

To: MEMBERS OF THE LICENSING SUB COMMITTEE
Councillors C.Farr, S.Farr and Groves

for any enquiries, please contact:
customerservices@tandridge.gov.uk
01883 722000

2nd May 2023

Dear Sir/Madam

LICENSING SUB COMMITTEE
WEDNESDAY, 10TH MAY, 2023 AT 6.30 PM

The agenda for this meeting of the Sub-Committee to be held in the Council Chamber, Council Offices, Station Road East, Oxted is set out below. If a member of the Sub-Committee is unable to attend the meeting, please notify officers accordingly.

Yours faithfully,

David Ford
Chief Executive

AGENDA

1. **Apologies for absence**
2. **Election of Chair**
3. **Declarations of interest**

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- (i) any Disclosable Pecuniary Interests (DPIs) and / or
- (ii) other interests arising under the Code of Conduct in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If in doubt, advice should be sought from the Monitoring Officer or her staff prior to the meeting.

4. **Premises licence application - Sunnydown School, Caterham CR3 5ED (Pages 3 - 54)**

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REPORT TO THE LICENSING SUB-COMMITTEE – 10TH MAY 2023 AT 18:30

APPLICATION FOR THE GRANT OF A PREMISES LICENCE AT SUNNYDOWN SCHOOL, PORTLEY HOUSE, 152 WHYTELEAFE ROAD, CATERHAM CR3 5ED WHICH HAS ATTRACTED REPRESENTATIONS

Report of:	Ian Garrod, Licensing Officer - Tel: 01883 732794 licensing@tandridge.gov.uk
Purpose of Report:	<p>An application has been made for a premises licence to be granted under the Licensing Act 2003 ('the Act') at Sunnydown School, Portley House, 152 Whyteleafe Road, Caterham, CR3 5ED.</p> <p>During the consultation period, representations were received from members of the public in respect of the application. The representations received have raised concerns that the licensing objectives under the Act have not been met.</p> <p>In accordance with S18(3) of the Act, the application must be determined by the Sub-Committee of the Council's Licensing Committee.</p>
Publication status:	Unrestricted.
Recommendations:	<p>That, in accordance with its delegated powers, the Sub-Committee either:</p> <ul style="list-style-type: none"> a) grants the application as applied for; b) grants the application subject to conditions the Sub-Committee considers necessary to promote the licensing objectives; c) excludes from the scope of the licence any of the licensable activities to which the application relates; or d) rejects the application. <p>Members of the Licensing Sub-Committee may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must actually be appropriate in order to promote the licensing objectives. Members will need to make a decision at the end of the hearing after all relevant parties have been given the opportunity to be heard. Members must give full reasons for their decision.</p>
Appendices:	<p>Appendix A Premises Licence application</p> <p>Appendix B map of the area around Sunnydown School</p> <p>Appendix C Proposed premises plan</p> <p>Appendix D Representations from members of the public</p> <p>Appendix E Amendment to application from applicant</p> <p>Appendix F e-mail from de Stafford school to Sunnydown School</p>

1 Purpose of Report

- 1.1 The supply of alcohol, regulated entertainment and late night refreshment are licensable activities under the Licensing Act 2003. Authorisation from the Council, in its role as the licensing authority, is required for any of these activities to be undertaken at premises within the District.
- 1.2 The Licensing Sub-Committee (“the Sub-Committee”) is responsible for the exercise of many of the functions of the licensing authority, including determination of applications where representations have been received.
- 1.3 In accordance with the provisions of Section 18(3) of the Licensing Act 2003, the licensing authority must hold a hearing to determine an application for the grant of a premises licence where relevant representations have been made and not withdrawn.
- 1.4 The Council must consider any representations made, providing that the representations are relevant to the promotion of the licensing objectives and, in the case of those made by other persons, are not frivolous or vexatious.

2 Background Information

- 2.1 On 14th March 2023, the Licensing Authority received an application for a premises licence to be granted at Sunnydown School, Portley House, 152 Whyteleafe Road, Caterham, CR3 5ED. A copy of the application is attached at **Appendix ‘A’**.
- 2.2 Sunnydown School is a special education school, located on a small road shared with two other school off Whyteleafe Road in Caterham. A map of the area is attached at **Appendix ‘B’**.
- 2.3 The application is to enable events to be held at the school and the grounds. A premises plan is attached at **Appendix ‘C’** outlining the area in red to be licensed.
- 2.4 The licensable activities being applied for include alcohol and regulated entertainment and would allow over 500 people to be in attendance. Details are as follows:
 - The provision of regulated entertainment to include: plays, films, indoor sporting events, boxing or wrestling entertainments, live music, recorded music, performance of dance and anything of a similar description to that falling within live music, recorded music or performance of dance for the following times:

Monday to Sunday 08:00 – 23:00
 - The sale of alcohol for the consumption on the premises for the following times:

Monday to Sunday 12:00 – 23:00
- 2.5 Section M of the application describes the steps to be taken by the applicant to promote the licensing objectives. If granted, and unless modified by the Sub-Committee, the conditions in Section M of **Appendix ‘A’** will be attached to the premises licence.

3 Consultation

- 3.1 The consultation period for this application was from 14th March to 11th April 2023.
- 3.2 The application was served on all the responsible authorities and has been available to view by members of the public on the Council's website during the consultation period. It is confirmed that statutory notices were displayed on the site throughout the consultation period.
- 3.3 There were no objections received from the responsible authorities.
- 3.4 There were four representations received from members of the public in objection to the application being granted. The objections have been deemed relevant by the authority and are attached at **Appendix 'D'**. The objections received are in relation to public nuisance, protection of children from harm and the prevention of crime and disorder:

Objectors Name	Grounds
Gary Clow	Public nuisance
Laura Carey	Public nuisance, Protection of children from harm
Manjeet Rebello (Audley Primary School)	Public nuisance, Protection of children from harm, Prevention of crime & disorder
Maria Wheeler (St Francis Primary School)	Public nuisance, Prevention of crime & disorder

- 3.5 Following receipt of the objections, the applicant provided an amendment to the application (e-mail dated 20th April 2023 attached at **Appendix 'E'**) to include the following condition:-
- "The school will run no more than 5 events selling alcohol under this license. Each of these events will be held outside of usual school hours."
- 3.6 If granted, and unless modified by the Sub-Committee, this condition will be attached to the premises licence.
- 3.7 Within the objections it has been stated that granting this application would increase road traffic difficulties in the small cul-de-sac where the three school are located. The applicant has been in correspondence with de Stafford School which is located on a separate road and has a larger parking facility. De Stafford have offered use of their car park on a case-by-case agreement when it is not being used by themselves. This correspondence is attached at **Appendix 'F'**.
- 3.8 On 28th April 2023, the licensing authority received correspondence from the applicant that arrangements for parking have been discussed and will be considered for every event to alleviate the concerns raised regarding traffic and parking. The applicant has provided further amendment to the application to include the following conditions:-
- "When Events are taking place, vehicles attending an event will be encouraged to use affiliated parking (such as de Stafford School by negotiation)."

“Vehicles will be directed to a parking area away from the school to prevent usage of the road outside the schools, apart from allocated parking and drop offs for those unable to walk to the entrance or exits of Sunnydown School.”

“There will be clear signage used to direct the traffic for these events including signage to the allocated areas.”

If granted, and unless modified by the Sub-Committee, these conditions will be attached to the premises licence.

- 3.9 Following the amendments made by the applicant in sections 3.5 and 3.7 of this report to include the additional conditions, no objections have been withdrawn at the date of publishing this report.

4 Policy & Guidance – points for consideration

4.1 Section 182 Guidance

The Sub-Committee must have regard to the Secretary of States Guidance issued under S182 of the Licensing Act 2003 in April 2018, and pay particular attention to the following paragraphs: -

Chapter 1: Introduction	1.2-1.5; 1.9; 1.16; 1.17; 1.19
Chapter 2: The Licensing Objectives	2.1–2.6; 2.15–2.21
Chapter 8: Applications for premises licence	8.41–8.49; 8.78
Chapter 9: Determining applications	9.31–9.44
Chapter 10: Conditions attached to premises licences and club premises certificates	10.10; 10.13-10.15
Chapter 13: Appeals	13.10
Chapter 16: Regulated Entertainment	16.6; 16.26; 16.28; 16.33; 16.36-16.41; 16.55; 16.56

4.2 Tandridge District Council – Licensing Policy

The main sections of the Councils Licensing Policy which are particularly relevant to the Sub-Committees decision are set out below and should be considered when determining this application:

- Fundamental principles
- Decision making process
- Premises licences
- The prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Prevention of harm to children

5 Determination

- 5.1 The Sub-Committee is requested to determine the application, giving full reasons for the decision.
- 5.2 In determining the application, Members must have regard to the four licensing objectives on which the Licensing Act 2003 is based. These are:
- The Prevention of Crime and Disorder
 - Public Safety
 - Prevention of Public Nuisance
 - Protection of Children from Harm
- 5.3 Councillors must have consideration to the representations and take such steps it considers appropriate for the promotion of the licensing objectives.
- 5.4 In achieving this, the Sub-Committee shall disregard information which is not relevant to the application or the promotion of the licensing objectives, and give appropriate regard and weight to evidence i.e. direct evidence is better than circumstantial hearsay (although hearsay is admissible).

6 Legal Considerations

- 6.1 When considering this matter, Members must have regard to government guidance. This makes it clear that the four licensing objectives should be “paramount at all times”. (Home Office Guidance 1.4). Where there are objections to an application, the Sub-Committee must have regard to these and to the “likely effect” on the licensing objectives of granting the application.
- 6.2 It is a fundamental principle of the Licensing Act that each application must be considered on its own merits. (Guidance 1.17).
- 6.3 If Members, having considered the application, believe that extra measures are required to promote the licensing objectives, it may attach additional conditions to the licence provided that these are appropriate, reasonable and proportionate or it may alter or amend any existing conditions. The Sub-Committee must not impose conditions which would be beyond the control of the licence holder. (Guidance 1.16). The Sub-Committee should also avoid imposing any conditions which would duplicate other statutory regulations (e.g. Health & Safety legislation, fire regulations, planning).
- 6.4 The Sub-Committee is advised to take the above matters into consideration when reaching their decision. Members are reminded that they should not consider any irrelevant matters and must confine their deliberations solely to the issues relating to the licensing objectives.
- 6.5 Under Section 18(4) of the Act, when determining this application, the Sub-Committee must – having regard to the representations received - take such steps as it considers appropriate to promote the licensing objectives.

6.6 The options for the Sub-Committee are to:

- a) grant the application as applied for
- b) grant the application subject to conditions the Sub-Committee considers necessary to promote the licensing objectives
- c) exclude from the scope of the licence any of the licensable activities to which the application relates
- d) reject the application.

6.7 In determining the application, the Sub-Committee must give appropriate weight to:

- evidence presented at the hearing;
- Guidance issued by the Home Office under s.182 of the Act;
- the Council's Statement of Licensing Policy;
- any advice given by the Council's Legal Advisor during the hearing.

6.8 Any party to the hearing may appeal to the Magistrates Court against the decision of the Licensing Sub-Committee. The appeal must be made within 21 days of the date of notification of the Sub-Committee's decision.

----- end of report -----

**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 Sunnydown 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 Sunnydown School, Portley House, 152 Whyteleafe Road, Caterham Surrey			
Post town	Caterham	Postcode	CR3 5ED

Telephone number at premises (if any)	01883 342281
Non-domestic rateable value of premises	£

Part 2 - Applicant details

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

- | | | | |
|----|------------------------------------------------------|-------------------------------------|-----------------------------|
| a) | an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) | a person other than an individual * | | |
| | i as a limited company/limited liability partnership | <input type="checkbox"/> | please complete section (B) |
| | ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| | iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| | iv other (for example a statutory corporation) | <input checked="" type="checkbox"/> | please complete section (B) |
| c) | a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) | a charity | <input type="checkbox"/> | please complete section (B) |
| e) | the proprietor of an educational establishment | <input checked="" type="checkbox"/> | 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 <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>		Other Title (for example, Rev)	
Surname		First names	
Date of birth over		I am 18 years old or <input type="checkbox"/> Please tick yes	
Nationality			
Current residential address if different from premises address			
Post town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>		Other Title (for example, Rev)	
Surname		First names	
Date of birth I am 18 years old or over		<input type="checkbox"/> Please tick yes	
Nationality			
Current postal address if different from premises address			
Post town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

(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 Sunnydown School
Address Portley House, 152 Whyteleafe Road Caterham Surrey CR3 5ED
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.) School
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

It is a school building and grounds. The main areas that would be used for events would be the gymnasium, astro pitch, tennis courts, grass area around the grounds and the rooms in the main buildings. It is situated in a horseshoe with two other schools, and a school behind it. There are only a couple of houses which belong to the schools on site and which the Caretakers/HeadTeacher lives in. We would intend to sell alcohol at any of the adult events from either a marquee on the grass area/playground or from a bar area set up in one of the rooms internally. Alcohol will be locked up until it is used at the events, as per the details shown in the plans.

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) | <input checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input checked="" type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input checked="" type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G) | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input checked="" type="checkbox"/> |
| <u>Provision of late night refreshment</u> (if ticking yes, fill in box I) | <input type="checkbox"/> |
| <u>Supply of alcohol</u> (if ticking yes, fill in box J) | <input checked="" type="checkbox"/> |

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	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) These would be shows put on by the staff and students of the school. Music may be amplified, but not excessively so, only so it's loud enough for the room to hear. These would be ad-hoc performances.		
Mon	08:00	23:00			
Tue	08:00	23:00	<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Wed	08:00	23:00			
Thur	08:00	23:00	<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)		
Fri	08:00	23:00			
Sat	08:00	23:00			
Sun	08:00	23:00			

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	08:00	23:00	<u>Please give further details here</u> (please read guidance note 4) These would be ad-hoc performances and would be a cinema day/evening. Music may be amplified, but no excessively.		
Tue	08:00	23:00			
Wed	08:00	23:00	<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur	08:00	23:00			
Fri	08:00	23:00	<u>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</u> (please read guidance note 6)		
Sat	08:00	23:00			
Sun	08:00	23:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<p><u>Please give further details</u> (please read guidance note 4) These would be ad-hoc performances and unlikely music will be played, but if so would not be excessively, only background music. This would be sports events such as (but not exclusively) tennis, football, badminton, dance, Pilates, etc . These would be fundraising events and so tickets would be sold to control number of spectators.</p> <p><u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)</p> <p><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)</p>
Day	Start	Finish	
Mon	08:00	23:00	
Tue	08:00	23:00	
Wed	08:00	23:00	
Thur	08:00	23:00	
Fri	08:00	23:00	
Sat	08:00	23:00	
Sun	08:00	23:00	

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	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	08:00	23:00	<u>Please give further details here</u> (please read guidance note 4) These would be ad-hoc performances and may have music. It is unsure whether it would be amplified, but if it was, it would be considerate to the neighbouring area. These would be fundraising events and so tickets would be sold to control number of spectators.	Both	<input checked="" type="checkbox"/>
Tue	08:00	23:00			
Wed	08:00	23:00	<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)	Both	<input checked="" type="checkbox"/>
Thur	08:00	23:00			
Fri	08:00	23:00	<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)	Both	<input checked="" type="checkbox"/>
Sat	08:00	23:00			
Sun	08:00	23:00			

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	08:00	23:00	<u>Please give further details here</u> (please read guidance note 4) These would be ad-hoc performances and would be concerts with singers and bands playing. The music is likely to be amplified. We would naturally be considerate of neighbouring properties and stop the music at the arranged time.		
Tue	08:00	23:00			
Wed	08:00	23:00	<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)		
Thur	08:00	23:00			
Fri	08:00	23:00	<u>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</u> (please read guidance note 6)		
Sat	08:00	23:00			
Sun	08:00	23:00			

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) This would be on an ad-hoc bases and may be amplified. This would usually be at fetes or social school events, although not limited to these only.		
Mon	08:00 -----	23:00 -----			
Tue	08:00 -----	23:00 -----	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Wed	08:00 -----	23:00 -----			
Thur	08:00 -----	23:00 -----	<u>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</u> (please read guidance note 6)		
Fri	08:00 -----	23:00 -----			
Sat	08:00 -----	23:00 -----			
Sun	08:00 -----	23:00 -----			

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	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	08:00 -----	23:00	<u>Please give further details here</u> (please read guidance note 4) These would be ad-hoc performances which may have some background music. Music is unlikely to be amplified.		
Tue	08:00 -----	23:00			
Wed	08:00 -----	23:00	<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur	08:00 -----	23:00			
Fri	08:00 -----	23:00	<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)		
Sat	08:00 -----	23:00			
Sun	08:00 -----	23:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing These would be ad-hoc performances.		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon	08:00	23:00		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue	08:00	23:00	<u>Please give further details here</u> (please read guidance note 4) There may be music played which may be amplified.		
Wed	08:00	23:00			
Thur	08:00	23:00	<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)		
Fri	08:00	23:00			
Sat	08:00	23:00	<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)		
Sun	08:00	23:00			

I

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	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Thur					
Fri			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 (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) 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)		
Mon	12:00	23:00			
Tue	12:00	23:00			
Wed	12:00	23:00			
Thur	12:00	23:00			
Fri	12:00	23:00			
Sat	12:00	23:00			
Sun	12:00	23:00			

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	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

□□□□

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).

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	06:00	00:00	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)
Tue	06:00	00:00	
Wed	06:00	00:00	
Thur	06:00	00:00	
Fri	06:00	00:00	
Sat	06:00	00:00	
Sun	06:00	00:00	

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)

- Relatively small number of events per year (approximately 5 events are envisaged)
- Mostly ticket only events
- Staff/volunteers acting as security
- CCTV cameras overlook the majority of the site and entrances/exits
- CCTV footage stored for 30 days
- Risk assessment
- DBS checks
- Trained personnel brought in or training provided prior to the start of the event.
- Hard backed Incident/Refusals book on site
- Attendees with undesirable behaviour spoken to
- Inebriate attendees taken to a discreet area to recover/be collected
- Alcohol served only to those looking over 25 or with ID (passport or driving licence only) All Refusals will be recorded in the Incident/Refusal Book

b) The prevention of crime and disorder

In order to prevent any crime and disorder as much as we can, we would have staff/volunteers on site to help run the event and ensure people remained in the designated area for that particular event. We have CCTV cameras which overlook the majority of the site and entrances/exits and all footage is stored for 30 days providing plenty of time to review if necessary. Any disorderly behaviour or behaviour deemed undesirable will be asked to be refrained from and, if continued, the said individual will be removed from the premises. This would be noted in the hard backed Incident/Refusal book with details should it need to be referred to later. For any bars we run, those trying to purchase alcohol will only be served by adult staff and customers will only be challenged on their age if they are deemed to look under the age of 25. If this is the case, they will only be served if they can prove they are over 18 with photographic ID. Anyone trying to purchase alcohol under the age of 18 or cannot prove they are over 18, will be refused and a note of the details taken down in the Incident/Refusals book kept behind the bar. Anyone trying to buy alcohol on behalf of someone under the age of 18 will also be refused and again the details will be logged in the Incident/Refusals book. Anyone deemed to have already drunk too much will also be refused service and a log taken in the Incident/Refusals book. They will also be escorted to a place where they can either recover or can wait safely whilst arrangements for their collection are made.

c) Public safety

Naturally this is of the utmost importance and as such we would ensure many of the events we would hold would be ticket only events so we can monitor numbers and prevent overcrowding. In addition, we would have staff/volunteers on site to help ensure people remained in the designated area for that particular event so that they cannot wander in restricted areas. Where necessary trained staff/volunteers will be the lead for specific roles, and if needed, training provided for others in order to ensure good understanding and ability to run the events. Should a specialised skill be required, then these people will be employed for that area of the event, with an event manager co-ordinating the whole process. We also have CCTV cameras which overlook the majority of the site and entrances/exits which could be access if necessary during the event and all footage is stored for 30 days providing plenty of time to review. Any disorderly behaviour or behaviour deemed undesirable will be asked to be refrained and if continued the said individual will be removed from the premises.

d) The prevention of public nuisance

Our staff/volunteers would be on hand to help run the event and ensure it doesn't cause any public nuisance. We would keep our event to social hours (finishing at 23:00h) and noise levels in compliance with the license. Our bars would not serve anyone deemed to be inebriated and anyone causing a disturbance because they are, would be escorted to a place where they can either recover or can wait safely whilst arrangements for their collection are made. We also have CCTV cameras around the site which can be reviewed if necessary up to 30 days after the event, should a complain come in.

e) The protection of children from harm

A full risk assessment would be conducted to identify any potential issues and a plan put in place to avoid the risks. We would have staff/volunteers on site to help run the event and ensure people remained in the designated area. All school staff are DBS checked and we would reasonably ensure as many as possible of our volunteers were too. We would also make sure that any staff/volunteers involved in activities with children would be DBS checked or accompanied by a DBS checked person. Anyone deemed to be potential threat to those around would be escorted from the site or taken to a discreet area to arrange for their collection. A Challenge 25 Policy will be in place and Posters will be on display in accordance with this

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 (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 will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). 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, if appropriate (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	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or

(iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:

- (i) working e.g. employment contract, wage slips, letter from the employer,
- (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
- (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
- (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

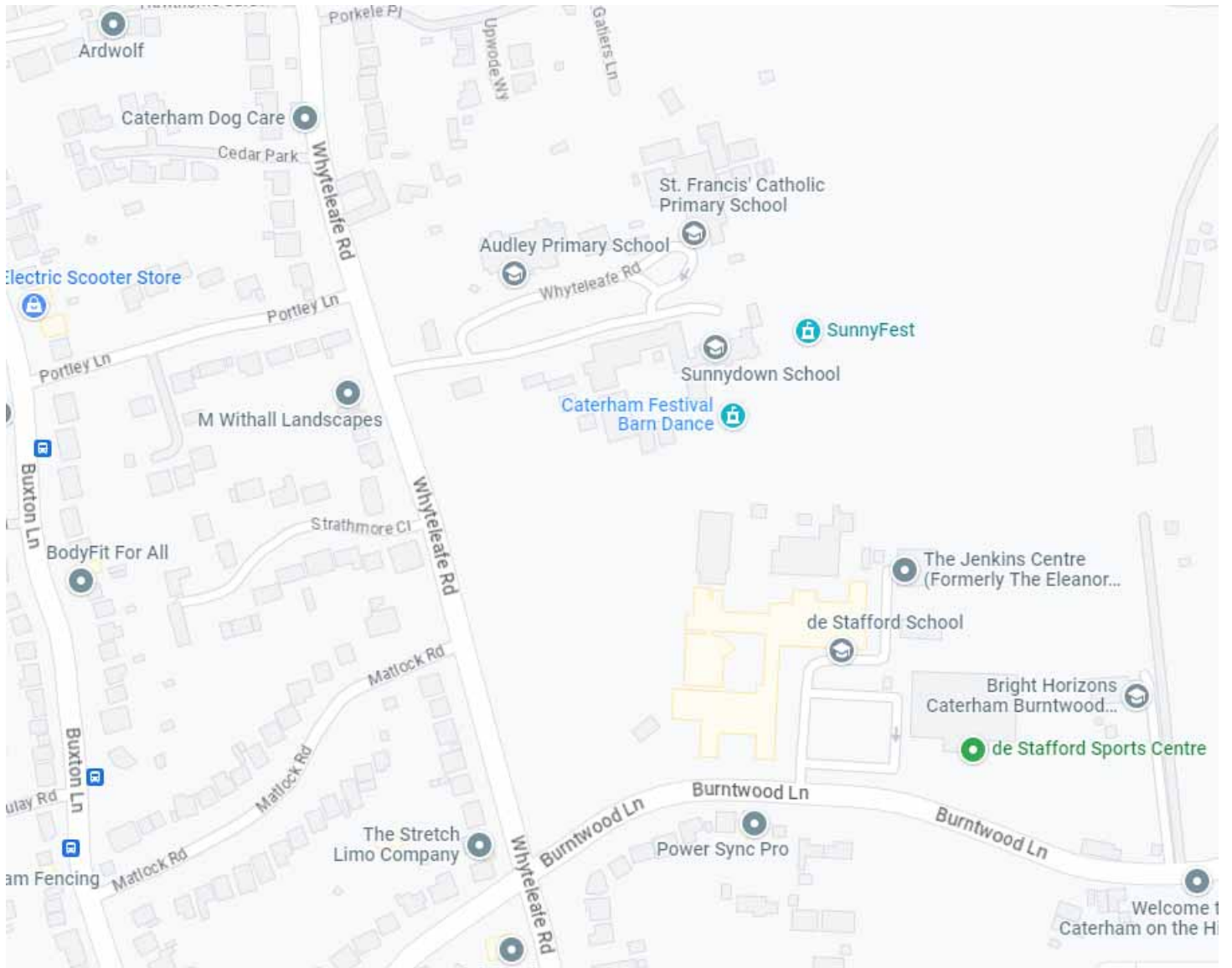
Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

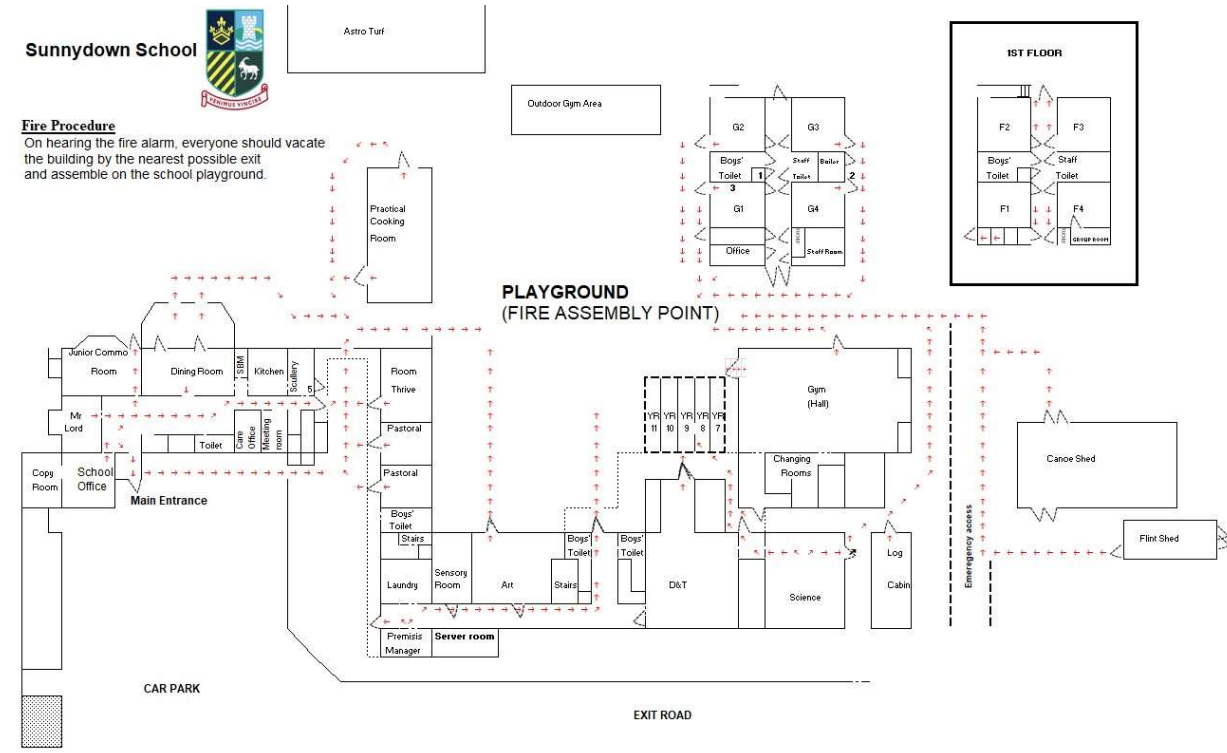
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The area in red is the school grounds and buildings which is the area we are requesting the license to cover.

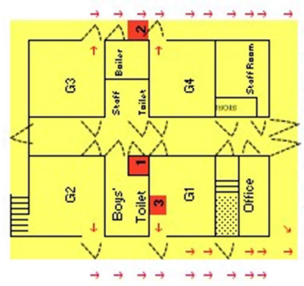
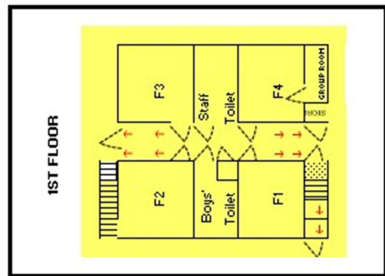




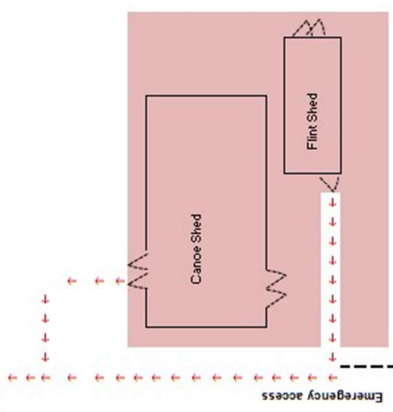
Sunnydown School

Fire Procedure

On hearing the fire alarm, everyone should vacate the building by the nearest possible exit and assemble on the school playground.

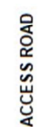
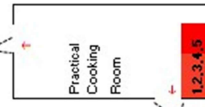


PLAYGROUND (FIRE ASSEMBLY POINT)

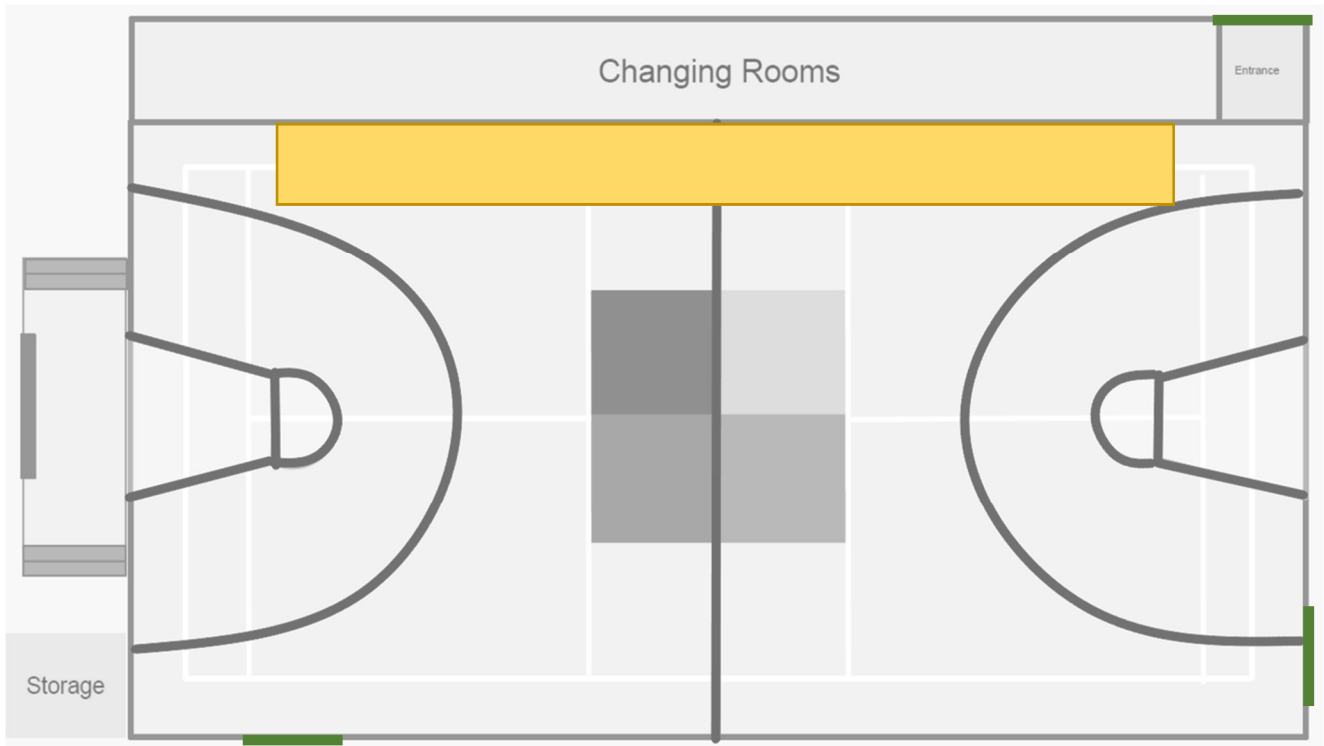
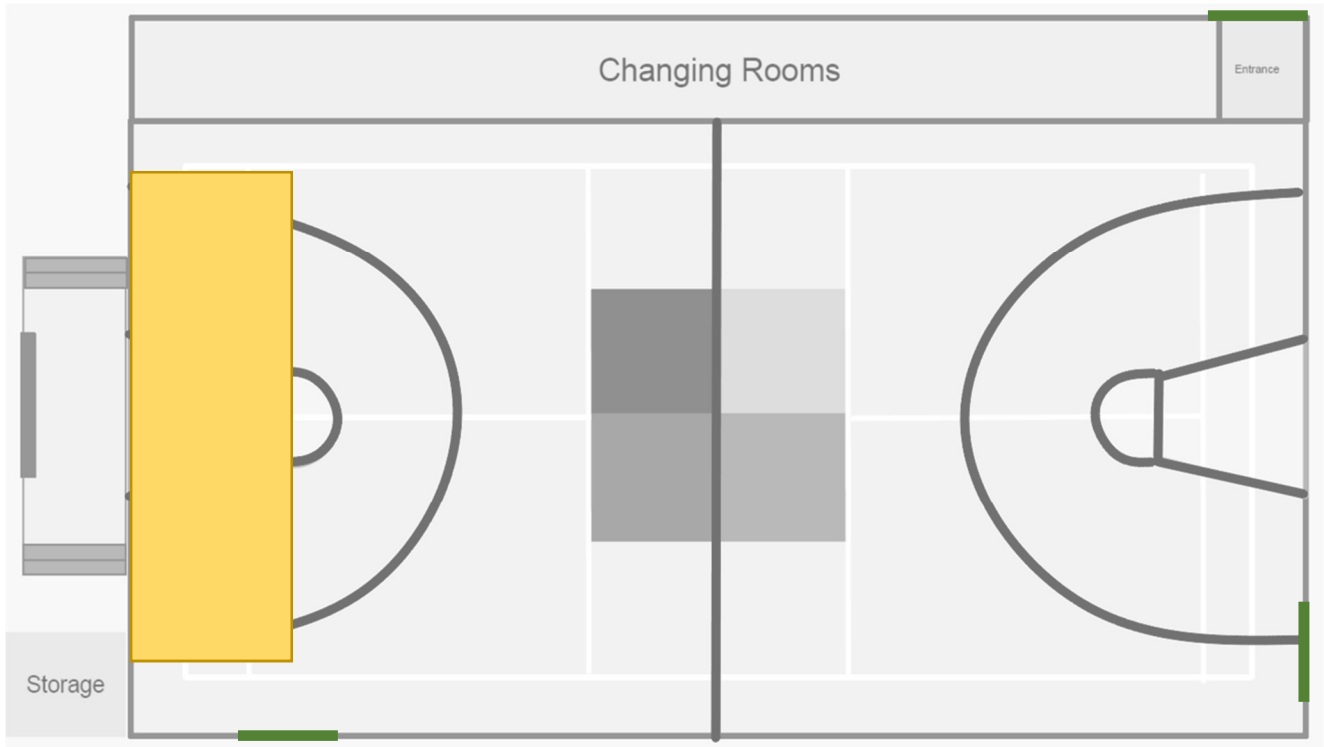


ZONE AREAS

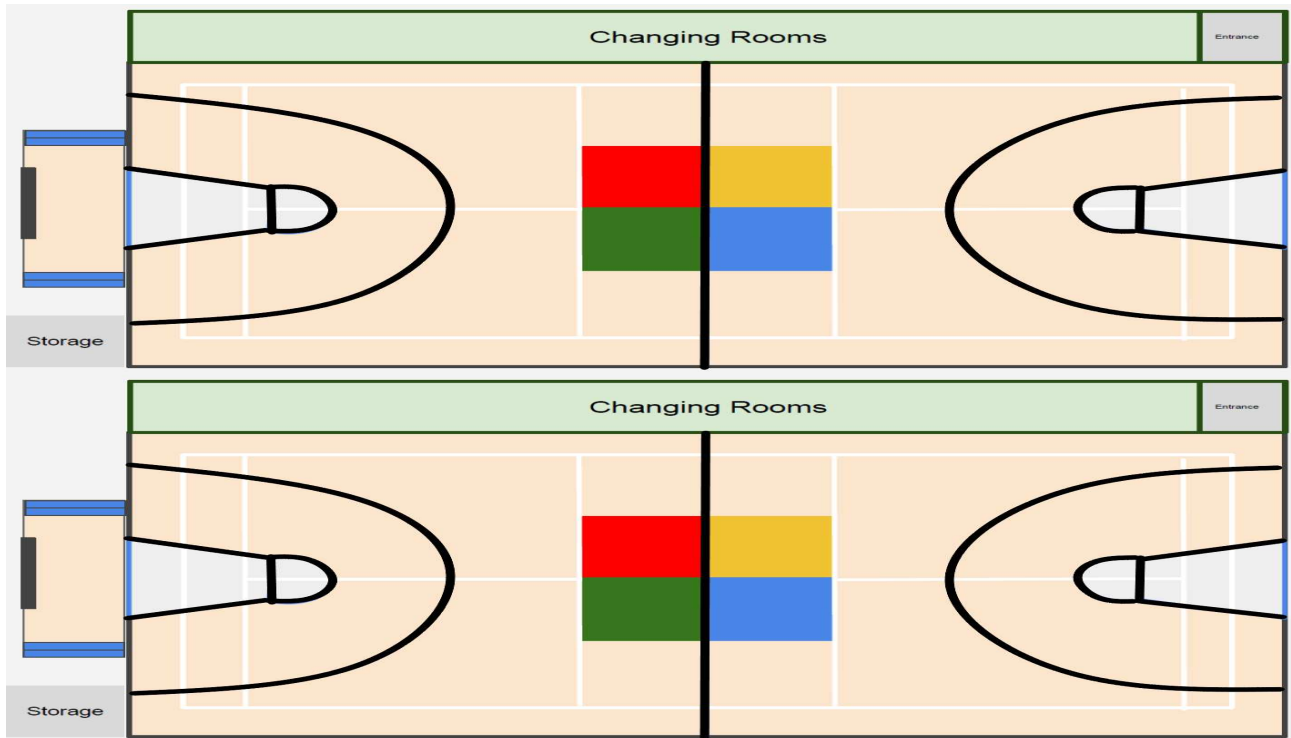
- Zone 1: Ground Floor Junior Block
 - Zone 2: 1st Floor Junior Block
 - Zone 3: 2nd Floor Junior Block
 - Zone 4: Basement Junior Block
 - Zone 5: Ground Floor Senior Block
 - Zone 6: 1st Floor Senior Block
 - Zone 7: DT and Science
 - Zone 8: Gym
 - Zone 9: Flat
 - Zone 10: Forest View
 - Off school site areas
- 1: Power Isolator
 - 2: Gas Isolator
 - 3: Water Stop Cook
 - 4: Gas Isolator
 - 5: Breaker Box
- Whole School Water Stop Cook - located on Vinyetate Road



A) Plays – The two possible stage positions in the Gym (Hall) are shown in yellow. Exits are indicated by a green line

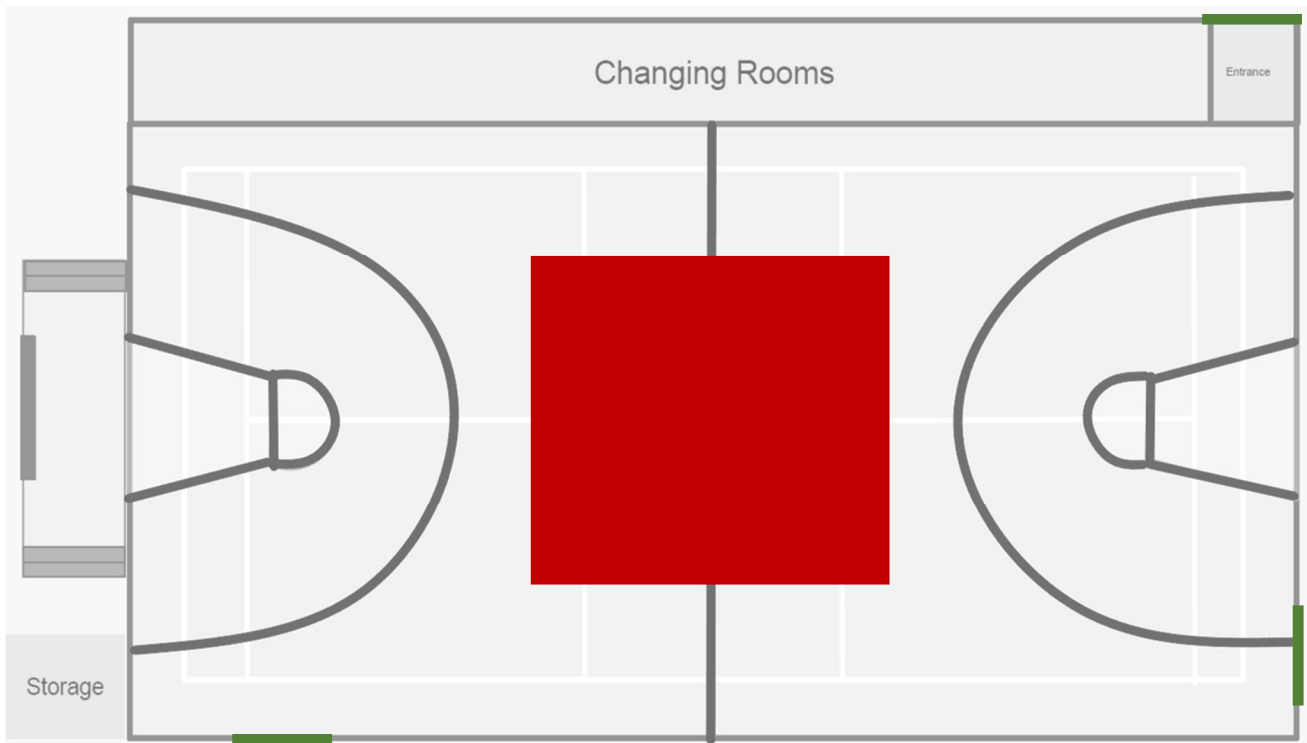


C) Indoor sporting events – There will be lines marked on the floor in the Gym (Hall) indicating the courts for the specific sport.



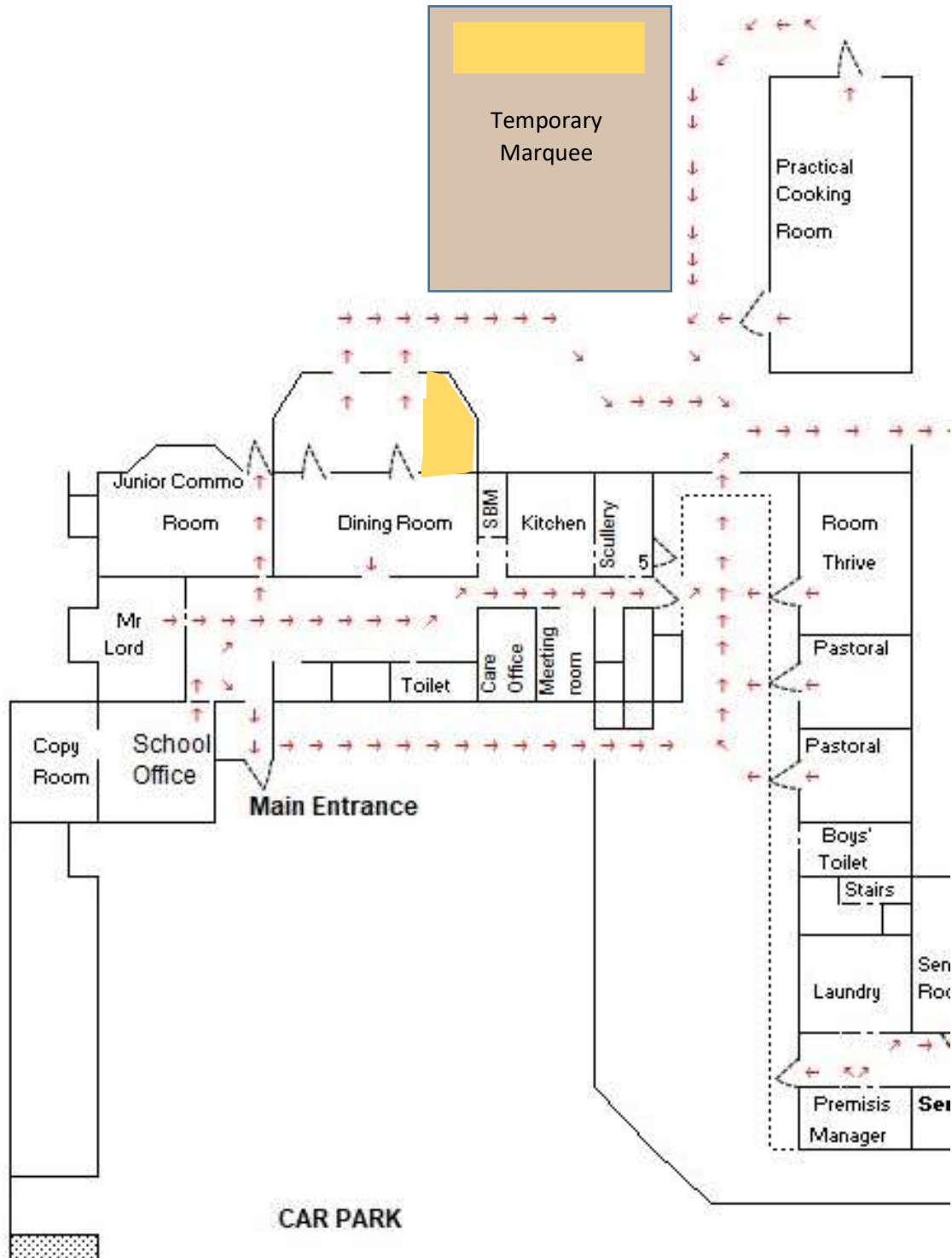
D) Wrestling or Boxing Entertainment

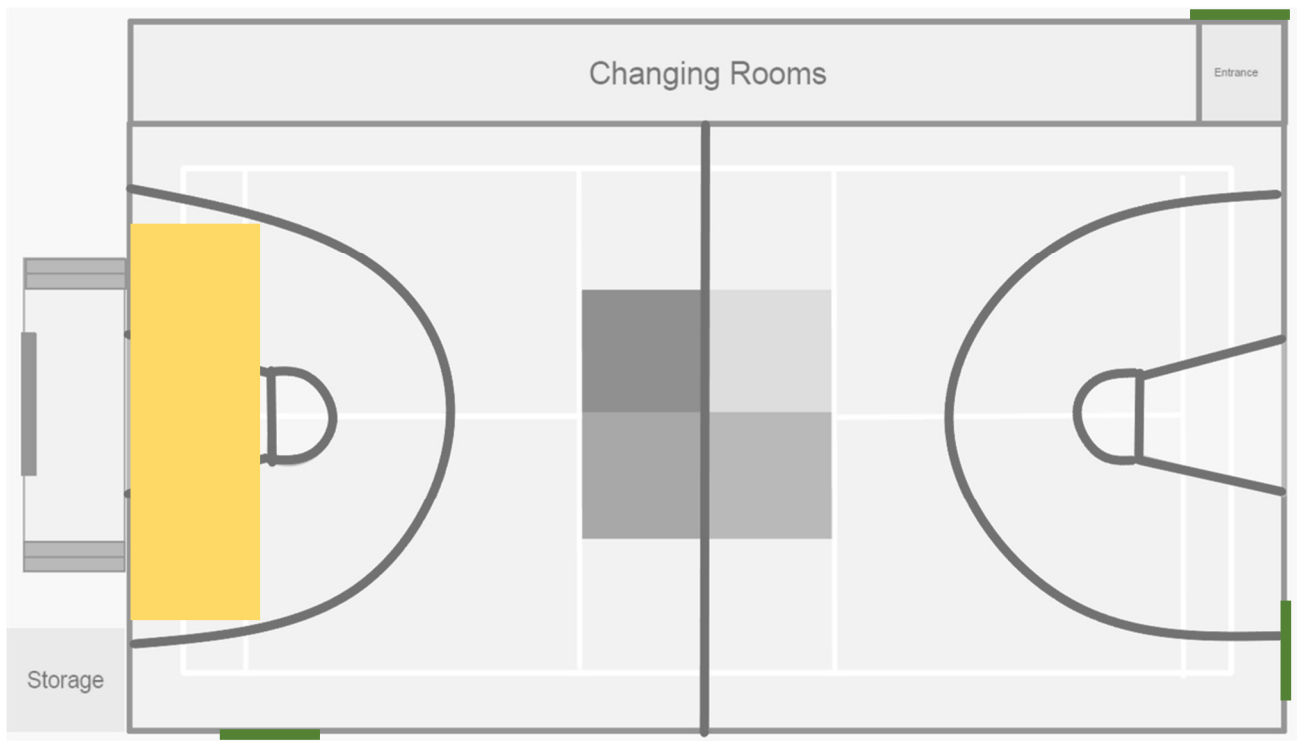
The ring area in the Gym (Hall) is highlighted in red. Seating will be around this area with exits marked by a green line.



E) Live Music.

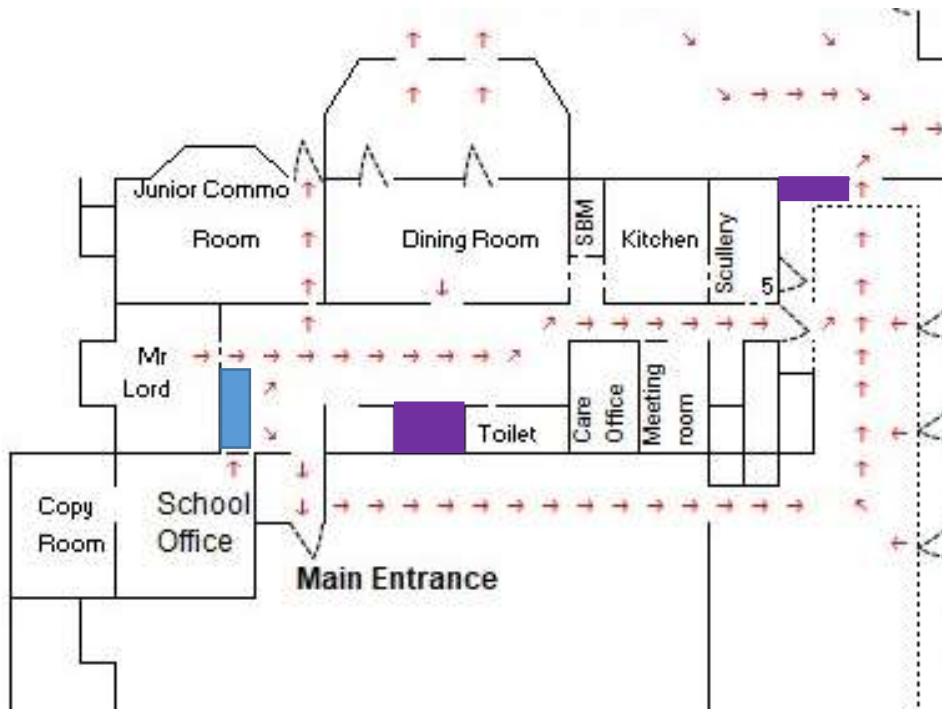
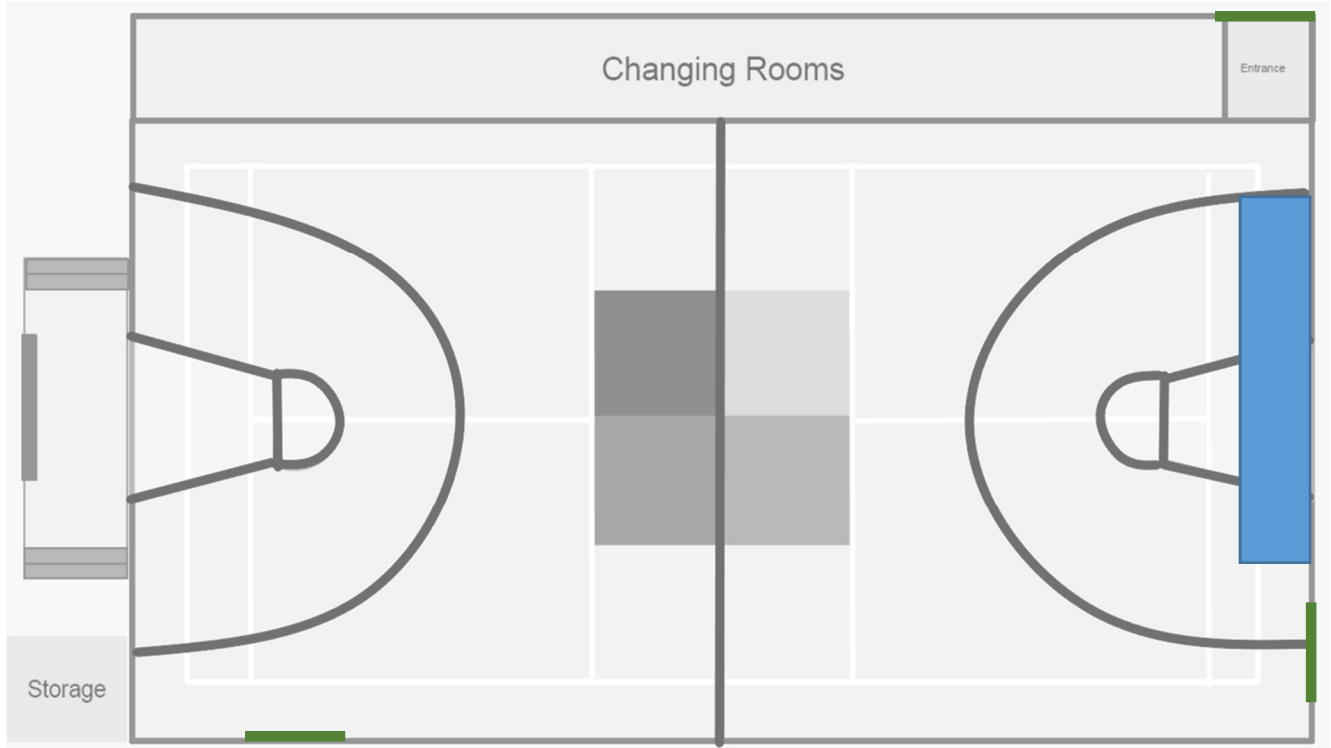
The Stage is highlighted in yellow in the Conservatory, Gym (Hall) and the temporary Marquee.

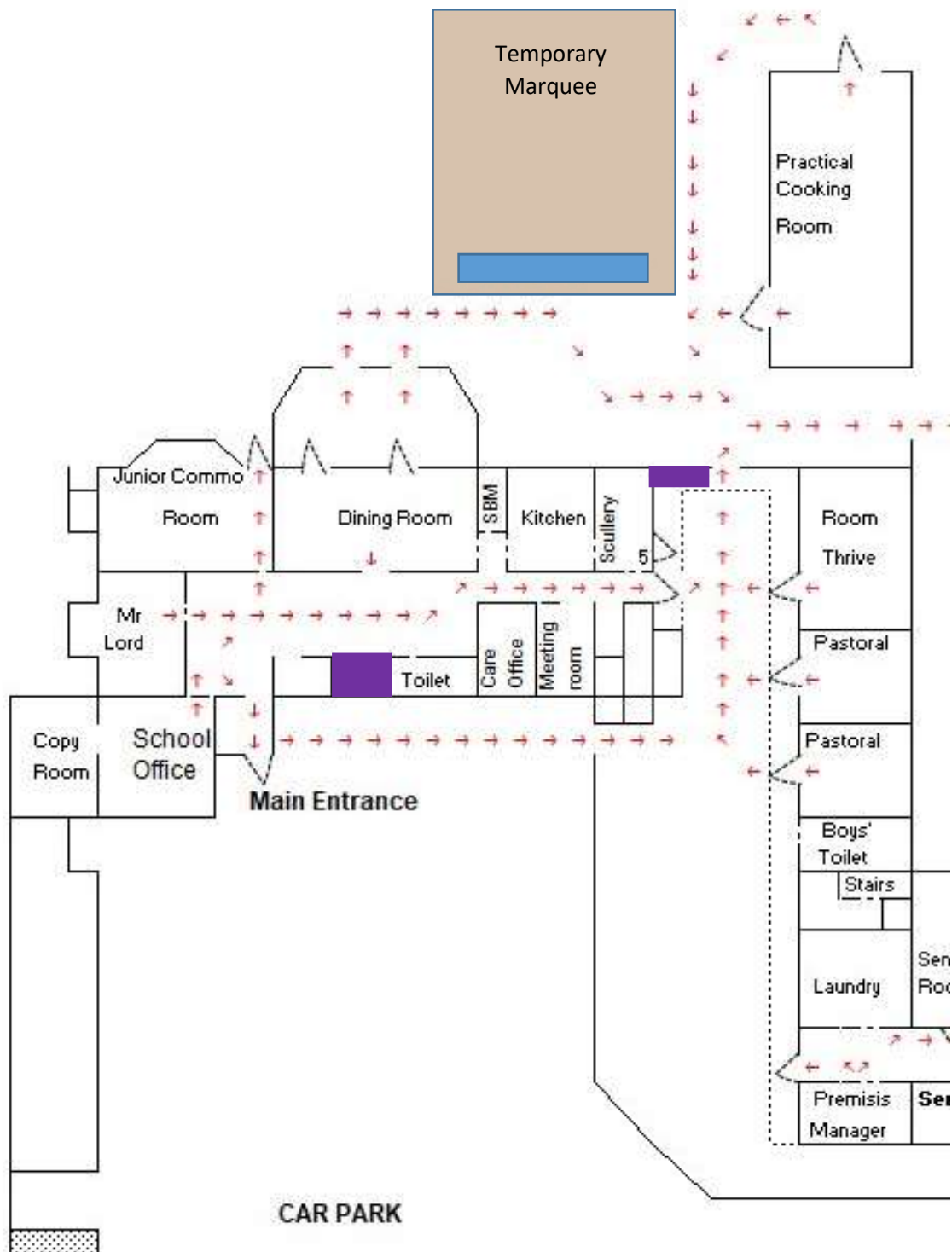




J) Sale of Alcohol

The Bar areas are highlighted in blue for the Gym (Hall), the main building and the temporary marquee. Exits are highlighted in green in the Gym (Hall). Any alcohol will be stored behind the bar during the event and in a locked cupboard under the stairs or the outside locked fridge cupboard (both highlighted in purple) in the main building at any other time.





APPENDIX D1

APPENDIX D1

From: Gary Clow

Sent: 10 April 2023 14:47

To: Licensing <Licensing@tandridge.gov.uk>

Subject: Objection to licence request to supply alcohol by Sunnydown School

Dear Sir/Madam

I wish to object to the application from Sunnydown School for Regulated Entertainment and the sale and supply of alcohol from 11.00 - 23.00 every day.

My objection is based on my concern that this new licence may increase the possibility of public nuisance for the many dwellings nearby, including my own.

As a local resident living near to Sunnydown school, I haven't minded the occasional event hosted by schools. The relative infrequency makes it bearable. However, the thought of that being a daily or weekly occurrence fuelled by alcohol would not be acceptable and I would be very concerned as to the level of disruption this would cause.

Given that the cul-de-sac is home to 2 other schools (both of which are primary) as well as residents, The selling of alcohol would encourage a drinking culture which I don't feel is appropriate for such an environment. Further to moral objections, I am particularly concerned about noise nuisance, an increase in littering (broken bottles and the like) and potential anti social behaviour which regulated entertainment and alcohol sales may bring.

I would be grateful if the Licensing team would consider my objection.

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Sent: 10 April 2023 10:23
To: Licensing <Licensing@tandridge.gov.uk>
Subject: Sunnydown licensing objection

Good morning,

I would like to object to the recent licensing request by Sunnydown School, for 'Regulated Entertainment' and 'Supply of Alcohol', on the grounds of the following:

1. the prevention of crime and disorder
2. prevention of public nuisance
3. the protection of children from harm
4. noise and disruption in a residential area

The potential for approval of this application will affect the residential community in all ways listed above. In the last 4 years Whyteleafe Road has had eleven road traffic accidents, with 4 of those being severe. A new 'Supply of Alcohol' license off this road has the potential to raise these statistics further and potentially cause fatalities at a time when accident statistics have decreased in 2022. This application will also bring into discussion public nuisance. Without regulation on the type of events being held at Sunnydown School, as well as the inclusion of alcohol, it increases the likelihood of public nuisance with debris and littering. The protection of children from harm also falls into this category; as this is a residential area with children attending schools there is a risk to their safety with broken glass following alcohol-related events, which can lead to parental complaints to the schools.

Finally, the noise and disruption in the residential area is a major cause for concern on a personal and professional level. I have family members who go to work in the early hours of the morning, if events are held until 11pm there is no guarantee that attendees will have left the premises at this time and in a quiet manner. It is imperative that this area is kept private and quiet.

I would also like to add that the application of these licenses brings into disrepute the peaceful neighbourhood in which we live and why residents living on Whyteleafe Road enjoy the non-disruption from pubs in Caterham. This area is not designed for events involving alcohol until 11pm and the reasons listed above are more than satisfactory as to why both licenses should not be granted.

Kind regards,
Laura Carey

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APPENDIX D3

APPENDIX D3

From: Manjeet Rebello
Sent: 10 April 2023 12:30
To: Licensing <Licensing@tandridge.gov.uk>
Subject: Audley Primary School - Objection to Premises Licence - Regulated entertainment at Sunnydown School

Dear Tandridge Council,

I am writing to raise my significant objection to permitting a regulated entertainment premises licence for Sunnydown School for Monday to Sunday 0800-2300 and Supply of Alcohol Monday 0800-2300. I cite the following concerns:

1. Sunnydown School share land/boundary with our primary school and therefore this proposal and timings are unsuitable to the efficient education of our pupils
2. There are three schools (one two form entry school and one form entry school including Sunnydown School) on this non-highway maintained cul-de-sac and traffic flow currently is of huge concern. Parking for our parents is tight - these proposals will add further congestions, safety risk to our pupils/parents
3. The unadopted road means damage/over use would result in neighbouring schools not the council/highways paying for repairs. My school budget cannot afford this added challenge to an ever decreasing budget
4. There is the potential noise disruption for my on-site staff and neighbouring residents. Both my premises manager and neighbouring school's premises officer live on site with their families.
5. There will be significant impact on the safeguarding for our school events ie parents' evening, school discos, film nights and quiz nights. It is unacceptable for our children or parents to any drunk or disorderly behaviour when attending school events!
6. We have concerns about drunken visitors defacing, littering or damaging our school property, fencing or walkways ie broken glass etc
7. There is potential added risk to our school property being vulnerable to vandalism or burglary.

I look forward to a response.

Kind regards,

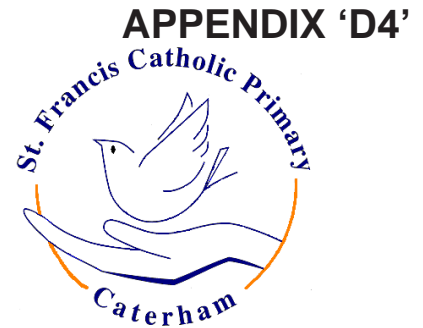
Mrs M Rebello

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Surrey
CR3 5ED

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Website: www.stfrancis.surrey.sch.uk
Email: office@stfrancis.surrey.sch.uk



Headteacher: Mrs Maria Wheeler

10th April 2023

Dear Tandridge Licencing Team

REF: Application from Sunnydown School – Premises Licence

We are writing to raise objections to the request for the Premises mentioned above:

1. The request for a permanent Premises Licence was not discussed with myself, my Chair of Governors nor my Site Manager who is a resident and who lives directly opposite Sunnydown. Nor, as I understand it, was it discussed with the Audley Headteacher, Chair of Governors and their onsite resident Caretaker. Whilst the Parent Teacher Associations (PTA) of all three schools do request occasional temporary licenses for school events, which is appropriate and in keeping with school family events, however, we do not request permanent ones. We recognise that schools are all looking for ways to increase lettings (eg. for clubs, weddings and parties) and gain additional income, however, a permanent licence of the nature indicated is unsuitable for a site with three schools on it.
2. The cul-de-sac has three permanent residences on site – one for each of the Caretakers/Site Managers. A permanent licence and the potential for an increase in late night events and noise disruption and general public nuisance is not acceptable for these residents and their families, not for other local residents on nearby roads.
3. St Francis' School shares a boundary with Sunnydown School and this proposal and especially the timings indicated on the application are unsuitable. We have concerns over potential drunken visitors defacing, littering or damaging our school and caretaker's property, fencing and walkways. The potential for an increase in crime and disorder that a permanent alcohol licence could bring on a school only site is not acceptable and a possible safeguarding concern.
4. Our School has evening events and performances for pupils and families and allowing a permanent alcohol licence would have a negative impact and safeguarding implications. A permanent licence would allow increased events with alcohol available at any time, including associated noise and increased parking issues. This is not acceptable for a site with three schools on it.
5. The cul-de-sac is a unadopted road, not maintained by the Council or Surrey Highways. Sunnydown School does not have a separate entrance and carparking to accommodate additional events. Any increase in events, which is likely if a permanent alcohol licence is granted, will mean additional site use, including with cars. Over-use will lead to increased wear and tear and possible damage on the site which will have to be paid for by the schools and not the council. Given current budget restraints on



schools, this is unacceptable.

6. Parking. This is already a big issue on the site. Parking would be inadequate for larger events and again could lead to misuse of the land and potential damage to the site, the buildings and disruption to the onsite residents. Our schools cannot afford to foot increased maintenance costs.

Yours sincerely,



Mrs Maria Wheeler
Headteacher

Mrs Nathalie Walsh
Chair of Governors



APPENDIX E

APPENDIX E

From: Finance Account <finance@sunnydown.surrey.sch.uk>

Sent: 20 April 2023 11:09

To: Ian Garrod <IGarrod@tandridge.gov.uk>

Subject: Re: FW: Response to the objection for a Premise Licence Application at Sunnydown School

Hi Ian

I've attached the emails we sent out to the four objectors.

In term of the wording, please can we add the following to the application:

"The school will run no more than 5 events selling alcohol under this license. Each of these events will be held outside of usual school hours."

I will email the four objectors now with our additional wording and ask that they contact you by 9am Monday morning if they are happy to retract their objections now the new condition has been added.

Many thanks

Finance Officer
Sunnydown School

Sunnydown School

01883 342281

<http://www.sunnydown.surrey.sch.uk/>

Twitter: @Sunnydown_Sch



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APPENDIX F

APPENDIX F

From: **Angela Delahunty**
Date: Fri, 28 Apr 2023 at 09:42
Subject: RE: Car parking request
To: Paul Jensen
Cc: Lyndsey Cole

Hi Paul

de Stafford are only too pleased to accommodate and support you when we can. However, we cannot guarantee use of our car park in the future. We will have to assess on a yearly basis nearer the date of the next Sunnyfest. If we have a large all-day event hired by a hirer our car park would be in full use. We do have another option of parking on the field, this would have to be managed by yourselves and dependant on the weather. Again, this will have to be assessed nearer the time of the event.

Regards

Ang



Angela Delahunty
Site Manager

de Stafford School, Burntwood Lane, Caterham, Surrey, CR3 5YX

Web: www.destafford.org.uk

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