

Licensing Act 2003

Part A

Format of premises licence

**North Hertfordshire District Council
Council Offices, Gernon Road, Letchworth Garden City, Hertfordshire, SG6 3JF**

**Original grant date: 25 August 2005
Current issue date: 05 September 2023**



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Authorised signatory

Premises licence number: 4825

Part 1 – premises details

**The Orange Tree PH
Norton Road, Baldock, Hertfordshire, SG7 5AW**

This licence is granted in perpetuity

Licensable activities authorised by the licence

**Section H: Anything of a similar description to that falling within (E), (F) or (G):(Indoors)
Section G: Performance of Dance:(Indoors)
Section C: Indoor Sporting Events:(Indoors)
Section A: Performance of a Play:(Indoors)
Section F: Recorded Music:(Indoors)
Section B: Exhibition of a Film:(Indoors)
Section E: Live Music:(Indoors)
Section I: Provision of Late Night Refreshments:(Indoor)
Section J: Sale or Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

Section H: Anything of a similar description to that falling within (E), (F) or (G):(Indoors)

Day	Start Time	End Time
Monday	11:00	midnight
Tuesday	11:00	midnight
Wednesday	11:00	midnight
Thursday	11:00	midnight
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	11:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 11:00hrs to 01:00hrs the following morning.

Section G: Performance of Dance:(Indoors)

Day	Start Time	End Time
Monday	11:00	midnight
Tuesday	11:00	midnight
Wednesday	11:00	midnight
Thursday	11:00	midnight
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	11:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 11:00hrs to 01:00hrs the following morning.

Section C: Indoor Sporting Events:(Indoors)

Day	Start Time	End Time
Monday	11:00	midnight
Tuesday	11:00	midnight
Wednesday	11:00	midnight
Thursday	11:00	midnight
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	11:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 11:00hrs to 01:00hrs the following morning.

Section A: Performance of a Play:(Indoors)

Day	Start Time	End Time
Monday	11:00	midnight
Tuesday	11:00	midnight
Wednesday	11:00	midnight
Thursday	11:00	midnight
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	11:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 11:00hrs to 01:00hrs the following morning.

Section F: Recorded Music:(Indoors)

Day	Start Time	End Time
Monday	11:00	midnight
Tuesday	11:00	midnight
Wednesday	11:00	midnight
Thursday	11:00	midnight
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	11:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 11:00hrs to 01:00hrs the following morning.

Section B: Exhibition of a Film:(Indoors)

Day	Start Time	End Time
Monday	11:00	midnight
Tuesday	11:00	midnight
Wednesday	11:00	midnight
Thursday	11:00	midnight
Friday	11:00	01:00

Saturday	11:00	01:00
Sunday	11:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 11:00hrs to 01:00hrs the following morning.

Section E: Live Music:(Indoors)

Day	Start Time	End Time
Monday	11:00	midnight
Tuesday	11:00	midnight
Wednesday	11:00	midnight
Thursday	11:00	midnight
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	11:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 11:00hrs to 01:00hrs the following morning.

Section I: Provision of Late Night Refreshments:(Indoor)

Day	Start Time	End Time
Monday	23:00	midnight
Tuesday	23:00	midnight
Wednesday	23:00	midnight
Thursday	23:00	midnight
Friday	23:00	01:00
Saturday	23:00	01:00
Sunday	23:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day
On these days, the permitted hours will be 23:00hrs to 02:00hrs the following morning.

On the morning on which British Summer Time begins, where the terminal hour is later than 01:00hrs, the terminal hour shall be extended by one hour.

On New Years Eve, the hours shall be extended from the standard permitted terminal hour on New Years Eve to the start of the permitted hours on New Years Day.

In the event of an International or National sporting event which falls outside of the standard permitted hours, the permitted hours shall commence one hour prior to the start of the event

and terminate one hour after the finish of the event.

Section J: Sale or Supply of Alcohol

Day	Start Time	End Time
Monday	10:00	midnight
Tuesday	10:00	midnight
Wednesday	10:00	midnight
Thursday	10:00	midnight
Friday	10:00	01:00
Saturday	10:00	01:00
Sunday	12:00	midnight

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day

On these days, the permitted hours will be 10:00hrs to 02:00hrs the following morning.

On the morning on which British Summer Time begins, where the terminal hour is later than 01:00hrs, the terminal hour shall be extended by one hour.

On New Years Eve, the hours shall be extended from the standard permitted terminal hour on New Years Eve to the start of the permitted hours on New Years Day.

In the event of an International or National sporting event which falls outside of the standard permitted hours, the permitted hours shall commence one hour prior to the start of the event and terminate one hour after the finish of the event.

The opening hours of the premises

Day	Start Time	End Time
Monday	10:00	00:30
Tuesday	10:00	00:30
Wednesday	10:00	00:30
Thursday	10:00	00:30
Friday	10:00	01:30
Saturday	10:00	01:30
Sunday	12:00	00:30

These hours are to apply each week of the year with the exception of:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day, All publicly declared holidays including the day preceding a Bank Holiday, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, St Patricks Day and St Georges Day

On these days, the permitted hours will be 08:00hrs to 02:30hrs the following morning.

On the morning on which British Summer Time begins, where the terminal hour is later than 01:00hrs, the terminal hour shall be extended by one hour.

On New Years Eve, the hours shall be extended from the standard permitted terminal hour on New Years Eve to the start of the permitted hours on New Years Day.

In the event of an International or National sporting event which falls outside of the standard permitted hours, the permitted hours shall commence one hour prior to the start of the event and terminate one hour after the finish of the event.

For consumption on and off the premises

Part 2

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

**Greene King Retailing Limited
Abbot House Westgate Brewery, Bury St Edmunds, Suffolk, IP33 1QW
licensing@greeneking.co.uk**

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

5265451

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

**Robert Francis Scahill
Orange Tree Inn, Norton road, Baldock, Hertfordshire, SG7 5AW**

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

**Licence Number: 1310
Issuing authority: North Hertfordshire District Council**

Annex 1 – Mandatory conditions

No supply of alcohol may be made under this licence:

- (a) at a time when there is no designated premises supervisor in respect of the premises licence; or
- (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

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

The admission of children, that is persons under eighteen (18) years of age, to the exhibition of any film shall be restricted in accordance with any recommendation made by the British Board of Film Classification (BBFC) or by the Licensing Authority.

Any one or more individuals at the premises for the purposes of carrying out a security activity (an activity to which paragraph 2(1)(a) of Schedule 2 of the Private Security Industry Act 2001 applies and which is licensable conduct for the purposes of that Act) must:

- (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
- (b) be entitled to carry out that activity by virtue of section 4 of that Act.

Responsible person means the holder of the premises licence, the designated premises supervisor, or any other person over the age of eighteen (18) years who has been authorised to sell alcohol at the licensed premises.

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. In this condition, 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 price 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 twenty-four (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, 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.

The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than when that other person is unable to drink without assistance by reason of a disability).

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

The premises licence holder or club premises certificate holder must ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

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. The policy must require individuals who appear to the responsible person to be under eighteen (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:

- (i) a holographic mark; or
- (ii) an ultraviolet feature.

The responsible person must ensure that:

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

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

(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.

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. In this condition:

(a) 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.

(b) duty is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

(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 capacity which enable 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. Where the permitted price would not be a whole number of pennies, the permitted price shall be taken to be the price rounded up to the nearest penny. Where the permitted price 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, 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 fourteen (14) days beginning on the second day.

Annex 2 – Conditions consistent with the operating schedule

All staff will be trained in the promotion of the licensing objectives, in particular in respect of the prevention of, underage drinking, drunkenness, the use of drugs, violent and antisocial behaviour on the premises, and protecting children from harm

A proof of age scheme will be in place and used at the premises to ensure no underage drinking; only photographic ID will be acceptable.

The designated premises supervisor, or a nominated deputy, will be a member of any local Pub Watch, where one exists.

Toughened glassware will be used throughout the premises.

The designated premises supervisor, or a nominate deputy, will undertake regular visits to all parts of the premises, including the exterior and during deliveries outside of opening hours, to ensure the promotion of this licensing objective

The designated premises supervisor, or a nominated deputy, will actively manage patrons and staff, including their vehicular traffic, arriving and leaving the premises to ensure the promotion of this licensing objective

The designated premises supervisor, or a nominated deputy, will ensure that litter originating from the premises is regularly cleared from the immediate vicinity of the premises.

Effective ventilation systems will be installed and used at the premises to prevent nuisance from odour.

Children under the age of sixteen (16) years must be accompanied on the premises by an adult at all times.

(a) A suitable environmental noise control device shall be installed in the premises, calibrated and set to the satisfaction of an Environmental Health Officer of North Hertfordshire District Council.

(b) The device must be set at an appropriate time in the presence of an Officer of the Environmental Protection Team at North Hertfordshire District Council.

(c) No amplified live or recorded music constituting regulated entertainment shall take place in the function room until this device has been installed and set in accordance with this condition.

(d) Once the environmental noise control device has been installed, calibrated and set to the satisfaction of an Environmental Health Officer of North Hertfordshire District Council it must not be removed, adjusted or replaced without twenty-eight (28) days prior notification to an Environmental Health Officer of North Hertfordshire District Council and without the written consent that the removal, adjustment or replacement of the device is permitted and that documentation stating this is received from an Environmental Health Officer of North Hertfordshire District Council.

(e) Following the receipt of the documentation stated above, all the requirements of the Environmental Health Officer of North Hertfordshire District Council must be carried out. Such works may include, for example, an acoustic consultant noise survey, sound insulation works, the calibration and setting of the environmental noise control device in the presence of an Officer of the Environmental Protection Team who will set the levels in line with the licensing objective 'the prevention of public nuisance'.

(f) Use of all noise equipment in the function room for amplified live or recorded music constituting regulated entertainment is not permitted until such a time that the premises licence holder has received confirmation from the Environmental Health Officer of North Hertfordshire District Council that it is permitted.

(g) In the event of malfunction of the environmental noise control device, the Environmental Protection Team shall be notified within two (2) working days of the problem and the remedial action proposed. No amplified live or recorded music constituting regulated entertainment shall take place in the function room until the environmental noise control device is properly functioning and the Environmental Protection Team has received the necessary documentation confirming this.

(h) The environmental noise control device will be regularly serviced and maintained to ensure that the noise produced within the premises will not exceed the limit agreed by the Environmental Health Officer of North Hertfordshire District Council.

(i) The environmental noise control device must be permanently maintained at the settings/levels agreed by the Environmental Health Officer of North Hertfordshire District Council.

(j) The environmental noise control device shall be secured with a robust lockable case or similar to prevent unauthorised access to and tampering with the controls.

(k) All noise equipment used for amplified live and recorded music constituting regulated entertainment in the function room must be routed through the environmental noise control device and this device must be used during such licensable activities.

Live and recorded music constituting regulated entertainment shall only take place at the premises until 23:00hrs Sunday-Thursday and until midnight Friday-Saturday, with the exception of the function room.

Live and recorded music constituting regulated entertainment shall only be permitted to take place on a maximum of four (4) occasions per week.

The concertina doors to the function room shall be closed from 23:00hrs every evening.

The concertina doors to the function room shall be permitted to remain open for one(1) event of live or recorded music constituting regulated entertainment per calendar month prior to 20:00hrs. At all other times during live and recorded music, they must remain closed.

Deliveries and waste collections relating to premises shall only take place between 07:00hrs and 20:00hrs, Monday to Sunday.

No glass bottles shall be emptied into the waste bins at the premises between 23:00hrs and 09:00hrs, Monday to Sunday.

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

There should be no more than six (6) events of live music or recorded music sessions in the outside area, including the marquee. **[Section 177A of the Licensing Act 2003 does not apply to this condition]**

This condition does not take effect until after any period of Covid-19 restrictions affecting the premises has ended and normal trading has commenced.

The installed sound limiter in the marquee needs to be commissioned and agreed with North Hertfordshire District Council Environment Health/Environmental Protection prior to any outside events taking place. **[Section 177A of the Licensing Act 2003 does not apply to this condition]**

The designated premises supervisor (DPS)/ manager will draw up and implement an entertainment management plan (the plan). The plan will set out what measures will be in place to ensure that entertainment (including quizzes) will not cause a public nuisance to residents in the immediate vicinity of the premises. The plan will be implemented in full during entertainment

held at the premises. The plan will be revisited periodically and amended to reflect changes in the law and where entertainment will be held and will take into account any best practice or advice provided by the Council Environmental Protection Officer from time to time. The plan will be disseminated to all staff required to implement it and will be made available to responsible authorities on request.

A complaints log (the log) will be maintained and any complaints from residents shall be recorded in it. As a minimum, the information recorded shall include: Date and time of the complaint, name of complainant if known, name of person recording the complaint and any action taken thereafter in relation to it.

There will be no quizzes undertaken in the outside area or marquee at any time.

Conditions to only apply during any period of Covid-19 restrictions affecting the premises (to fall away automatically on the resumption of normal trading under Licensing Act 2003)

(a) No live or recorded music events (where music is provided above background level) will be permitted in the marquee and outside area until such time as the Environmental Protection Officer has signed off on agreed maximum levels for music, as measured from a hand-held decibel meter used by the DPS or manager, taken at various agreed points around the perimeter of the premises. Records of the checks being taken at the start of each live or recorded music event in the marquee will be kept and made available to the Environmental Protection Officer on request (including any adjustments to ensure the levels remain at or under the maximum). [Section 177A of the Licensing Act 2003 does not apply to this condition]

(b) No more than two (2) live music and/ or recorded music sessions (excluding background music) shall take place in the marquee each week (Sunday to Saturday). No more than one (1) spoken word event with ancillary music will be held in the marquee each week (Sunday to Saturday). [Section 177A of the Licensing Act 2003 does not apply to this condition]

There shall be placed at all exits from the premises, in a place where they can be seen and easily read by the public, notices requiring the customers to leave the premises and the area quietly.

The outside area of the premises (comprising the play area, patio, outside drinking area and games area as annotated on licence plan OT-1103-LP01) will be closed to the public no later than 23:00hrs every evening, save for the designated smoking area marked on the plan.

The outside area of the premises as annotated on licence plan OT-1103-LP01 as 'car park' will be closed to the public no later than 23:00hrs every evening, save for direct ingress to and egress from the premises.

All external lighting which is used in the normal course of the business to illuminate the beer garden alone shall be switched off no later than 23:00hrs every evening. All remaining external lighting shall be positioned such that it does not become intrusive to nearby neighbours.

The designated smoking area will remain open until closing time each evening but with no more than fifteen (15) persons occupying it at any one time after 23:00hrs.

There shall be notices placed in the designated smoking area requiring patrons to respect the needs of the neighbours and remain quiet at all times.

The designated premises supervisor, or a nominated deputy, shall actively manage the designated smoking area after 23:00hrs each evening to ensure compliance with the licensing objectives.

The premises licence holder shall ensure that there shall be no entry or re-entry to the premises after midnight.

The premises licence holder shall ensure that there shall be no external regulated entertainment.

The premises licence holder shall ensure that there shall be no karaoke at the premises.

No later than ten (10) working days prior to an International or National sporting event which falls outside of the standard permitted hours, the premises licence holder shall contact the Licensing Authority to seek approval that the sporting event falls within the terms of the premises licence.

Annex 4 – Plans

See attached