

# Public Document Pack



**COTSWOLD**  
DISTRICT COUNCIL

Friday, 23 April 2021

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## LICENSING SUB-COMMITTEE (LICENSING ACT 2003 MATTERS)

A meeting of the Licensing Sub-Committee (Licensing Act 2003 Matters) will be held remotely, via Cisco Webex on **Tuesday, 4 May 2021 at 4.00 pm.**

Rob Weaver  
Chief Executive

To: Members of the Licensing Sub-Committee (Licensing Act 2003 Matters)  
(Councillors Julia Judd, Dilys Neill and Gary Selwyn)

Due to the current social distancing requirements and guidance relating to Coronavirus Regulations 2020 – Part 3 – Modification of meetings and public access requirements this meeting will be conducted remotely using Cisco Webex.

Members of the public will be able to follow the proceedings through a broadcast on [Cotswold District Council Facebook account](#) (You do not need a Facebook account for this).

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

# AGENDA

1. **Election of Chair**  
To elect a Chair of the Sub-Committee, to serve for the duration of the meeting.
2. **Apologies**
3. **Declarations of Interest**  
To receive any declarations of interest from Members and Officers, relating to items to be considered at the meeting.
4. **Application for a New Premises Licence - Cotswold Wild Dining, Land at Grid Reference 415420 217305, Farmington, Gloucestershire (Pages 3 - 56)**  
To determine a new Premises Licence Application for the premises known as Cotswold Wild Dining, Land At Grid Reference 415420 217305, Farmington, Gloucestershire.

Recommendation(s):

That the Licensing Sub-Committee is asked, in light of the representations received, to consider the application and determine whether to:-

- *grant the application as requested;*
- *grant the application subject to such conditions that are necessary to promote the licensing objectives;*
- *refuse the application in whole or in part where it is necessary in order to promote the licensing objectives.*

(END)

# Agenda Item 4

 <p><b>COTSWOLD</b> DISTRICT COUNCIL</p>	<p><b>COTSWOLD DISTRICT COUNCIL</b></p>
<p>Name and date of Committee</p>	<p><b>LICENSING SUB-COMMITTEE (LICENSING ACT 2003 MATTERS) - 4 MAY 2021</b></p>
<p>Report Number</p>	<p><b>AGENDA ITEM 4</b></p>
<p>Subject</p>	<p><b>APPLICATION FOR A NEW PREMISES LICENCE - COTSWOLD WILD DINING, LAND AT GRID REFERENCE 415420 217305, FARMINGTON, GLOUCESTERSHIRE</b></p>
<p>Wards affected</p>	<p>Bourton Vale</p>
<p>Accountable member</p>	<p>Planning and Licensing Committee</p>
<p>Accountable officer</p>	<p>Andrea Thomas, Licensing Officer Tel: 01285 623000 Email: <a href="mailto:andrea.thomas@publicagroup.uk">andrea.thomas@publicagroup.uk</a></p>
<p>Summary</p>	<p>To determine a new Premises Licence Application for the premises known as Cotswold Wild Dining, Land At Grid Reference 415420 217305, Farmington, Gloucestershire.</p>
<p>Annexes</p>	<p><b>Annex A</b> - Copy of application <b>Annex B</b> - Copy of submission from the Applicant <b>Annex C</b> - Plans and photos of property <b>Annex D</b> - Copy of Terms and Conditions which are signed as part of the booking process <b>Annex E</b> - Copy of County Councillor and Parish Council objections <b>Annex F</b> - Copy of objections from residents <b>Annex G</b> - Copy of the Licensing Sub-Committee procedures</p>
<p>Recommendation</p>	<p><i>That the Licensing Sub-Committee is asked, in light of the representations received, to consider the application and determine whether to:-</i></p> <ul style="list-style-type: none"> <li>• <i>grant the application as requested;</i></li> <li>• <i>grant the application subject to such conditions that are necessary to promote the licensing objectives;</i></li> <li>• <i>refuse the application in whole or in part where it is necessary in order to promote the licensing objectives.</i></li> </ul>
<p>Corporate priorities</p>	<p>Ensure that services delivered by the Council are delivered to the highest standard</p>
<p>Key Decision</p>	<p>No</p>
<p>Exempt</p>	<p>No</p>
<p>Consultees/ Consultation</p>	<p>A 28-day consultation has been undertaken with all Responsible Authorities, Ward Member, and Parish Council and advertised in accordance with the Licensing Act 2003.</p>

## **I. BACKGROUND**

**I.1.** The Licensing Act 2003 allows applicants to apply for new premises licences, premises licence variations, club premises certificates and personal licences. This application is for a new premises licence.

**I.2.** An application for a new Premises Licence was received on the 15 March 2021; the applicant is Mr Richard Webber.

The Licensing Authority are satisfied that the application was duly made, the correct notification process was followed and the application was appropriately advertised. The advert appeared in the Cotswold Journal on 25 March 2021 and a site notice advertising the application was placed in the front of the property for 28 days.

The application seeks a Premises Licence for the outside area for the following activities and times:

- Supply by retail of alcohol on the premises between the hours of Monday to Sunday 1800hrs to 2300hrs

No music activities have been applied for. The Live Music Act 2015 and Deregulation Act 2015 permit the licence holder to play live and recorded music between the hours of 08.00 and 23.00 hours where the sale of alcohol (on sales) are taking place.

A copy of the application is attached at **Annex A**.

A copy of the written submission made with the application by the Applicant is attached at **Annex B**.

## **2. SITE DESCRIPTION**

**2.1.** The site is situated at OS Map reference SP 15418 17308. A copy of the plans and photographs of the site are attached at **Annex C**.

## **3. REPRESENTATIONS**

### **3.1. Responsible Authorities under the Licensing Act 2003**

The following conditions have been submitted by Gloucestershire Police and the Applicant has agreed to these conditions which will form part of the Operating Schedule on the Premises Licence:

*1. The Premises Licence Holder shall ensure that before any events involving adult entertainment commence, any attendee appearing to be under the age of 25 must produce valid photographic ID, namely either a Driving Licence or Passport. Should no ID be produced then the attendee shall be refused entry to the event.*

*2. The Premises Licence Holder shall ensure that an Incident Log Book is kept at the premises when open for licensable activities. All incidents which impact on any of the four licensing objectives shall be recorded. Each entry shall be recorded as soon as practicable and before the end of each trading session and will include;*

- *Time, date and nature of the incident*

· Name of the person recording the incident and those members of *Staff who deal with the incident.*

· *Actions taken.*

*This log book shall be available for inspection by Police or authorised officers of the Licensing Authority upon request.*

3. *No alcohol is to be kept on site when the premises is not open for licensable activities*

The Applicant has also agreed to further conditions suggested by the Licensing Authority:

1. *The site will be utilised for a maximum of 56 days over 12 months (January to December)*

2. *Customers will abide by the business Terms and Conditions when on site. These include a condition which states that customers cannot bring their own alcohol onto the site. (Copy attached at **Annex D**)*

3. *A member of staff will always be on site when in operation.*

### **3.2. Local Ward Member and Parish Council**

No representation was made by the Ward Member, Cllr Keeling.

Representations were received from the County Councillor, Cllr Hodgkinson, and Clapton Parish Council. A copy of these are attached at **Annex E**.

### **3.3. Other Persons**

#### **Residents/Property Owners**

There have been 27 resident/property owner representations received in relation to this application.

Copies of these representations are attached in **Annex F**.

### **3.4 The concerns raised in the objections are as follows:**

- Traffic, including road safety
- Parking
- Planning permission has not been sought
- Noise emanating from functions and other pollution
- Crime and Disorder emanating from alcohol
- Littering
- Toilet Facilities
- Misrepresentation of the application - closest property to the site
- Area of Outstanding Natural Beauty and disturbance to local wildlife
- Website states events have already sold out.

The Licensing Authority is unable to accept these concerns due to the following reasons.

#### Traffic, Parking, Toilet Facilities and Area of Natural Beauty

These concerns cannot be taken into consideration under the Licensing Act 2003 and would be dealt with under Planning Law. Planning and Licensing are two separate jurisdictions and it is up to the business operator to ensure that they adhere to both and have necessary requirements in place. The Operator has been in contact with the Planning Department at Cotswold District Council and they have confirmed that Planning Consent is not required.

#### Noise

As there are no music activities on this application we are unable to take these concerns into consideration. If residents experience nuisance from the live/recorded music provided at the site then these should be logged and reported to the Council's Operations team so that they can investigate this further. Residents can apply for a review of the Premises Licence if a regular nuisance occurs.

The Council's Pollution specialist did not raise any concerns with this application.

#### Crime and Disorder concerns

The Police Licensing Officer has suggested the following conditions, which the applicant has agreed to (See 3.1).

#### Website states events already sold out

Operators often sell tickets to events prior to a Premises Licence being granted. If the application is refused it would be up to the Operator to reimburse any monies taken.

## **4. NATIONAL GUIDANCE**

- 4.1.** The Secretary of State's Guidance requires licensing authorities, following receipt of relevant representations, to make judgements about what constitutes public nuisance and what is necessary, in terms of conditions attached to a specific premises licence, to prevent it.
- 4.2.** Where the Act provides for mandatory conditions to be included in a Premises Licence, it is the duty of the licensing authority issuing the licence to include those conditions of the Licence.

## **5. PROCEDURES**

- 5.1.** A copy of the procedure for the Meeting is attached at **Annex G**.

**6. BACKGROUND DOCUMENTS**

- 6.1.** Cotswold District Council's Statement of Licensing Policy - 2016.

(END)

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\* required information

**Section 1 of 21**

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

System reference  This is the unique reference for this application generated by the system.

Your reference  You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes  No

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

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number  Include country code.

Other telephone number

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

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

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

**Applicant Business**

Is your business registered in the UK with Companies House?  Yes  No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name  If your business is registered, use its registered name.

VAT number   Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

- Address     OS map reference     Description

**Premises OS Map Reference**

OS map reference

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

**Section 3 of 21**

**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

**Confirm The Following**

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

**Section 4 of 21**

**NON INDIVIDUAL APPLICANTS**

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

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Limited Company

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

E-mail

Telephone number

Other telephone number

\* Date of birth  /  /   
dd mm yyyy

\* Nationality  Documents that demonstrate entitlement to work in the UK

[Add another applicant](#)

**Section 5 of 21**

**OPERATING SCHEDULE**

When do you want the premises licence to start?  /  /   
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end  /  /   
dd mm yyyy

Provide a general description of 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.

The site itself is half a hectare of copse land owned and maintained by a local farmer with whom we have a lease agreement. There are no power lines, water/drainage pipes or permanent fixtures. The company prides itself in being sustainable and Eco-friendly. The site has undergone a bat activity survey and a wildlife protection assessment. Activities on the site do not impact any local wildlife or harm natural habitats in any way. Overview of concept and site plans attached.

*Continued from previous page...*

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

**Section 6 of 21**

**PROVISION OF PLAYS**

See guidance on regulated entertainment

Will you be providing plays?

- Yes  No

**Section 7 of 21**

**PROVISION OF FILMS**

See guidance on regulated entertainment

Will you be providing films?

- Yes  No

**Section 8 of 21**

**PROVISION OF INDOOR SPORTING EVENTS**

See guidance on regulated entertainment

Will you be providing indoor sporting events?

- Yes  No

**Section 9 of 21**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

- Yes  No

**Section 10 of 21**

**PROVISION OF LIVE MUSIC**

See guidance on regulated entertainment

Will you be providing live music?

- Yes  No

**Section 11 of 21**

**PROVISION OF RECORDED MUSIC**

See guidance on regulated entertainment

Will you be providing recorded music?

- Yes  No

**Section 12 of 21**

**PROVISION OF PERFORMANCES OF DANCE**

See guidance on regulated entertainment

Will you be providing performances of dance?

Continued from previous page...

**Section 13 of 21**

**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

See guidance on regulated entertainment

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes  No

**Section 14 of 21**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

Yes  No

**Section 15 of 21**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start 18:00

End 23:00

Start

End

Will the sale of alcohol be for consumption:

- On the premises     Off the premises     Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

None

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

None

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

**Name**

First name Richard

Family name Webber

Date of birth  /  /   
dd mm yyyy

Continued from previous page...

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 21**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

Cotswold Wild Dining offer experiences exclusively to persons of 18 years and over. The majority of events will not include adult entertainment or services however the events will cater for naturist groups. Cotswold Wild Dining will also adopt and promote a "Challenge 25" approach.

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

Continued from previous page...

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

None

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

None

Section 18 of 21

**LICENSING OBJECTIVES**

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

a) General – all four licensing objectives (b,c,d,e)

**Continued from previous page...**

List here steps you will take to promote all four licensing objectives together.

No valuables, money, alcohol left on site unattended.  
CCTV, Guest Code of Conduct  
Risk Assessment, No alcohol sales after 11 pm  
Fire Safety, Public Liability insurance  
Public Liability Insurance  
Guest Code of Conduct

b) The prevention of crime and disorder

Business operations are not open to the general public.  
No valuables, alcohol or money will be left on site.  
Our office caravan will have a secure wheel clamp visible to the public.  
The site is camouflaged and not visible for the quiet country road.  
The site has warning CCTV in operation signs.

c) Public safety

A risk assessment for the site has been completed detailing process for arrival and departure, guest conduct, fire safety procedure, food health and hygiene.

d) The prevention of public nuisance

Guests are to remain on site throughout the evening.  
The bar will close at 11pm and guests asked to respect the countryside.  
The nearest property is 0.5 mile away as the crow flies.

e) The protection of children from harm

The minimum age for a guest to be able to make a booking is 18 years old and identity cards will be required on arrival as well as a "Challenge 25" policy.

**Section 19 of 21**

**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

**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 in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

**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 birth or adoption certificate issued 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 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.

**Continued from previous page...**

- 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 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, 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.

**Continued from previous page...**

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.

**Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

**Section 20 of 21**

**NOTES ON REGULATED ENTERTAINMENT**

*Continued from previous page...*

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:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o 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.
  - o 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.
  - o 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.
  - o 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:
  - o 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.
  - o 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.
  - o 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.

**Continued from previous page...**

- 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:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o 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;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o 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.

**Section 21 of 21**

**PAYMENT DETAILS**

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00\*

Band E - £125001 and over £635.00\*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time.

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

100.00

**DECLARATION**

**Continued from previous page...**

[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)

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

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

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

[Add another signatory](#)

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

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/cotswold/apply-1> to upload this file and continue with your application.

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

**IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**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**

**OFFICE USE ONLY**

Applicant reference number	<input type="text" value="C/21/00124/PRMA"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

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## **Cotswold Wild Dining**

My name is Richard Webber and I have been a resident of the local area (Naunton) for the past 3 years. Like so many others in recent times, the global pandemic has presented its challenges and unfortunately my 18-year career in the Aerospace industry was cut short when my position within my organisation was made redundant a couple of months ago. For many years I enjoyed the corporate 9 to 5 life however since moving to the Cotswolds often dreamt of a career change to suit my new country lifestyle and so this situation has encouraged me to pursue just that and set up Cotswold Wild Dining.

### **Concept**

An overnight experience where a group of like-minded individuals can escape the stresses of modern-day life and immerse themselves in the tranquillity of the Cotswold countryside whilst enjoying a gourmet meal and local drinks.

Guests will arrive to site which is totally camouflaged from the road and almost 1 mile to the nearest house (by road).

The site itself is half a hectare of copse land owned and maintained by a local farmer with whom we have a lease agreement. There are no power lines, water/drainage pipes or permanent fixtures. The company prides itself in being sustainable and eco-friendly.

The site has undergone a bat activity survey and a wildlife protection assessment. Activities on the site do not impact any local wildlife or harm natural habitats in any way.

We have erected temporary structures to shelter the dining table and cooking area from bad weather and an eco-friendly composting toilet with washing facilities.

Guests will be required to sign a code of conduct on arrival.

A maximum of 12 guests can participate per evening, typically Friday and Saturday evenings during high season (May-October). We anticipate running up to 60 evenings per year.

Guests will enjoy a 4-course meal, we cater for vegetarians, vegans and gluten free individuals along with displaying a list of allergens on site accompanied by 4 complimentary cocktails. We will utilise local produce and local suppliers for over 80% of our ingredients.

There will also be a paid bar running from 6pm-11pm.

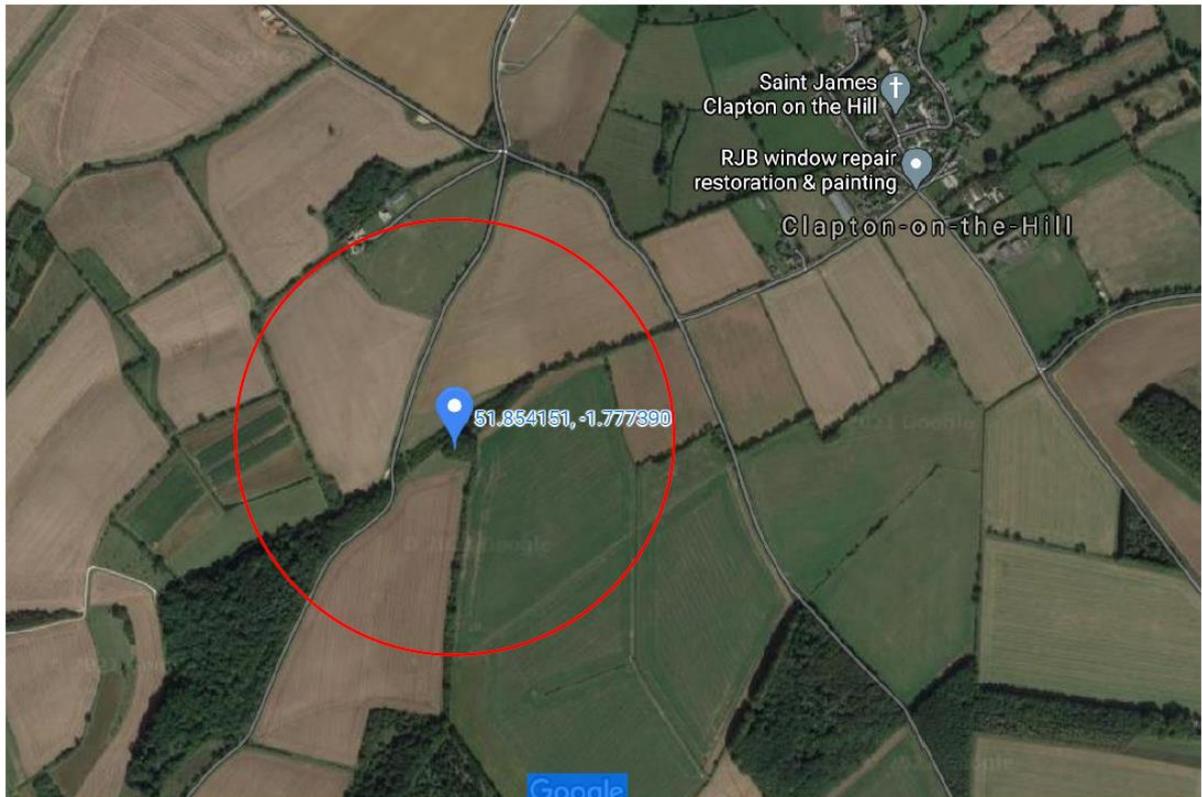
Ambient music will be played throughout the evening (up until 11pm) and again during breakfast service in the morning to create an atmosphere.

Guests will stay the night in a private glamping tipi with hot water bottles, solar lighting and extra blankets, all paths are well lit with solar lighting should a guest need to leave their tent after dark.

3 members of staff per event. Staff have completed DBS checks, food hygiene level 2 and we have a designated first aider at every event.

Once Cotswold Wild Dining is up and running, we hope to utilise the site for children's camps during the holidays – similar to the Worldwide movement of Scouts / Girl Guides.

Children will be taught basic life skills, cooking, cleaning, gardening, preparing food, orienteering, wildlife / nature talks, looking after the environment.



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## Cotswold Wild Dining Code of Conduct

**Health and Safety** - Guests should take care and responsibility for their health and safety when on the premises by remaining on the paths provided as these are lit and cleared to reduce the chance of any accidents. By the nature of our event, guests may also come into contact with many natural ingredients, plants, fungi and other items, some of which may be unsafe for human consumption. Therefore, guests should not consume any foraged item without prior clear and certain permission from us. Guests must remain a safe distance from the firepit and cooking station at all times and must not fuel any fires. Litter is to be placed in the bins provided.

**Smoking** - Guests are only permitted to smoke in designated areas. In some circumstances and in particularly dry weather we may ask our guests to refrain from smoking altogether.

**Alcohol / Drugs** - Alcohol is not permitted to be brought on site. Guests are reminded to drink responsibly. Recreational drugs are strictly prohibited at all times.

**Customer behaviour and conduct** - The Cotswold Wild Dining team respect our guests and wish for them to have a good time; we ask that guests return the same level of respect. Offensive behaviour will not be tolerated, and guests will be asked to leave the event.

**NHS Test and Trace** – Cotswold Wild Dining will be keeping a record of guests' data for 21 days.

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**Cllr Hodgkinson**

I am writing to you as county councillor for the area including Clapton regarding the licensing application for Cotswold Wild Dining.

You have received (attached and below) a submission from Clapton parish and a number of residents already.

I fully support what they are saying and in particular:

1. This is the AONB and at the moment in an unspoilt area with small pockets of very rural population.
2. The potential noise pollution coming from the site into the late evening were this application to be permitted.
3. Clapton is a mile by road from the site but less as the crow flies and is currently a very quiet small village.
4. Harm to the natural environment caused by an unplanned leisure site.

I am also concerned that no planning application has been submitted for the proposals - Deborah, could you please confirm that one is required and/or if planning enforcement will be taken given that the site's website is advertising for occupancy from next Monday 12/4?

**Clapton Parish Council**

Please find below a list of objections relating to the serving of alcohol from Monday to Sunday between the hours of 18:00 and 23:00 for up to 12 people.

- \* The consumption of alcohol could lead to guests walking around the village under the influence of alcohol and being potentially noisy and disruptive
- \* Clapton on the Hill does not have a public house or community centre and therefore does not have any public areas where drinking is permitted so we have never encountered any alcohol related nuisances
- \* The consumption of alcohol could increase the likelihood of damage being done to the village and surrounding areas - ie with open fires, inebriated people walking into the village

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**Residents objections**

**1. John Price**

I write to object to the application for planning permission for camping and open air dining at the site near Clapton. I own land directly opposite and the consequences of having people who may camp, play music, and trespass or let dogs trespass is not acceptable. It would be acceptable if it only allowed use for pop up dining during licensing hours and the site was shut and cleared by 10pm and no dogs and no music and no camping were permitted on the site.

**2. Richard Broyd**

I write in relation to the above application, and wish to register my objections to the above application. Firstly, the narrow lanes and blind bends in this AONB would become increasingly unsafe with increased traffic flows to the proposed site, and where alcohol would be served - a concern especially as it appears the applicant's guests would only be able to reach and leave the site by car and in so doing giving rise to public nuisance. Also, in an age when the emphasis is increasingly to reduce car use, to increase car use in this AONB is unnecessary and without any merit to the either environment or the wellbeing of the local community. Areas of natural beauty are designated for good reasons. The introduction of a commercial enterprise, where alcohol is consumed, lavatories and sanitation required to be installed, outside, along with inevitable litter that will in likelihood arise, is contrary to retaining this AONB as it should be protected. I urge the refusal of this application

**3. Professor Hilda Brown**

1. The site lies within an unspoiled rural area and AONB which at present enjoys tranquillity and calm. Consumption of alcohol leads to jollity and an inability of people to control the volume of their voices. Any motivation to moderate noise levels will be low, especially if the drinkers think that they are far away from other people. This, however, does not take into account that noise travels widely in open spaces and carries on the wind. The campsite is located near to at least one outlying residence and two villages, the inhabitants of which will inevitably hear any noise, be this from voices, live or amplified music, or extra vehicle traffic.

This is a public nuisance. 3. The proposal to not only serve alcohol with a meal, but also at a bar opening into the wee small hours of the morning, will inevitably lead to noise at unsociable times and will disturb local wildlife. Serving alcohol late would also require more lighting and light pollution in the area. I have a major concern about the noise and traffic safety on the single-track road between the two affected villages, Clapton and Farmington. There are very few passing places and many blind corners and dips in the road with poor

visibility of oncoming traffic. The campsite is bringing significantly more traffic to the area, including the campers/customers, delivery vehicles, etc. There will also be increased traffic on the roads leading to the site through the villages of Farmington and Clapton.

#### **4. John Marshall**

In relation to the application by Cotswold Wild Dining for an application to sell alcohol I have concerns about public safety and public nuisance. Has the site where a licence might apply been shown to meet the approved standards of health, safety and hygiene in relation to preparation and serving of food and drink? Do the toilet facilities meet the approved standards for licensed premises?

Surely no licence should be granted until / unless the above questions can be answered in the affirmative as otherwise the safety of the public using the site cannot be guaranteed.

Likewise with car parking and access arrangements. Has the creation of a new vehicle entrance at this point (in addition to the existing agricultural use) been approved, given that the entry from and exit to the public road is on a blind bend on a single track road. Unless these arrangements for vehicular access have been inspected and approved then again there are concerns for public safety.

There is a proposal for music to be played on the site. Given that this is an open-air location, there is a risk that the noise might be carried to the nearby houses in Clapton village, thus constituting a public nuisance.

Is a licence to play music required at a venue such as this also require a licence, and if so is it part of the current application? The precautionary principle might suggest not issuing a licence until checks had been done to ensure that there was not any public nuisance. If the licence application does not also include music, then is the playing of music permitted at all?

A licence application at this point rather puts the cart before the horse, as there are so many unknowns relating to safety and other environmental matters. So far this proposal for the establishment of a camping site seems to have been pursued without any planning application, informal consultation or notice of intent prior to the appearance of the notices about the licence application. Therefore the applicant for the licence is unable to show that the facilities on the camping site have been checked and approved against relevant health, hygiene and safety standards. In these circumstances I recommend that the current application for a licence be rejected.

#### **5. Geoffrey Howson**

My concerns for the application as above is that of public safety and public nuisance.

The access to the site is on a dangerous bend on a narrow road. Many a time I have had to take swift evasive action at this point - whether in a car or on a cycle - this will become even more hazardous, and muddy, with traffic, possibly heavy, entering and exiting the site.

If the wind is in a certain direction, intrusive music will be heard in the village of Farmington - especially if this played in the open air. To what hour can the music play? And at what hour will it start in the morning? Will the applicant ensure that all litter is cleared from the site and nearby roadside? - Farmington prides itself on keeping the village clear of litter. Will the toilet facilities meet the necessary standards of hygiene for a licensed premise?

I further wonder if it is necessary to obtain a permanent license for an open-air site in an unspoiled location in an area of outstanding natural beauty? Are there likely to be any adverse effects on wildlife in the area around the site?

We have been unable to hold a Meeting in Farmington regarding this Application because of the Covid-19 restrictions. However I have received representations from local residents expressing opposition. The principal concerns are:

- The entry and exit to proposed site is on a narrow road on a sharp bend. This is totally unsuitable and dangerous.
- The disturbance to Wild Life - and flora – in a tranquil area
- The likelihood of noise of music reaching the village until 11.00pm and from 08.00am
- The possibility of increased litter being dropped on the roadside.

Please consider these concerns

## **6. Wendy Howson**

I wish to express my strong objection in respect of application submitted by Cotswold Wild Dining off the road between Farmington and Clapton.

Location This is in the middle of nowhere with no existing building of any sort although I have noticed in the past month or so a vehicle parked at the top of the proposed site. Even this one single vehicle is an eyesore from the road and ruins an otherwise beautiful view of a Cotswold field going up to trees. The prospect of any further development of any sort in this beautiful rural spot is appalling not only from an aesthetic point of view but also for the abundant wildlife living there.

Approach to the site I have lived in the Cotswolds most of my life and in Farmington itself for over 35 years. The charming and unspoilt road between Farmington and Clapton, unchanged in all these years, is therefore well known to me as a driver, walker and cyclist. It is a road which does not adequately accommodate 2 cars travelling in opposite directions invariably necessitating one car driving onto the verge. It certainly cannot accommodate any more traffic than is currently the case without causing considerable damage to the road and verges. Furthermore if the application were successful Farmington itself would undoubtedly incur unwelcome increased traffic through this quiet unspoilt village with young children and dogs.

**Car Parking and Access to Road** Obviously due to the location the vast majority of customers will need to drive to and from the site. Therefore a designated car parking area will be required and also possibly a track from the car park to the dining site. This again will be not only a huge detriment to the beauty of the area but also a distraction to anyone passing the site and thereby a possible safety hazard. But the prime concern regarding safety is the totally inadequate access to the chosen site from very small road. This is totally unsuitable and dangerous.

**Provision of facilities** It is quite impossible to imagine how any of the facilities required to operate this operation can be achieved without totally destroying an area of outstanding beauty. It is therefore hard to comprehend why the applicants have chosen this site. Presumably in addition to amenities for storing and preparing food and all weather facilities and toilets. To comply with public health requirements I imagine the regulations are going to be very stringent - and all to be carried out on completely virgin territory with absolutely no existing facilities. Also if electricity is required, what methods will be used to get this on site?

**Increased noise to local residents and wildlife** Even though this site appears to be isolated, noise does travel especially when the wind is in certain directions. Residents have chosen to live in this particular area because they enjoy the quiet environment it offers. Whatever assurances may be given by the applicants in advance, inevitably there will be an increase in noise disturbance even without any music and as mentioned before this will affect the wildlife.

For the reasons mentioned above I vehemently oppose this application and suggest Cotswold Wild Dining find a more suitable area for this venture.

## **7. Bob Thompson**

The following objections relate to the application for a premises licence by Cotswold Wild Dining for a proposed new business located in a disused quarry at OS coordinates SP 15418 17308 in Farmington CP.

1. **Public Safety** The proposed site is located near woodland called Farmington Grove where the authorised culling of roe deer occurs. The risk to guests is that they inadvertently wander into the woodland while culling is taking place - no fence exists between the CWD site and Farmington Grove. An inappropriate site has been selected for a camping venue, especially as alcohol is advertised as a such prominent part of the camping experience.

Vehicle access to and from the site is unsafe as it is located on an awkward 'S' bend with restricted visibility at the bottom of a steep incline where vehicles and cyclists travel at speed.

2. **Prevention of Crime** Car theft from homes in nearby villages has occurred recently, including forced entry to obtain car keys while owners were in the property. CWD guests will be directed to park their cars near a road overnight and this will attract unwelcome attention. Security is not mentioned in the CWD literature.

3. Prevention of Disorder Members of the public without a booking can be expected to visit the site on a Friday or Saturday evening in the summer to purchase drinks from the 'well stocked bar' and to enjoy the music. If they are refused service it is likely that arguments will occur which may put staff and guests at risk. Site access control is not mentioned in the CWD literature.

4. Prevention of Public Nuisance The road from Farmington to Goms Hole is narrow and winding with only occasional passing places. Increased road traffic due to CWD will result in delays and locals will suffer inconvenience.

In summary a premises licence for the proposed CWD site would put guests, staff, visitors and locals residents at risk. A more appropriate location for the business must be found.

### **8. Edward Alexander**

I would like to object, very strongly, to the application of this Premises Licence, on the grounds of prevention of public nuisance.

The site for this activity is very close to Clapton on the Hill, where I live, and it would have a very detrimental effect on those of us in Clapton. The noise generated by this activity would travel, especially in the evening and night, when the countryside was otherwise peaceful. We do not need our peace to be disturbed by this commercial activity.

It is especially alarming that the person making the application hopes to utilise the site for other activities once Cotswold Wild Dining is up and running.

Please do not allow this public nuisance to be established.

### **9. Jillie Barrow**

As a resident of Farmington I object to the cotswold wild dining outside the village, the increase of traffic, what it could grow into etc in the future.

### **10. Dr Colin Baxter-Jones**

As a matter of principle, is there any precedent for granting a permanent license for an open-air site in an unspoiled location within an AONB?

A primary concern is road safety and measures that can be taken to ensure safe entry and exit onto the road. The site is located on a blind bend sitting on an unlit, single-track road which is used regularly by residents of Farmington, Clapton and Bourton-on-the-Water.

How will access to the site be restricted to guests who have booked in advance and provided personal details, rather than members of the public who become aware through local knowledge or happenstance that licensed premises exist in the proposed location? Similarly, have measures been taken to ensure that children (under 18's) are not permitted to purchase alcohol or for adults to procure alcohol on their behalf (under 16's)?

Has it been documented that the site meets the approved standards of health, safety and hygiene in relation to the preparation and serving of food and do the toilet and hand washing facilities meet the approved standards for licensed premises?

The chosen site is remote with little in the way of human activity. Are there likely to be any adverse effects on wildlife in the area around the site due to the significant increase in human activity?

### **11. Ann Mackaness**

I feel this application is not in keeping with any thought to the unspoilt location. narrow and used by farm verticals, when in a car I often have to go backwards to be able to pass also the entrance is on a notoriously bad bend. The area is well known locally for its wild life. There are quite a lot of deer around who are bound to be affected by the noise and activities. There appears to be an old caravan at the proposed sight at the moment. Does it need permission to be there? Please do not give permission for this wild dining to go ahead.

### **12. Judith and Martin St Quinton**

I refer to the above application and would like to register our objection to the granting of a licence to sell alcohol in this location.

We would be concerned about the increased number of cars on the narrow approach roads and the site itself is on a bad bend, which some motorists seem to take at speed.

If there is alcohol, there is noise, which along with any music noise from this outdoor location would travel for many miles which is most unfair on neighbouring farms and villages.

I hope you will ensure our safety on the roads and protect the area from harm.

### **13. Lucy Ormerod**

I am writing in connection with the Application from Cotswold Wild Dining... I feel strongly that to allow 12 people to stay in six large tents on a regular basis, supported by catering and security staff plus others in an Area of Outstanding Natural Beauty to be totally unacceptable. The resulting noise from the music (which I see will be in the evenings and mornings) and lighting will be heard and seen over a large area. I read that the guests will be allowed to forage around the area with the inevitable disturbance of the wildlife in an incredibly peaceful place. I also think that to have cars and vans using an entrance off a

blind bend on a single track road to be highly risky. I read that bookings are already being taken, starting on the 16th April...is this acceptable prior to the licence discussed...?

#### **14. Dr Margaret Dick.**

I refer to the letter from Andrea Thomas sent to our Parish Council at Clapton on the Hill on 16 March 2021 together with a redacted version of the application along with plans. Unfortunately I was unable to read the location of the site from the plans and raised queries with the Parish Council which I understand from the Parish Council await your kind attention. In addition the Public Access Portal also was elusive.

In the meantime on one of my many walks in the area yesterday I located the site of a caravan and 2 cars (which I had seen previously) together with a newly placed Planning Notice affixed under blue transparent polythene on a tree next to the LHS of the Highway running off the between Clapton on the Hill and Farmington. This Planning Notice expresses the scope applying to such an application as this.

Given the situation of Cotswold Wild Dining Limited in the woodland between fields which this year are sown with cereals, which appears to be at OS GR 153171 ('the site'), I make the following formal representation.

1. Public Safety - Entrance to site (with caveat of absence of details of the Lease granted to Mr Richard Webber by the landowner): The site is off a corner in the road requiring great caution (and therefore application of the sound of a car horn on occasions) for depending on the type of oncoming pedestrians, cyclists, vehicles (including but not limited to 4x4s, combine harvesters of some magnitude, tractors with drills, muck spreaders and depending on the time of day even a school bus) barely room to pass without taking the option of reversing the vehicle or passing into the edge of the field leading to the Site. On the RHS of the road (travelling from Clapton on the Hill/ Bourton on the Water/ A429 ) the land slopes away should the oncoming vehicle believe there is the option of taking the RHS grass verge. If the oncoming vehicle is crossing over to the site against the vehicles on LHS there could lead to a health and safety issue. There is a designated car parking area in the field leading to the site which may affect run off.

The incoming and exiting from the site therefore could have consequences for more than just the residents of Parish of Clapton on the Hill.

2.Prevention of Public Nuisance: - Closeness of site to the Parish of Clapton on the Hill: Clapton on the Hill is within the Cotswold Area of Outstanding Natural Beauty and in a Conservation Area; many of the buildings are Grade listed. We are informed by the redacted version of the application that the site is almost a mile away from the nearest house (within the Parish) by road and seems to be just about 3/4 mile South West (as the crow flies) of the village itself and less than a mile from at least one of the outlying houses to the West.

Even if it is Covid-19 alone that has to be dealt with, it seems that the supply of fresh water except perhaps at the far Nend of the glamping site is inadequate for frequent and thorough handwashing by guests and staff including First Aid staff; this together with absence of water supply for the preparation of food, bearing in mind the ingredients are from local sources and may not therefore be cleaned and packed. Later ideas on teaching children cooking and

cleaning at the site will require further attention to water supply amongst other important factors. We are not informed about the precautions the applicant is taking opposite Covid-19; ( it is their responsibility for their guests). However with guests numbering 720 persons over the period of 10 months if a source of further infection by Covid-19 does arise it is likely that this will not only affect Gloucestershire.

In addition, smells from cooking may attract vermin and flies which will be of concern. There are two fires on the site and therefore the spread of fire from the site would also be concern in this AONB. There are just two fire extinguishers one placed at the caravan office and second near one of the two fires on the site. It is not known what each extinguisher contains.or indeed the scale on the plan of the site (other than that it measures half a hectare of leased land) or indeed the nearest hydrant should it be required by the Fire Service.

The adequacy of conveniences situated at one point only, at the N end of the site also need attention especially after a 4 course meal, cocktails 'on the house and a pay bar open between 6 and 11pm..Where are the contents of composted toilet and the food waste to be disposed of each evening? This Parish previously has had to request a termination of supplies from a sewage farm being spread over a fields very near to the main part of the village

In view of the proximity of the main part of village, noise (including ambient music during the evening to 11pm and again in the morning, voices including singing,'kitchen' clatter, cars etc.) is likely to have an affect on it (including on outlier residences to the West and East of the Site) and not only when the wind is blowing from a W to SW direction but also on quiet days and evenings and when cyclists, pedestrians (including children) and wild life are on the move and especially between May and October. The tranquility of this AONB will be quite spoilt

3.Environment We have already been given a wake-up call by this pandemic on need to restrict the encroachment

on the habitat of wild species as we are advised that yet another transfer between the wild and human populations is bound to be on its way.

There are herds of deer moving over fields and woods and roads. In addition hares, rabbits, grey squirrels and other rodents, pheasants, partridge, French partridge, raptors including buzzards, yellow hammers and other birds have all been spotted on walks along the several Ordnance Survey marked footpaths/bridleways in the area. It is noted that a bat survey and a badger survey but there is no information on their outcome (except no badger setts) or on other surveys including flora. From a distance the leased woodland looks to be fairly recently planted woodland as the trees (eg.field maple) or some of them are still within their corrugated jackets with stakes. We are informed in the application that the activities on the Site do not impact any local wildlife or harm the natural habitat in anyway. This is a surprise given the footfall in the 10 months on the site and in the knowledge (raptors competing with rodents)that there is ongoing competition amongst animal and plant species for food supplies.

4.. Crime and disorder We have all experienced many days of Lockdown and do not wish to be forced to curtail our activities whether they be for walks, cycling or amateur astronomy (taking advantage of the absence of illumination in the Parish) or otherwise when finally

Lockdown ends. Can we be sure of our safety when the site between weekends (when the site is vacated presumably) becomes known (through social media) to persons with criminal intent. Are there procedures to deter guests from leaving the site on foot or by car to wander into the surrounding countryside and to visit the outlier houses and the village itself. A reminder that there are in and around the village resident children even if it only later the applicant proposes to teach children cooking etc.

5. Protection of Children from Harm The safety of all our children is paramount. One can say that we did not choose to come to this area to have disturbances such as Cotswold Wild Dining Limited with attendant advertising/ publicity which may attract undesirable persons to the area.

What communication system does the site rely on should there be an emergency.

### **15. Lorna Duffin Marshall**

I am a resident of Farmington and have visited the site where Cotswold Wild Dining proposes to operate. I am not against people setting up new businesses. However, I have several concerns about the proposed site and business.

First, the safety of the site. It is in a woodland. The ground is covered in dry timber and the paths around the site are marked by dead dry timber. If it is proposed to have open fire pits for cooking and heating, the fire hazard seems quite considerable.

Second, the standards of hygiene. If food is brought to the site, cooked or uncooked, there is no refrigeration or other hygienic storage.

Third, the provision of toilet facilities. One compost toilet for 12 or more people who are eating and drinking and camping overnight seems woefully inadequate. How waste is to be dealt with is not known.

Fourth, the safety of the site. Will there be a responsible person on site during the night?

Overall, have the site and activities met the appropriate regulatory standards.

I hope these comments might be taken into consideration.

### **16. Janet Messenger**

I would like to make an objection against Cotswold Wild Dining being granted a licence to serve alcohol.

My objection is for those who use the single lane road, which has a derestricted speed limit, for cycling, horse riding and walking, which my family and I use often. The road is also a cut off from a National cycling network route (48) from Farmington to Bourton on the Water. I use this route, on foot, pedal bike and horse. The Cotswold Wild Dining field entrance is on a bend with high trees which restrict view for both vehicles and anyone using the road for leisure. Thus, making cyclists, equestrians and walkers vulnerable. With the campsite having so far 62 nights available to book, 16th April to end October, Thursday - Sunday, the significantly increased cars on this road gives great cause for safety concerns, as this will be the time when most people use the road for cycling etc.

## **17. Corrine Carr**

We are very worried about the access to the proposed spot. The bend is blind and dangerous. The Lane from the Farmington is narrow and increased traffic would be benifocial. There are many horses walkers and cyclists who use the road and what with local traffic it is busy enough. I am not sure whether music is allowed but that could and would cause unwanted noise as the sound would travel. But mostly it is the traffic increase that worries me.

## **18. Andy Whipp**

I am writing to express my concerns regarding the application being made on behalf of Cotswold Wild Dining Limited to set up a site at the edge of the village of Clapton-on-the-Hill. There are a number of matters I wish to highlight:

Noise – the website suggests that there will be music playing for 5 hours in the evening while the dining experience takes place, and then again the following morning. Those attending the event will also be consuming alcohol and there is a likelihood that noise levels will be high. This noise will travel and would cause disturbance for the residents of Clapton-on-the-Hill, which is currently a quiet and undisturbed village.

Website - I note that the website advertising this product has listed a plethora of dates on which customers can book. Indeed some of them are already being advertised as "sold out". How is this possible if the application has yet to be reviewed and approval has not been granted? There seems to be little interest in the welfare and comfort of the local residents. In addition, if this is the attitude of the business owners - what level of confidence can we have that any reasonable restrictions or duties placed upon how the business could trade will be accepted and respected?

Access - the roads in the area are country lanes, narrow and unlit. They are not capable of taking high numbers of traffic. The prospect of additional cars running along them for 60 events a year is alarming. The condition of the road surface is poor at the best of times and this extra traffic will make this worse and the potential congestion will place an extra burden on the local area and residents.

Parking – there is very little indication of where the parking will be. It seems that the local residents will be faced with cars being parked at the roadside or at the edge of fields. I read that the Cotswold District Council was seeking to ensure that "any development suits the needs of our communities and protects our landscape and heritage". This does not seem to fit with the application being made.

Air quality – there is reference to campfires and this will surely mean smoke billowing over the village and causing inconvenience for those living in the village.

Impact on the environment - the village is part of the picturesque Cotswold countryside and to have vehicle tracks, litter and unsightly signage brought into the area will have a very damaging effect on the views and the natural landscape.

Proposed expansion - I note that the application speaks about providing the service for larger groups than the 12 customers and 3 staff initially mentioned. If the business does expand, this will lead to yet more cars, more accommodation, more noise, more smoke and more litter and disturbance. Clapton-on-the-Hill is a quiet Cotswold hamlet and establishing an overnight festival site down the road will have a significant impact on its residents.

## **19. Lois Paxford**

Tam writing to put forward my concerns regarding the licence application from "Cotswold wild dining" for a camp, dining and bar facility near Clapton-on-the-hill (reference number: C/21/00124/PRMA). Having been a member of the Clapton community for over 30 years I have concerns with the proposed nature of the site being licenced. Firstly, my major concern is the effect on the local wildlife and environment. Clapton and the surrounding area is very quiet due to its rural location. I feel that a business that allows people to sleep out in the fields will undoubtedly increase noise and disturbance levels for local wildlife (especially the populations of nocturnal animals which currently reside here). There is a proposal for music and bar licensing until 11pm which I feel is unnecessary. The plan for the business to play music is contradictory to their proposed aim of allowing guests to "immerse themselves in the tranquility of the Cotswolds". The music will actually destroy the tranquility that they are seeking to

offer their guests and disturb the quiet habitat that the area currently provides. The additional traffic on the single-track road to the site will also pose a hazard to the local wildlife that has become accustomed to crossing and using these roads regularly. My second concern is the impact on the residents here at Clapton. Currently a shoot occurs in the fields over from the proposed business site. The voices of those on the shoot trips can be heard from the houses in the village. As the proposed site is closer, music and voices from this site will be clearly audible from residents' houses, meaning further disturbance for those living in the village.

To allow a business to play music, drink alcohol and sleep outside in such rural and undisturbed habitats would be damaging to the ecology the Cotswolds is so admired for. There are other locations in the district that have already been disturbed by other business/housing developments that (due to their already diminished species richness) would be more appropriate for this site and have less impact on Cotswold biodiversity.

## **20. Pat Gill**

The village community of Clapton on the hill have just been advised of a licensing application for a camping site near the village. As this is the first notification that we've seen of this site, I would like to register my concerns about the site and the licensing application on the following basis:

1) The site is in an area of outstanding natural beauty and the construction of a storage facility is not in keeping with the area. Please note the current storage 'structure' is a battered old caravan which is an eye sore. I noticed this caravan last week and I was going to report, as I thought it had been dumped. How will the council ensure that this AONB is maintained?

- 2) The application states that the site will be camouflaged from the road. The current storage facility is clearly noticeable from the road and so is the copse where the proposed site is to be located.
- 3) The entrance to the field is in a dip, which frequently floods and is muddy for most of the year. To allow traffic on site a driveway will be required and parking included. Without this additional development, cars will be forced to park on a single lane road during wet weather. This is not mentioned in the submission. Are you aware of this issue and has any permission been given to provide parking or a constructed pathway?
- 4) The application highlights that the site is 1 mile from the nearest house, by road. The site is however less than a mile from the nearest house by foot. Sound will not travel by road and is likely to cause annoyance. Has the council considered noise pollution from the site?
- 5) The application states that there will be no water or drainage pipes. The Company's website states that natural water will be used from a water butt, however fresh water is also available. How will this fresh water be supplied and are there plans to add piped water?
- 6) The website promotes foraging. Given the location of the site, foraging would impact the wild food that is available to the local wild life, including owls, birds and deer, which are very active in the area. Has there been a review on the impact of wildlife, excluding bats, as part of the application.
- 7) The toilet facilities are of concern. The site is using compost toilets, how will the Cotswold council ensure that the toilets are fit for purpose on this site and that any resulting compost is managed effectively to ensure no pathogens are introduced to the local environment?
- 8) I am concerned that the application suggests extending the facilities for Guide/Scouting. This will introduce additional noise in the local area, which is a very quiet environment. Have the council considered whether the site is appropriate for teenagers and has an appropriate health and safety review has been undertaken?
- 9) The site will bring additional traffic along a single-track road which is used extensively by cyclist and horse riders. Has a risk assessment been under taken to assess the impact of traffic?
- 10) The concerns that I've raised above relate to the site itself, which appears to have progressed without any local consultation. Is this normal for the council to allow this to occur without checking with the local community?
- 11) The website and the application states that there will be ambient music during the evening and in the morning. Ambient music, by its nature, should be aligned to the local conditions. How will the council police and restrict excessive, non-ambient, music and how quickly will it react to excess noise? I raise this point as I am concerned that in this

environment, noise will differ from group to group, rather than being consistent across the groups. In which case it will be difficult to shut down noisy groups quickly.

Apart from the points above which relate to the site progressing without local consultation, I believe the licence application relates to the sale of alcohol. Here are my points of the alcohol side:

1) The site is up, what is generally, a muddy track used by dog walkers and deer. This makes it difficult for service vehicles to traverse. Will council service vehicles be required to take away rubbish, if so has this been assessed?

2) What facilities will be in place to store and dispose of bottles and general food detritus? Will rubbish bins be obvious in this AONB or has the council considered this issue?

3) As such my concerns relating to the impact of alcohol are mostly covered in the previous section, e.g. noise and waste, so I won't repeat them here.

4) I have checked out the company's website and the company has already sold out its 21/04/2021 date and various other dates throughout the year. This would suggest that this application is retrospective or has been pre-agreed. Is this the case? If so, on what basis? If not, what conditions will be put in place to prevent alcohol being served if the application is unsuccessful?

I have no major objections re the alcohol licence, but I do have major concerns over how the site was approved without local consultation. How will this concern, which the local community will express, be managed?

## 21. Julia Taylor

I have major concerns about this application and how it will negatively effect the local environment and community. Please see my concerns below:

**Noise / Disturbance:** Noise from loud music, people laughing and shouting after consuming alcohol (from the paid bar) will travel and will be very disturbing for the residents of the Village of Clapton on the Hill. The Village is extremely quiet and therefore noise pollution will be out of character and very upsetting for the residents. **Air Pollution:** Smoke from constant fires burning will bring air pollution to the village and cause inconvenience to residents.

**Conservation Area:** I am concerned about the adverse visual appearance and environmental impact this will have on our landscape. This is an area of outstanding beauty. Constant vehicle access in and out of the proposed new entrance area will cause deep vehicle tracks and ruts visible from the road, it will look unsightly and will adversely change the appearance of environment ultimately affecting wildlife. Signage will stand out and will lessen the beauty of the area. There is no mention of parking. If the cars are parked in view of the road this will also adversely affect the visual beauty of the area.

Business Promotion in advance of permissions: A good commercial enterprise planning to implement changes to land that may adversely affect nearby properties will inform the

occupants of the plans and allow them a chance to comment on them, well before seeking planning permission. However, this company is already advertising its services freely on its website, and has in-fact 'SOLD OUT' on particular days. This is an arrogant approach as it gives the impression this will be going ahead despite approval requirements. Rapid Business Expansion: I am extremely concerned that this business adventure will start off as a small glamping business allowing 12 people (15 including staff) would rapidly increase once a foot hold is in place. The business proposal already refers to larger operations for Girl Guides and Scouts, which would be a totally different experience for the neighbourhood. More, people, more cars, more sleeping accommodation, more fires, more noise, more pollution, more disturbance for the environment and the neighbouring village. This would be a disaster for the area. Additional traffic generation: The roads are poorly maintained in the area as it is. Introducing additional traffic and congestion at the new entrance will make the situation worse and affect local residents who use these roads on a regular basis.

## **22. Kenneth Simms**

- a) The proposed access will be a danger to local residents from Clapton and Sherbourne being on a 90% dangerous bend even now, on a narrow lane. The lane is constantly used by local farmers with tractors and trailers going about their normal farming business needs. On the bend is also an access entrance to the field used by riders and horses (from the existing racing stables further up the lane)
- b) Dramatically increased Air Pollution to the local area by delivery vehicles for restaurant supplies and vehicles coming to the restaurant and campsite all hours of the day or night.
- c) Is this an appropriate planning application in a designated area of Outstanding Natural Beauty and a conservation area.
- e) if my fading memory! still works. on the bend apart from access to and from Clapton, are 3 additional entrances and exits, a lane to Sherbourne, entrance to the existing property, and an entrance to the farm next to it,
- f) The bend is also subject to severe flooding in heavy rain spells
- h) at present the access to the planned development is protected by electronic gates. What is the plan for the future? will they be permanently open as guests will need access for 24 hours. If visitors have to stop on the bend for someone to open the electronic gates it will be an accident waiting to happen!!!!

## **23. Georgina Barrow**

I'm writing to object to the application for a glamping site on the land between Clapton and Farmington. Most importantly: There is a live badger sett in the copse. It's illegal to disturb badgers.

The land in question is in an area of Outstanding Natural Beauty. The business owner has already started work, with no local consultation. Our wood ends 500 yards away. We

already experience considerable trespass problems: dogs off leads chasing pregnant ewes, gates left open and our horses escaping, plus trespassing whilst the deer cull is in progress. All cause great distress, and are bound to increase. The tiny road will experience a large rise in traffic, it's already very busy from tourist and cycle use. Noise from the ambient music, plus disruption from a business that is sure to grow is unacceptable, especially without locals having had any consultation.

#### **24. David Oxnam**

The road through Farmington on the way to the above venue is narrow, meandering and susceptible to ice at certain times of the year. Unlikely that it could cope with the increased traffic. Far too easy for it to be blocked.

#### **25. Ian Tomlin**

Further to our call, I have concerns for my children and my own safety and we regularly walk/ **exercise past** this conservation area and how the effects of an alcohol license may impact upon our safety. Especially, as there are not road lights down this country lane. Noise pollution is also concerning, outside of the alcohol licensed hours. Effects this will have on wildlife should also be **considered**

#### **26. Mark Kendall**

##### **Response with concerns to Application for a Premises Licence - SP 15418 17308 - Cotswold Wild Dining Limited.**

Date: 31st March 2012

Deadline for response: 9th April 2021

##### **a. Misrepresentation of Facts**

1. The Cotswold Wild Dining (CWD) plan claims that the site is almost one mile to the nearest house. This assertion is misleading. The nearest house is approximately 420 metres away from the proposed site. The boundary of the nearest house is approximately 250 metres away from the proposed site.



2. The CWD plan claims the site is 'totally camouflaged from the road'. A very dilapidated caravan inside the wood is clearly visible from the road. This is a very different picture compared to the imagery on the CWD website.

### **b. Public Nuisance Concern**

1. There is a concern that CWD will not control direct noise from participants and entertainment activity due to its 'open-air' setting. This noise is likely to rise with increased alcoholic consumption.

2. Whilst the licence is for alcohol sales to 11 pm, there appears nothing to stop alcoholic consumption beyond 11 pm with noise emanating from the site into the early hours.

3. The CWD plan mentions solar powered LED lighting. Presumably there will be electrical power demands which will likely be powered by petrol generators inevitably creating an increase in noise. In turn the 'ambient music' will be increased, and therefore the music will no longer 'ambient'.

4. Indirect noise from vehicles coming to and from the site will invariably be greater than currently experienced in this Area of Outstanding Natural Beauty (AONB).

5. There is a concern that CWD operations will cause litter and waste in the AONB. Uncontrolled litter, waste and general fouling will be unsightly for locals, and lead to a negative image of the area. (Whilst not relevant to the Licencing Authority's objectives the risk to wildlife is also increased and very real).

6. The CWD plan refers to an eco-composting toilet. This could produce offensive odours and disease which will potentially attract vermin as well as being a public health risk to site workers and customers.

7. Access to the intended car parking area is currently waterlogged potentially meaning customer vehicles will have to park in the lane restricting the flow of local traffic.

27. Farmington Resident

Cotswold District Council

Objection to Licence Application  
by Cotswold Wild Dinings

With respect to Messrs Branson & R. DeGoin  
application for 'Fine Dinings' in the  
Parish of Farmington, near Farmington Forge  
as a Country track with no building there;  
we write to object on grounds of disturbance  
poor access from small lane and general  
alteration of the countryside which will  
result in deterioration of the area

NCC/10/11, E.E. Stirling

6.4.21

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LICENSING SUB-COMMITTEE (LICENSING ACT 2003 MATTERS)  
PROCEDURE FOR DETERMINING APPLICATIONS

The four licensing objectives, as given by the Licensing Act 2003, are:

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance
- the protection of children from harm.

Each application that comes before the Sub-Committee will be determined on its own merits, and the licensing authority will take its decision based on:

- the merits of the application;
  - the promotion of the four licensing objectives;
  - the Council's Statement of Licensing Policy, a copy of which can be obtained from the Licensing Section at Cotswold District Council, Trinity Road, Cirencester, Glos., GL7 1PX (Tel. 01285 623000; Website: [www.cotswold.gov.uk](http://www.cotswold.gov.uk));
  - the amended guidance issued by the Home Office in April 2017 under Section 182 of the Licensing Act 2003.
1. Following election, the Chair opens the Meeting, introducing the Members of the Sub-Committee and Officers to the Applicant(s) and members of the public, explains the nature of the decision to be taken, and the procedure to be followed.
  2. The Licensing Officer outlines the application, any relevant representations and relevance to the Council's Statement of Licensing Policy and statutory guidance.
  3. Members may ask any relevant questions of the Licensing Officer.
  4. The Licensing Officer introduces the Applicant(s) (if present) and the Chair invites him/her/them, or the person representing the Applicant, to present his/her application to the Sub-Committee and to clarify any information arising from the Officer's outline, if necessary.
  5. Members may ask relevant questions of the Applicant(s) regarding the application.
  6. The Chair invites those parties, including any interested parties and/or responsible authorities, making representations to address the Sub-Committee in turn.
  7. Members may ask any relevant questions of those parties making representations.
  8. The Applicant(s) may ask any relevant questions of those parties making representations.
  9. If necessary, the Sub-Committee will consider requests to allow other parties invited by the Applicant(s) to address the Committee.
  10. Members may ask any relevant questions of any person invited by the Applicant(s) who addresses the Sub-Committee.
  11. Any parties who have made representations may ask any relevant questions of any person invited by the Applicant(s) who addresses the Sub-Committee.
  12. The Chair invites the Applicant(s) and any parties making representations, to briefly summarise their points if they wish.
  13. The Chair ascertains that all parties are satisfied they have said all they wish to say.
  14. The Sub-Committee debates the application and makes its decision; it may retire to do so, if appropriate.
  15. Where a decision is made at the Meeting, the Chair notifies the Applicant(s):-
    - of the decision;
    - the reasons for the decision;
    - any Conditions placed on the licence (if granted), and the licensing objectives they relate to;

- the rights of appeal, and that the decision will be confirmed in writing as soon as practicable following the Meeting, and within the statutory timescales.

### NOTES

- a) All references to the Sub-Committee relate to any three Member Sub-Committees of the Planning and Licensing Committee. However, a Sub-Committee could decide not to exercise its delegated authority and refer an application to the Planning and Licensing Committee for determination, or to the Council (as the Licensing Authority). In such cases, references to 'the Sub-Committee' shall relate to the Committee or the Council, as appropriate.
- b) All references to the Licensing Officer refer to the Public Protection Manager or other appropriate Licensing Officers.
- c) All references to the Applicant(s) refer to the Applicant(s), the licensee or his/her representative.
- d) Hearings will take the form of a discussion led by the Sub-Committee throughout which Members, the Applicant(s) and, if appropriate, Officers and other parties, may ask questions.
- e) Parties who have made representations will be invited to address the Sub-Committee in the following order, where applicable:-
  - Gloucestershire Constabulary;
  - Gloucestershire Fire & Rescue Service;
  - the Health & Safety Executive;
  - Trading Standards Officer;
  - Child Protection Team
  - Officers of the Council in capacity as Responsible Authorities (health and safety, planning and pollution);
  - Health Body;
  - Interested Parties;
  - Ward Member(s).
- f) Each party is allowed a maximum period of 15 minutes to make all of their relevant statements unless the Chair expressly approves otherwise, but the Sub-Committee respectfully requests that all parties keep points pertinent and the discussion moving, in the interests of cost and efficiency.
- g) In order to avoid repetition, parties are requested to appoint a spokesperson to address the Sub-Committee where a number of the same, or similar representations, are being made.
- h) Decisions will generally be taken regardless of whether the Applicant(s) is present. All notices and representations received from absent parties will be considered.
- i) Where the decision is not made at the Meeting, it will be made within five working days of the date of that Meeting.
- j) Information which has not been produced prior to a Meeting will not be considered unless with the agreement of the Sub-Committee and all relevant parties present.
- k) Any changes in the membership of the Sub-Committee will be announced by the Chair at the start of the Meeting.
- l) The Council is committed to taking decisions in an honest, accountable and transparent fashion but, on occasion, may find it necessary to exclude members of the public and Press in accordance with the legal framework given in Schedule 12A of the Local Government Act 1972 and/or local policy. On those occasions, decisions based on the above framework will be given. Similarly, the Council generally will allow all parties to ask questions of another party present, but this decision will be taken on a case-by-case basis. Cross examination of parties is prohibited except in exceptional circumstances, when a reason will be given.
- m) The Council has the right to exclude parties disrupting this Meeting, at its discretion.

### **HOUSEKEEPING MATTERS**

- Mobiles phones must be switched off or set to silent;
- No smoking throughout the building or anywhere on the site;
- In the event of the fire alarm sounding, Officers will direct you to the meeting point

(END)

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