

1 May 2026

Our Ref Licensing Sub-Committee 19 May 2026
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To: Members of the Committee: Councillors Keith Hoskins MBE, Bryony May, Steven Patmore and Dave Winstanley

NOTICE IS HEREBY GIVEN OF A
MEETING OF THE LICENSING SUB-COMMITTEE

to be held as a Virtual Meeting

VIA ZOOM

On

TUESDAY, 19TH MAY, 2026 AT 10.00 AM

Yours sincerely,

Isabelle Alajooz
Director – Governance

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda
Part I

Item		Page
1.	ELECTION OF A CHAIR The Sub-Committee Members will elect a Chair for the hearing.	
2.	ELECTION OF A RESERVE MEMBER The Sub-Committee Members will elect the Reserve Member for the hearing.	
3.	HEARING PROCEDURE The procedure to be followed by the Chair when conducting the Sub-Committee hearing.	(Pages 3 - 4)
4.	PREMISES LICENCE APPLICATION IN RESPECT OF HARTSFIELD JMI SCHOOL To determine the application to grant a premises licence at Hartsfield JMI School, Clothall Road, Baldock, Hertfordshire, SG7 6PB.	(Pages 5 - 48)

HARTSFIELD JMI SCHOOL HEARING PROCEDURE

1. Chair's Welcome

Introduction of:

- Councillors sitting on sub-committee
 - Legal advisor;
 - Licensing officer(s);
 - The other persons objecting to the application
 - The applicant and representative
2. The Chair will outline the procedure for the hearing and seek confirmation that all parties are content to proceed on that basis.
 3. The Chair will ask the legal advisor to outline the matters for consideration during the course of the hearing.

The Licensing Officer's report

4. The Chair will ask the licensing officer if they have anything to add to their report to the sub-committee; if there has been any amendments to the hearing bundle, and if so, if all other persons, and the applicants have been made aware of the amendments.
5. The Chair will ask if there are any questions of fact of the licensing officer from:
 - The other persons objecting to the application
 - The applicant and applicant's representative
6. The sub-committee may ask questions of the licensing officer

The Applicant's case

7. The Chair will ask the applicant to present their submissions to the sub-committee.
8. The Chair will ask if there are any questions of fact of the applicants from:
 - The other persons objecting to the application
9. The sub-committee may ask questions of the applicant.

Other persons submit their case

10. The Chair will ask the other persons opposing the application to present their submissions to the sub-committee
11. The Chair will ask if there are any questions of fact of the other persons from:
 - The applicant and representative's
12. The sub-committee may ask questions of the other person supporting the application

Closing Statements

13. The other persons opposing the application may make final submissions to the sub-committee
14. The applicant may make final submissions to the sub-committee.

Conclusion

15. The Legal Advisor will summarise any legal points that have arisen during the hearing and will answer any legal questions from the sub-committee.
16. The sub-committee will close the hearing and retire to make a decision.
17. The sub-committee will return to the live stream and the Chair will announce the sub-committee's decision including their reasons.

LICENSING SUB-COMMITTEE TUESDAY 19TH MAY 2026

*PART 1 – PUBLIC DOCUMENT	AGENDA ITEM No.
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LICENSING ACT 2003

APPLICATION BY HARTSFIELD JMI SCHOOL FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF HARTSFIELD JMI SCHOOL, CLOTHALL ROAD, BALDOCK, HERTFORDSHIRE, SG7 6PB.

REPORT OF THE LICENSING OFFICER

1. BACKGROUND

- 1.1 No premises licence under the Licensing Act 2003 is currently in place for the premises.
- 1.2 There have been 19 Temporary Event Notices at this premises since 19th November 2022 until present. In 2022, there was one event that lasted one day. In 2023 there were three events, two events were one-day events and one event lasted two days. In 2024, there were five events, four of the five events lasted one day and one of the events lasted two days. In 2025, eight events, seven of these events were one day only events and one of the events was a two-day event. An event took place on April 2026 which was a one-day event and there is currently a pending temporary event notice for November 2026 which is a one-day event.
- 1.3 Following the temporary event notices, there were no objections from the police or environmental health, and there were no complaints raised by any local residents.

2. APPLICATION

- 2.1 The application is for the grant of a premises licence under Section 17 of the Licensing Act 2003.
- 2.2 The licensable activities and hours applied for are as follows:

Films:

Monday	10:00 – 21:00
Tuesday	10:00 – 21:00
Wednesday	10:00 – 21:00
Thursday	10:00 – 21:00
Friday	10:00 – 22:00
Saturday	10:00 – 22:00
Sunday	10:00 – 21:00

Further details-

The provision of films will be limited to occasional outdoor cinema events held within the school grounds, such as the playground or field, organised by the school or authorised third parties including a local Community Interest Company (CIC). Events will use temporary screening equipment and will primarily consist of family-friendly

films, with appropriate age classifications observed where applicable. All events will be infrequent, appropriately supervised and risk assessed in advance, with measures in place to manage noise, ensure the safe entry and exit of attendees, and minimise disturbance to nearby residents.

Seasonal variations for the exhibition of films –

Outdoor film events will primarily take place during the spring and summer months, with limited or no events during the autumn and winter period.

Live Music:

Monday	12:00 – 20:00
Tuesday	12:00 – 20:00
Wednesday	12:00 – 20:00
Thursday	12:00 – 20:00
Friday	12:00 – 00:00
Saturday	12:00 – 00:00
Sunday	12:00 – 20:00

Further details –

Live Music will include occasional school and community events. Performances may involve amplified live music from bands and will take place within the school grounds or indoors. Events will be infrequent, appropriately supervised and managed by professionals to minimise noise and disturbance to nearby residents.

Seasonal variations for the performance of live music –

Live music events will primarily take place during the spring and summer months, with limited or no events during the autumn and winter period.

Recorded Music:

Monday	12:00 – 20:00
Tuesday	12:00 – 20:00
Wednesday	12:00 – 20:00
Thursday	12:00 – 20:00
Friday	12:00 – 00:00
Saturday	12:00 – 00:00
Sunday	12:00 – 20:00

Further details –

Recorded music will be limited to occasional school and community events, including background music and music ancillary to other activities, and will be managed to minimise noise and disturbance to nearby residents.

Seasonal variations for the playing of recorded music –

Use will mainly be during spring and summer.

Supply of Alcohol:

Monday	12:00 – 22:00
Tuesday	12:00 – 22:00
Wednesday	12:00 – 22:00
Thursday	12:00 – 22:00
Friday	12:00 – 00:00
Saturday	12:00 – 00:00
Sunday	12:00 – 22:00

3. APPLICATION PROCESS

- 3.1 On 23rd March 2026, Hartsfield JMI School made an application for the grant of a Premises Licence.
- 3.2 The Applicant served copies of this application to the Police Authority and the other Responsible Authorities
- 3.3 A public notice was displayed on the premises for a period of not less than twenty-eight (28) days in accordance with the requirements of the Licensing Act 2003.
- 3.4 A newspaper advertisement was placed in a local newspaper in accordance with the Act.

4. REPRESENTATIONS

- 4.1 No representation was received from Hertfordshire Constabulary.
- 4.2 No representations were received from any other Responsible Authority.
- 4.3 On 26th March 2026, the applicant agreed with the Senior Environmental Health Officer, Suzanne Lane, the following conditions. On the grounds of public safety, Environmental Health has not objected to this application:

PS1 – Event Management Plan

For an event of **2000 people (including staff/volunteers) or greater**, the premises licence holder shall submit a draft Event Management Plan to the Council's Environmental Health Officer no later than three (3) calendar months prior to the commencement of the event and a final management plan no later than twenty-eight (28) days prior to the commencement of the event build-up on site. The final EMP will form part of the operating schedule conditions of the licence.

For an event of **greater than 500 people (including staff and volunteers) but less than 2000** the premises licence holder shall submit a final management plan no later than twenty-eight (28) days prior to the commencement of the event build-up on site. The final EMP will form part of the operating schedule conditions of the licence.

In the event that the final EMP does not appear to adequately identify and mitigate the public safety risks of an event of this nature, the event will not proceed until such time that the EHO notifies the licensing authority in writing that they believe the EMP is adequate. This condition places no liability on the EHO for the safety of the event, it merely confirms that the EMP would be suitable for an event of this nature assuming that the event organisers implemented the content and continued to review the public safety risks throughout the event.

PS2 – Event Management Plan

For an event of greater than 500 people (including staff/volunteers), demonstrate that suitable arrangements are in place for operating a safe event in accordance to the timescales in PS1, or it shall not go ahead. To demonstrate suitable arrangements for the management of a safe event, an event management plan shall be prepared that is not limited to, but includes the following:

- a. a scaled site plan, showing how each part of the licensed area will be used, identification of all structures, access routes and ingress/egress points.
- b. a table listing all areas and the spaces allocated to each;

- c. roles and responsibilities of all key personnel responsible for managing the event, including names and contact numbers plus back-up contacts in the event of their non-availability.
- d. risk assessments for all activities relating to the event;
- e. full details of security and stewarding arrangements, means for giving warning of an emergency, including the initiating and effecting of any evacuation, including from structures;
- f. detail of crowd management including capacities and how these will be monitored and evacuation times from each area of the site to allow for safe and quick evacuation in the event of an emergency
- g. details of all proposed safety barriers and fencing to be erected on site, including the positioning;
- h. details of proposed special effects (including fireworks, lasers, dry ice special lighting effects) and proposed safety arrangements associated with their use;
- i. details for managing all traffic and vehicle movements on site, including within parking areas, during the event build-up phase, during the event and during the site breakdown phase.
- j. management arrangements for site access and egress, including specific arrangements for emergency services;
- k. layout and facilities in any campsites and management arrangements for camping areas (including policies on camp-fires and barbecues);
- l. smoking policy in the licensed area;
- m. medical and first aid provision;
- n. Details of electrical installations for the event, including generators. This should include how cable hazards will be avoided and measures to prevent members of the public from interfering with any parts of the electrical installations;
- o. Provision of artificial lighting to all parts of the licensed area, including emergency lighting;
- p. Arrangements for the provision of sanitary accommodation (including toilets, washing facilities and washing-up facilities) plus methods for the disposal of waste water;
- q. Arrangements for the management of sanitary accommodation during the event
- r. Details of the water supply and network available at the event (BS 8551)

PS3 – Temporary Demountable Structures

For an event of **2000 people (including staff/volunteers) or greater**, the premises license holder shall submit a scaled plan showing the location of all proposed temporary demountable structures within the licensed area no later than twenty-eight (28) days prior to the commencement of the event build-up on site.

Details of these structures will include:

- a. a plan to a suitable scale indicating the location of all such structures;
- b. a description and type of each structure, for non-standard structures a detailed design statement should accompany the description;
- c. the person(s) responsible is/are identified and their competency proven for the:
 - i) construction of each structure;

- ii) 'sign-off' of each structure, including the format of the certificate (the term sign off refers to written documentation that states that the structure is safe and fit for the proposed purpose and identifies any limitations);
- iii) for non-standard structures or designs those responsible for third party accreditation with regard to design and sign-off;
- iv) for monitoring the structure during the licensed period
 - d. location and availability of the 'sign-off for use' completion certificates;
 - e. monitoring of structures in line with the risk assessment
 - f. details of the limitations placed upon the structure other than wind speed;
 - g. details of limiting wind speeds for each structure, the method of assessing the wind speed during the event and what action is to be taken at relevant speeds;

PS4 – Water management Plan

If extending an existing supply pipework, the premises licence holder is to provide a water management plan for their event to Environmental Health no later than twenty-eight (28) days prior to the commencement of the event. This plan should contain, but not be limited to;

- a. The source of water (mains or private water supply)
- b. A schematic of the water distribution network and drainage arrangements
- c. Contingency arrangements for failure of supply
- d. Drinking water testing arrangements
- e. Calculation that the water supply is sufficient for activities onsite during peak demand
- f. Assurance that any person responsible for commissioning or working on the water supply network is suitably competent. A suitably competent person is a member of "watersafe" or hold equivalent accreditation details
- g. Assurance that any person responsible for commissioning or working on the water supply network provides water in accordance with BS 855, Provision and management of temporary water supplies and distribution networks.

Where water provision will be via mains water, the Premises Licence holder must inform the water undertaker at least twenty-eight (28) days prior to the commencement of the event.

PS5 - High risk food traders

For all events, the Premises Licence Holder shall provide relevant information to the Commercial Team (Environmental Health) regarding the for high risk, open food traders*. Information provided to North Hertfordshire District Council's Environmental Health Commercial Team shall be provided in the manner detailed below.

- Name of food trader
- Registered name of food business
- Registered address of food business (including postcode)
- Food hygiene rating & Date awarded
- Type of food sold
- Inspecting Authority

(*High-risk, open food traders; food businesses that sell, prepare foods that are non-ambient stable (must be kept cold or hot for safety) and/or are unwrapped foods directly handled by staff.)

PS6 – Multi-agency meetings

For an event of **2000 people (including staff/volunteers) or greater**, the premises licence holder will ensure that a schedule of multi-agency meetings are held on site before and during the event, and that a full multi-agency debrief is held as soon as possible, but no later than three (3) months after the event taking place each year

PS7 – Safety Officer

For an event of **2000 people (including staff/volunteers) or greater**, a competent (suitably experienced and qualified) safety officer be appointed for assisting in the planning, build and during the event.

4.4 On 7th April 2026, the applicant agreed with Public Health at Hertfordshire County Council, the following condition. On the grounds of protection of children from harm, Public Health has not objected to this application:

Regarding the protection of children from harm – Public Health requests the applicant demonstrate how they will ensure that alcohol sales are not made to anyone under the age of 18 years e.g. by adopting PASS or Challenge 25, and to confirm that all staff will be appropriately trained and supported to enforce this policy and check ID and hold a refusal log.

4.5 8 representations were received from Other Persons and are enclosed below:

4.6 The Council's Scheme of Delegation in respect of the Licensing Act 2003 requires the Licensing Officer to determine whether a representation is relevant as specified by the Act.

4.7 Where representations include paragraphs that are not relevant to the Licensing Act 2003, these paragraphs have been clearly redacted by the Senior Licensing Officer and should not be considered as part of the determination process. Other Persons must not refer to these paragraphs in any oral presentation at the hearing.

4.8 The Senior Licensing Officer determined that the representations were relevant; it is for the Sub-Committee to determine what weight to apportion to the representation.

4.9 The Applicant has been served with a copy of the representation as part of this report.

4.10 The applicant has provided a response to the other persons to try to mitigate the concerns:

We take all concerns raised by neighbouring residents very seriously and are committed to responding in a clear, open, and constructive manner which we hope has been achieved in this correspondence.

First and foremost, we would like to clarify the core reason for this application. It is not intended to expand the scale or nature of events, nor to open the grounds to third-party commercial use. The application has been made primarily to address the capacity limitations associated with Temporary Event Notices (TENs), which are capped at 499 people on site at any one time.

This limit includes not only attendees, but everyone present, including staff, volunteers, security, medics, contractors, food vendors, stallholders, and artist and their entourages. In practice, this can account for approximately 70 to 80 people at a typical event, significantly reducing the number of tickets available to the public.

For established fundraising events such as Country Boots and Baldock Roots, this restriction has a direct impact. Demand often exceeds supply, but fewer tickets mean reduced funds raised for the school and associated charities. A premises licence would provide a more suitable and controlled framework, allowing these existing

community events to operate safely at an appropriate capacity rather than being constrained by TEN limits.

The application supports a programme of school-led, community-focused events, many of which are already well established and valued within Baldock. These are primarily fundraising activities organised by the school, parents, and local groups.

It is important to emphasise that these are not commercial festivals or events. There are no plans to host raves, EDM events, or large-scale entertainment. Events will remain local, occasional, and focused on supporting the school, family fun and bringing the community together.

We are also exploring low-impact, positive uses of the site, such as the free open-air family cinema event – Baldockbuster (previously held on the Buffs field), using the secure school grounds as a safer environment for families, and a community sports day as a daytime, family-friendly activity. Any such additions would be infrequent and aligned with the community-focused nature of the site.

The school currently hosts a small number of annual events including fireworks, the Christmas fair, Country Boots Baldock Roots, and a school camp-out, alongside occasional indoor fundraisers such as bingo and quiz nights. This application reflects that existing pattern. It is not an attempt to introduce frequent or large-scale entertainment, nor regular late-night use.

Indoor fundraising events have historically taken place until midnight without complaint and are well established, community-based occasions attended primarily by parents and carers. There is therefore no justification for reducing indoor hours.

Outdoor events are limited in number and are carefully managed. In the spirit of compromise, we are willing to limit outdoor licensable activities to 22:00. However, for the annual Country Boots event, we would request a specific licence condition allowing a one-off extension to 23:00. This would apply only to this single event each year, which is the only occasion expected to run to that time, and we would be content for this to be explicitly stated within the licence.

We recognise that the wording of the application may appear broad or ambiguous, which may understandably cause concern. The proposed hours have been included solely to accommodate existing events and occasional additions such as an outdoor cinema, not to enable frequent late-night activity.

There are no plans to rent the grounds to third parties or commercial promoters. All events will remain school-led or community-led. The involvement of the Baldock Events Forum reflects trusted local expertise, not commercial use.

Comparisons to large-scale events such as Balstock, or venues such as the Buffs Club, are not relevant to this application. These are separate operations with no connection to the school and differ significantly in scale and nature.

The school is proud to have hosted events on this site for many years without any recorded incidents or significant disruption. This reflects careful planning, responsible management, and respect for the neighbours.

All operational matters, including sound management, stewarding, crowd dispersal, safeguarding, alcohol sales, and waste management, will be addressed through detailed Event Management Plans. These will be developed using extensive experience and reviewed with the North Herts Safety Advisory Group, ensuring full alignment with licensing objectives. This approach allows each event to be managed proportionately and appropriately, rather than through blanket restrictions.

Safeguarding is a key priority. The Designated Premises Supervisor brings over 35 years of safeguarding experience in her career as the Director of Social Services of a London Borough, and more than 20 years of organising safe community events.

Alcohol sales will remain ancillary to events and managed responsibly, with appropriate training and oversight. We also support initiatives such as the North Herts Women and Girls Safety Charter, reinforcing our commitment to a safe and inclusive environment.

The Baldock Events Forum is a not-for-profit Community Interest Company dedicated to community benefit. It brings together significant expertise, including the Designated Premises Supervisor, a director of a security company with over 25 years' experience managing major events, and a long-standing local community organiser and all 3 are former Hartsfield pupil parents.

The forum also consults with North Herts councillors to discuss any events and takes feedback/suggestions on board from them. This collective experience ensures all events are professionally planned, responsibly managed, and fully compliant with licensing requirements.

We take care to minimise any impact on local residents. For larger events, there is no on-site parking, and this is clearly communicated in all promotional materials. Attendees are encouraged to walk or use local transport, with emphasis on the school's proximity to the train station and town centre parking in all advertising. There is no history of traffic or parking issues arising from previous events.

We respectfully believe this application is both appropriate and proportionate. It enables better planning, safer capacity management, and continued support for vital school fundraising without changing the fundamental nature of events already taking place.

We do not believe that blanket restrictions such as reduced hours, strict caps on event numbers, or additional alcohol limitations are necessary given our strong track record. These matters are more effectively managed through event-specific Event Management Plans.

We are committed to being considerate neighbours and genuinely value the views of local residents. We welcome ongoing feedback, discussion, and constructive suggestions. We hope this response has helped to address any concerns but if anyone would like further clarification or has any questions, we would encourage them to contact Katy Matthews, who is overseeing the application and is very happy to speak with residents directly.

Our aim is to ensure that events remain something the whole community can feel comfortable with and even enjoy.

Thank you for taking the time to raise your concerns and to consider our response.

4.11 The Applicant and supporting parties have been invited to attend the hearing to present their respective cases. They have been advised that they may be legally represented and of the Committee Hearing procedure.

5. OBSERVATIONS

5.1 In determining this application, the Sub-Committee must have regard to the representations and take such steps, as it considers appropriate for the

promotion of the Licensing Objectives.

- 5.2 In making its decision, the Licensing Sub-Committee must act with a view to promoting the Licensing Objectives. It must also have regard to the Licensing Authority's Statement of Licensing Policy and National Guidance.
- 5.3 The Licensing and Appeals Sub-Committee has the following options when issuing the Decision Notice:
- i) Grant the Application as made
 - ii) Grant the Application with conditions; conditions should only be added where they are appropriate to promote the Licensing Objectives.
 - iii) Refuse the Application.

6. LICENSING POLICY CONSIDERATIONS

- 6.1 The following paragraphs from the Council's Statement of Licensing Policy 2021-2026 may be relevant to this application. This section does not prevent the Sub-Committee from considering other paragraphs of the Statement of Licensing Policy where they deem it appropriate.

D2.1

Each licence application will be decided by reference to this policy, the National Guidance issued by the Secretary of State, relevant legislation and to the individual circumstances of the particular application. The Council may depart from the policy where the individual circumstances of any application merit such a decision in the interests of the promotion of the Licensing Objectives. Full reasons will be given for decisions taken by the Council when undertaking its licensing functions.

D2.4

In determining applications, the Council will focus primarily on the direct impact of the proposed activities on persons that may be adversely affected in relation to the licensing objectives. The scope of those persons that may be affected will be determined on a case by case basis taking into account all relevant factors.

D2.9

The Council will carry out its licensing functions in the promotion of the licensing objectives and, in addition, will support the stated aims of the Act which are as follows:

- (i) protecting the public and local residents from crime, anti-social behaviour and noise nuisance caused by irresponsible licensed premises;*
- (ii) giving the police and licensing authorities the powers they need to effectively manage and police the night-time economy and take action against those premises that are causing problems;*
- (iii) recognising the important role which pubs and other licensed premises play in our local communities by minimising the regulatory burden on business, encouraging innovation and supporting responsible premises;*
- (iv) providing a regulatory framework for alcohol which reflects the needs of local communities and empowers local authorities to make and enforce decisions about the most appropriate licensing strategies for their local area; and*

- (v) *encouraging greater community involvement in licensing decisions and giving local residents the opportunity to have their say regarding licensing decisions that may affect them.*

D6.2

The Council recognises that each application must be considered on its own merits and any conditions attached to licences and certificates must be tailored to the individual style and characteristics of the premises and activities concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises. A standardised approach to imposing conditions must be avoided and conditions will only be lawful where they are deemed appropriate to promote the licensing objectives in response to relevant representations.

D6.3

Conditions will only be imposed when they are appropriate for the promotion of the licensing objectives and will focus upon matters within the control of the individual licensee such as the premises, places or events being used for licensable activities or the surrounding areas of the premises, places or events. Conditions are likely to be focused towards the direct impact of those activities on persons living in, working in or visiting areas affected by, or likely to be affected by, those activities.

E3.1.1

Licensed premises may have significant potential to impact adversely on communities through public nuisances that arise from their operation. The Council interprets 'public nuisance' in its widest sense and takes it to include such things as noise, light, odour, litter and anti-social behaviour, where matters arising at licensed premises impact on those living, working or otherwise engaged in activities in the locality. Ordinarily, the Council's Environmental Protection & Housing Team, in their role as a responsible authority, would take the lead in respect of nuisance issues.

E3.9.1

The Council is fully aware of the nuisance that can be caused by poorly managed or inappropriately located premises, however, will seek to strike an appropriate balance with its vision of promoting a diverse and vibrant daytime and night-time economy.

E3.9.2

The provision of well-managed and controlled entertainment will be encouraged to promote the vision, however the potential disturbance to residents and businesses will need to have been adequately considered by applicants as part of their operating schedule.

O1.1

The Council accepts that it can only consider matters in relation to the four licensing objectives when determining licensing applications, however as a public body it also has a statutory duty to consider the following legislative requirements:

- (i) Crime and Disorder Act 1998 Local authorities are required to have due regard to the crime and disorder implications of any decision it makes.*
- (ii) Human Rights Act 1998 Local authorities are required to implement the Act in a manner consistent with the Human Rights Act 1998 by giving due consideration to the European Convention on Human Rights and Fundamental Freedoms.*

- (iii) *Equality Act 2010 Local authorities are required to implement the Act in a manner consistent with its responsibilities to consider the equality implications of any decision it makes.*

O4.1.4

Other persons are defined as any individual, body, business or member of the licensing authority.

O4.2.6

Officers will make professional judgements on the relevancy of representations and give reasons in writing when a representation is deemed not relevant. If there is an element of doubt over relevancy, the benefit of the doubt will be given to the writer of the representation and the sub-committee can consider the weight (if any) to apportion to the representation as part of their determination.

O4.7.1

Where practicable, the Council will try to mediate between any person or authority making a representation and the applicant to see if the concerns can be addressed prior to the hearing (this mediation could start as soon as the first representation is received during the consultation period).

O4.7.2

Any attempts at mediation will be brought to the attention of the licensing sub-committee who is entitled to consider that as part of its determination.

7. RELEVANT EXTRACTS OF STATUTORY GUIDANCE

- 7.1 The following paragraphs from the Guidance issued by the Home Office under section 182 of the Licensing Act 2003 (February 2026 version) may be relevant to this application. This section does not prevent the Sub-Committee from considering other paragraphs of the Guidance where they deem it appropriate and the determination should be based upon consideration of the full document.

1.3

The licensing objectives are:

- *The prevention of crime and disorder;*
- *Public safety;*
- *The prevention of public nuisance; and*
- *The protection of children from harm.*

1.4

Each objective is of equal importance. There are no other statutory licensing objectives, so that the promotion of the four objectives is a paramount consideration at all times.

1.5

However, the legislation also supports a number of other key aims and purposes. These are vitally important and should be principal aims for everyone involved in licensing work. They include:

- *protecting the public and local residents from crime, anti-social behaviour and noise nuisance caused by irresponsible licensed premises;*
- *giving the police and licensing authorities the powers they need to effectively manage and police the night-time economy and take action against those premises that are causing problems;*

- recognising the important role which pubs and other licensed premises play in our local communities by minimising the regulatory burden on business, encouraging innovation and supporting responsible premises;
- providing a regulatory framework for alcohol which reflects the needs of local communities and empowers local authorities to make and enforce decisions about the most appropriate licensing strategies for their local area;
- and
- encouraging greater community involvement in licensing decisions and giving local residents the opportunity to have their say regarding licensing decisions that may affect them.

1.16

Conditions on a premises licence or club premises certificate are important in setting

the parameters within which premises can lawfully operate. The use of wording such as “must”, “shall” and “will” is encouraged. Licence conditions:

- must be appropriate for the promotion of the licensing objectives;
- must be precise and enforceable;
- must be unambiguous and clear in what they intend to achieve;
- should not duplicate other statutory requirements or other duties or responsibilities placed on the employer by other legislation;
- must be tailored to the individual type, location and characteristics of the premises and events concerned;
- should not be standardised and may be unlawful when it cannot be demonstrated that they are appropriate for the promotion of the licensing objectives in an individual case;
- should not replicate offences set out in the 2003 Act or other legislation;
- should be proportionate, justifiable and be capable of being met, (for example, whilst beer glasses may be available in toughened glass, wine glasses may not);
- cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff, but may impact on the behaviour of customers in the immediate vicinity of the premises or as they enter or leave;
- and
- should be written in a prescriptive format.

1.17

Each application must be considered on its own merits and in accordance with the licensing authority’s statement of licensing policy; for example, if the application falls within the scope of a cumulative impact policy. Conditions attached to licences and certificates must be tailored to the individual type, location and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions. Standardised conditions should be avoided and indeed may be unlawful where they cannot be shown to be appropriate for the promotion of the licensing objectives in an individual case.

2.21

Public nuisance is given a statutory meaning in many pieces of legislation. It is however not narrowly defined in the 2003 Act and retains its broad common law meaning. It may include in appropriate circumstances the reduction of the living and working amenity and environment of other persons living and

working in the area of the licensed premises. Public nuisance may also arise as a result of the adverse effects of artificial light, dust, odour and insects or where its effect is prejudicial to health.

2.26

Beyond the immediate area surrounding the premises, these are matters for the personal responsibility of individuals under the law. An individual who engages in antisocial behaviour is accountable in their own right. However, it would be perfectly reasonable for a licensing authority to impose a condition, following relevant representations, that requires the licence holder or club to place signs at the exits from the building encouraging patrons to be quiet until they leave the area, or that, if they wish to smoke, to do so at designated places on the premises instead of outside, and to respect the rights of people living nearby to a peaceful night.

8.47

Applicants are expected to provide licensing authorities with sufficient information in this section to determine the extent to which their proposed steps are appropriate to promote the licensing objectives in the local area. Applications must not be based on providing a set of standard conditions to promote the licensing objectives and applicants are expected to make it clear why the steps they are proposing are appropriate for the premises.

9.3

Where a representation concerning the licensing objectives is made by a responsible authority about a proposed operating schedule and it is relevant (see paragraphs 9.4 to 9.10 below), the licensing authority's discretion will be engaged. It will also be engaged if another person makes relevant representations to the licensing authority, which are also not frivolous or vexatious (see paragraphs 9.4 to 9.10 below). 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.

9.9

It is recommended that, in borderline cases, the benefit of the doubt about any aspect of a representation should be given to the person making that representation. The subsequent hearing would then provide an opportunity for the person or body making the representation to amplify and clarify it.

9.37

As a matter of practice, licensing authorities should seek to focus the hearing on the steps considered appropriate to promote the particular licensing objective or objectives that have given rise to the specific representation and avoid straying into undisputed areas. A responsible authority or other person may choose to rely on their written representation. They may not add further representations to those disclosed to the applicant prior to the hearing, but they may expand on their existing representation and should be allowed sufficient time to do so, within reasonable and practicable limits.

9.38

In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the licensing authority must give appropriate weight to:

- the steps that are appropriate to promote the licensing objectives;*
- the representations (including supporting information) presented by all the parties;*
- this Guidance;*

- *its own statement of licensing policy.*

9.42

Licensing authorities are best placed to determine what actions are appropriate for the promotion of the licensing objectives in their areas. All licensing determinations should be considered on a case-by-case basis. They should take into account any representations or objections that have been received from responsible authorities or other persons, and representations made by the applicant or premises user as the case may be.

9.43

The authority's determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve.

9.44

Determination of whether an action or step is appropriate for the promotion of the licensing objectives requires an assessment of what action or step would be suitable to achieve that end. While this does not therefore require a licensing authority to decide that no lesser step will achieve the aim, the authority should aim to consider the potential burden that any condition would impose on the premises licence holder (such as the financial burden due to restrictions on licensable activities) as well as the potential benefit in terms of the promotion of the licensing objectives. However, it is imperative that the authority ensures that the factors which form the basis of its determination are limited to consideration of the promotion of the objectives and nothing outside those parameters. As with the consideration of licence variations, the licensing authority should consider wider issues such as other conditions already in place to mitigate potential negative impact on the promotion of the licensing objectives and the track record of the business. Further advice on determining what is appropriate when imposing conditions on a licence or certificate is provided in Chapter 10. The licensing authority is expected to come to its determination based on an assessment of the evidence on both the risks and benefits either for or against making the determination.

10.9

It is possible that in some cases no additional conditions will be appropriate to promote the licensing objectives.

8. LICENSING OFFICER COMMENTS

- 8.1 The comments within this section of the report are provided by the Licensing Officer to assist the Sub-Committee with the interpretation of the Act, the Guidance and existing case law. It is for the Sub-Committee to determine what weight they attach to this advice.

Definition of 'appropriate'

- 8.2 When determining applications, licensing authorities must ensure that their decision is based on what is 'appropriate' for the promotion of the licensing objectives.
- 8.3 The guidance explains 'appropriate' as:

9.43

The authority's determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve.

9.44

Determination of whether an action or step is appropriate for the promotion of the licensing objectives requires an assessment of what action or step would be suitable to achieve that end. While this does not therefore require a licensing authority to decide that no lesser step will achieve the aim, the authority should aim to consider the potential burden that any condition would impose on the premises licence holder (such as the financial burden due to restrictions on licensable activities) as well as the potential benefit in terms of the promotion of the licensing objectives. However, it is imperative that the authority ensures that the factors which form the basis of its determination are limited to consideration of the promotion of the objectives and nothing outside those parameters. As with the consideration of licence variations, the licensing authority should consider wider issues such as other conditions already in place to mitigate potential negative impact on the promotion of the licensing objectives and the track record of the business. Further advice on determining what is appropriate when imposing conditions on a licence or certificate is provided in Chapter 10. The licensing authority is expected to come to its determination based on an assessment of the evidence on both the risks and benefits either for or against making the determination

8.4 It is anticipated that, in due course, case law will provide clarity on the meaning of 'appropriate' as referred to in paragraphs 9.43 and 9.44 of the Guidance. The Sub-Committee is therefore advised to give 'appropriate' its ordinary meaning, as expanded upon by paragraph 9.43 of the Guidance, subject to the over-riding requirement on all local authority decisions of reasonableness.

8.5 This approach, of allowing the courts to provide clarity, is reflected in the following paragraphs of the Guidance:

1.9

Section 4 of the 2003 Act provides that, in carrying out its functions, a licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182. The requirement is therefore binding on all licensing authorities to that extent. However, the guidance cannot anticipate every possible scenario or set of circumstances that may arise and, as long as licensing authorities have properly understood the Guidance, they may depart from it if they have reason to do so as long as they are able to provide full reasons. Departure from the Guidance could give rise to an appeal or judicial review, and the reasons given will then be a key consideration for the courts when considering the lawfulness and merits of any decision taken.

1.10

Nothing in this Guidance should be taken as indicating that any requirement of licensing law or any other law may be overridden (including the obligations placed on any public authorities under human rights legislation). The Guidance does not in any way replace the statutory provisions of the 2003 Act or add to its scope and licensing authorities should note that interpretation of the 2003 Act is a matter for the courts. Licensing authorities and others using the Guidance must take their own professional and legal advice about its implementation.

8.6 The Sub-Committee should also be aware that their decision must be proportionate to the evidence received in respect of the application and representation. Proportionality is a key factor in assisting with the definition of 'appropriate'.

Case Law

- 8.7 As Guidance confirms, public nuisance under the Licensing Act 2003 has a wide interpretation and it is for the Sub-Committee to determine, based on the evidence, whether they consider these issues to be a public nuisance.
- 8.8 The Guidance states at paragraph 2.20 that conditions relating to public nuisance beyond the vicinity of the premises are not appropriate and the Council's Statement of Licensing Policy supports that view. Conditions that it would be either impracticable or impossible for the licence holder to control would clearly be inappropriate.
- 8.9 That said, if behaviour beyond the premises can be clearly linked to a premises and it is causing a public nuisance, it is wrong to say that the Licensing Act 2003 cannot address this. Whilst conditions may well be inappropriate, if the evidence deems it necessary, times and/or activities under the licence could be restricted or, indeed, the application could be refused.
- 8.10 The magistrates court case of *Kouttis v London Borough of Enfield, 9th September 2011* considered this issue.
- 8.11 In a summary of the case provided by the Institute of Licensing it is reported that District Judge Daber considered an appeal against a decision of the local authority to restrict the hours of musical entertainment of a public house to mitigate the noise from patrons as they left the premises in response to representations from local residents. The appellant relied on the sections of the Guidance that state that "beyond the vicinity of the premises, these are matters for personal responsibility of individuals under the law. An individual who engages in anti-social behaviour is accountable in their own right" (para 2.38). It was also suggested that, given that certain residents were not disturbed, this did not amount to public nuisance within the meaning of para 2.33 of the Guidance as approved by Burton J in the Hope and Glory case.
- 8.12 The District Judge held that there was ample evidence of public nuisance, and that section 4 of the Act gave the licensing authority a positive duty to deal with it proportionately. In this case, no less interventionist way of dealing with the nuisance had been suggested. He held that not only was the authority not wrong, but that it was in fact right to reduce the hours as it had. The appeal was therefore dismissed.
- 8.13 As this was a decision of the Magistrates Court it would not be binding on other courts, however, it could be considered as persuasive.

Evidence not to consider

- 8.14 The representation includes information that has been appropriately redacted, as the Licensing Officer does not consider it relevant to the application.
- (i) An objector raises concerns that the application was submitted by an individual organiser, however the applicant and proposed premises licence holder is Hartsfield JMI School.
 - (ii) Multiple objectors have stated that the surroundings roads are residential and do not have adequate parking, unfortunately under the Licensing Act 2003, we cannot consider any parking issues.

- (iii) Other parts of the objections suggest that there will be increased litter and waste following the events, this is not considered as relevant within a representation under the Licensing Act 2003.
- (iv) An objection explains that there are other events held at different schools within the district, this is not considered as valid as each application is considered on its own merits.
- (v) An objector has stated that granting the premises licence could have a negative impact on environmental issues, this cannot be considered as valid under the Licensing Act 2003, as environmental issues do not fall under the licensing objectives.
- (vi) Information regarding increased traffic cannot be considered as relevant within the representations.

Review of premises licence

8.15 Should the sub-committee be minded to grant a licence it will exist in perpetuity however there is a safeguard within the Act.

8.16 Any responsible authority or other person may apply to the licensing authority for the review of a premises licence if they can demonstrate that the premises are not adequately promoting the licensing objectives. In the case of other persons, they would need to demonstrate the direct impact on their household of licensable activities at the premises in terms of one or more of the licensing objectives.

8.17 If accepted by the licensing authority, an application for review would result in a twenty-eight (28) day consultation period advertised at the premises and on the licensing authority website where any responsible authority or other person could submit a representation.

8.18 A licensing sub-committee would hold a hearing to assess the representations and the oral submissions of the licence holder before considering what, if any, action was appropriate. The options available to the sub-committee would be:

- i) to take no action;
- ii) to modify the conditions of the premises licence (modify includes adding new conditions, altering or omitting existing conditions, or altering permitted timings of licensable activities);
- iii) to exclude a licensable activity from the premises licence;
- iv) to remove the designated premises supervisor from the premises licence;
- v) to suspend the premises licence for a period not exceeding three months; or
- vi) to revoke the premises licence.

9. APPENDICES

9.1 Appendix A Application

9.2 Appendix B Plan

9.3 Appendix C 8 representations from Other Persons

10. CONTACT OFFICERS

10.1 Megan Harvey
Senior Licensing Officer
01462 474285

Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

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

You may wish to keep a copy of the completed form for your records.

I/We Hartsfield JMI School

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Hartsfield JMI School Clothall Road			
Post town	Baldock	Postcode	SG7 6PB

Telephone number at premises (if any)	██████████
Non-domestic rateable value of premises	£ ██████████

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as appropriate**

a)	an individual or individuals *		please complete section (A)
b)	a person other than an individual *		
	i	as a limited company/limited liability partnership	please complete section (B)
	ii	as a partnership (other than limited liability)	please complete section (B)
	iii	as an unincorporated association or	please complete section (B)
	iv	other (for example a statutory corporation)	please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment	✓	please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
- statutory function or
- a function discharged by virtue of Her Majesty's prerogative

(A) individual applicants (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)					

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Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name HARTSFIELD JMI SCHOOL
Address CLOTHALL ROAD, BALDOCK, HERTS SG7 6PB

Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.) PRIMARY SCHOOL
Telephone number (if any) [REDACTED]
E-mail address (optional) [REDACTED]

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
20	05	2026

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

The premises consists of a main school building including a hall, classrooms and associated facilities, with external areas including playgrounds and school grounds.

The application relates to the use of the school hall and, where appropriate, external areas for occasional events organised by the school or by authorised third parties. These may include school events, community events and private hire functions.

The premises are situated in a predominantly residential area. Access to the site is controlled via the main entrance, and the layout allows for effective supervision of all licensable activities.

There are no permanent bar facilities. Any sale or supply of alcohol will be on a temporary and event-specific basis within designated areas of the premises.

No off-supplies of alcohol are intended for consumption off the premises. Alcohol may be consumed within designated outdoor areas of the school grounds during events, which are enclosed within the school boundary. The sale of alcohol will be limited to specific events.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)		Please tick all that apply
a)	plays (if ticking yes, fill in box A)	
b)	films (if ticking yes, fill in box B)	✓
c)	indoor sporting events (if ticking yes, fill in box C)	
d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	
e)	live music (if ticking yes, fill in box E)	✓
f)	recorded music (if ticking yes, fill in box F)	✓
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	

<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	✓

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon	-----	-----		<u>Please give further details here</u> (please read guidance note 4)	
Tue	-----	-----			
Wed	-----	-----	<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur	-----	-----			
Fri	-----	-----	<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	-----	-----			
Sun	-----	-----			

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	✓
				Both	
Mon	10am	9pm		Please give further details here (please read guidance note 4) The provision of films will be limited to occasional outdoor cinema events held within the school grounds, such as the playground or field, organised by the school or authorised third parties including a local Community Interest Company (CIC). Events will use temporary screening equipment and will primarily consist of family-friendly films, with appropriate age classifications observed where applicable. All events will be infrequent, appropriately supervised, and risk assessed in advance, with measures in place to manage noise, ensure the safe entry and exit of attendees, and minimise disturbance to nearby residents.	
Tue	10am	9pm			
Wed	10am	9pm	State any seasonal variations for the exhibition of films (please read guidance note 5) Outdoor film events will primarily take place during the spring and summer months, with limited or no events during the autumn and winter period.		
Thur	10am	9pm			
Fri	10am	10pm	Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	10am	10pm			
Sun	10am	9pm			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon	-----	-----	<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Tue	-----	-----	
Wed	-----	-----	<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Thur	-----	-----	
Fri	-----	-----	
Sat	-----	-----	
Sun	-----	-----	

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon	-----	-----	<u>Please give further details here</u> (please read guidance note 4)		
Tue	-----	-----			
Wed	-----	-----	<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur	-----	-----			
Fri	-----	-----	<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	-----	-----			
Sun	-----	-----			

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	✓
				Both	
Day	Start	Finish			
Mon	12pm	8pm	Please give further details here (please read guidance note 4) Live music will include occasional school and community events. Performances may involve amplified live music from bands and will take place within the school grounds or indoors. Events will be infrequent, appropriately supervised and managed by professionals to minimise noise and disturbance to nearby residents.		
Tue	12pm	8pm			
Wed	12pm	8pm	State any seasonal variations for the performance of live music (please read guidance note 5) Live music events will primarily take place during the spring and summer months, with limited or no events during the autumn and winter period.		
Thur	12pm	8pm			
Fri	12pm	12am	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	12pm	12am			
Sun	12pm	8pm			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
				Both	
Mon	12pm	8pm	Please give further details here (please read guidance note 4) Recorded music will be limited to occasional school and community events, including background music and music ancillary to other activities, and will be managed to minimise noise and disturbance to nearby residents.		
Tue	12pm	8pm			
Wed	12pm	8pm	State any seasonal variations for the playing of recorded music (please read guidance note 5) Use will mainly be during spring and summer.		
Thur	12pm	8pm			
Fri	12pm	12am	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	12pm	12am			
Sun	12pm	8pm			

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon	-----	-----	<u>Please give further details here</u> (please read guidance note 4)		
Tue	-----	-----			
Wed	-----	-----			
Thur	-----	-----	<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Fri	-----	-----			
Sat	-----	-----	<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun	-----	-----			

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</p>	Indoors	
Mon	-----	-----		Outdoors	
				Both	
Tue	-----	-----	<p><u>Please give further details here</u> (please read guidance note 4)</p>		
Wed	-----	-----			
Thur	-----	-----	<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)</p>		
Fri	-----	-----			
Sat	-----	-----	<p><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)</p>		
Sun	-----	-----			

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon	-----	-----	<u>Please give further details here</u> (please read guidance note 4)		
Tue	-----	-----			
Wed	-----	-----	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur	-----	-----			
Fri	-----	-----	<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	-----	-----			
Sun	-----	-----			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises <input checked="" type="checkbox"/>		
				Off the premises <input type="checkbox"/>		
				Both <input type="checkbox"/>		
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)			
Mon	12pm	10pm				
Tue	12pm	10pm				
Wed	12pm	10pm				
Thur	12pm	10pm			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)	
Fri	12pm	12am				
Sat	12pm	12am				
Sun	12pm	10pm				

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	TARA GEERE
Date of birth	[REDACTED]
Address	[REDACTED]
Postcode	[REDACTED]
Personal licence number (if known)	[REDACTED]
Issuing licensing authority (if known)	[REDACTED]

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

None. The premises is a primary school and the protection of children is a priority. All activities will be suitable for a school environment, and no adult entertainment or services will be provided. Appropriate supervision and safeguarding measures will be in place at all times.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	9am	10pm	
Tue	9am	10pm	
Wed	9am	10pm	
Thur	9am	10pm	
Fri	9am	12am	
Sat	9am	12am	
Sun	9am	10pm	
			Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)

M

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

The premises is a primary school and all licensable activities will be limited, occasional and appropriately managed. The licence holder and event organisers are committed to promoting the four licensing objectives through effective supervision, risk assessment, safeguarding measures and the implementation of appropriate control measures to ensure events are safe, well-run and do not adversely impact the local community.

b) The prevention of crime and disorder

Events will be limited, well managed and appropriately supervised. Responsible staff and/or event organisers will be present at all times to monitor behaviour and ensure good order. Where required, SIA-registered security staff will be engaged for larger events. Alcohol sales will be controlled and operated in accordance with licensing requirements, and any incidents of crime or disorder will be dealt with promptly and reported where appropriate. Measures will be in place to prevent anti-social behaviour and ensure the safe dispersal of attendees. Private events will often be ticketed.

c) Public safety

All events will be risk assessed in advance. Appropriate measures will be in place to ensure the safety of attendees, including suitable supervision, safe capacity limits, and clear access and egress routes. Where necessary, stewards or security staff will be present. First aid provision will be available, and all relevant health and safety requirements will be adhered to.

d) The prevention of public nuisance

Events will be managed to minimise disturbance to nearby residents. Noise levels will be monitored and controlled, particularly for outdoor events, and events will conclude at reasonable hours. Attendees will be encouraged to leave the premises in a quiet and orderly manner, and measures will be in place to manage dispersal and prevent anti-social behaviour.

e) The protection of children from harm

The premises is a primary school and the protection of children is a priority. All activities will be appropriate for a school setting and adequately supervised by responsible adults. Children will not be permitted to attend events unaccompanied. Key staff and volunteers involved in events will be subject to appropriate recruitment and safeguarding checks, including DBS checks where required. Where alcohol is supplied, appropriate measures will be in place to prevent underage sales, including age verification procedures. Safeguarding policies will be followed at all times.

Checklist:

Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	
•	I have enclosed the plan of the premises.	
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	
•	I understand that I must now advertise my application.	
•	I understand that if I do not comply with the above requirements my application will be rejected.	
•	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

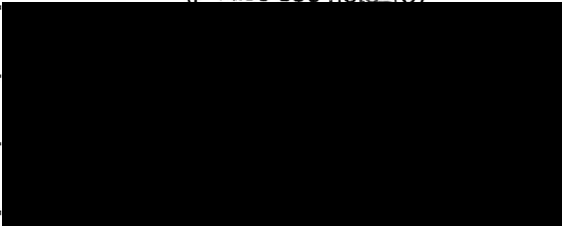
It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

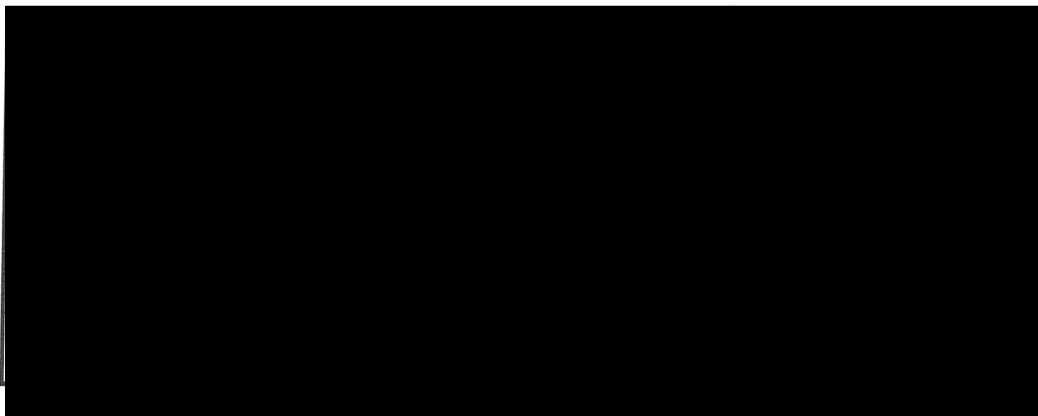
Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence
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	<p>the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	
Capacity	

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	



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Objection 1 – Chris Strickland 3 Grosvenor Road Baldock

We are against events going on until midnight at weekends. If events are allowed they shouldn't go beyond 10pm as the school is surrounded by residential properties. Our house is adjacent to the school field and we can clearly hear current events that are held. We put up with the noise as the events are few and far between and they end at a reasonable time, 10pm and not midnight. We believe it would be unacceptable to inflict the inevitable noise and disruption that comes with such large alcohol fuelled events on what is a peaceful and quiet neighborhood.

Objection 2 – Michelle Louise Godfrey 7 Grosvenor Road Baldock

I am a local resident living in close proximity to the school site to which this application relates. I wish to make a representation on the grounds of the prevention of public nuisance. The proposed terminal hour of midnight for events on Fridays and Saturdays is inappropriate for a residential area, particularly on a school site. Noise from amplified music, announcements, and general activity is likely to cause disturbance to nearby homes. In addition, noise will not cease immediately at the end of an event; dispersal of attendees, waiting for transport, and site clearing activities will extend disturbance beyond the licensed hours. The application does not clearly define the number or frequency of events. Terms such as “infrequent”, “occasional”, and “limited” are subjective and provide insufficient certainty for residents as to the scale and regularity of use. This lack of clarity raises concern that the licence could permit more frequent events than would reasonably be expected in a residential setting.

[REDACTED]

Events of this nature are likely to increase congestion, create access issues for residents, and contribute to additional noise during arrival and departure times. †

[REDACTED]

As a nearby resident, I am particularly concerned about the impact of late-night events on sleep and general quality of life. Events running until midnight, combined with dispersal afterwards, are likely to result in ongoing disturbance at a time when residents would reasonably expect quiet. This is especially significant for households with children and those who need to rise early for work. Given the nature of the site and its residential setting, Temporary Event Notices would represent a more appropriate and proportionate mechanism for occasional events. This would allow individual events to be assessed and limited in number, rather than granting an open-ended premises licence with insufficiently defined restrictions.

[REDACTED]

Where events extend beyond standard hours, they are usually managed through Temporary Event Notices or similar time-limited arrangements rather than broad premises licences. In this context, the current application represents a material departure from established local practice, particularly in relation to the

proposed midnight finish times and the flexibility sought for externally organised events on a school site within a residential area.

Objection 3 – Sarah Lambe 4 Grosvenor Road West Baldock

Due to possible noise pollution in a residential area [REDACTED]

Objection 4 – Janet Hayzelden, 18 Grosvenor Road, Baldock

Noise. [REDACTED]

Objection 5 – Lisa Brown, 9 Grosvenor Road West, Baldock

I live next to the school and am Not happy about the noise and alcohol that could be consumed at these events making it extremely disrupting for me and my family living so close. I think midnight is too late to offer the licence with noise and longer effects of consuming alcohol

Objection 6 – Meera Pattni, 2 Grosvenor Road, Baldock

I object to the proposed licence for the following reasons: The requested weekend hours extending to midnight are inappropriate for a residential area. Noise disturbance is likely to continue after finishing time, as there will be people leaving the venue and clean up activities to manage. If the justification for later hours relates to specific activities such as fireworks (finishing around 8pm) or scheduled entertainment (ending around 10pm), then the licence hours should be restricted accordingly. As many of us residents have been here for a long time now, we are used to, and expect a quiet, calm living environment. Allowing events until midnight is simply too late. The application is also too ambiguous as it does not state how many events will be run. This creates scope for significantly more use than is the current expectation, especially as parties/individuals involved in the management of events and use of the grounds change over time. From a longevity perspective, as someone who will be living by the school for many years to come, there are too many unknowns when the application makes use of words such as "occasional", "infrequent" which are very subjective. There are additional concerns regarding the impact on the local area. These include noise [REDACTED] pollution, [REDACTED]

Such events are not in keeping with the character and expectations of the area, particularly for a school site. In my opinion, this license application is too broad and ambiguous, and requires significant refinement and restrictions before a permanent venue licence can be approved for a school in a highly residential area.

Objection 7 – Catherine Slack, 1 Grosvenor Road, Baldock

I am writing to formally object to the premises licence application for the Hartsfield school site in Baldock, addressing three of the four licensing objectives. My primary concern relates to the proposed hours extending until 10pm on weekdays and midnight on Friday/Saturdays for live / recorded music and the supply of alcohol. Late night events are inconsistent with the typical use or purpose of a school site and such late timings are not appropriate for a residential area. This would significantly disrupt the reasonable expectation of peace and quiet for local residents. In addition, noise disturbance is unlikely to cease at the stated end time, as attendee dispersal, vehicle

movements and site clear-up activities will inevitably extend the impact beyond the stated licence end times. It is unclear why late night hours are required given existing events, such as those run by the school, Country Boots and community fireworks, do not justify the end times stated in the application. If these events form the basis of the application, then the permitted hours should be aligned accordingly. The application further raises concerns due to its lack of clear limits. The number of events permitted appears open-ended, as does the nature of organisers (e.g. “third parties”), allowing significant discretion for future events. This creates uncertainty and the potential for an increase in events frequency over time, further intensifying the impacts. The language used in the application—such as “infrequent”, “occasional” and “limited”—is subjective and undefined, offering little reassurance or enforceable restriction. There are also practical concerns regarding the impact on the local environment and community.

[REDACTED]

[REDACTED] Potential increase in crime rates due to increased footfall, including anti-social behaviour linked to the supply of alcohol Overall, the proposal is not in keeping with the character of the local area or the expectations of residents who have chosen to live near a school, where activities are typically limited in nature, scale and duration. Temporary Event Notices would be a more appropriate mechanism for managing occasional events, as they provide better control and oversight without granting a broad and ongoing licence. For these reasons, I respectfully request that this application be refused.

Objection 8 – Kay Croft, 4 Grosvenor Road, Baldock

Recorded and live music until midnight on Fridays and Saturdays is far too late! Whilst we wouldn't want to stop events such as Country Boots taking place we would not want regular events happening throughout Summer Weekends. If you saw where we live you would understand why we are so worried! Our gardens would become unusable.

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