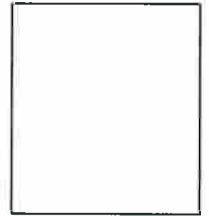




SHEFFIELD CITY COUNCIL Licensing Sub Committee Report



Report of: Chief Licensing Officer, Head of Licensing

Date: 5th August 2019 at 10am

Subject: Licensing Act 2003

Author of Report: Jayne Gough

Summary: To consider an application to grant a premises licence made under the Licensing Act 2003.

The Psalter Tavern, 178-180 Psalter Lane, Sheffield, S11 8US

Recommendations: That members carefully consider the representations made and take such steps, as the Sub Committee consider necessary for the promotion of the Licensing Objectives.

Background Papers: Attached documents

Category of Report: OPEN

**REPORT OF THE CHIEF LICENSING OFFICER
(HEAD OF LICENSING) TO THE LICENSING SUB COMMITTEE
LICENSING ACT 2003**

Ref No 76/19

The Psalter Tavern, 178-180 Psalter Lane, Sheffield, S11 8US

1.0 PURPOSE OF REPORT

1.1 To consider an application for the grant of a premises licence made under section 17 of the Licensing Act 2003.

2.0 THE APPLICATION

2.1 The applicant is JGAC Psalter Ltd.

2.2 The application, which was received on 10th May 2019, is attached to this report labelled Appendix 'A'.

3.0 REASONS FOR REFERRAL

3.1 Representations concerning the application have been received from the following and are attached at Appendix B:-

- 7 x Local resident objections

3.2 South Yorkshire Police and the Environment Protection Service have agreed conditions throughout the consultation period with the applicant, and these are attached to this report at Appendix C.

3.3 The applicant and objectors who made written representations have been invited to attend the hearing. Copies of the front page of the notices are attached to this report labelled Appendix 'D'

3.4 The consultation end date was extended to the 11th July 2019 due to the application not being advertised correctly in the first instance. This was rectified, and a full 28 day consultation has been undertaken in line with legislation.

4.0 POLICIES TO CONSIDER

4.1 Sheffield City Council Statement of Licensing Policy.

5.0 FINANCIAL IMPLICATIONS

5.1 There are no specific financial implications arising from this application. However, additional costs may be incurred should the matter go to appeal. In such an eventuality it may not be possible to recover all these costs. The impact of these additional costs (if any) will be kept under review and may be subject of a further report during the year.

6.0 THE LEGAL POSITION

6.1 The Licensing Act 2003 at section 4 (1) requires the Licensing Authority to carry out its functions with a view to promoting the Licensing Objectives which section 4(2) sets out as:-
a) the prevention of crime and disorder,

- b) public safety,
- c) the prevention of public nuisance,
- d) the protection of children from harm.

6.2 Section 4(3) of the Licensing Act also requires the Licensing Authority to have regard to the published statement of Licensing Policy and any guidance issued by the Secretary of State under section 182.

7.0 HEARINGS REGULATIONS

7.1 Regulations governing hearings under the Licensing Act 2003 have been made by the Secretary of State.

7.2 The Licensing Authority has provided all parties with the information required in the Regulations to the 2003 Act as set out at Appendix 'D'.

7.3 Attached at Appendix 'D' is the following: -

- a) a copy of the Notice of Hearing;
- b) the rights of a party provided in Regulations 15 and 16;
- c) the consequences if a party does not attend or is not represented at the hearing
- d) the procedure to be followed at the hearing.

8.0 APPEALS

8.1 The Licensing Act 2003 section 181 and Schedule 5 makes provision for appeals to be made by the applicant and those making representations against decisions of the Licensing Authority to the Magistrates' Court.

9.0 RECOMMENDATIONS

9.1 That Members carefully consider the representations made and take such steps as the Sub Committee consider appropriate for the promotion of the Licensing Objectives.

10.0 OPTIONS OPEN TO THE COMMITTEE

10.1 To grant the premises licence in the terms requested.

10.2 To grant the premises licence with conditions.

10.3 To reject the whole or part of the application.



Stephen Lonnia
Chief Licensing Officer
Head of Licensing

5th August 2019

Appendix A

Application

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



PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/We JEAC Psalter Ltd.
(Insert name(s) of applicant)

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

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description <p style="text-align: center;">THE PSALTER TAVERN, 178-180 PSALTER LANE.</p>			
Post town	SHEFFIELD	Postcode	S11 8GS
Telephone number at premises (if any)		NONE	
Non-domestic rateable value of premises		£ 67,750 -	

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | | |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i. as a limited company | <input checked="" type="checkbox"/> | please complete section (B) |
| ii. as a partnership | <input type="checkbox"/> | please complete section (B) |
| iii. as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |
| e) the proprietor of an educational establishment | <input type="checkbox"/> | please complete section (B) |
| f) a health service body | <input type="checkbox"/> | please complete section (B) |

- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a statutory function or

a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)


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

SECOND INDIVIDUAL APPLICANT (if applicable)

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

(B) OTHER APPLICANTS

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

Name	JGAC Psalter Ltd.
Address	UNIT 2 DEVONSHIRE BUSINESS PARK 96 WALKINGTON STREET, SHEFFIELD. S1 4HX.
Registered number (where applicable)	10996069.
Description of applicant (for example, partnership, company, unincorporated association etc.)	LIMITED COMPANY
Telephone number (if any)	07572 417870
E-mail address (optional)	

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
01	05	2019

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

DD	MM	YYYY

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

THE PREMISES CONSISTS OF A PUBLIC AND PRIVATE BAR TO GROUND FLOOR WITH ATTACHED RESTAURANT AREA TO LOWER GROUND FLOOR. THE PRIVATE BAR IS ASSOCIATED WITH HOTEL ROOMS OVER TO FIRST AND SECOND FLOORS.

THERE IS A PAVED AREA TO THE FRONTAGE ADJOINING PSALTER LAKE AND PARKING TO REAR. THERE IS ALSO A GARDEN AREA TO THE REAR. SEE ENCLOSED DRAWINGS.

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

--

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

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

Provision of regulated entertainment

Please tick any that apply

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

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

Supply 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 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3)					
Mon								
Tue								
Wed						State any seasonal variations for performing plays (please read guidance note 4)		
Thur								
Fri						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 5)		
Sat								
Sun								

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2) <i>BAR</i>	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) <i>PROVISION OF SHORTER FILMS ON RARE OCCASIONS.</i>		
Mon	<i>10-00</i>	<i>24-00</i>			
Tue	<i>10-00</i>	<i>24-00</i>	State any seasonal variations for the exhibition of films (please read guidance note 4) <i>NONE.</i>		
Wed	<i>10-00</i>	<i>24-00</i>			
Thur	<i>10-00</i>	<i>24-00</i>	Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5) <i>NONE.</i>		
Fri	<i>10-00</i>	<i>24-00</i>			
Sat	<i>10-00</i>	<i>24-00</i>			
Sun	<i>10-00</i>	<i>24-00</i>			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon	10-00	24-00	SHOWING OF FOOTBALL / RUGBY MATCHES. T.V.S. BOXING MATCHES ON T.V.S.
Tue	10-00	24-00	State any seasonal variations for indoor sporting events (please read guidance note 4) NONE.
Wed	10-00	24-00	
Thur	10-00	24-00	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 5)
Fri	10-00	24-00	NONE.
Sat	10-00	24-00	
Sun	10-00	24-00	

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	Both	<input type="checkbox"/>
Tue			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Wed			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 5)		
Thur					
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2) BAR.	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) AMPLIFIED MUSIC.		
Mon	10-00	24-00			
Tue	10-00	24-00			
Wed	10-00	24-00	State any seasonal variations for the performance of live music (please read guidance note 4) NONE.		
Thur	10-00	24-00			
Fri	10-00	24-00	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 5) NONE.		
Sat	10-00	24-00			
Sun	10-00	24-00			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2) BAR. RESTAURANT	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) SPEAKERS ON VOLUME RANGE.		
Mon	10-00	24-00			
Tue	10-00	24-00			
Wed	10-00	24-00	State any seasonal variations for the playing of recorded music (please read guidance note 4) NONE.		
Thur	10-00	24-00			
Fri	10-00	24-00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5) NONE.		
Sat	10-00	24-00			
Sun	10-00	24-00			

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	10-00	24-00	Please give further details here (please read guidance note 3) RARE OCCASIONS. IN BAR. UNKNOWN AT PRESENT.	Both	<input type="checkbox"/>
Tue	10-00	24-00			
Wed	10-00	24-00	State any seasonal variations for the performance of dance (please read guidance note 4) NONE.		
Thur	10-00	24-00			
Fri	10-00	24-00	Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 5) NONE.		
Sat	10-00	24-00			
Sun	10-00	24-00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
			DEREGULATED ENTERTAINMENT UNKNOWN AT PRESENT		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Mon	10-00	24-00		Outdoors	<input type="checkbox"/>
Tue	10-00	24-00	Please give further details here (please read guidance note 3) UNKNOWN AT PRESENT.	Both	<input type="checkbox"/>
Wed	10-00	24-00			
Thur	10-00	24-00	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4) NONE		
Fri	10-00	24-00			
Sat	10-00	24-00	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 (please read guidance note 5)		
Sun	10-00	24-00			

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2) <i>HOTEL ROOMS AND ASSOCIATED BAR. HOTEL ROOMS HAVE 'MINI-BARS'</i>	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) A GENERAL RESIDENTS EXEMPTION FOR RESIDENTS AND THEIR BONA FIDE GUESTS PERMITTING THE SALE OF ALCOHOL 24 HOURS A DAY.		
Mon	00-00	24-00			
Tue	00-00	24-00			
Wed	00-00	24-00			
Thur	00-00	24-00			
Fri	00-00	24-00			
Sat	00-00	24-00			
Sun	00-00	24-00			
			State any seasonal variations for the provision of late night refreshment (please read guidance note 4) NONE.		
			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 5) NONE.		

* 01

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – please tick (please read guidance note 7) <i>BAR AND RESTAURANT</i>	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4) NONE.		
Mon	10-00	24-00			
Tue	10-00	24-00			
Wed	10-00	24-00			
Thur	10-00	24-00			
Fri	10-00	24-00			
Sat	10-00	24-00			
Sun	10-00	24-00			
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5) NONE.		

* 01

* 01

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

Name	JAMES GREEN
Address	[REDACTED]
Postcode	[REDACTED]
Personal licence number (if known)	SY05207PER
Issuing licensing authority (if known)	SHEFFIELD

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).

GAMING MACHINES,
 PLACEMENT TO BE CONSIDERED
 CAREFULLY 'OUT OF SIGHT.'

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)												
Day	Start	Finish													
Mon	10-00	24-00	- WE WISH TO ALLOW NON-RESIDENTS ON THE PREMISES BETWEEN 07-00 AND 00-30. - WE WISH TO PERMIT UNDER 18S ON THE PREMISES UNTIL 21-00, OR LATER IF DINING OR ATTENDING A PRE-BOOKED PRIVATE FUNCTION. - WE ARE WILLING TO LIMIT THE USE OF EXTERNAL AREAS TO 22-30 DAILY WITH THE EXCEPTION OF SMOKERS WHO CAN USE THE EXTERNAL AREAS AS AND WHEN REQUIRED.												
Tue	10-00	24-00													
Wed	10-00	24-00													
Thur	10-00	24-00													
Fri	10-00	24-00													
Sat	10-00	24-00													
Sun	10-00	24-00													
			Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5) <table border="1"> <thead> <tr> <th></th> <th>START</th> <th>FINISH</th> </tr> </thead> <tbody> <tr> <td>HALLOWEEN</td> <td>10-00</td> <td>01-00</td> </tr> <tr> <td>CHRISTMAS EVE</td> <td>10-00</td> <td>01-00</td> </tr> <tr> <td>NEW YEARS EVE</td> <td>10-00</td> <td>01-00</td> </tr> </tbody> </table>		START	FINISH	HALLOWEEN	10-00	01-00	CHRISTMAS EVE	10-00	01-00	NEW YEARS EVE	10-00	01-00
	START	FINISH													
HALLOWEEN	10-00	01-00													
CHRISTMAS EVE	10-00	01-00													
NEW YEARS EVE	10-00	01-00													

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

SEE ATTACHED SHEET / LICENSING OBJECTIVES!

b) The prevention of crime and disorder

SEE ATTACHED SHEET / LICENSING OBJECTIVES!

c) Public safety

SEE ATTACHED SHEET / LICENSING OBJECTIVES!

d) The prevention of public nuisance

SEE ATTACHED SHEET / LICENSING OBJECTIVES!

e) The protection of children from harm

SEE ATTACHED SHEET / LICENSING OBJECTIVES!

ALL THE ABOVE WILL BE IN ACCORDANCE WITH THE 'SHEFFIELD CITY COUNCIL'S' STATEMENT OF LICENSING POLICY.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 11). If signing on behalf of the applicant, please state in what capacity.

Signature	[REDACTED]
Date	09/05/2019
Capacity	APPLICANT 1

For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature	[REDACTED]
Date	09/05/2019
Capacity	APPLICANT 2

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)			
TIMOTHY STEEDMAN [REDACTED]			
Post town	SHEFFIELD	Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
[REDACTED]			

I NOTE THE PREMISES IS UNDERGOING REFURBISHMENT AND PLANS SHOWN ARE 'AS BUILT'.

LICENSING OBJECTIVES.

a) General.

Steps taken to promote all four licensing objectives together.

TO PROMOTE ALL FOUR LICENSING OBJECTIVES WE WILL KEEP: Strong management controls and effective training of all staff so that they are aware of the premises license and the requirements to meet the four licensing objectives with particular attention to: a/ no selling of alcohol to underage people b/ no drunk and disorderly behavior on the premises area c/ vigilance in preventing the use and sale of illegal drugs at the retail area d/ no violent and anti-social behaviour e/ no any harm to children

- Operating Schedule providing the hours of operation and licensable activities during those hours. - Designated premises supervisor confirmed it is obligated to be in day-to-day control of the premises, to provide good training for staff on the Licensing Act (Training Record), to make or authorize each sale - Clear "Challenge 25" information to prevent the supply of alcohol to under-age drinkers. - CCTV system installed with recording option available - Roller metal exterior window shutter will be fixed to ensure that shop front is safe and secure at all times

As a licensed premises we know that it is necessary to carry out our functions or operate their businesses with a purpose of promoting these objectives. We promise to support these objectives through their operating schedules and other measures (including staff training and qualifications, policies, and strategic partnerships with other agencies).

b) The prevention of crime and disorder

CCTV System will be installed to monitor entrances, exits, and other parts of the premises in order to address the prevention of crime objective. South Yorkshire Police will be consulted and invited to visit the premises to discuss CCTV requirements.

A clear and legible notice outside the premises indicating the normal hours under the terms of the premises license during which licensable activities are permitted.

Clear and conspicuous notices warning of potential criminal activity, such as theft, that may target customers will be displayed.

Not selling of alcohol to drunk or intoxicated customers.

Custom will not be sought by means of personal solicitation outside or in the vicinity of the premises.

Prevention and vigilance in illegal drug use at the premises. The premises will operate a Zero tolerance drugs policy and staff awareness training will be provided. Posters to notify customers of zero tolerance drugs policies will be displayed.

Staff will be well trained in asking customers to use premises in an orderly and respectful manner.

Door Supervisors. Security Industry Authority registered door supervisors will be provided as required. A written record will be kept of each including name, badge number, time on and off duty and location whilst on premises.

Sale of illicit goods will not be tolerated.

Dispersal / End of Evening Policy. Winding down time after last orders will be utilised. Last orders will be 11.30pm. The pace will be slowed down, music and volume reduced and lights brightened to facilitate this.

Glassware. High volume business and outdoor events will use plastics vessels to reduce alcohol related injuries.

c) Public safety

Internal and external lighting fixed to promote the public safety objective.

Well trained staff adherence to environmental health requirements. Training and implementation of underage ID checks.

A log book or recording system shall be kept upon the premises in which shall be entered particulars of inspections made; those required to be made by statute, and information compiled to comply with any public safety condition attached to the premises license that requires the recording of such information. The log book shall be kept available for inspection when required by persons authorised by the Licensing Act 2003 or associated legislation.

All parts of the premises and all fittings and apparatus therein, door fastenings and notices, lighting, heating, electrical, air condition, sanitary accommodation and other installations, will be maintained at all times in good order and in a safe condition.

Information on taxi services to be provided who could provide safe transportation home.

d) The prevention of public nuisance

Noise reduction measures to address the public nuisance objective. Prominent, clear and legible notices will be displayed at the exit requesting the public to respect the needs of nearby residents and to leave the premises and the area quietly. Deliveries of goods necessary for the operation of the business will be carried out at such a time or in such a manner as to prevent nuisance and disturbance to nearby residents. The Licensee will ensure that staff who arrive early morning or depart late at night (ex. for unpacking, pricing newly delivered goods) when the business has ceased trading conduct themselves in such a manner to avoid causing disturbance to nearby residents. Customers will be asked not to stand around loudly talking in the street outside the premises. Customers will not be admitted to premises above opening hours. The movement of bins and rubbish outside the premises will be kept to a minimum after 11.00pm. This will help to reduce the levels of noise produced by the premises. Any lighting on or outside the premises will be positioned and screened in such a way so as to not cause a

disturbance to nearby residents. Adequate waste receptacles for use by customers will be provided in the local vicinity.

e) The protection of children from harm

"Challenge 25" sign which is a retailing strategy that encourages anyone who is over 18 but looks under 25 to carry acceptable ID (a card bearing the PASS hologram, a photographic driving license or a passport) if they wish to buy alcohol. Well trained staff about requirement for persons' identification, age establishment etc. All the details provided in Training Record Book available the retail unit. Log Book will be kept upon the premises all the time. Nothing below existing Health & Safety requirements.


Under 18's will be allowed on the premises until 6pm or later if eating in restaurant. No children will be allowed to approach the bar.

Child Sexual Exploitation. A risk assessment will be carried out and staff trained to recognize and report concerns.

A Children's safeguarding co-ordinator will be appointed and trained and substitute provided if not on premises.

Consent of individual to being specified as premises supervisor

I [full name of prospective premises supervisor]
JAMES GREEN

of [home address of prospective premises supervisor]


hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

[type of application] APPLICATION FOR A PREMISES LICENCE TO BE GRANTED UNDER LICENSING ACT 2003

by

[name of applicant] JGAC Psalter Ltd.

relating to a premises licence

[number of existing licence, if any] N/A.

for

[name and address of premises to which the application relates]
THE PSALTER TAVERN,
178-180 PSALTER LANE,
SHEFFIELD.
S11 8US.

and any premises licence to be granted or varied in respect of this application made by

[name of applicant] JGAC Psalter Ltd.

concerning the supply of alcohol at

[name and address of premises to which application relates]
THE PSALTER TAVERN,
178-180 PSALTER TAVERN,
SHEFFIELD,
S11 8US.

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

[insert personal licence number if any]

SY. 05207 PER

Personal licence issuing authority

SHEFFIELD

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed

A large black rectangular redaction covers the signature area.

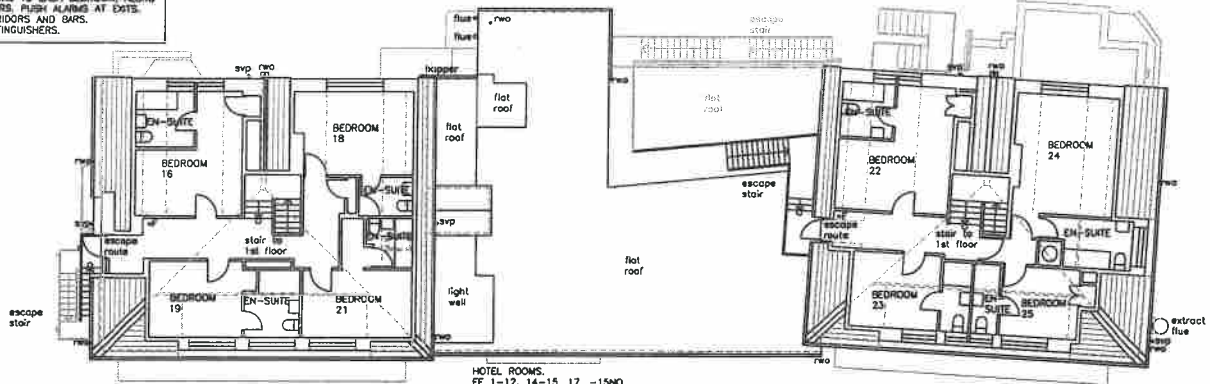
Name (please print)

JAMES GREEN

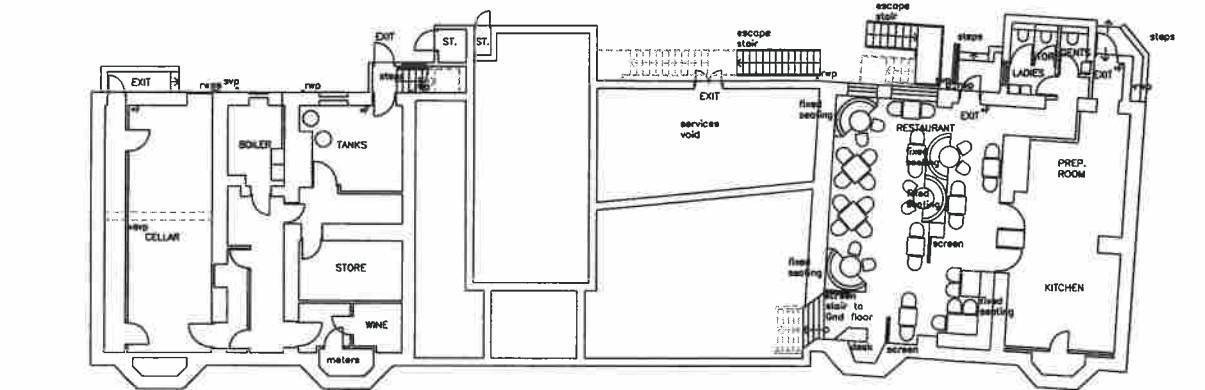
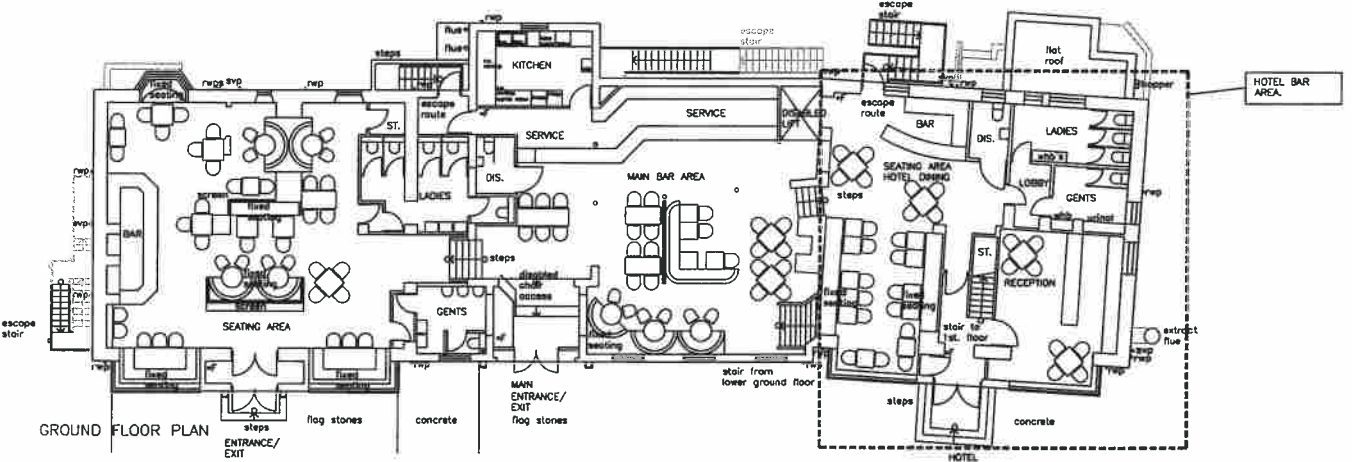
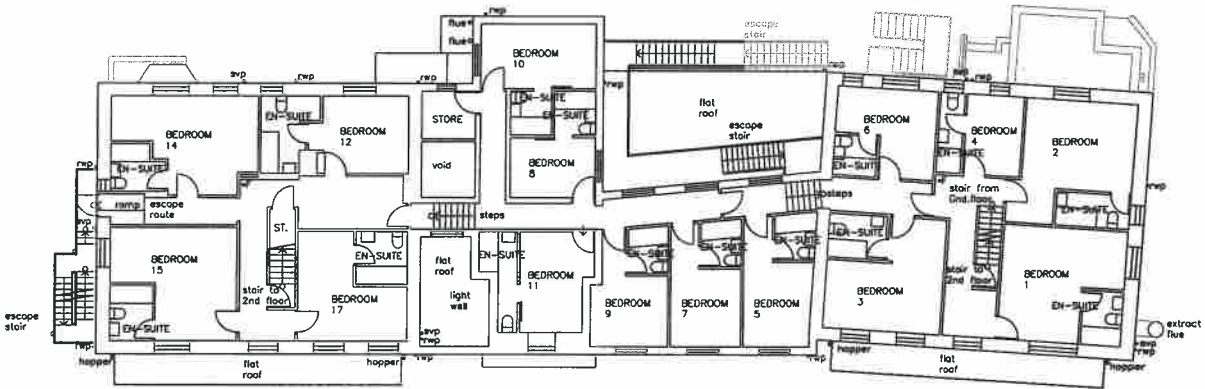
Date

09/05/2019.

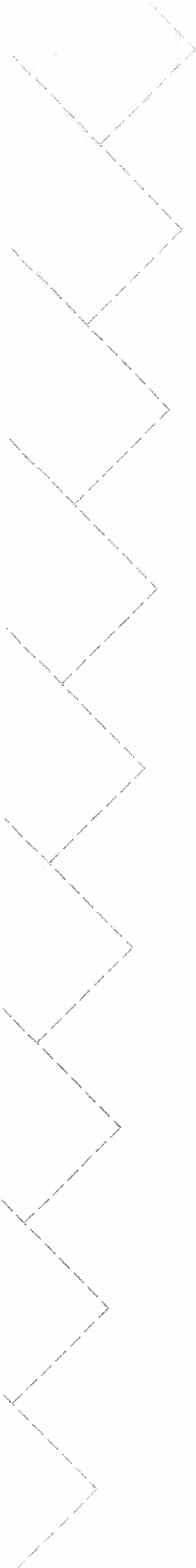
EXISTING FIRE DETECTION RETAINED AND UPGRADED, I.E. SMOKE DETECTORS TO EACH BEDROOM, ALONG CORRIDORS AND BARS, PUSH ALARMS AT EXITS, SOUNDERS TO CORRIDORS AND BARS. F = FOAM FIRE EXTINGUISHERS.



UPPER FLOORS HOTEL



DO NOT SCALE THESE DRAWINGS



concrete driveway

escape

stair

escape

stair

Appendix B

Objections:
7 x Local Residents

Gough Jayne (CEX)

From: licensingservice
Subject: FW: Application from JGAC Psalter Ltd.@ Psalter Tavern Sheffield S11 8US

With reference to the above application for the sale of alcohol and music at the above address. As an adjoining resident I think the sale of alcohol and live music should be limited to 23.00 hours as this is a residential area.

Yours faithfully
Mark Buxton

07 JUN 2019

6th June 2019

Sheffield City Council,
Licensing Service,
59 3RD

Dear Sir / Madam,

Re: Premises licence for Psalter Tavern, 178-80 Psalter Lane

I wish to object to some of the terms of the above application. Brindiffe is a very quiet residential and conservation area and such hours and activities would clash with that, and cause a public nuisance. Previous management have restyled a traditional pub to attract hard-drinking pub-crawlers from Ecclesall Road. I live 40 metres from the pub and it has been blissfully peaceful during its lengthy closure.

You have received many objections to previous applications for licensing until midnight. The 'nuisance laws' state that 11.30 pm to 7.00 am are designated sleeping hours. Noisy customer dispersal would not even start until 0.30 am and their raucous staff departure could be up to 2.00 am. This affects Psalter Court residents who have suffered these disturbing trespasses through their private grounds under previous managements. Persistent uncontrolled shouting from the terrace has further triggered objections, and can make many evenings a misery.

A previous entertainment licence stipulated that doors and windows should be kept closed, otherwise that noise can be heard within our flats; that entertainers be placed at the far side of the pub from us; and that they cease at 11.00 p.m.

Please could the above conditions be applied to this licence? Could the following conditions also be re-applied to reduce nuisance? :-

1. Have licensing hours as before from 10am to 11pm, with, at most, a 1 hour extension on Friday, Saturday and Bank holidays.
2. Cease service on the terrace at 10.00pm and clear by 10.30pm as previously; and supervise it to contain noise.
3. Ensure the kitchen ventilator does not emit nuisance.
4. As a new condition, ban staff from trespassing through Psalter Court grounds and from shouting in the pub grounds.

Parking will be almost impossible: a "no parking" zone was extended last year from the traffic light area all the way to No. 174. This leaves only a dozen spaces for the pub and Psalter Court residents. Our 1960's block has no parking space within its grounds, and only 7 single garages for c.25 adults. The far side of Psalter Lane is a long, shallow blind corner. Please could that 'no parking' zone revert to its previous position where it seemed to cause no problems for many years?

A pub is a welcome amenity where it co-exists appropriately within its area. I hope the new licensee will respect our peaceful community.

Yours sincerely,

[Redacted signature]


[Redacted address]

Ann McGlin

11 JUL 2019

VOICES
Gareth Barrett

Licensing Officer,
Licensing Services,
Staniforth Road
Sheffield, S9 3HD


9th July 2019

Re: Grant applications: Psalter Tavern

Dear Mr. Barrett,

I wrote to you on 6th June concerning the above application. You kindly offered to facilitate an amicable solution with the licensee.

Since then a new consultation period has opened. May I confirm that I have not withdrawn my main objection which was to the alcohol licence to the bar being extended until midnight. Also, the licensee cannot resolve the parking issue. I was pleased that entertainment would cease at 11.00 p.m, but I note it is still in the current application. I have since come across other concerned residents.

Therefore could my main objections still be included in the current consultation and go forward to a hearing? I am grateful for your help.

Yours sincerely,



Ann McGlin

Page 32

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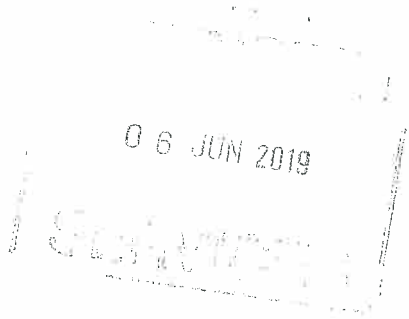
O

A.H.

MARVYN MOORE



The Licensing Section
Sheffield City Council
Block C
Staniforth Road
Sheffield
S9 3HD



05 June 2019

Dear Sir/Madam

JGAC PSALTER LIMITED – 178/180 PSALTER LANE, SHEFFIELD

I write regarding the licencing application made by the above company, a copy of which is attached to their premises on Psalter Lane.

My wife and myself most strenuously object to the application that is being made. We live immediately opposite the property (approximately 25 yards), and in our view the hours requested in the application, if granted, would have a serious and detrimental effect on our health and comfort.

You will be aware that the applicants are requesting to be allowed to serve alcohol every night of the week up until midnight, and have also requested a music licence seven days a week for a full twenty-four hours, Monday to Sunday inclusive.

We are both in our seventies, and have lived at our premises for over fifty years, and wish to enjoy comfort and respite for the rest of our lives.

To my knowledge, the previous occupants were only allowed to serve alcohol until 10:30 pm, and even then we had many instances of drunkenness and damage to our home by revellers and hotel residents. These include theft of plants, vomiting outside our home and breaking our outside lights on more than one occasion.

You will be aware that Psalter Lane is a residential area, occupied by many retired people, and I would beg you to consider the above points when considering whether or not to grant a licence to the above mentioned applicants on the requested terms.

Yours faithfully



Marvyn H Moore

Barrett Gareth

From: Hollis Georgina (CEX) on behalf of licensingservice
Sent: 08 July 2019 10:21
To: Ruston Carol (Finance)
Cc: Barrett Gareth
Subject: FW: Application JGAC Psalter Ltd

As discussed, can you log into lalpac and on the front sheet of the app

Resident objection

From: cherry smith [REDACTED]
Sent: 08 July 2019 10:12
To: licensingservice
Subject: RE: Application JGAC Psalter Ltd

Dear Sir/Madam,

I am writing to you in relation to the recent licensing application by JGAC Psalter Ltd on Psalter Lane. I am a resident of [REDACTED] which are directly next to the Hotel/bar and I am writing to put forward my request for consideration to the application made.

I am concerned about some of the times that the bar/hotel have asked for licenses until in a residential area. My husband and myself are concerned about having a drinks license until 12.00 am, especially in the week and on a Sunday evening. The noise unfortunately carries and we are concerned that people leaving the bar at 12.00 or later will walk through our flats which are private property and create noise and a disturbance (this happened before when the Psalter Tavern was open). We have a 10 year old daughter with Autism who struggles with her sleep but whom becomes particularly anxious when she hears voices outside her window when she is trying to sleep. She sleeps in the front bedroom where noise fro the bar would be heard. We would be very concerned about the pub serving until 12.00 and then people walking through the flats.

We all feel that the application for a music license until 12.00 pm in the week and on a Sunday night is too late and will potentially cause a disturbance to residents.

We would ask that you consider the impact of the above points in terms of the quality of life for the residents living nearby the premises, particularly in terms of the lateness of closing times.

I thank you in advance for considering these points and would be happy to provide further information if necessary. I would also welcome you visiting Psalter Court premises so you could see first hand how people using the bar late at night may impact on our quality of life.

Yours sincerely
Cherry Smith

[REDACTED]

7th July 2019

Mr Mrs Walsh

[REDACTED]
[REDACTED]

08 JUL 2019

SLAVIC

To Whome it may concern

My Husband and my self wish to object to The Late Licencing Hours, and Proposed Playing of music up to 24 Hours Per day, Proposed by the new owners of the Psalter Tavern (J&AC Psalter Ltd) From past experience we know How this can effect the Quality of life of the Residents of Psalter court a twelve a clock closing time would mean for us noise from car doors slamming and Raised Voices (Alcohol fuelled) members of the public making their way through Psalter court which

is used as a short cut to the
Hunters Bar Area of Sheffield
all this going on seven nights
a week. ? ? ?

Mr Mrs R. Welsh.



LICENSING
1 1 JUL 2019
SERVICES

4th July 2019

Dear Sir/Madam,

I am writing to object to the proposed late night licensing application of The Psalter Tavern, 178-180 Psalter Lane by JGAC Psalter Ltd. I live directly next door to the premises in Psalter Court (Flat 1 which is nearest to the Psalter Tavern boundary wall) and I am extremely concerned about such a late licence (to 24hrs) being granted, especially during the working week Monday – Thursday. I think noise from the pub very late at night will impact negatively on my quality of life, as my flat is directly adjacent to the property. I am concerned about noise levels from customers inside the pub, noise made by customers outside the pub, noise of music from events and cars coming and going. Noise I believe will be impossible to eradicate by windows, doors etc. and other measures.

Please can you consider this strong objection to this licensing application.

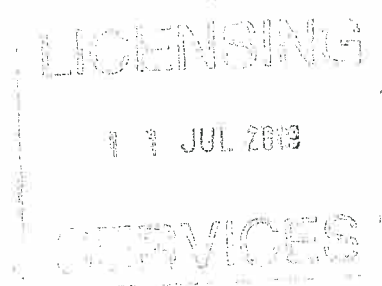
Yours sincerely,



Louise Ritchie

Malcolm Stevens

Licensing Section,
Sheffield City Council,
Sheffield, S9 3HD



Dear Sir / Madam,

Re: Grant application: Psalter Tavern, 178-80, Psalter Lane, S11 8US

I am a director of Psalter Court Ltd, the management company for the block of 16 flats adjacent to the above pub. I write to object to the above application because it would allow licensing of alcohol and entertainment to the bar as late as midnight seven nights a week. This pub has never operated those late hours on a daily basis before.

This is a quiet residential and conservation area and there were dozens of objections to previous applications for extended hours. The Noise Protection Act 1996 defines sleeping hours as 11.30 p.m to 7.00 a.m. It is surely unfair that we residents could face legal action from our neighbours if we regularly disturbed their sleep within those hours, yet the pub is seeking to ^{do} just that, as it could allow customer dispersal at 00.30 hrs and staff departure between 1 and 2 a.m.

Because there is no pub on the parallel stretch of Ecclesall Road between Hunters Bar and Banner Cross, the inherently rowdy crowd of pubcrawlers make a detour, via an alley and Psalter Courts private grounds, to and from the Psalter pub. Unlike other local pubs this is inappropriately affected by the "vibrant" Ecclesall Road trade. Reports have abounded of noise and antisocial behaviour, some of it offensive.

←

Full-time workers who live in Psalter Court have complained this late disturbance has affected their work and health; pensioners have been intimidated by it; and parents have health concerns for children who sleep near affected pathways.

It is plain that the pub cannot control these customers once they are dispersing away from the premises. However, they surely can control their staff departure between 11.00 a.m. and 2 a.m. as they trespass noisily through our grounds. It seems that the only way to help mitigate the nuisance is to contain it within traditional licensing hours. I would therefore ask the Committee if it would restrict the alcohol and entertainment licence to the bar to 11.00 p.m. every night; and if they would close the after noisy terrace before 10.30 p.m. and prohibit staff trespass within Psalter Court.

Yours sincerely,

A black rectangular redaction box covering the signature of Malcolm Stevens.

Malcolm Stevens.

Appendix C

Agreed conditions:
South Yorkshire Police
Environmental Protection Service

EPS

Gough Jayne (CEX)

From: licensingservice
Subject: FW: New Grant: Psalter Tavern, 178-180 Psalter Lane

Tim,

Thank you for your email and agreement.

Licensing officer,

Could you confirm that the below 6 conditions in relation to public nuisance will be placed on the premises licence when granted and on that basis withdraw my previous representation, negating the need for a formal hearing.

Regards,

Jon.

Jonathan Round
Environmental Health Officer

Sheffield City Council
Environmental Protection Service
5th Floor (North)
Howden House
1 Union Street
Sheffield
S1 2SH

Tel +44 (0)114 273 4658/ 07887 641 266
Fax +44 (0)114 273 6464

Visit us at: www.sheffield.gov.uk/environmentalhealth

From: Timothy Steedman
Sent: 31 May 2019 13:22
To: licensingservice
Subject: Fwd: New Grant: Psalter Tavern, 178-180 Psalter Lane

Dear Sirs,

I have been asked by Police and Environmental Health to include the following in the application. I am happy to do this.

Police.

- Drinks may not be removed from the premises in open containers save for consumption in any external area provided for that purpose
- A CCTV system will be fitted, maintained and in use at all times whilst the premises are open. The CCTV images will be stored for 30 days and police and authorised officers of the council will be given access to images for purposes in connection with the prevention and detection of crime and disorder. Members of the management team will be trained in the use of the system.

- Persons under the age of 18 years are not permitted after 18:00 hours unless accompanied by a responsible adult and attending a family type function or dining.
- Incident and refusal book maintained, such records to be retained for at least 12 months and available for inspection on request.
- It is considered that for the nature of the operation plastic/polycarbonate drinking vessels will not be required however, a risk assessment will be undertaken should unusual events takes place and management deem it necessary.

Environmental Health.

- No amplified sound shall be played within the building except through an in-house amplified sound system fitted with a sound limiter, the design and settings of which shall have received the prior written approval of the Environmental Protection Service.
 - No loudspeakers shall be fixed externally nor directed to broadcast sound outside the building at any time.
 - All external seating, tables removed at 22.00 each night, with the exception of one table.
 - When regulated entertainment is provided, external doors and windows shall remain closed except for the purposes of access and egress or during emergencies.
 - The DPS or designated member of staff takes a proactive approach to noise control, checking outside the premises to ensure that noise is kept to a reasonable level from patrons using the external area, so as not to cause a nuisance to the nearest noise sensitive properties.
 - The Premises License holder shall prominently display A4 notices in the external drinking area reminding patrons that they are in a residential area and to be quiet whilst using the facilities provided

Regards

Tim.

SYP

Gough Jayne (CEX)

From: licensingservice
Subject: FW: New Grant: Psalter Tavern, 178-180 Psalter Lane

Good Afternoon All,

Please see below agreed condition for the new grant at Psalter Tavern, Psalter Lane. Please ensure these be added to the licence should it be granted.

Thank you,

Regards

South Yorkshire Police Licensing Dept
Moss Way Police Station
Moss Way
Sheffield
S20 7XX.

Licensing Team
Tracey Klein 0114 2523948 internal 718948
Alicia Marsden 0114 2523111 internal 718 111
Ian Armitage 0114 2523618 internal 718618
Cheryl Topham 0114 2523163 internal 718163
Daniel Barraclough 0114 2523556 internal 718556
John O'Malley internal 714308

Website address - southyorks.police.uk



Please be advised that the content of emails may be submitted as evidence to a Licensing hearing should issues arising not be resolved. The Local Council may post them as part of the process on their Website which has public access.

From: Timothy Steedman
Sent: 31 May 2019 13:08
To: SHEFFIELD_Licensing <Sheffield.Liquor-Licensing@southyorks.pnn.police.uk>
Cc:
Subject: Re: New Grant: Psalter Tavern, 178-180 Psalter Lane

Further to your e mail below I am happy to adopt the practices in the e mail below.
I will send to Licensing and copy you in.

-----Original Message-----

From: SHEFFIELD_Licensing <Sheffield.Liquor-Licensing@southyorks.pnn.police.uk>
To:
CC:
Sent: Thu, 30 May 2019 10:43
Subject: New Grant: Psalter Tavern, 178-180 Psalter Lane

Good Morning Sir,

Hope you are well. We have sent this email to the applicant business also but we have had some issues with email so wanted to send this on to yourself to ensure it arrives to everyone and you are listed as the 2nd applicant.

We have received your application in regards to the grant of a new premise licence for Psalter Tavern, 170-180 Psalter Lane. We would require the following adding to the licence, should it be granted:

- Drinks may not be removed from the premises in open containers save for consumption in any external area provided for that purpose
- A CCTV system will be fitted, maintained and in use at all times whilst the premises are open . The CCTV images will be stored for 30 days and police and authorised officers of the council will be given access to images for purposes in connection with the prevention and detection of crime and disorder. Members of the management team will be trained in the use of the system.
- Persons under the age of 18 years are not permitted after 18:00 hours unless accompanied by a responsible adult and attending a family type function or dining.
- Incident and refusal book maintained, such records to be retained for at least 12 months and available for inspection on request.
- It is considered that for the nature of the operation plastic/polycarbonate drinking vessels will not be required however, a risk assessment will be undertaken should unusual events takes place and management deem it necessary.
-

We appreciate you have covered some of the above yourselves but this just tidied up the wording and ties up what is required.

If you could please respond and inform us you are happy to adopt the above practices we would be very grateful.

Many thanks,

Regards

South Yorkshire Police Licensing Dept
Moss Way Police Station
Moss Way
Sheffield
S20 7XX.

Licensing Team
Tracey Klein 0114 2523948 internal 718948
Alicia Marsden 0114 2523111 internal 718 111
Ian Armitage 0114 2523618 internal 718618
Cheryl Topham 0114 2523163 internal 718163
Daniel Barraclough 0114 2523556 internal 718556
John O'Malley internal 714308

Website address - southyorks.police.uk



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SYP Alerts offers information about local policing issues by text, email or voice message. Sign-up now at www.sypalerts.co.uk #SignMeUp

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

SYP Alerts offers information about local policing issues by text, email or voice message. Sign-up now at www.sypalerts.co.uk #SignMeUp

SYP Alerts offers information about local policing issues by text, email or voice message. Sign-up now at www.sypalerts.co.uk #SignMeUp

Appendix D

Hearing Notices and Regulations



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

JGAC Psalter Ltd
c/o Tim Steedman - Architect

Sent via email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 10th May 2019 received an application in respect of the premises known as;

The Psalter Tavern, 178-180 Psalter Tavern, Sheffield, S11 8US.

During the consultation period, the Council received representations from the following authorities / interested parties:

- **7 x Residential Objections**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on **Monday 5th August 2019 10.00am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) Your response to the representations made, upon which you may ask and be asked questions by the parties to the hearing.
- 2) You may also be asked questions by the parties to the hearing, relating to your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

NOTES

Right of attendance, assistance and representation

15. Subject to regulations 14(2) and 25, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.

Representations and supporting information

16. At the hearing a party shall be entitled to –
- (a) in response to a point upon which the authority has given notice to a party that it will want clarification under regulation 7(1)(d), give further information in support of their application, representations or notice (as applicable),
 - (b) if given permission by the authority, question any other party; and
 - (c) address the authority

Failure of parties to attend the hearing

20. – (1) If a party has informed the authority that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated fails to attend or be represented at a hearing the authority may:–
- (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
 - (b) hold the hearing in the party's absence.
- (3) Where the authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- (4) Where the authority adjourns the hearing to a specified date it must forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

Procedure at hearing

21. Subject to the provisions of the Regulations, the authority shall determine the procedure to be followed at the hearing.
22. At the beginning of the hearing, the authority shall explain to the parties the procedure which it proposes to follow at the hearing and shall consider any request made by a party under regulation 8(2) for permission for another person to appear at the hearing, such permission shall not be unreasonably withheld.
23. A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, application or notice as the case may require.
24. The authority must allow the parties an equal maximum period of time in which to exercise their rights provided for at regulation 16.
25. The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may –
- (a) refuse to permit that person to return, or
 - (b) permit him to return only on such conditions as the authority may specify, but such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.

Form LAR 1
Regulation 8

Notice of actions following receipt of notice of hearing

To **Licensing Service,
Sheffield City Council
Block C Staniforth Road Depot
Staniforth Road
Sheffield
S9 3HD**

We **JGAC Psalter Ltd, c/o Tim Steedman – Architect**

Of **The Psalter tavern, 178-180 Psalter Lane, Sheffield, S11 8US**

hereby confirm that I have received the Notice of Hearing dated 18th July 2019 and notify you as follows **(please complete)**:

We intend to attend the hearing at Town Hall Sheffield on 5th August 2019 at 10.00am

We do not intend to attend the hearing

We intend to be represented at the hearing by:

We consider the hearing to be unnecessary because:
.....

We request thatshould appear at the hearing and set out below the point or points on which this person may be able to assist the authority in relation to this application, representations or notice of the party making the request.

Dated: Signed.....

Please see Regulation 8 overleaf

Please complete this form and return it to:
Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.

licensing@sheffield.gov.uk

Regulation 8

- (1) A party shall give to the authority within the period of time provided for in the following provisions of this regulation a notice stating –
 - (a) whether he intends to attend or be represented at the hearing;
 - (b) whether he considers a hearing to be unnecessary
- (2) In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.
- (3) In the case of a hearing under –
 - (a) section 48(3)(a) (cancellation of interim authority notice following police objection), or
 - (b) section 105(2)(a) (counter notice following police objection to temporary event notice),

the party shall give the notice no later than one working day before the day or the first day on which the hearing is to be held.

- (4) In the case of a hearing under –
 - (a) section 167(5)(a) (review of premises licence following closure order),
 - (b) paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence), paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate)
 - (c) paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence),

the party shall give the notice no later than two working days before the day or the first day on which the hearing is to be held.

- (5) In any other case, the party shall give the notice no later than five working days before the day or the first day on which the hearing is to be held.

Licensing Act 2003 – Hearing Procedure – Regulation 7 (1)

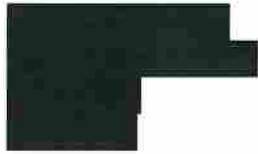
This procedure has been drawn up in accordance with the Licensing Act 2003 to assist those parties attending Licensing Committee hearings.

1. The hearing before the Council is Quasi Judicial.
 2. The Chair of the Licensing Committee will introduce the Committee and ask officers to introduce themselves.
 3. The Chair will ask the applicants to formally introduce themselves.
 4. The Solicitor to the Committee will outline the procedure to be followed at the hearing.
 5. Hearing Procedure:-
 - (a) The Licensing Officer will introduce the report.
 - (b) Questions concerning the report can be asked both by Members and the applicant.
 - (c) The Licensing Officer will introduce in turn representatives for the Responsible Authority and Interested Parties who will be asked to detail their relevant representations.
 - (d) Members may ask questions of those parties
 - (e) With the leave of the Chair the applicant or his representative may cross examine the representatives of the Responsible Authorities and Interested Parties.
 - (f) The applicant/licensee (or his/her nominated representative) will then be asked to:-
 - (i) detail the application;
 - (ii) provide clarification on the application and respond to the representations made.
 - (g) The applicant/licensee (or his/her nominated representative) may then be asked questions by members and with the leave of the Chair from the other parties present.
 - (h) The applicant will then be given the opportunity to sum up the application.
 - (i) The Licensing Officer will then detail the options.
 - (j) There will then be a private session for members to take legal advice and consider the application.
 6. The decision of the Licensing Committee will be given in accordance with the requirements of the Licensing Act 2003 and regulations made there under.
- NB:
- 1) At any time in the Licensing Process Members of the Committee may request legal advice from the Solicitor to the Committee. This advice may be given in open session or in private.
 - 2) The Committee Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Mr Mark Buxton



Sent via email: [Redacted]

The Sheffield City Council being the licensing authority, on the 10th May 2019 received an application in respect of the premises known as;

The Psalter Tavern, 178-180 Psalter Tavern, Sheffield, S11 8US.

During the consultation period, the Council received representations from the following authorities / interested parties:

- **7 x Residential Objections**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on **Monday 5th August 2019 10.00am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

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- 2) You may also be asked questions by the parties to the hearing, relating to your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Ms Ann McGloin



The Sheffield City Council being the licensing authority, on the 10th May 2019 received an application in respect of the premises known as;

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Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

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**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Mr Marvyn Moore
[REDACTED]

Sent via email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 10th May 2019 received an application in respect of the premises known as;

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Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

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**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Ms Louise Richie
[REDACTED]

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Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

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**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Ms Cherry Smith
[REDACTED]

Sent via email: [REDACTED]

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Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

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**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Mr Malcolm Stevens



The Sheffield City Council being the licensing authority, on the 10th May 2019 received an application in respect of the premises known as;

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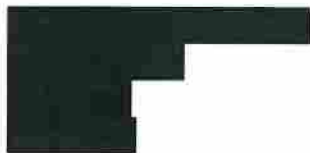
Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Mr & Mrs Walsh



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Dated: 18th July 2019

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk