

NOTICE OF MEETING

LICENSING SUB COMMITTEE

Thursday, 14th December, 2023, 7.00 pm - (watch the live meeting [here](#) and watch the recording [here](#))

Councillors: Anna Abela (Chair), Barbara Blake and Nick da Costa

Quorum: 3

1. FILMING AT MEETINGS

Please note this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the 'meeting room', you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual, or may lead to the breach of a legal obligation by the Council.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items will be considered under the agenda item where they appear. New items will be dealt with under item 7 below).

4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

5. SUMMARY OF PROCEDURE

The Sub-Committee will first hear from the Licensing Officer. After that, the applicant will present their application and the Sub-Committee and objectors will have the opportunity to ask questions. Then, the objectors will present their case and the Sub-Committee and objectors will have the opportunity to ask questions.

All parties will then have the opportunity to sum up, and then the meeting will conclude to allow the Sub-Committee to deliberate and reach a decision. This decision will then be provided in writing within five working days of this meeting.

6. APPLICATION FOR A VARIATION OF A PREMISES LICENCE AT HORNSEY TOWN HALL ARTS CENTRE, HORNSEY TOWN HALL, THE BROADWAY, CROUCH END, LONDON N8 9BQ (HORNSEY) (PAGES 1 - 80)

To consider an application for a variation of a premises licence.

7. NEW ITEMS OF URGENT BUSINESS

To consider any items of urgent business as identified at item 3.

Nazyer Choudhury, Principal Committee Co-ordinator
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Wednesday, 06 December 2023

Report for: Licensing Sub Committee - 14 December 2023

Item number: 6

Title: Application for a Variation of an existing Premises Licence At Hornsey Town Hall Arts Centre, Hornsey Town Hall, The Broadway, Crouch End, London N8 9BQ.

Report authorised by : Daliah Barrett-Licensing Team Leader – Regulatory Services.

Ward(s) affected: Hornsey

Report for Key/

Non-Key Decision: Not applicable

1. Describe the issue under consideration.

1.2 This report relates to the variation being sought FEC Time + Space (UK) Limited to Hornsey Town Hall Arts Centre Limited and amend the registered office of the premises licence holder to 40-41 Furnival Street, London, EC4A 1JQ.

1.3 The application seeks the following:

1. To amend the approved plan to:
 - a. add Hornsey Town Hall Square
 - b. add a café on the ground floor
 - c. amend the area for licensable activities including the Co-Worker Space on the ground floor.
 - d. add the Commercial Kitchen on the Lower Ground Floor.
 - e. add the Cinema and Mayors Parlour on First Floor.
 - f. remove licensable activities from the corridor on the First Floor.
 - g. add Food and Beverage Bar and Chamber Balcony on the Second Floor.
 - h. add Roof Terrace on Roof.
2. To increase the terminal hour for all licensable activities
3. To increase the terminal hour for licensable activities on Bank Holidays and the day preceding a Bank Holiday to 0130 the following morning closing at 0200.
4. To increase the terminal hour for New Year's Eve and New Year's Day so that the terminal hour for licensable activities for New Year's Eve is the start of permitted hours on New Year's Day other than in The Town Hall Square when hours for licensable activities are sought from 1000 to 0100.
5. To add late night refreshment on Mondays to Wednesdays from 2300 to 2330.
6. To extend the opening hours 7 days per week — see the box below for opening hours.
7. To replace Annex 2 conditions with the conditions accompanying this application

Regulated Entertainment: Plays

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0130 hours
Sunday 1000 to 2245 hours

Hours for Supper Room:
Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0200 hours
Sunday 1000 to 2245 hours

Hours for Town Hall Square:
Monday to Sunday 1000 to 2100 hours

Films

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0130 hours
Sunday 1000 to 2245 hours

Hours for Supper Room:
Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0200 hours
Sunday 1000 to 2245 hours

Hours for Town Hall Square:
Monday to Sunday 1000 to 2100 hours

Hours for Roof Terrace:
Monday to Sunday 0800 to 2300 hours

Indoor Sporting Events

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0130 hours
Sunday 1000 to 2245 hours

Hours for Supper Room:
Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0200 hours
Sunday 1000 to 2245 hours

Live Music, Recorded Music

and Performance of Dance

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0130 hours
Sunday 1000 to 2245 hours

Hours for Supper Room:
Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0130 hours
Sunday 1000 to 2245 hours

Hours for Town Hall Square:
Monday to Sunday 1000 to 2100 hours

Late Night Refreshment

Monday to Wednesday 2300 to 2330 hours
Thursday to Saturday 2300 to 0130 hours

Hours for Supper Room:	
Monday to Wednesday	2300 to 2330 hours
Thursday to Saturday	2300 to 0200 hours

Sale of Alcohol

Monday to Wednesday 1100 to 2330 hours
Thursday to Saturday 1100 to 0130 hours
Sunday 1100 to 2245 hours

Hours for Supper Room:	
Monday to Wednesday	1000 to 2330 hours
Thursday to Saturday	1000 to 0200 hours
Sunday	1000 to 2245 hours

Hours for Town Hall Square:	
Monday to Sunday 1000 to 2300 hours	

Supply of alcohol **ON** and **OFF** the premises.

Non started Timings for all licensable activities: Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning.

Other than for the Town Hall Square from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.

Hours open to Public

Monday to Wednesday 0700 to 2330 hours
Thursday 0700 to 0030 hours
Friday to Saturday 0700 to 0230 hours
Sunday 0700 to 2315 hours

Hours for Supper Room:	
Monday to Wednesday	1000 to 2330 hours
Thursday to Saturday	1000 to 0230 hours
Sunday	1000 to 2245 hours

Hours for Town Hall Square:	
Monday to Sunday 0000 to 0000 hours	

Hours for Roof Terrace:	
Monday to Sunday 0800 to 2300 hours	

Non-standard Timings: Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Roof Terrace where standard hours apply) to 0230 the following morning.

Other than the Roof Terrace from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day

1.3 The application and operating schedule can be found at - **Appendix A.**

1.4 There is an existing premises licence that was previously granted on 31st March 2016. A copy of the granted licence is attached at **App B**.

1.5 Representations have been received from:

- Met Police- App C
- Other parties – (Residents) citing the hours and the use of the premises as a concern. – **App D**

1.6 Recommendation

In considering the representations received and what is appropriate for the promotion of the licensing objectives, the steps the Sub-Committee can take are:

- Grant the application as requested.
- Grant the application whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Exclude any licensable activities to which the application relates.
- Reject the whole or part of the application.

Members of the licensing sub-committee are reminded that they may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must be appropriate in order to promote the licensing objectives.

2 Background

2.1 Hornsey Town Hall is said to be a multipurpose use centre, with varied and accessible spaces that can be used for a variety of arts and events as well as workspaces.

The application is seeking to add additional areas for licensable activities and an increase in hours. It is envisaged that Hornsey Town Hall will be able to host varied events across the year.

3 Licensing Policy

3.1 The committee will also wish to be aware of the guidance issued under section 182 of the Licensing Act 2003. Licensing is about regulating the provision of licensable activities on licensed premises, by qualifying clubs and at temporary events within the terms of the Licensing Act 2003. The terms and conditions attached to various permissions are focused on matters which are within the control of individual licensees and others granted relevant permissions.

Accordingly, these matters will centre on the premises and places being used for licensable activities and the vicinity of those premises and places.

3.2 The objective of the licensing process is to allow for the carrying on of retail sales of alcohol and the prevention of public nuisance, prevention of crime and disorder, public safety and protection of children from harm. It is the Licensing Authority's wish to facilitate well run and managed premises with licence holders displaying sensitivity to the impact of the premises on local residents.

3.3 In considering licence applications, where relevant representations are made, this Licensing Authority will consider the adequacy of measures proposed to deal with the potential for public nuisance and/or public disorder having regard to all the circumstances of the case.

3.4 Where relevant representations are made, this authority will demand stricter

conditions with regard to noise control in areas that have denser residential accommodation, but this will not limit opening hours without regard for the individual merits of any application. This authority will consider each application and work with the parties concerned to ensure that adequate noise control measures are in place. Any action taken to promote the licensing objectives will be appropriate and proportionate.

- 3.5 This Licensing Authority in determining what action to take will seek to establish the cause of concern and any action taken will be directed at these causes. Any action taken to promote the licensing objectives will be appropriate and proportionate.
- 3.6 Also the Licensing Authority may not impose conditions unless its discretion has been exercised following receipt of relevant representations and it is satisfied as a result of the hearing that it is appropriate to impose conditions to promote one or more of the four licensing objectives. Therefore, conditions may not be imposed for the purpose other than promoting the licensing objectives and in some cases no additional conditions will be required.
- 3.7 In cases Members should make their decisions on the civil burden of proof, that is the balance of probability.
- 3.8 Members should consider in all cases whether or not primary legislation is the appropriate method of regulation and should only consider licence conditions when the circumstances in their view are not already adequately covered elsewhere.
- 3.9 The Government has advised that conditions must be tailored to the individual type, location and characteristics of the premises and events concerned. Conditions cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff.
The Councils Licensing policy generally expects applicants to address the licensing objectives and discuss how to do this with the relevant responsible authorities.

4 Licensing hours

- 4.2 Where relevant representations are made, the Council will consider the proposed hours on their individual merits. Notwithstanding this, the Council may require stricter conditions in areas that have denser residential accommodation to prevent public nuisance. The Council will endeavour to work with all parties concerned in such instances to ensure that adequate conditions are in place. The Council may restrict the hours that certain premises can offer alcohol for sale for consumption off the premises for preventing crime, disorder and nuisance.

5 Powers of a Licensing Authority

- 5.1 The decision should be made with regard to the Secretary of the State's guidance and the Council's Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from either the Guidance or the Policy clear and cogent reasons must be given. Members should be aware that if such a departure is made the risk of appeal / challenge is increased.
- 5.2 The licensing authority's determination of this application is subject to a 21 day appeal period or if the decision is appealed the date of the appeal is determined and /or disposed of.

6. Other considerations

Section 17 of the Crime and Disorder Act 1998 states:

“Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those function on, and the need to do all that it reasonably can to prevent crime and disorder in its area”.

6.1 Human Rights

While all Convention Rights must be considered, those which are of particular relevance to the application are:

- Article 8 – Right to respect for private and family life.
- Article 1 of the First Protocol – Protection of Property
- Article 6(1) – Right to a fair hearing.
- Article 10 – Freedom of Expression

7 Use of Appendices

Appendix A - New Application.

Appendix B – Copy of current Premises Licence.

Appendix C – Met Police

Appendix D - Residents representation.

Background papers: Section 82 Guidance

Haringey Statement of Licensing policy

Appendix A

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Haringey Council

Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

We, Hornsey Town Hall Arts Centre Limited
being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number LN/000015762
--

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
Hornsey Town Hall Arts Centre, The Broadway, Crouch End,			
Post town	London	Post code	N8 9JJ

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

Part 2 – Applicant details

Daytime contact telephone number	



Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible?

If not, from what date do you want the variation to take effect?

Day		Month		Year	

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) Yes No

Please describe briefly the nature of the proposed variation (Please read guidance note 2)

For information only – Not offered as a condition

Hornsey Town Hall Arts Centre is an exciting multi-million pound redevelopment of the historic Crouch End landmark. The development has the community at its core and has sought to work with local stakeholders and residents at all stages of the process of bringing the site back in to use by the community. This has included meetings with the licensing authority, environmental health, police, residents, residents' associations and council members and the applicant is grateful for their input which has helped this application.

The centre includes a completely overhauled Assembly Hall incorporating the latest thinking in acoustics and sound engineering to ensure the tranquillity of the surrounding area. The centre will also comprise a café, committee room, Mayor's Parlour, Council Chamber, cinema, an F&B bar on the second floor and public viewing gallery for the chamber. The centre will now also host flexible co-working space with members having access to their own garden.

The intended use for different parts of the premises lend themselves to having different terminal hours as set out in the application. The part of the premises which is intended to offer the latest terminal hour is the basement Supper Room with a proposed terminal hour 30 minutes later than the rest of the premises on Thursdays to Saturdays.

The application seeks to bring in to use the Town Hall Square for hosting events such as markets, concerts and fetes.

The current premises licence (LN/000015762) has different terminal hours for different activities and does not reflect the intended use of different parts of the premises. For example, the current licence permits a terminal hour for the sale of alcohol on Fridays and Saturdays to 01:30 but the terminal hour for the whole premises is 02:00 for recorded music on those days. This application seeks to promote continuity of licensable activities in order to properly reflect the intended use of the premises as well as promoting the licensing objectives with particular emphasis on preventing nuisance for our neighbours. Additionally, this application seeks to further promote the licensing objectives with a new set of licence conditions which include important measures such as noise management, dispersal and security.

1. To update the Premises Licence Holder name from FEC Time + Space (UK) Limited to Hornsey Town Hall Arts Centre Limited and amend the registered office of the premises licence holder to 40-41 Furnival Street, London, EC4A 1JQ.
2. To amend the approved plan to:
 - a. add Hornsey Town Hall Square
 - b. add a café on the ground floor
 - c. amend the area for licensable activities including the Co-Worker Space on the ground floor.
 - d. add the Commercial Kitchen on the Lower Ground Floor.
 - e. add the Cinema and Mayor's Parlour on First Floor.
 - f. remove licensable activities from the corridor on the First Floor.
 - g. add Food and Beverage Bar and Chamber Balcony on the Second Floor.
 - h. add Roof Terrace on Roof.
3. To increase the terminal hour for all licensable activities on Mondays to Wednesdays to 2330, Thursdays, Fridays and Saturdays to 0200. These are the maximum hours (other than on New Years Eve) and hours in certain areas vary – see boxes a) to h) below and the attached conditions.
4. To increase the terminal hour for licensable activities on Bank Holidays and the day preceding a Bank Holiday to 0130 the following morning closing at 0200.
5. To increase the terminal hour for New Year's Eve and New Year's Day so that the terminal hour for licensable activities for New Year's Eve is the start of permitted hours on New Year's Day other than in The Town Hall Square when hours for licensable activities are sought from 1000 to 0100.
6. To add late night refreshment on Mondays to Wednesdays from 2300 to 2330,
7. To extend the opening hours 7 days per week – see the box below for opening hours.
8. To replace Annex 2 conditions with the conditions accompanying this application

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please read guidance note 3)

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

Please tick all that apply

Provision of late night refreshment (if ticking yes, fill in box I)

Sale by retail of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 8)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>	
Day	Start	Finish		Outdoors	<input type="checkbox"/>	
				Both	<input checked="" type="checkbox"/>	
Mon	10:00	23:30	Please give further details here (please read guidance note 5)			
Tue	10:00	23:30	Hours for Supper Room: Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45	Hours for Town Hall Square: Mon: 10:00 – 21:00 Tue: 10:00 – 21:00 Wed: 10:00 – 21:00 Thu: 10:00 – 21:00 Fri: 10:00 – 21:00 Sat: 10:00 – 21:00 Sun: 10:00 – 21:00		
Wed	10:00	23:30	State any seasonal variations for performing plays (please read guidance note 6)			
Thur	10:00	01:30				
Fri	10:00	01:30	Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 7)			
Sat	10:00	01:30				
Sun	10:00	22:45	Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning. Other than for the Town Hall Square from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day. From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.			

B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	10:00	23:30	Please give further details here (please read guidance note 5)		

Tue	10:00	23:30	<p>Hours for Supper Room: Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45</p> <p>Hours for Roof Terrace: Mon: 08:00 – 23:00 Tue: 08:00 – 23:00 Wed: 08:00 – 23:00 Thu: 08:00 – 23:00 Fri: 08:00 – 23:00 Sat: 08:00 – 23:00 Sun: 08:00 – 23:00</p>	<p>Hours for Town Hall Square: Mon: 10:00 – 21:00 Tue: 10:00 – 21:00 Wed: 10:00 – 21:00 Thu: 10:00 – 21:00 Fri: 10:00 – 21:00 Sat: 10:00 – 21:00 Sun: 10:00 – 21:00</p>
Wed	10:00	23:30	<p><u>State any seasonal variations for the exhibition of films</u> (please read guidance note 6)</p>	
Thur	10:00	01:30		
Fri	10:00	01:30	<p><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 7)</p>	
Sat	10:00	01:30		
Sun	10:00	22:45	<p>Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday, the Town Hall Square and Roof Terrace where standard hours apply) to 0130 the following morning.</p> <p>Other than for the Town Hall Square and the Roof Terrace from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.</p> <p>From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.</p>	

C

Indoor sporting events Standard days and timings (please read guidance note 8)			Please give further details (please read guidance note 5)
Day	Start	Finish	
Mon	10:00	23:30	State any seasonal variations for indoor sporting events (please read guidance note 6)
Tue	10:00	23:30	
Wed	10:00	23:30	Hours for Supper Room: Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45
Thur	10:00	01:30	
Fri	10:00	01:30	Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 7)
Sat	10:00	01:30	
Sun	10:00	22:45	Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning. Other than for the Town Hall Square from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day. From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 5)	Both	<input type="checkbox"/>
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 6)		
Thur					

			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 7)</u>
Fri			
Sat			
Sun			

E

Live music Standard days and timings (please read guidance note 8)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	10:00	23:30	Please give further details here (please read guidance note 5)		
Tue	10:00	23:30	Hours for Supper Room: Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45	Hours for Town Hall Square: Mon: 10:00 – 21:00 Tue: 10:00 – 21:00 Wed: 10:00 – 21:00 Thu: 10:00 – 21:00 Fri: 10:00 – 21:00 Sat: 10:00 – 21:00 Sun: 10:00 – 21:00	
Wed	10:00	23:30	State any seasonal variations for the performance of live music (please read guidance note 6)		
Thur	10:00	01:30			
Fri	10:00	01:30	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 7)		
Sat	10:00	01:30			
Sun	10:00	22:45	Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning. Other than for the Town Hall Square from the end of permitted hours on New Year’s Eve until the start of permitted hours on New Year’s Day. From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.		

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	10:00	23:30	Please give further details here (please read guidance note 5)		
Tue	10:00	23:30	Hours for Supper Room:	Hours for Town Hall Square:	

			<p>Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45</p>	<p>Mon: 10:00 – 21:00 Tue: 10:00 – 21:00 Wed: 10:00 – 21:00 Thu: 10:00 – 21:00 Fri: 10:00 – 21:00 Sat: 10:00 – 21:00 Sun: 10:00 – 21:00</p>
Wed	10:00	23:30	<p><u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 6)</p>	
Thur	10:00	01:30		
Fri	10:00	01:30	<p><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 7)</p> <p>Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning.</p> <p>Other than for the Town Hall Square from the end of permitted hours on New Year’s Eve until the start of permitted hours on New Year’s Day.</p> <p>From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.</p>	
Sat	10:00	01:30		
Sun	10:00	22:45		

G

Performances of dance Standard days and timings (please read guidance note 8)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>		
				Outdoors	<input type="checkbox"/>		
				Both	<input checked="" type="checkbox"/>		
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 5)				
Mon	10:00	23:30	<table border="1"> <tr> <td>Hours for Supper Room: Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45</td> <td>Hours for Town Hall Square: Mon: 10:00 – 21:00 Tue: 10:00 – 21:00 Wed: 10:00 – 21:00 Thu: 10:00 – 21:00 Fri: 10:00 – 21:00 Sat: 10:00 – 21:00 Sun: 10:00 – 21:00</td> </tr> </table>			Hours for Supper Room: Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45	Hours for Town Hall Square: Mon: 10:00 – 21:00 Tue: 10:00 – 21:00 Wed: 10:00 – 21:00 Thu: 10:00 – 21:00 Fri: 10:00 – 21:00 Sat: 10:00 – 21:00 Sun: 10:00 – 21:00
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Tue	10:00	23:30					
Wed	10:00	23:30	<u>State any seasonal variations for performing plays</u> (please read guidance note 6)				
Thur	10:00	01:30					
Fri	10:00	01:30	<p><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 7)</p> <p>Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning.</p> <p>Other than for the Town Hall Square from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.</p> <p>From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.</p>				
Sat	10:00	01:30					
Sun	10:00	22:45					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			<u>Please give a description of the type of entertainment you will be providing</u>		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 5)		

Wed			
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 6)
Fri			
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 7)
Sun			

Late night refreshment Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>		
Mon	23:00	23:30	Please give further details here (please read guidance note 5)		
Tue	23:00	23:30			
			Hours for Supper Room: Mon: 23:00 – 23:30 Tue: 23:00 – 23:30 Wed: 23:00 – 23:30 Thu: 23:00 – 02:00 Fri: 23:00 – 02:00 Sat: 23:00 – 02:00 Sun:		
Wed	23:00	23:30	State any seasonal variations for the provision of late night refreshment (please read guidance note 6)		
Thur	23:00	01:30			
Fri	23:00	01:30	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 7)		
Sat	23:00	01:30			
Sun					
			Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning. Other than for the Town Hall Square from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day. From 2300 to 0100 the following morning on New Years Eve for the Town Hall Square.		

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 9)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish	Both <input checked="" type="checkbox"/>		
Mon	11:00	23:30	State any seasonal variations for the supply of alcohol (please read guidance note 6)		
Tue	11:00	23:30			
Wed	11:00	23:30	Hours for Supper Room: Mon: 10:00 – 23:30		
			Hours for Town Hall Square: Mon: 10:00 – 23:00		

			Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:00 Fri: 10:00 – 02:00 Sat: 10:00 – 02:00 Sun: 10:00 – 22:45	Tue: 10:00 – 23:00 Wed: 10:00 – 23:00 Thu: 10:00 – 23:00 Fri: 10:00 – 23:00 Sat: 10:00 – 23:00 Sun: 10:00 – 23:00
Thur	11:00	01:30	<p><u>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 7)</p> <p>Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning.</p> <p>Other than for the Town Hall Square from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.</p> <p>From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.</p>	
Fri	11:00	01:30		
Sat	11:00	01:30		
Sun	11:00	22:45		

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

n/a

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			<u>State any seasonal variations</u> (please read guidance note 6)	
Day	Start	Finish		
Mon	07:00	00:00		
Tue	07:00	00:00		
Wed	07:00	00:00		
Thur	07:00	00:30		
Fri	07:00	02:30	<p><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 7)</p>	
Sat	07:00	02:30		
			Hours for Supper Room: Mon: 10:00 – 23:30 Tue: 10:00 – 23:30 Wed: 10:00 – 23:30 Thu: 10:00 – 02:30 Fri: 10:00 – 02:30 Sat: 10:00 – 02:30 Sun: 10:00 – 22:45	Hours for Town Hall Square: Mon: 24 hours Tue: 24 hours Wed: 24 hours Thu: 24 hours Fri: 24 hours Sat: 24 hours Sun: 24 hours

			<p>Hours for Roof Terrace: Mon: 08:00 – 23:00 Tue: 08:00 – 23:00 Wed: 08:00 – 23:00 Thu: 08:00 – 23:00 Fri: 08:00 – 23:00 Sat: 08:00 – 23:00 Sun: 08:00 - 23:00</p> <p>Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Roof Terrace where standard hours apply) to 0230 the following morning.</p> <p>Other than the Roof Terrace from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.</p>
Sun	07:00	23:15	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

All conditions under Annex 2 will be removed and replaced with new conditions as set out in the attached supporting document

Please tick yes

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

~~Reasons why I have failed to enclose the premises licence or relevant part of premises licence~~

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 11)

See attached annex

b) The prevention of crime and disorder

See attached annex

c) Public safety

See attached annex

d) The prevention of public nuisance

See attached annex

e) The protection of children from harm

See attached annex

Please tick yes

- I have made or enclosed payment of the fee or
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

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

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	25/10/2023
Capacity	Poppleston Allen – Solicitors for & on behalf of the applicant

Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant’s solicitor or other authorised agent (please read guidance note 14). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15) Joe Harvey Popleston Allen Solicitors 37 Stoney Street The Lace Market			
Post town	Nottingham	Post code	NG1 1LS
Telephone number (if any)	0115 953 8500		
If you would prefer us to correspond with you by e-mail your e-mail address (optional) j.harvey@popall.co.uk			

Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
2. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
3. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.

- a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
4. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
 5. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 8. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
 9. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.

10. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
11. Please list here steps you will take to promote all four licensing objectives together.
12. The application form must be signed.
13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
14. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
15. This is the address which we shall use to correspond with you about this application.
- 16.

Hornsey Town Hall Arts Centre – Proposed Licence Conditions

Prevention of Crime and Disorder

1. The Premises shall install and maintain a comprehensive CCTV system. All entry and exit points to the premises will be covered in such a manner as to enable frontal identification of every person entering in all expected light conditions. The system will record an external view of the main entrance. The system shall continually record whilst the Premises are open for licensable activities or whilst members of the public are present. All recordings shall be stamped with the correct corresponding date and time. All recordings shall be stored for a minimum period of 31 days.
2. A staff member who is conversant with the operation of the CCTV system shall be on the Premises at all times whilst the Premises are open for licensable activities. This staff member must be able to, at the request of the Police or authorised Council Officer, review and copy any recordings stored by the system and provide to the requesting Officer such copies as they request.
3. An incident log (electronic or paper based) shall be kept at the Premises and made available on request to an authorised Council Officer, the Police or the Fire Service. The log shall record the following:
 - a. All crimes reported to the venue,
 - b. All ejections of patrons,
 - c. Any complaints received concerning crime and disorder,
 - d. Any incidents of disorder,
 - e. Seizures of drugs or offensive weapons,
 - f. Any faults in the CCTV system,
 - g. Any refusal of the sale of alcohol (including the date and time of the refused sale and the name of the member of staff who refused the sale).
 - h. Any visit by a relevant authority or emergency service.
4. The Premises shall operate a Challenge 25 proof of age scheme. The only acceptable forms of identification are recognised photographic identification cards such as a driving licence, passport or proof of age card with the PASS Hologram.
5. All staff authorised by the Designated Premises Supervisor to sell alcohol shall either hold a Person Licence or shall receive relevant training before making any unsupervised sales. The training shall include:

- a. The Licensing Act 2003 in terms of licensing objectives and offences committed under the Act;
- b. The terms and conditions of the Premises Licence;
- c. The sale of age-restricted products. Age-restricted products training shall cover the following steps:
 - i. The assessment of age;
 - ii. How and when to challenge for proof of age;
 - iii. Acceptable proof of age and how to check; and
 - iv. Recording refusals.

This training shall be refreshed once per year. Staff shall sign to confirm that they have received and understood the training. Written records of this training shall be retained at the premises and made available to the Police or authorised officers of the Licensing Authority upon request.

6. The Premises shall operate security including the use of SIA door staff as and when required having undertaken a risk assessment. A copy of the security policy and risk assessment will be provided to the police licensing officer upon request.

Prevention of Public Nuisance

7. The Premises shall display signs at each exit issuing reminders that customers should depart the Premises quietly having regard to the neighbours.
8. The Premises shall, at the main entry, display information relating to the nearby bus stops, taxi ranks and Underground Stations.
9. The Premises Licence Holder shall appoint a dedicated taxi or mini cab company or companies. Staff shall offer to book cars on behalf of patrons. After midnight, all patrons seeking licensed vehicles will be encouraged to remain inside the Premises to await their vehicle.
10. The use of the private external courtyard on the lower ground floor (the Co-Worker's Garden) shall not take place between 21:00 and 07:00 hours.
11. The use of the Square for licensable activities shall be limited to one weekend per month except in July, August and December when the use shall be limited to fourteen days per month and on all days between the hours of 11:00 and 23:00 for the sale of alcohol and from 11:00 to 21:00 for regulated entertainment other than on New Years Eve when the hours are 10:00 to 0100 the following morning.
12. The roof terrace shall not be used between 23:00 and 08:00 and shall only be used for the consumption of alcohol and showing of films with no publicly audible dialogue or music.

13. All external doors and windows shall be kept closed between 23:00 and 07:00 during the provision of regulated entertainment, except for immediate access and egress.
14. All speakers are mounted on anti-vibration mountings to prevent vibration transmission to neighbouring properties.
15. The Premises shall use electronic noise limiters to ensure that all amplified sound from the Premises is within agreed limits as agreed with the Environmental Health Officer.
16. No deliveries shall take place between the hours of 22:00 and 07:00.
17. The emptying of refuse in external areas shall not take place between 22:00 and 07:00.
18. Before the commencement of Regulated Entertainment, an acoustic report will be prepared and lodged with the Environmental Health Officer. All recommendations in the report shall be complied with.
19. The Premises shall operate a dispersal policy and noise management plan and all staff shall be trained in their implementation. A copy of the policies and written records of this training shall be retained at the premises and made available to the Police or authorised officers of the Licensing Authority upon request.
20. No drinking vessels are permitted to leave the premises, other than takeaway drinks from the café or into the Square when licensable activities are permitted under the benefit of this Premises Licence.
21. No music will be played in, or for the benefit of patrons in external areas of the premises save for events permitted under this licence in the Square.
22. No form of loudspeaker or sound amplification equipment is to be sited on or near the exterior of the premises or in or near any foyer, doorway, window or opening to the premises save in respect of events permitted under this licence in the Square.
23. A complaints book will be held on the premises to record details of any complaints received from neighbours. The information is to include, where disclosed, the complainant's name, location, date, time and subsequent remedial action undertaken. This record must be made available at all times for inspection by Council officers.
24. All ventilation and extraction systems shall be correctly maintained and regularly serviced to ensure that it is operating efficiently and with minimal disturbance to neighbours arising from odour.

25. Illuminated external signage shall be switched off when the premises is closed.

26. Security lights will be positioned to minimise light intrusion to nearby residential premises.

Public Safety

27. Glassware shall not be permitted on the Town Hall Square.

28. Prior to the commencement of licensable activities, the Premises will have the benefit of a Means of Escape Assessment, a copy of which will be lodged with the Fire Authority.

Protection of Children

29. People under the age of 18 shall not be permitted on the premises during licensable activities unless accompanied by a parent, guardian or responsible adult (other than until 2200 in the Retail, Foyer and Café areas shown on the plan attached to the premises licence and in the Town Hall Square at any time) or where attending an age appropriate screening in the cinema.



Anything shown on this plan which is not required by the plan regulations is for illustrative purposes only and **does not** form part of the Premises Licence.

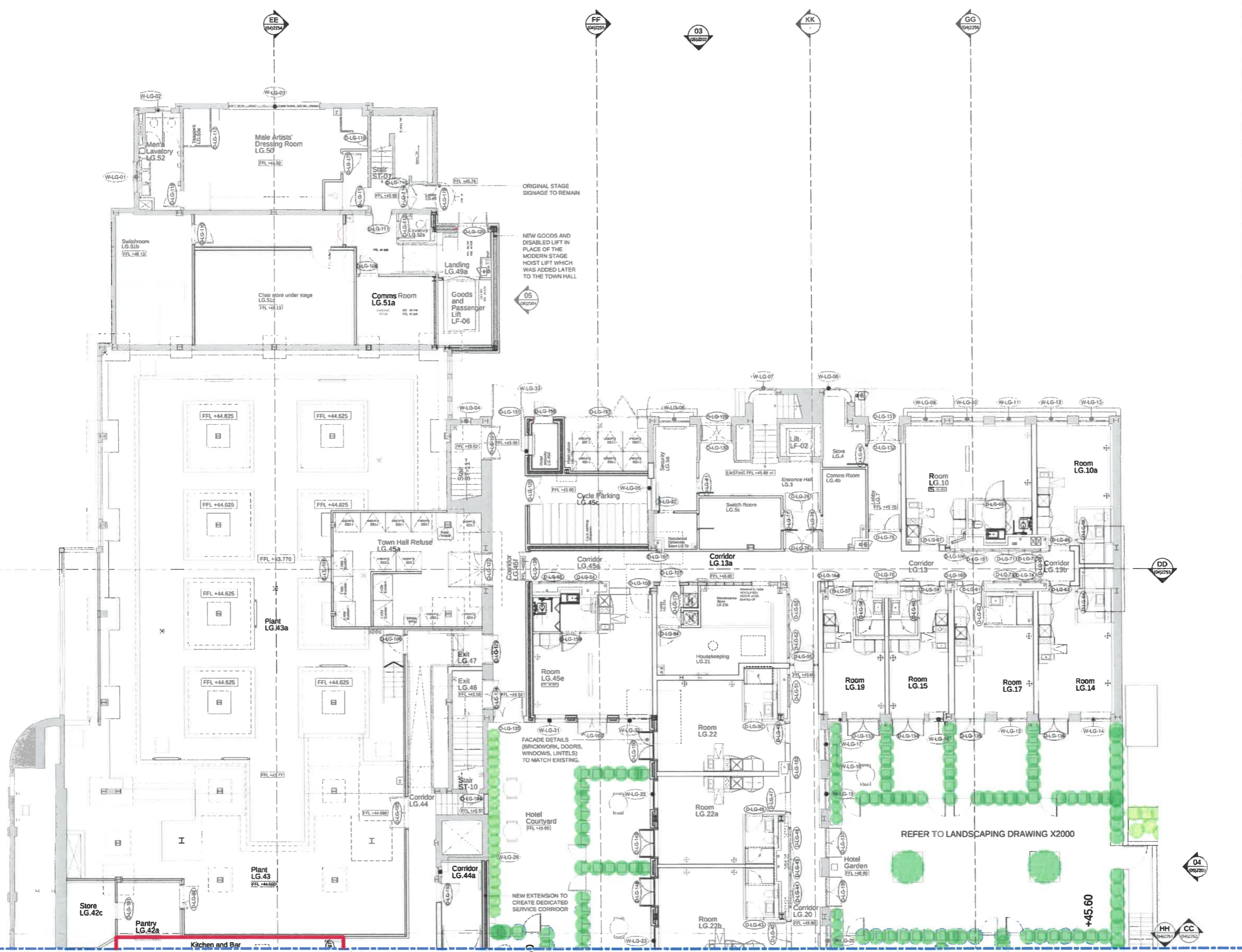
The location and type of any fire safety and any other safety equipment is shown as at present. This may be varied from time to time with the agreement of the Fire Officer or after a fire risk assessment.

— Area for Licensable Activities

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 Do not scale from this drawing.

REVISION NOTES

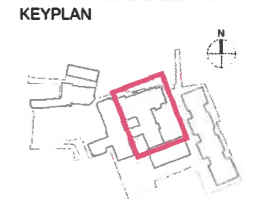
P1	20.06.2019	JH	ISSUED FOR INFORMATION
P2	08.11.2019	JH	RAMP LAYOUTS & ACCESSIBLE HOTEL ROOMS ALTERED FOR COMPLIANCE - FOR CLIENT APPROVAL PLANT LG.43a SLAB COORDINATED WITH SE
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	05.10.2020	JH	SEE REVISION CLOUDS
C3	09.02.2021	JH	SEE REVISION CLOUDS
C4	09.12.2021	JH	UNDER STAGE AREA UPDATED TO ALIGN WITH DRAWING 22-2500
C5	25.10.2022	AC	UPDATED DRY RISER AND WALL AT CHAIR STORE UNDER STAIR



Anything shown on this plan which is not required by the plan regulations is for illustrative purposes only and does not form part of the Premises Licence.

The location and type of any fire safety and any other safety equipment is shown as at present. This may be varied from time to time with the agreement of the Fire Officer or after a fire risk assessment.

Area for licensable activities



ARDMORE CONSTRUCTION LTD
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 LONDON, N1 7QR
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 101 THE BLACKFRIARS FOUNDRY
 156 BLACKFRIARS ROAD
 LONDON, SE1 1BY
 0203 386 9775
 www.kdsassociates.co.uk

CONSTRUCTION

PROJECT / DRAWING TITLE
**HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ**

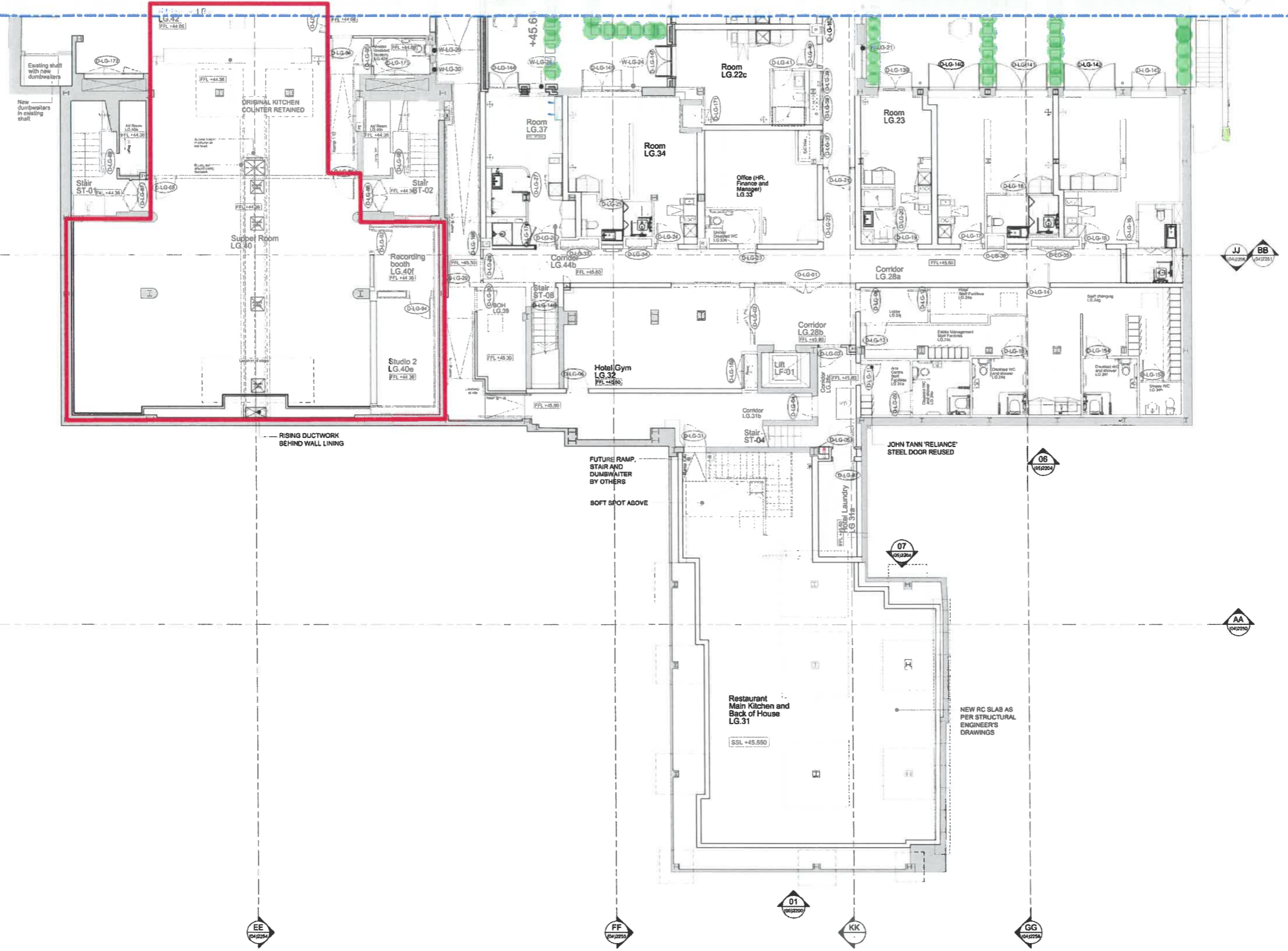
DRAWING TITLE
**TOWN HALL PROPOSED PLAN
 LOWER GROUND FLOOR (EAST)**

DATE / DRAWN BY	SCALE
20.06.19 JH	1:100 @ A1
PROJECT / DRAWING NO	REV
3670-KDS-TH-LG-DR-A-03-1999	CS

DRAWING CONTINUES ON 03-1998

PROPOSED PLAN - LOWER GROUND FLOOR EAST

DRAWING CONTINUES ON 03-1999



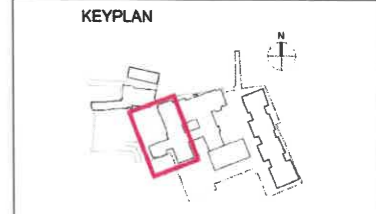
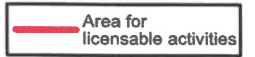
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 All contractors must visit site and be responsible for taking and checking all dimensions relating to this work.
 Do not scale from this drawing.

REVISION NOTES

P1	20.06.2019	JH	ISSUED FOR INFORMATION
P2	08.11.2019	JH	RAMP LAYOUTS & ACCESSIBLE HOTEL ROOMS ALTERED FOR COMPLIANCE - FOR CLIENT APPROVAL
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	05.10.2020	JH	SEE REVISION CLOUDS
C3	19.03.2021	JH	RISER DOORS ADDED FOR MAINTENANCE ACCESS
C4	30.08.2021	JH	SEE REVISION CLOUDS
C5	12.08.2021	JH	SEE REVISION CLOUDS - CHANGES BASED ON SITE INSTRUCTION NO.38
C6	20.09.2021	JH	SEE REVISION CLOUDS - CHANGES BASED ON SITE INSTRUCTION NO.39
C7	09.06.2022	NR	DRAWING REVISED AS CLOUDED. SUPPER ROOM WALL AMENDED TO SUIT AS BUILT. INFORMATION RECEIVED FROM SARAVANAPAVAN NADARAJAH EMAIL ON 04.05.2022
C8	06.07.2022	NR	DRAWING REVISED AS CLOUDED. LOST ROOM LAYOUT REVISED TO REFLECT SITE CONSTRAINT FURTHER TO EMAIL CONFIRMATION ON THE SKETCH BETWEEN NR & KG (27.06.22)
C9	25.10.2022	AC	REVISED DRY RISER LOCATION AND FIRE EXTINGUISHER
C10	28.10.2022	AC	DOOR AT CORRIDOR LG.28C

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CONSTRUCTION

PROJECT / DRAWING TITLE
**HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ**

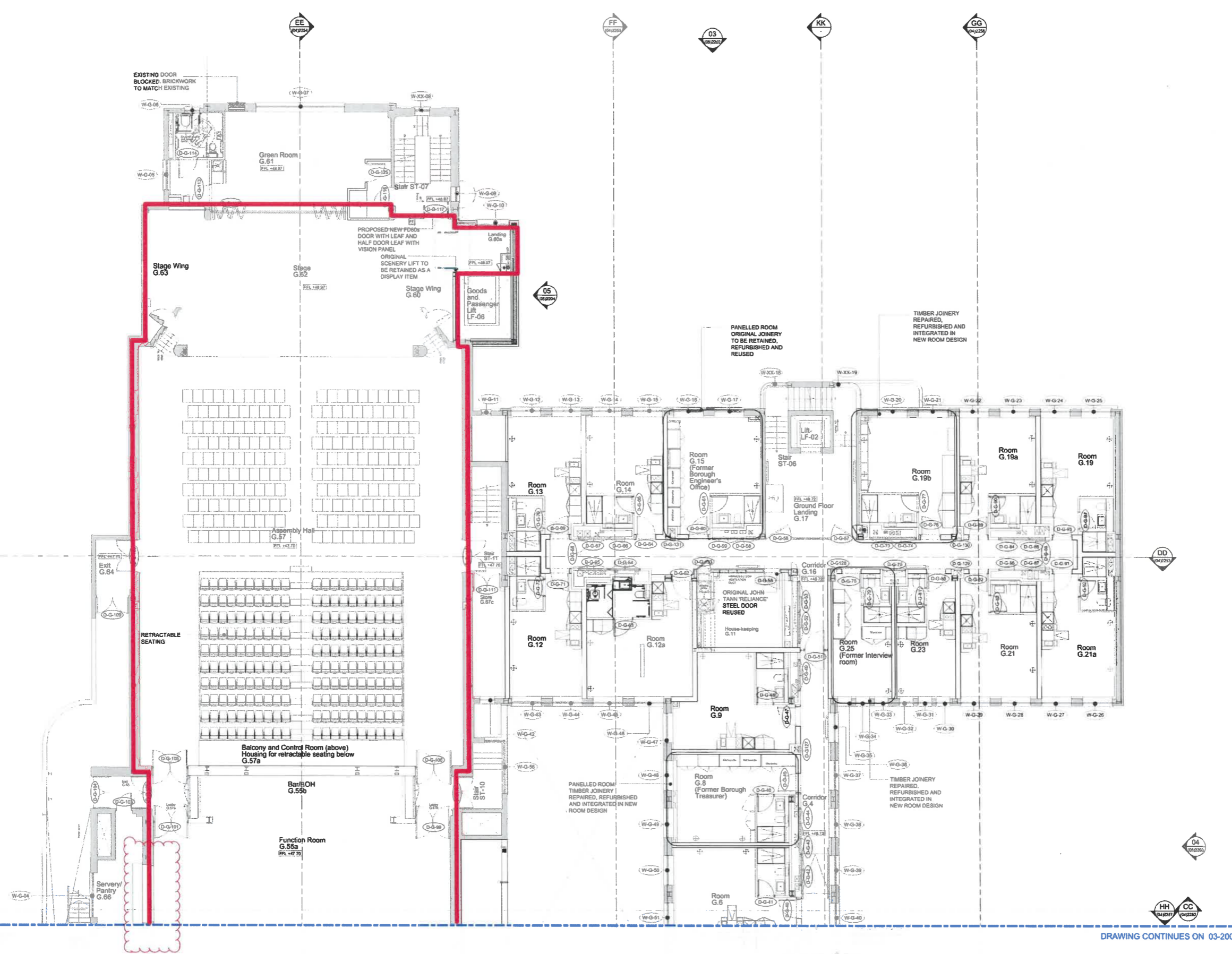
DRAWING TITLE
**TOWN HALL PROPOSED PLAN
 LOWER GROUND FLOOR (WEST)**

DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @A1
PROJECT / DRAWING NO 3670-KDS-TH-LG-DR-A-03-1998	REV C10

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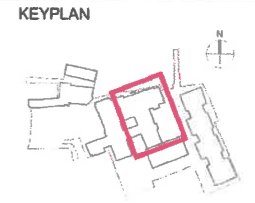
REVISION NOTES

P1	20.08.2019	JH	ISSUED FOR INFORMATION
P2	03.11.2019	JH	ACCESSIBLE HOTEL ROOMS ALTERED FOR COMPLIANCE - FOR CLIENT APPROVAL - VE CHANGES INCORPORATED
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	12.10.2021	JH	CORRIDOR RAMP POSITION UPDATED. GENERAL GA REPOSITIONING IN LINE WITH WALL SETTING OUT
C3	12.09.2022	NR	STAIRCASE 13 REMOVED. LOBBY ADDED AS CLOUSED IN RED
C4	25.10.2022	AC	ADDED COMPARTMENT WALL AND DOUBLE DOORS AT GOOD LIFT LOBBY



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CONSTRUCTION

PROJECT / DRAWING TITLE HORNSEY TOWN HALL TOWN HALL & BROADWAY ANNEX LONDON N8 9JJ	
DRAWING TITLE TOWN HALL PROPOSED PLAN GROUND FLOOR (EAST)	
DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @A1
PROJECT / DRAWING NO 3670-KDS-TH-00-DR-A-03-2001	REV C4

PROPOSED PLAN - GROUND FLOOR EAST

DRAWING CONTINUES ON 03-2000

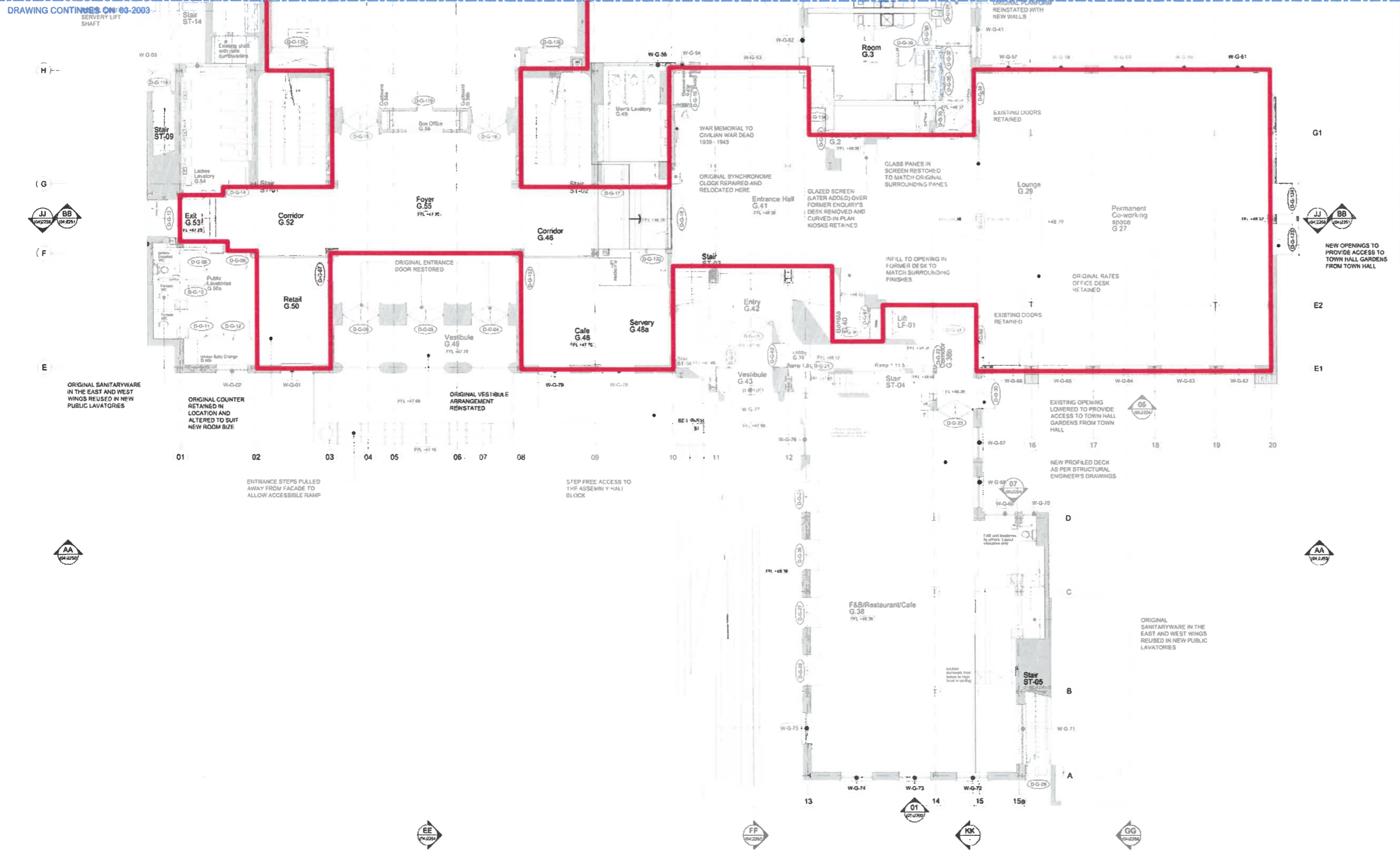


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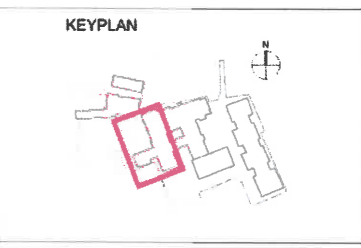
#1	20.06.19	JH	ISSUED FOR INFORMATION
#2	08.11.20	JH	RAMP LAYOUTS ALTERED FOR COMPLIANCE - FOR CLIENT APPROVAL
#3	11.02.2020	JH	ISSUED FOR CONSTRUCTION
#4	19.05.2021	JH	* 50M DOORS ADDED FOR MAINTENANCE ACCESS

DRAWING CONTINUES ON 03-2003
 SERVERY LIFT SHAFT



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— Area for licensable activities



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CONSTRUCTION

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**HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ**

DRAWING TITLE
**TOWN HALL PROPOSED PLAN
 GROUND FLOOR (WEST)**

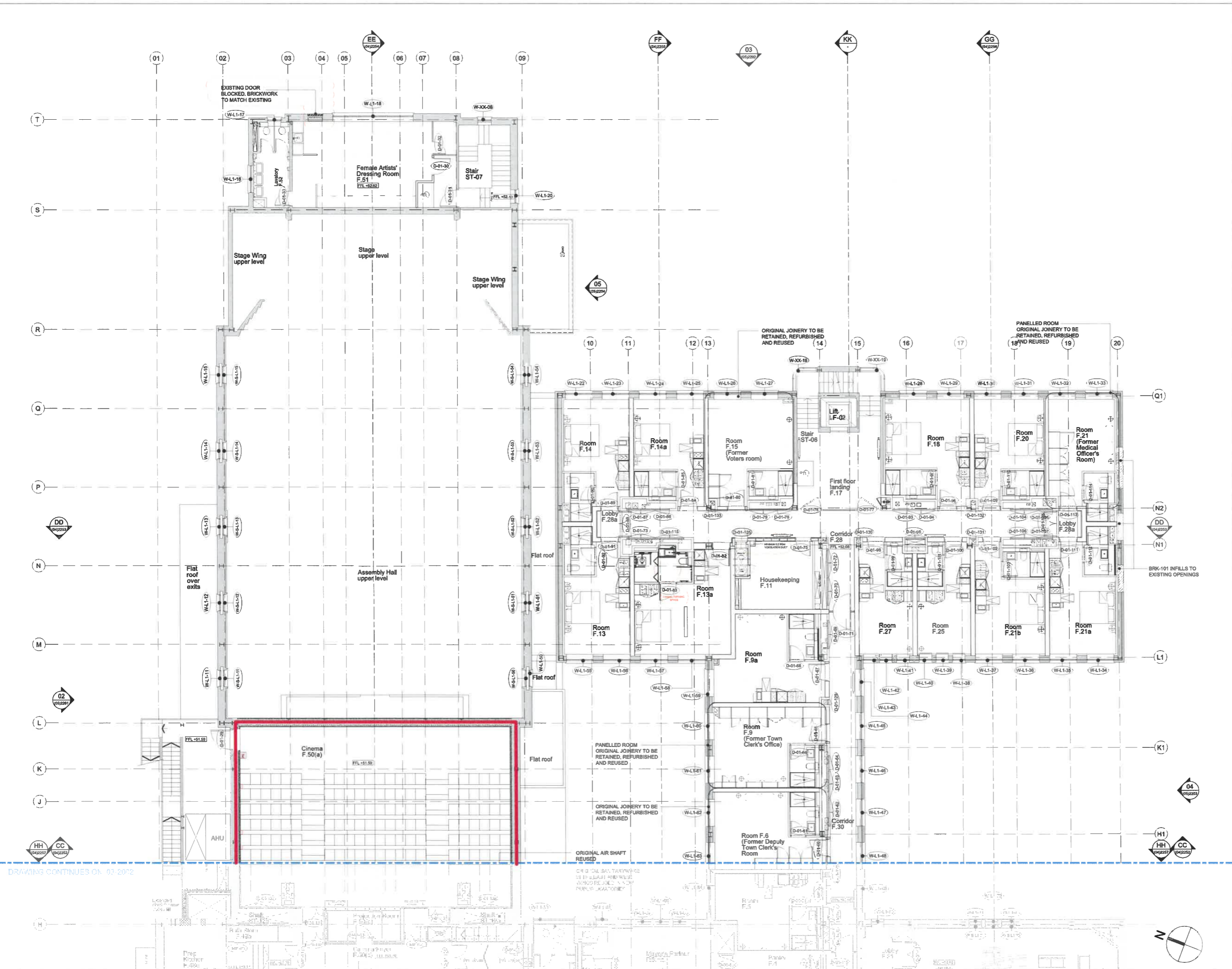
DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @A1
PROJECT / DRAWING NO 3670-KDS-TH-00-DR-A-03-2000	REV C2

PROPOSED PLAN - FIRST FLOOR WEST

6 W/F/D/M/VB
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REVISION NOTES

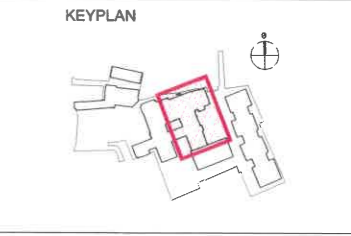
P1	20.06.2019	JH	ISSUED FOR INFORMATION
P2	08.11.2019	JH	ACCESSIBLE HOTEL ROOM ALTERED FOR COMPLIANCE - FOR CLIENT APPROVAL
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	14.09.2020	JH	SEE REVISION CLOUDS
C3	12.08.2021	JH	SEE REVISION CLOUDS - AMENOMENTS AS PER SITE INSTRUCTION NO.37
C4	12.08.2022	NR	STAIRCASE 13 REMOVED. LOBBY ADDED AS CLOUDED IN RED.
C5	12.10.2022	AC	ADDED VENTILATION DUCT NEXT TO RUBBISH CHUTE



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Area for licensable activities



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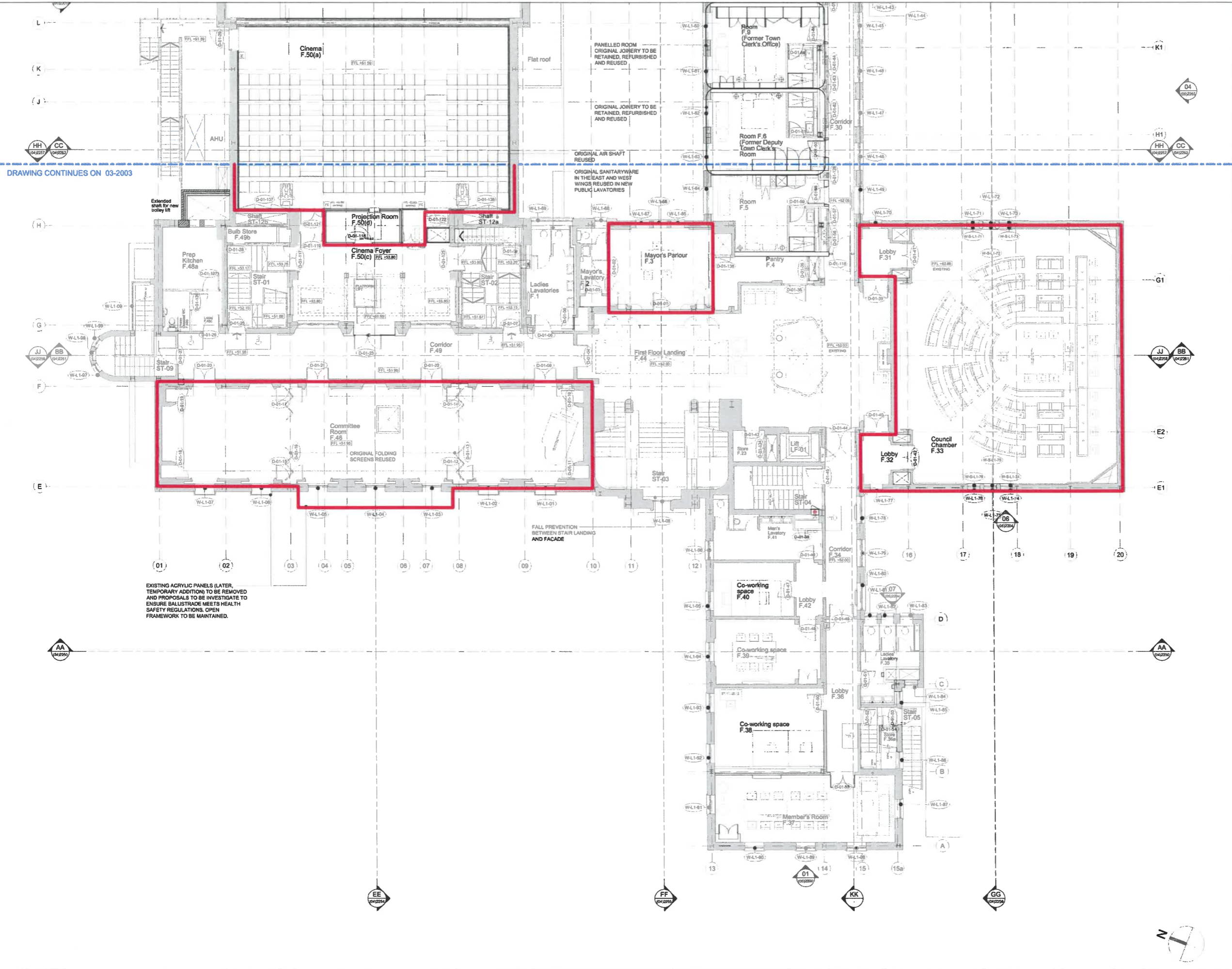
CONSTRUCTION

PROJECT / DRAWING TITLE
**HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 5JJ**

DRAWING TITLE
**TOWN HALL PROPOSED PLAN
 FIRST FLOOR (EAST)**

DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @A1
PROJECT / DRAWING NO 3670-KDS-TH-01-DR-A-03-2003	REV CS

PROPOSED PLAN - FIRST FLOOR EAST



DRAWING CONTINUES ON 03-2003

EXISTING ACRYLIC PANELS (LATER, TEMPORARY ADDITION) TO BE REMOVED AND PROPOSALS TO BE INVESTIGATED TO ENSURE BALUSTRADE MEETS HEALTH SAFETY REGULATIONS. OPEN FRAMEWORK TO BE MAINTAINED.

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REVISION NOTES

P1	20.06.2019	JH	ISSUED FOR INFORMATION
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	22.03.2021	JH	RISER DOORS ADDED FOR MAINTENANCE ACCESS. DOORS IN FRONT OF PLATFORM LIFT REMOVED DUE TO NON-COMPLIANCE
C3	12.08.2021	JH	PLATFORM LIFT DOOR AMENDED. UPDATES BASED ON SITE INSTRUCTION NO.37
C4	12.09.2022	NR	ENTRANCE TO CINEMA REVISED TO SUIT STAIRCASE 12A. PROJECTOR ROOM REDUCED IN DEPTH
C5	25.10.2022	AC	UPDATED DRY RISER AT STAIR 02

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 HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ
 DRAWING TITLE
 TOWN HALL PROPOSED PLAN
 FIRST FLOOR (WEST)

DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @A1
PROJECT / DRAWING NO 3670-KDS-TH-01-DR-A-03-2002	REV C5

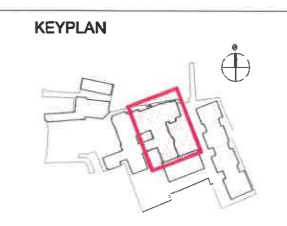
6 WAFDM/VB
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REVISION NOTES

P1	20.06.2019	JH	ISSUED FOR INFORMATION
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	14.09.2020	JH	SEE REVISION CLOUDS
C3	26.10.2022	AC	ADDED VENTILATION DUCT NEXT TO RUBBISH CHUTE

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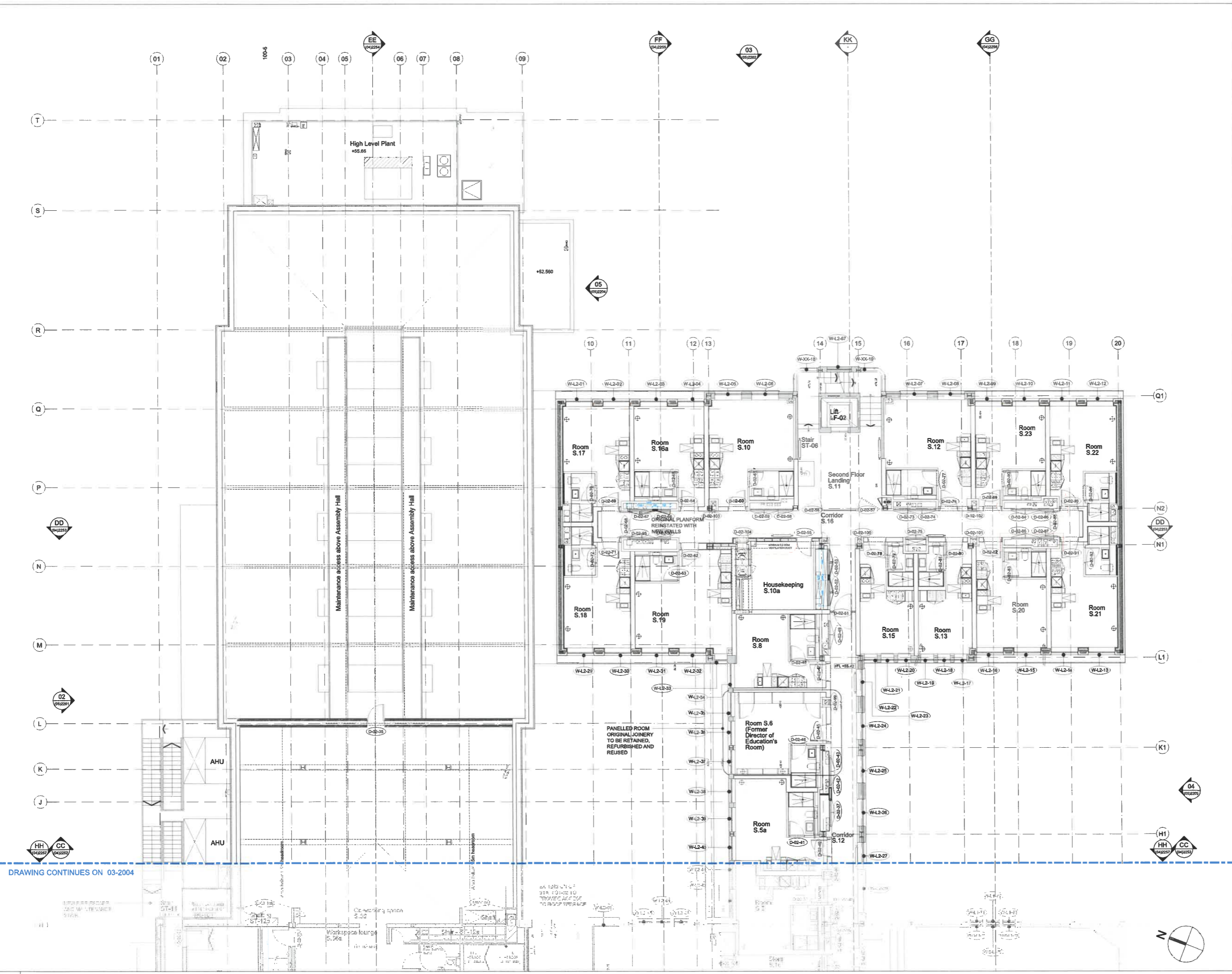
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CONSTRUCTION

PROJECT / DRAWING TITLE
**TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ**

DRAWING TITLE
**TOWN HALL PROPOSED PLAN
 SECOND FLOOR (EAST)**

DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @ A1
PROJECT / DRAWING NO 3670-KDS-TH-02-DR-A-03-2005	REV C3



DRAWING CONTINUES ON 03-2004

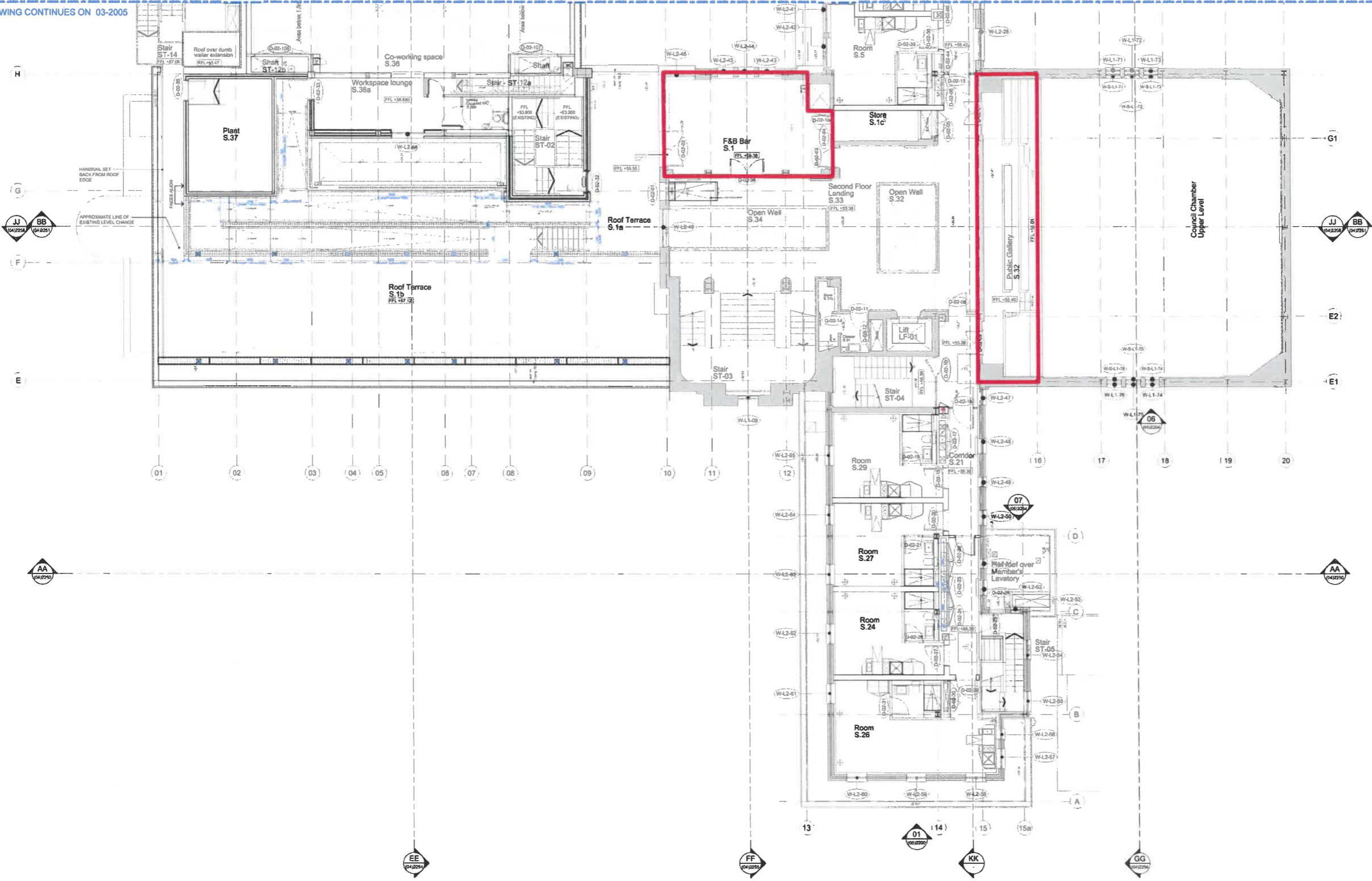
PROPOSED PLAN - SECOND FLOOR EAST

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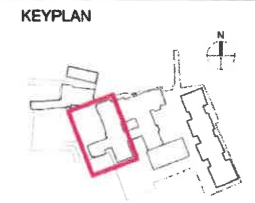
P1	20.06.2019	JH	ISSUED FOR INFORMATION
P2	08.11.2019	JH	RAMP LAYOUT ALTERED FOR COMPLIANCE - FOR CLIENT APPROVAL
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	22.03.2021	JH	RISER DOORS ADDED FOR MAINTENANCE ACCESS ROOF TERRACE RAMP LAYOUT AMENDED
C3	04.07.2022	NR	RISER DOORS ADDED FOR MAINTENANCE ACCESS ROOF TERRACE RAMP LAYOUT AMENDED

DRAWING CONTINUES ON 03-2005



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CONSTRUCTION

PROJECT / DRAWING TITLE
 HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ

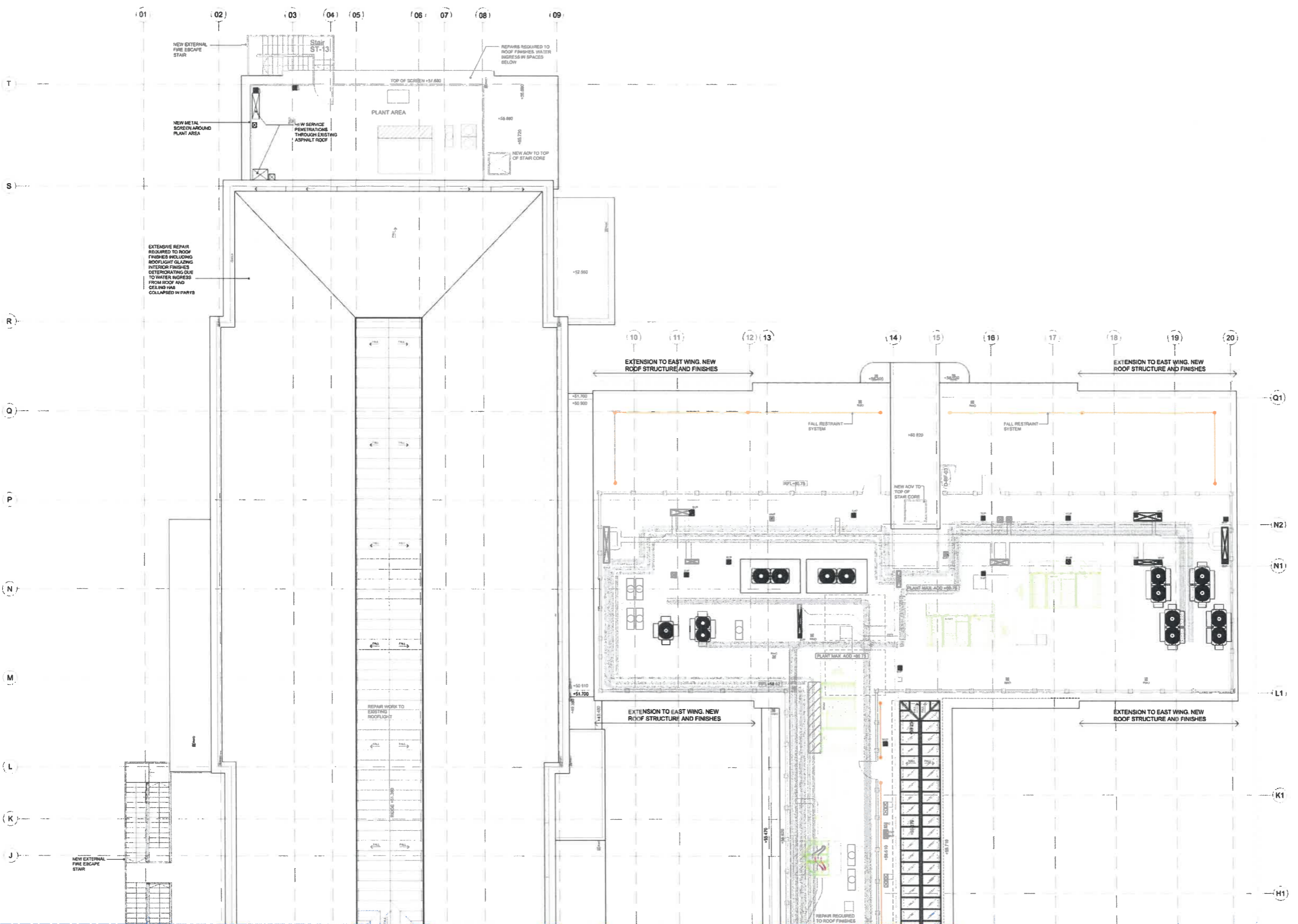
DRAWING TITLE
 TOWN HALL PROPOSED PLAN
 SECOND FLOOR (WEST)

DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @A1	REV
PROJECT / DRAWING NO 3670-KDS-TH-02-DR-A-03-2004		C3

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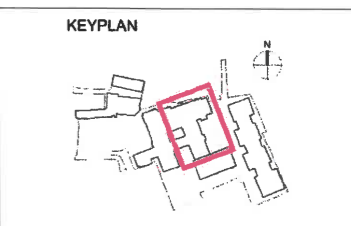
P1	20.08.2019	JH	ISSUED FOR INFORMATION
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	10.12.2021	JH	ROOF PLAN ADDED



DRAWING CONTINUES ON 03-2006

- PROPOSED PLAN - ROOF EAST

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CONSTRUCTION

PROJECT / DRAWING TITLE
**HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ**

DRAWING TITLE
**TOWN HALL PROPOSED PLAN
 ROOF (EAST)**

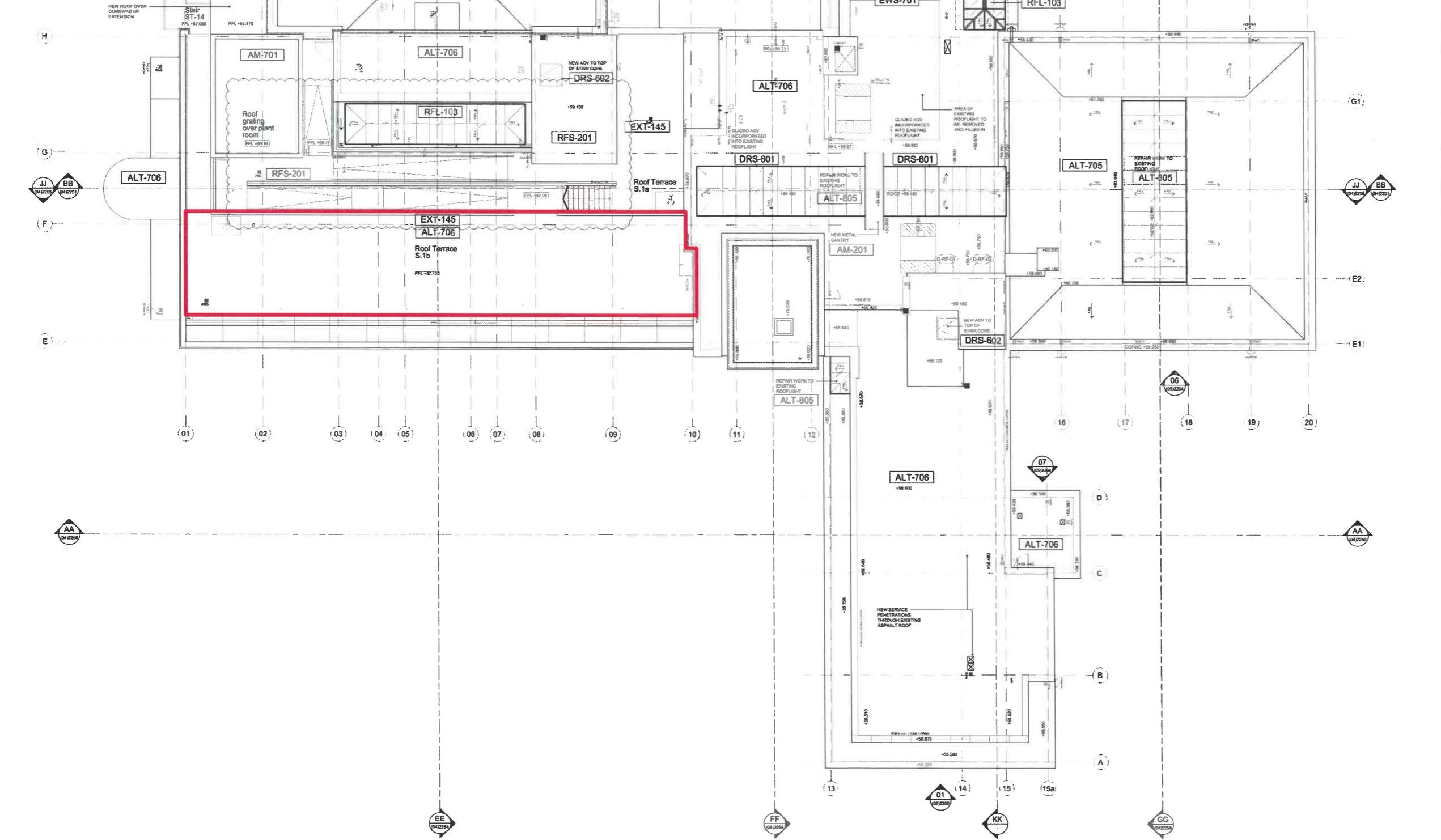
DATE / DRAWN BY	SCALE
20.06.19 JH	1:100 @A1
PROJECT / DRAWING NO	REV
3670-KDS-TH-RF-DR-A-03-2007	C1

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REVISION NOTES

P1	20.08.2019	JH	ISSUED FOR INFORMATION
C1	14.02.2020	JH	ISSUED FOR CONSTRUCTION
C2	28.10.2022	AC	REVISED ROOF TERRACE RAMP AND LEVELS

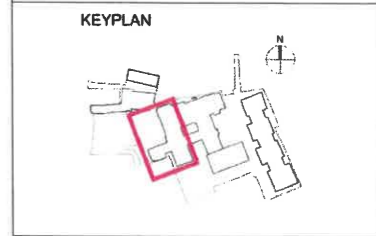
DRAWING CONTINUES ON 03-2007



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CONSTRUCTION

PROJECT / DRAWING TITLE
**HORNSEY TOWN HALL
 TOWN HALL & BROADWAY ANNEX
 LONDON N8 9JJ**

DRAWING TITLE
**TOWN HALL PROPOSED PLAN
 ROOF (WEST)**

DATE / DRAWN BY 20.06.19 JH	SCALE 1:100 @A1
PROJECT / DRAWING NO 3670-KDS-TH-RF-DR-A-03-2006	REV C2

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Appendix B

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LICENSING ACT 2003
Sec 24

PREMISES LICENCE

Receipt: SELMS00002710

Premises Licence Number: LN/000015762

This Premises Licence has been issued by:

**The Licensing Authority, London Borough of Haringey,
1st Floor-North River Park House, 225 High Road,
Wood Green, London, N22 8HQ**

Signature:

Date: 31st March 2016
Vary DPS: 1st October 2018

Part 1 – PREMISES DETAILS

Postal Address of Premises or, if none, Ordnance Survey map reference or description:

**HORNSEY TOWN HALL
THE BROADWAY
CROUCH END
LONDON N8 9JJ**

Where the Licence is time limited, the dates:

Not applicable

Licensable activities authorised by the Licence:

Regulated Entertainment: Plays, Films, Indoor Sporting Events, Live Music, Recorded Music, Performance of Dance and Anything of a Similar Description

Supply of Alcohol

Late Night Refreshment

The times the Licence authorises the carrying out of licensable activities:

Supply of Alcohol

Monday to Wednesday 1100 to 2330

Thursday 1100 to 0000

Friday to Saturday 1100 to 0130

Sunday 1100 to 2245

Late Night Refreshment

Thursday 2300 to 0000

Friday to Saturday 2300 to 0130

Plays, Indoor Sporting Events & Anything of a Similar Description

Monday to Thursday 1000 to 2300

Friday to Saturday 1000 to 0100

Sunday 1000 to 2230

Films

Monday to Thursday 1000 to 2300
Friday to Saturday 1000 to 0130
Sunday 1000 to 2230

Live Music & Performance of Dance

Monday to Saturday 1000 to 2300
Sunday 1000 to 2200

Recorded Music

Monday to Wednesday 1000 to 2330
Thursday 1000 to 0000
Friday to Saturday 1000 to 0200
Sunday 1000 to 2245

The opening hours of the premises:

Monday to Wednesday 0700 to 0000
Thursday 0700 to 0030
Friday to Saturday 0700 to 0200
Sunday 0800 to 2315

Where the Licence authorises supplies of alcohol whether these are on and/or off supplies:

Supply of alcohol for consumption **ON** the premises

Part 2

Name, (registered) address, telephone number and e-mail (where relevant) of holder of Premises Licence:

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

11025894

Name, address and telephone number of designated premises supervisor where the Premises Licence authorises the supply of alcohol:

Piers Daniel Read

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

Personal Licence: LN/000009586

Annex 1 –Mandatory Conditions

1. No supply of alcohol may be made under the Premises Licence –
 - (a) At a time when there is no Designated Premises Supervisor in respect of the Premises Licence; or
 - (b) At a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made, or authorised by a person who holds a Personal Licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises.
 - a) games or other activities which require or encourage, or are designed to require or encourage, individuals to –
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
 - e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
 - (2) The designated premises supervisor in relation to the premises licences must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

Annex 1 –Mandatory Conditions

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:-

- (a) a holographic mark or
- (b) an ultraviolet feature.

6. The responsible person shall ensure that –

- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Minimum Drinks Pricing

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2. For the purposes of the condition set out in paragraph 1 –

- (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
- (b) “permitted price” is the price found by applying the formula –

$$P = D + (D \times V)$$

Where –

- (i) P is the permitted price
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –
- (i) The holder of the premises licence
 - (ii) The designated premises supervisor (if any) in respect of such a licence, or
 - (iii) The personal licence holder who makes or authorises a supply of alcohol under such a licence;

Annex 1 –Mandatory Conditions

- (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from the paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
 4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Door Supervisor:

All individual(s) at the premises for the purpose of carrying out a security activity must

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

Annex 2 – Conditions consistent with the Operating Schedule

THE PREVENTION OF CRIME AND DISORDER

CCTV Cameras will be sited to observe the entrance door and external back door

Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.

Provide a linked record of the date, time of any image.

Provide good quality images - colour during opening times.

Have a monitor to review images and recorded quality.

Be regularly maintained to ensure continuous quality of image capture and retention.

Staff trained in operating CCTV.

Digital images must be kept for 31 days. The equipment must have a suitable export method, e.g. CD/DVD writer so that Police can make an evidential copy of the data they require. Copies must be available within a reasonable time to Police on request.

An incident log shall be kept at the premises, it will be in a hardback durable format handwritten at the time of the incident or as near to as is reasonable and made available on request to the Police, which will record the following:

- (a) all crimes reported to the venue
- (b) any faults in the CCTV system or searching equipment or scanning equipment
- (c) any refusal of the sale of alcohol
- (d) any visit by a relevant authority or emergency service.

The venue will cease alcohol sales 30 minutes prior to closing to the public to allow a 'cooling off' period.

SIA door staff will always be present during public events.

24hour on site security will regularly patrol the premises.

PUBLIC SAFETY

The Licensee will partner with a local taxi service; ensuring taxis are available when required.

A strike partnership will be maintained with local taxi companies to ensure taxis are readily available for customers.

Stewarding staff will be compliant with SIA licensing requirements

Emergency exits will be maintained, clear of debris and clearly marked as specified by LFB.

All staff, security and stewards will be briefed on emergency evacuation procedures and nearest A & E.

Adequate fire evacuation procedures will be in place.

All relevant signage will be maintained

All electrical equipment will undergo a PAT test before use.

A First Aider will be on site during public events.

A First Aid kit will be made available on site at all times.

An accident book will be maintained on the premises.

Annex 2 – Conditions consistent with the Operating Schedule

No animals apart from guide dogs will be permitted on the premises.

SIA door Supervisors will log and report incidents at ticketed events

All temporary structures or stands built will be risk assessed.

THE PREVENTION OF PUBLIC NUISANCE

Regular post event litter pick up will take place

No drinking vessels are permitted to leave the premises

Clear guidance on available bus routes and taxis will be made available.

Signs shall be displayed in the external areas requesting patrons to recognise the residential nature of the area and leave quietly.

SIA Security will disperse any large groups of people when leaving the venue, encouraging them to leave quietly.

No smoking will be permitted outside the main entrance after 11pm. They smoking are will be sited in the enclosed courtyard at the back of the premises.

Prevention of nuisance from noise / vibration

All doors and windows will remain closed during the licensed regulated entertainment activities or in any event after 11pm.

Entry to the premises will be restricted to the main front doors whilst the premises is being used for regulated entertainment licensed activity

Structure borne noise

All speakers are mounted on anti-vibration mountings to prevent vibration transmission of sound energy to adjoining properties

Sound limits

The licensee shall ensure that no music played in the licensed premises is audible at or within the site boundary of any residential property

Outside Areas

No music will be played in, or for the benefit of patrons in external areas of the premises

No form of loudspeaker or sound amplification equipment is to be sited on or near the exterior premises or in or near any foyer, doorway, window or opening to the premises

Collections

Empty bottles and non-degradable refuse will remain in the premises at the end of trading hours and taken out to the refuse point at the start of the working day rather than at the end of trading when neighbours might be unduly disturbed

Plant and machinery

All plant and machinery is correctly maintained and regularly serviced to ensure that it is operating efficiently and with minimal disturbance to neighbours arising from noise

Dealing with Complaints

A complaints book will be held on the premises to record details of any complaints received from neighbours. The information is to include, where disclosed, the complainant's name, location, date

Annex 2 – Conditions consistent with the Operating Schedule

time and subsequent remedial action undertaken. This record must be made available at all times for inspection by council officers

Patrons entering/exiting premises

Where people queue to enter the premises a licensed door supervisor shall supervise and ensure the potential patrons behave in an acceptable manner

Prevention of Nuisance from Odour

All ventilation and extraction systems shall be correctly maintained and regularly serviced to ensure that it is operating efficiently and with minimal disturbance to neighbours arising from odour.

Prevention of nuisance from light

Illuminated external signage shall be switched off when the premises is closed

Security lights will be positioned to minimise light intrusion to nearby residential premises

THE PROTECTION OF CHILDREN

The 'Challenge 21' policy will be implemented

All staff and visiting companies will be CPU checked

The premises will implement a comprehensive 'Lost Child' procedure.

Children only toilets will be supplied at events when required.

The Licensee will ensure minors are not able to gain access to any unsuitable events or shows.

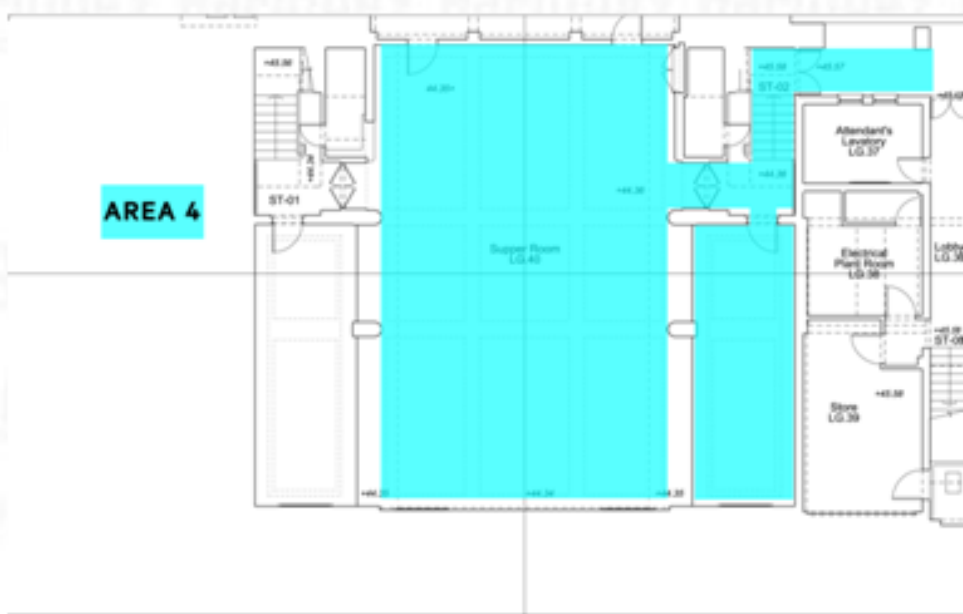
The Licensee will ensure access to films will be in accordance with film classifications.

Child based events will be separately risk assessed and additional control measures put in place.

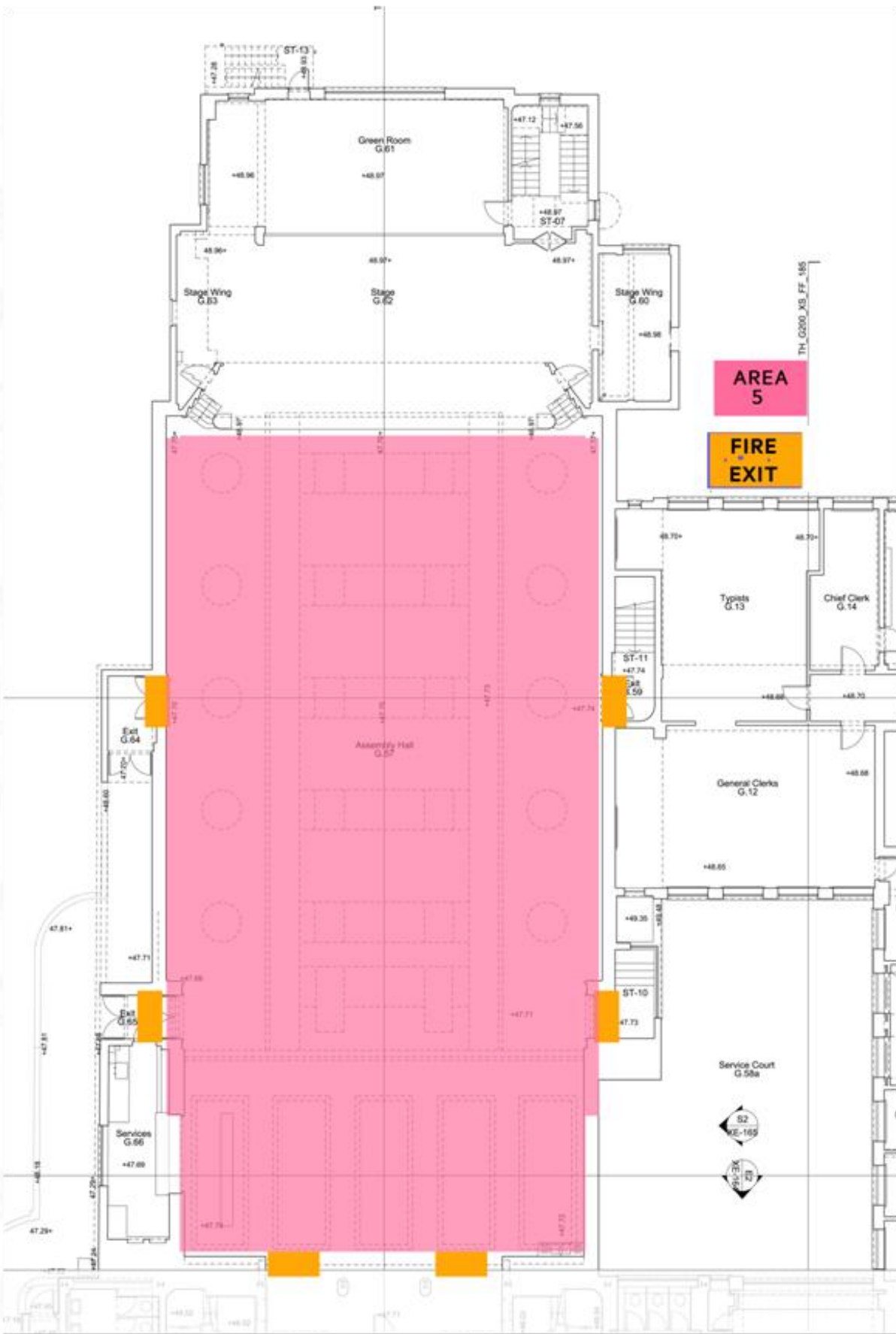
Annex 3 – Conditions attached after a hearing by the licensing authority

Not applicable

Annex 4 – Plans



Annex 4 – Plans



Appendix C

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Licensing Authority
Haringey

Licensing Unit
Edmonton Police Station
462 Fore Street,
London
N9 0PW
PC Jade HAYNES 3719NA
Jade.haynes2@met.pnn.police.uk
www.met.police.uk

15th November 2023

Police Representation

**APPLICATION FOR A NEW PREMISES LICENCE AND A PREMISES LICENCE
VARIATION –
DAO BY DORSETT, HORNSEY TOWN HALL, THE BROADWAY, CROUCH END,
LONDON N8 9BQ**

Dear Licensing Team,

This application is submitted by DAO BY DORSETT of the above business in regards to a new premises licence.

The police wish to make representations under the licencing objectives of, **Prevention of crime and disorder and Prevention of public nuisance**. We have concerns in regards to the request of sale by retail of alcohol being 24 hours a day for residents and their guests. This also leads us to have concerns with the dispersal of customers who are not residing.

The operating times for licenced activities requested are as follows:

Regulated Entertainment: Films

Monday to Wednesday	1100 to 2330 hours
Thursday	1100 to 0000 hours
Friday to Saturday	1100 to 0130 hours
Sunday	1100 to 2245 hours

Late Night Refreshment

Monday to Wednesday	2300 to 2330 hours
Thursday	2300 to 0000 hours

Friday to Saturday 2300 to 0130 hours

Sale of Alcohol

Monday to Wednesday 1100 to 2330 hours

Thursday 1100 to 0000 hours

Friday to Saturday 1100 to 0130 hours

Sunday 1100 to 2245 hours

Supply of alcohol **ON** and **OFF** the premises.

Hours open to Public

Monday to Wednesday 0700 to 0000 hours

Thursday 0700 to 0030 hours

Friday to Saturday 0700 to 0200 hours

Sunday 0800 to 2315 hours

Permitted 24 hours a day for residents and their bona fide guests.

The venue have also submitted a licence variation on 26th OCTOBER 2023. This is in connection to Licence LN/000015762. This is requesting the following variations:

1. To update the Premises Licence Holder name from FEC Time + Space (UK) Limited to Hornsey Town Hall Arts Centre Limited and amend the registered office of the premises licence holder to 40-41 Furnival Street, London, EC4A 1JQ.
2. To amend the approved plan to:
 - a. Add Hornsey Town Hall Square
 - b. Add a café on the ground floor
 - c. Amend the area for licensable activities including the Co-Worker Space on the ground floor.
 - d. Add the Commercial Kitchen on the Lower Ground Floor.
 - e. Add the Cinema and Mayods Parlour on First Floor.
 - f. Remove licensable activities from the corridor on the First Floor.
 - g. Add Food and Beverage Bar and Chamber Balcony on the Second Floor.
 - h. Add Roof Terrace on Roof.
3. To increase the terminal hour for all licensable activities
4. To increase the terminal hour for licensable activities on Bank Holidays and the day preceding a Bank Holiday to 0130 the following morning closing at 0200.
5. To increase the terminal hour for New Year's Eve and New Year's Day so that the terminal hour for licensable activities for New Year's Eve is the start of permitted hours on New Year's Day other than in The Town Hall Square when hours for licensable activities are sought from 1000 to 0100.
6. To add late night refreshment on Mondays to Wednesdays from 2300 to 2330.

- 7. To extend the opening hours 7 days per week — see the box below for opening hours.
- 8. To replace Annex 2 conditions with the conditions accompanying this application

Regulated Entertainment: Plays

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0130 hours
Sunday 1000 to 2245 hours

Hours for Supper Room:

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0200 hours
Sunday 1000 to 2245 hours

Hours for Town Hall Square:

Monday to Sunday 1000 to 2100 hours

Films

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0130 hours
Sunday 1000 to 2245 hours

Hours for Supper Room:

Monday to Wednesday 1000 to 2330 hours
Thursday to Saturday 1000 to 0200 hours
Sunday 1000 to 2245 hours

Hours for Town Hall Square:

Monday to Sunday 1000 to 2100 hours

Hours for Roof Terrace:

Monday to Sunday 0800 to 2300 hours

Indoor Sporting Events

Monday to Wednesday 1000 to 2330 hours

Thursday to Saturday 1000 to 0130 hours

Sunday 1000 to 2245 hours

Hours for Supper Room:	
Monday to Wednesday	1000 to 2330 hours
Thursday to Saturday	1000 to 0200 hours
Sunday	1000 to 2245 hours

Live Music, Recorded Music and Performance of Dance

Monday to Wednesday 1000 to 2330 hours

Thursday to Saturday 1000 to 0130 hours

Sunday 1000 to 2245 hours

Hours for Supper Room:	
Monday to Wednesday	1000 to 2330 hours
Thursday to Saturday	1000 to 0130 hours
Sunday	1000 to 2245 hours
Hours for Town Hall Square:	
Monday to Sunday	1000 to 2100 hours

Late Night Refreshment

Monday to Wednesday 2300 to 2330 hours

Thursday to Saturday 2300 to 0130 hours

Hours for Supper Room:	
Monday to Wednesday	2300 to 2330 hours
Thursday to Saturday	2300 to 0200 hours

Sale of Alcohol

Monday to Wednesday 1100 to 2330 hours

Thursday to Saturday 1100 to 0130 hours

Sunday

1100 to 2245 hours

Hours for Supper Room:

Monday to Wednesday 1000 to 2330 hours

Thursday to Saturday 1000 to 0200 hours

Sunday 1000 to 2245 hours

Hours for Town Hall Square:

Monday to Sunday 1000 to 2300 hours

Supply of alcohol **ON** and **OFF** the premises.

Non started Timings for all licensable activities: Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Town Hall Square where standard hours apply) to 0130 the following morning.

Other than for the Town Hall Square from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

From 1000 to 0100 the following morning on New Years Eve for the Town Hall Square.

Hours open to Public

Monday to Wednesday 0700 to 2330 hours

Thursday 0700 to 0030 hours

Friday to Saturday 0700 to 0230 hours

Sunday 0700 to 2315 hours

Hours for Supper Room:

Monday to Wednesday 1000 to 2330 hours

Thursday to Saturday 1000 to 0230 hours

Sunday 1000 to 2245 hours

Hours for Town Hall Square:

Monday to Sunday 0000 to 0000 hours

Hours for Roof Terrace:

Monday to Sunday 0800 to 2300 hours

Non-standard Timings: Bank Holidays and the day preceding a Bank Holiday (except for the Supper Room when a Bank Holiday or the day preceding a Bank Holiday falls on a Thursday, Friday or Saturday and the Roof Terrace where standard hours apply) to 0230 the following morning.

Other than the Roof Terrace from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

The geographical location of the venue is set on a fairly busy high road. There are also a number of residential roads within close proximity of the venue. This is next to a bus stop however although this could help with dispersal it could also encourage guests loitering in the area. There are train stations within proximity to the venue which is a short walk away, this could help with dispersal however it could also result in being unsafe for intoxicated people with passing vehicles. This could also pose a danger to vulnerable guests which could enter and attend the venue if they cannot afford a room at the premises or a taxi later that night, this would be another high concern for police in relation to **VAWG** (violence against women & Girls) which is a priority topic at this current time to the point where the police are setting Ten new commitments on how to reduce this and public meetings are taking place in regards to this, the one for Haringey borough was held on 26th October.

We the police have assessed the application and the Operating schedule submitted by the applicant describing the steps intended to be taken in order to promote the four Licensing Objectives of:

- 1) The Prevention Of Crime and Disorder**
- 2) Public Safety**
- 3) The prevention of Public Nuisance**
- 4) The protection of children from Harm**

However, we the police have a number of concerns in regards to the applications. The concerns police have relate to the following:

- Sale by retail of alcohol for 24 hours for all residents and their guests.
- The management and safety of the roof top terrace.
- The Town hall square.

The plan for town hall square which was submitted is shown below and then following that is a picture from the front of the view of the square:



As you can see from the above this is extremely close to the road and the terminal hour for the supply of alcohol requested is 2300hours. This could prove dangerous for members of the public especially once intoxicated.

Further to this, the venue is imbedded on a busy high street with residents living in the vicinity to the venue. Without a substantial dispersal plan in place, it would give a detrimental effect on the immediate residents and impact their day to day life and this would be needed to stop the natural noise of intoxicated people leaving the venue at the early hours. The dispersal alone of people awaiting to leave whether on foot, by taxi, or by bus will still generate a loitering purpose within the location. This will be a permanent hour for the premises, it could cause a huge impact on local residents. Although you could argue that there is a bus stop directly outside the venue and that this will disperse people quickly, it also gives a route directly outside for more new comers/guests to come with a 24hour bar. What if residents are out for the evening and decide to bring back guests for further drinking i.e an after party? How will this be managed? With regards to bus's most time tables will be every 10 minutes IF there are no delays, however 10 minutes is a long time for party goes to disrupt the lively hood of locals, not to mention this could cause an increase on alcohol fuelled crime and disorder in the locality.

We therefore ask the following of the applicant

- 1) The Premises shall operate a dispersal policy and all staff shall be trained in its implementation. A copy of the policy and written records of this training shall be retained at the premises and made available to the Police or authorised officers of the Licensing Authority upon request. **What is the dispersal policy?**
- 2) The premises will operate a 24 hour security policy including the use of SIA door staff as required on a risk assessment basis. A copy of the security policy and risk assessment will be provided to the police licensing officer on request. **What is the 24 hour security policy?**
- 3) 24 hours of alcohol – why is this necessary? States this will be for residents only and their guests? **Is there a guest limit?** 68 rooms in the hotel, if they happen to be fully booked and you have a couple per room (2) people and they have 2 guests of their own this could increase numbers significantly, **how will this be managed?**
- 4) Are there any plans in regards to safety around the Town Square?
- 5) In regards to the roof top terrace, what provisions will be put in place to prevent any horrific accidents, eg someone falling from the top.

In summary

We the Police **object** to the below points in the applications under **Prevention of Crime and Disorder and Prevention of public nuisance.**

- 1) To amend the approved plan to:
 - Add Hornsey Town Hall Square
 - Add Roof Terrace on Roof.
- 2) 24 hours sale of alcohol to residents and their guests.

Although the business itself have previous successful venues in London, that does not go to say that this location will be the same.

It is feared that without a detailed plan this may not be able to be managed. If there is not a limit to guests from each resident, the numbers could get significantly high quickly. If this is not booked in advanced this may be too late to conduct a risk assessment early enough do have adequate security as stated in the applicants operating schedule. As an example, should residents return to the venue after a night out with guests to further their evening, at the time of entry the venue staff may not feel that they are too intoxicated however, each individual have their own drinking limits and quite often it is just that one extra drink that puts them into a dangerous state for themselves. It may seem that it is just one drink but the effects of alcohol can be the same of which a drug would give, it effects a person cognitive functions.

Furthermore the police give the applicant to respond to this representations with conditions which can rectify and dissolve these concerns. Should the applicant take away these concerns the police will withdraw their representations. Please respond no later than SUNDAY 19th NOVEMBER 2023.

I reserve the right to provide further information to support this representation.

Regards,

J Haynes

PC HAYNES 3719NA

North Area Licensing Officer

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Appendix D

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APP - D

From: georgina Wistow

Sent: Wednesday, November 22, 2023 4:50 PM

To: Licensing <licensing@haringey.gov.uk>; Cllr Luke Cawley-Harrison <luke.cawley-harrison@haringey.gov.uk>

Subject: Hornsey Town Hall Licensing application

Hi,

I am writing to lodge my very strong objections to the current licensing application for Hornsey Town Hall. Not only does what is being asked for seem completely out of kilter with what is offered at other well established and well-loved venues, Kings Head, The Queens etc, but it also has to be taken into account that the town hall is slap bang in the middle of a FAMILY RESIDENTIAL area AND the proposed exits are already causing considerable light pollution and daytime noise for residents at the top of Weston Park. Amplifying this noise and light with music, alcohol, conversation, cigarette smoke and everything else that goes with later licenses is complete untenable.

A license that runs til 11.30pm Monday - Wednesday and 1.30am Thursday to Saturday is completely unacceptable in the middle of a family residential area where children will be sleeping within a few metres of the venue and the exits from 7pm and adults who all work will be sleeping from 10pm at least. You would not approve this at the well established pubs in the area and to do so here would be inconsiderate, unfair and greedy in the extreme.

A 24 hour license on New Years Eve is completely over the top - are we just expected not to sleep at all - a total disgrace. No. Absolutely no to this.

I object to this license application in the strongest of terms and suggest that it is adjusted to bring it in line with the fact that these venues are within metres of sleeping residents. Residents who bought their residences before the corrupt sale of this beautiful landmark. Residents who pay a premium to live and make adjustments to their houses in a conservation area when it seems the council is not bound by its own laws.

If the licenses are granted i will not stop appealing rallying or making a general nuisance of myself until the residents who pay their council tax at an absolute premium in this area are considered. Such activity would put any fledgling businesses at risk. My advice is to work with the residents to ensure they are not forced to try and shut new businesses down before they even establish themselves.

Georgina Wistow

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APP D

From: Sharon Kean >
Sent: Friday, November 10, 2023 12:28 PM
To: Licensing <licensing@haringey.gov.uk>
Subject: Hornsey Town Hall Licensing Application

To whom it may concern

I would like to object to the proposed extension of licensing hours at the Hornsey Town Hall.

Please see in [blue](#) below.

Crouch End is, essentially, a local residential area, with many families and people who have to get up early for work. It is not suitable for late night bars, entertainment and drinking. The idea we were 'sold' is that it is a community arts centre, and indeed that is what they would like the new name to be. A community arts centre should not have late night drinking and entertainment every night of the week, disturbing the very community it is supposed to engage with.

This application is unsuitable to the area, and late night licenses will result in significant disturbance to local residents. The Town Hall Square is supposed to be available to residents, yet the application will make it unusable for local people and families for 28 days in July and August. It will create litter, noise and a unsafe environment for local people in their own locality.

I would appreciate acknowledgement of receipt of this email.

Many thanks
Sharon

Sharon Kean
KEAN | LANYON

For photographs please go to keanlanyon.smugmug.com Password:download

1. to license the Town Hall Square for the sale of alcohol for consumption on and off the premises 10am to 11pm for one weekend a month, 14 days in each month July to August and 14 days in December and from 10am to 1am on New Years Eve with 24 hours opening to the public for the Town Hall Square. [28 days over a two month period in July and August is too much and would create too much disturbance at a time when windows are open etc. It would also prevent use of the space by families and children at the time of year it should be most available.](#)

2. to license the Town Hall Square for the provision of Regulated Entertainment 10am to 9pm for one day a month, 14 days in each month July to August and 14 days in December and from 10am to 1am on New Years Eve with 24 hours opening to the public for the Town Square. 28 days over a two month period in July and August is too much and would create too much disturbance at a time when windows are open etc. It would also prevent use of the space by families and children at the time of year it should be most available.
3. to extend the hours for various forms of Regulated Entertainment in parts of the building to 10am to 11.30pm Mondays to Wednesday, This is too late on the working day. People will leave the building after midnight and create disturbance in the local street. 11.00 pm would be more appropriate. 10am to 1.30am Thursday to Saturday and 10am to 10.45pm Sunday and to extend the hours for Late Night Refreshment in various parts of the building to 11pm to 11.30pm Monday to Wednesday, This is too late on the working day. People will leave the building after midnight and create disturbance in the local street. 10.30 pm would be more appropriate. 11pm to 1.30am Thursday to Saturday. This will mean that on 3 days per week members of the public will leave the building and roam the streets at 2am This is far too late and will cause major disturbance . And on Sundays, again a day before the working week, and for some people a day of quiet, people will leave the building too late.
4. to permit the consumption of alcohol and the showing of films with no audible dialogue or music on the roof terrace 10am to 11pm Mondays to Saturdays and 10am to 10.45pm Sundays. These hours are, again, too late. People will leave the building too late, and in spite of no audible dialogue or music, the sounds of a bar will be spread over a considerable area. This should never be later than 10pm daily and 9pm on Sunday.
5. to extend the hours in the whole of the premises on Bank Holidays and the day before a Bank Holiday for Regulated Entertainment and the sale of alcohol to 10am to 1.30am and for Late Night Refreshment to 11pm to 1.30am with opening 7am to 2am. Too late, Too noisy and disruptive and will prevent the use of the square and premises to families and the community.
6. to extend the hours in the whole of the premises on New Year's Eve for the provision of all licensable activities from the end of permitted hours on New Years Eve to the start of permitted hours on New Year's Day. This indicates the true intentions of this organisation. To have people drinking for 36 hours at New Year is ridiculous for a residential area. Disruptive and disturbing to the whole area.

7. to extend the hours in the Supper Room for the provision of Regulated Entertainment and sale of alcohol on Thursdays to Saturdays to 10am to 2am (currently the latest terminal hour for Regulated Entertainment and the sale of alcohol is midnight on a Thursday and 1.30am Fridays and Saturdays), other days of the week to extend the hours for various forms of Regulated Entertainment in the Supper Room to correspond with those currently permitted for the sale of alcohol in the Supper Room, with opening hours extended to 2.30am on Thursday (currently 12.30am) and to 2.30am Fridays and Saturdays (currently 2am) [The current hours are sufficient. This is far too late for a local residential area](#)

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From: Ahmad Foroughizadeh < >

Sent: Friday, November 3, 2023 9:12 PM

To: Licensing <licensing@haringey.gov.uk>

Subject: Licensing for the new town hall alcohol and entertainment.

I live in weston pk. just next to the new town hall development, a few feet away.

I raise my strong objection to grant licensing for the extension of drinking hours and the entertainment which will shutter the peace of our neighborhood which we have joked so far.

Please respect the environmental integrity of our community.

Thanks

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