued in 6 April 2018 by the Secretary of State under Section 182 of the Licensing Act 2003 are relevant:

- Paragraphs 2.15 to 2.21 – Public Nuisance
- Paragraphs 7.1 to 7.40 – Temporary Event Notices.

7. RECOMMENDATION

7.1 The Sub-Committee is asked to consider the objection notice from Environmental Health, together with any other submissions made at the hearing, and determine whether it is appropriate for the promotion of the prevention of the public nuisance objective to give a counter notice which will prevent the event from going ahead or whether to impose conditions from the existing premises licence on the event.

Reason for recommendation

To comply with the requirements of the Licensing Act 2003

Background Papers:

This revised guidance issued under s 182 Licensing Act 2003 from 6 April 2018.

Originator:

Mark Adams

Licensing Officer

Tel: (01483) 444368

E-Mail: mark.adams@guildford.gov.uk

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Printed on: 2023-12-14 08:34:48 by mark.adams@guildford.gov.uk



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Appendix 1

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**Licensing Act 2003
Premises Licence**

NAME OF LICENSED PREMISES

The Aggie Club

ADDRESS OF LICENSED PREMISES

Aggie Club, Stoke and District Horticultural Society Hall, Bellfields Road, Guildford, Surrey, GU1 1QG

ORIGINAL LICENCE COMMENCEMENT DATE	EXPIRY DATE, IF TIME LIMITED
19/04/2023	N/A

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

-Recorded Music
-Sale of Alcohol

**Opening Hours
Indoors**

Day	Start Time	End Time
Monday	11:00	23:00
Tuesday	11:00	23:00
Wednesday	11:00	23:00
Thursday	11:00	23:00
Friday	11:00	23:00
Saturday	11:00	23:00
Sunday	12:00	22:30



Mike Smith
Licensing Team Leader
Guildford Borough Council



**Licensing Act 2003
Premises Licence**

**Recorded Music
Indoors**

Day	Start Time	End Time
Monday	07:00	23:00
Tuesday	07:00	23:00
Wednesday	07:00	23:00
Thursday	07:00	23:00
Friday	07:00	23:00
Saturday	07:00	23:00
Sunday	12:00	22:30

**Sale of Alcohol
On the premises**

Day	Start Time	End Time
Monday	11:00	23:00
Tuesday	11:00	23:00
Wednesday	11:00	23:00
Thursday	11:00	23:00
Friday	11:00	23:00
Saturday	11:00	23:00
Sunday	12:00	22:30

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF SUPPLIES

ON

NAME, REGISTERED ADDRESS OF HOLDER OF PREMISES LICENCE

Stoke & District Horticultural Society
Horticultural Hall Bellfields Road, Guildford, Surrey, GU1 1QG

Mike Smith
Licensing Team Leader
Guildford Borough Council

Licensing Act 2003 Premises Licence

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Company Number: N/A
Charity Number: N/A

DETAILS OF DESIGNATED PREMISES SUPERVISOR

Name:	Mr Jonathan Rodney Lucas
Address:	[REDACTED]
Telephone:	[REDACTED]
Licence Number:	GUPA1160
Licensed By:	Guildford Borough Council



Mike Smith
Licensing Team Leader
Guildford Borough Council

Licensing Act 2003 Premises Licence

MANDATORY CONDITIONS

A: Sales of alcohol

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

Mandatory Licensing Conditions (Alcohol Sales)

- 1.1 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.
- 1.2 In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises-
 - a. games or other activities which require or encourage, or are designed to require or encourage, individuals to-
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
 - b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 3.1 The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- 3.2 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.
- 3.3 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.
4. 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;



Mike Smith
Licensing Team Leader
Guildford Borough Council

Licensing Act 2003 Premises Licence

- 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."

B: Permitted price for alcohol

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1-
 - a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - b) "permitted price" is the price found by applying the formula-

$$P = D + (D \times V)$$
 where-
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence-
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - e) "value 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.



Mike Smith
Licensing Team Leader
Guildford Borough Council



Licensing Act 2003 Premises Licence

Additional conditions as laid out in the application operating schedule

1. A closed-circuit television (CCTV) system shall be installed at the premises. The CCTV system installed at the premises shall be maintained in effective working order, and shall be in operation at all times the premises is open to the public. All recordings made by the CCTV system shall be retained and stored in a suitable and secure manner for a minimum of 31 days, and shall be made available on request to the Surrey Police, the Licensing Authority or other Responsible Authorities. At all times the premises is open to the public a minimum of one member of staff on duty will be able to operate the CCTV system.
2. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as driving licence, passport, Military ID or proof of age card with the PASS Hologram. Delivery drivers will be instructed to refuse delivery of alcohol if unsuitable ID presented.
3. Children under the age of 18 will be supervised, at all times by a parent or guardian.

A handwritten signature in black ink, appearing to read 'Mike Smith', with a long horizontal line extending to the right.

Mike Smith
Licensing Team Leader
Guildford Borough Council

Licensing Act 2003 Premises Licence Summary

NAME OF LICENSED PREMISES

The Aggie Club

ADDRESS OF LICENSED PREMISES

Aggie Club, Stoke and District Horticultural Society Hall, Bellfields Road, Guildford, Surrey, GU1 1QG

ORIGINAL LICENCE COMMENCEMENT DATE

19/04/2023

EXPIRY DATE, IF TIME LIMITED

N/A

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

-Recorded Music
-Sale of Alcohol

Opening Hours Indoors

Day	Start Time	End Time
Monday	11:00	23:00
Tuesday	11:00	23:00
Wednesday	11:00	23:00
Thursday	11:00	23:00
Friday	11:00	23:00
Saturday	11:00	23:00
Sunday	12:00	22:30



Mike Smith
Licensing Team Leader
Guildford Borough Council

Licensing Act 2003 Premises Licence Summary

Recorded Music Indoors		
Day	Start Time	End Time
Monday	07:00	23:00
Tuesday	07:00	23:00
Wednesday	07:00	23:00
Thursday	07:00	23:00
Friday	07:00	23:00
Saturday	07:00	23:00
Sunday	12:00	22:30

Sale of Alcohol On the premises		
Day	Start Time	End Time
Monday	11:00	23:00
Tuesday	11:00	23:00
Wednesday	11:00	23:00
Thursday	11:00	23:00
Friday	11:00	23:00
Saturday	11:00	23:00
Sunday	12:00	22:30

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF SUPPLIES

ON

NAME, REGISTERED ADDRESS OF HOLDER OF PREMISES LICENCE

Stoke & District Horticultural Society
Horticultural Hall Bellfields Road, Guildford, Surrey, GU1 1QE

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Company Number: N/A
Charity Number: N/A



Mike Smith
Licensing Team Leader
Guildford Borough Council

Licensing Act 2003 Premises Licence Summary

DESIGNATED PREMISES SUPERVISOR

Mr Jonathan Rodney Lucas

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

N/A



Mike Smith
Licensing Team Leader
Guildford Borough Council

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* required information

Section 1 of 9

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text" value="Aggie Club"/>	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

- Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name	<input type="text" value="Anne"/>
* Family name	<input type="text" value="Draycott"/>
* E-mail	<input type="text" value="[REDACTED]"/>
Main telephone number	<input type="text" value="[REDACTED]"/>
Other telephone number	<input type="text"/>

Include country code.

Indicate here if you would prefer not to be contacted by telephone

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Continued from previous page...

Your Address

Address official correspondence should be sent to.

* Building number or name	<input type="text" value="The Aggie Club"/>
* Street	<input type="text" value="Parsons Green"/>
District	<input type="text" value="Bellfields"/>
* City or town	<input type="text" value="Guildford"/>
County or administrative area	<input type="text"/>
* Postcode	<input type="text" value="GU1 1QG"/>
* Country	<input type="text" value="United Kingdom"/>

Section 2 of 9

APPLICATION DETAILS ([See also guidance on completing the form, general notes and note 1](#))

Have you had any previous or maiden names?

Yes No

Enter details of any previous names or maiden names

First name	<input type="text"/>
Family name	<input type="text" value="E [REDACTED]"/>

* Your date of birth	<input type="text" value="[REDACTED]"/> <input type="text" value="[REDACTED]"/> <input type="text" value="[REDACTED]"/>
	dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number	<input type="text" value="[REDACTED]"/>
---------------------------	---

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth	<input type="text" value="[REDACTED]"/>
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Correspondence Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

Building number or name	The Aggie Club
Street	Parsons Green
District	Bellfields
City or town	Guildford
County or administrative area	
Postcode	GU1 1QG
Country	United Kingdom

Additional Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

E-mail	[REDACTED]
[REDACTED]	[REDACTED]
Other telephone number	

Section 3 of 9

THE PREMISES

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

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). [\(See also guidance on completing the form, note 2\)](#)

* Does the premises have an address?

- Yes No

Continued from previous page...

Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

- Neither Premises licence Club premises certificate

* Premises licence number

Location Details

* Provide further details about the location of the event

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below [\(see also guidance on completing the form, note 3\)](#)

Describe the nature of the premises below [\(see also guidance on completing the form, note 4\)](#)

Describe the nature of the event below [\(see also guidance on completing the form, note 5\)](#)

Continued from previous page...

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LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises
(see also [guidance on completing the form, note 6](#)):

- The sale by retail of alcohol
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment
- The giving of a late temporary event notice

(See also [guidance on completing the form, note 7](#)).

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.
(See also [guidance on completing the form, note 8](#)).

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

(see also [guidance on completing the form, note 9](#))

Event start date / /
 dd mm yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date / /
 dd mm yyyy

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)
(see also [guidance on completing the form, note 10](#))

Between 11:00 and 01:00 from 31st December 2023 until 1st January 2024

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers
(see also [guidance on completing the form, note 11](#))

Note that the maximum number of people cannot exceed 499.

Continued from previous page...

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

[\(see also guidance on completing the form, note 12\):](#)

- On the premises only
 Off the premises only
 Both

Section 5 of 9

RELEVANT ENTERTAINMENT [\(See also guidance on completing the form, note 13\)](#)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

There will be a juke box in the bar area. This is for use of club members only and noise levels will be kept low so that conversations can be heard over the music. There will be a disco in the hall. We are aware of noise levels and it noise will be in line with our noise management plan.

Section 6 of 9

PERSONAL LICENCE HOLDERS [\(See also guidance on completing the form, note 14\)](#)

Do you currently hold a valid personal licence? Yes No

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 15\)](#)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? Yes No

State the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year

3

Have you already given a temporary event notice for the same premises in which the event period:
a) Ends 24 hours or less before; or Yes No
b) Begins 24 hours or less after the event period proposed in this notice?

Continued from previous page...

Section 8 of 9

ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 16\)](#)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? Yes No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:
a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice? Yes No

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? Yes No

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:
a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice? Yes No

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 18\)](#)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.
This formality requires a fixed fee of £21

DECLARATION [\(See also guidance on completing the form, note 19\)](#)

Continued from previous page...

* The information contained in this form is correct to the best of my knowledge and belief

* I understand that it is an offence:

* (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and

* (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/temporary-event-notice/guildford/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed

Licensing Act 2003 – Notice of objection to TEN GT-DEC2023-13

Dear Sir/Madam,

Notification has been received by Environmental Health that The Aggie Club, Parsons Green, Bellfields, Guildford, Surrey, GU1 1QG has submitted a TEN application for 31/12/2023: times 11:00 – 01:00 (01/01/24); The provision of regulated entertainment, 150 people max in attendance, to allow for extended opening hours.

Environmental Health (EH) object to this application on the grounds that it would undermine the licensing objective of prevention of public nuisance.

The evidence to support this objection is as follows:

- GBC received a complaint related to noise from the club during events in March 2023. This was witnessed by out of hours officers during the noise patrol in March. Officers spoke to members of the committee who were unaware of conditions in the noise management plan related to noise, other than finishing by 11.30pm.
- Discussions were held with management and EH and it was suggested that events were not continued until a noise management plan (NMP) had been put in place.
- A further noise complaint was also received in March from a second resident
- A meeting took place at the club on 6 April 2023 with EH, where it was recommended to improve the Noise Management Plan.
- On 15 April 2023 out of hours officers witnessed music from the club audible inside the resident's property.
- The resident reported loud music on Friday night from 8pm to 11pm.
- On 24 April 2023 the EH officer requested whether the NMP had been updated.
- Resident had access to noise app at end of June 2023 and sent in recordings of music from Aggie Club audible in property up to 11.30pm at night from event on 1 July 2023.
- Up to August 2023 there was an improvement in noise from the club.
- On 2 September 2023 the resident advised that the music from the club was "thumping" from 7pm. Officers visited after 11pm and bass music was audible from the garden and inside the property.
- On 16 September 2023 officers were advised that music was played until 12.20am on Friday night/Saturday morning, in breach of the licence.
- On 17 October 2023 EH met with committee members of the club to discuss noise concerns and request amendments were made to the NMP, which had still not been updated.
- On 18 November 2023 the resident advised that music was loud before 21.40 but then stopped.
- On 24 November 2023 the resident advised that it was possible to hear people from inside the club from their back garden, however music was quieter.

Agenda item number: 2
Appendix 4

- On 9 December 2023 resident advised that music from event on Friday 8 December was bassy and audible in their property.
- The resident has access to the Noise App to send recordings in, which have been submitted a total of 13 times between June and November 2023 from times ranging from 8.55pm to 12.23am.
- To date despite two visits by separate investigating officers, the NMP has not been fully updated as requested.

It is my opinion that an event up to 1am at the club will give rise to further noise complaints.

For these reasons, Environmental Health are satisfied that the granting of this TEN would undermine the licensing objective of preventing public nuisance. This objection is also served on Surrey Police Licensing, in accordance with the legislation.

Ian Croll

13.12.2023