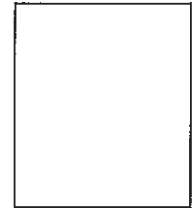




**SHEFFIELD CITY COUNCIL  
Licensing Sub Committee  
Report**



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**Report of:** Chief Licensing Officer, Head of Licensing

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**Date:** 3rd April 2014

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**Subject:** Licensing Act 2003

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**Author of Report:** Matt Proctor

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

Townfield Head Farm, Stannington, Sheffield, S6 6GR

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**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.

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**Background Papers:** Attached documents

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**Category of Report:** OPEN

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

Ref No 14 / 14

**Townfield Head Farm, Stannington, Sheffield, S6 6GR**

**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 Mr Mark Robert Woodward.

2.2 The application, which was received on 14<sup>th</sup> February 2014, is attached to this report labelled Appendix 'A'. Any blank pages have been omitted to save paper, but the original application will be available at the hearing. Included within this section is further correspondence submitted by Mr Woodward further to the application and in response to any objections.

**3.0 REASONS FOR REFERRAL**

3.1 Representations concerning the application have been received from the following:-

SCC Environmental Protection Service	Appendix 'B'
SCC Planning Service	Appendix 'C'
4 No. public objections	Appendix 'D'

3.2 South Yorkshire Police and Sheffield City Council Health Protection Service has agreed licence conditions with the applicant. These conditions are attached at appendices 'E' and 'F' respectively.

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

**4.0 FINANCIAL IMPLICATIONS**

4.1 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.

**5.0 THE LEGAL POSITION**

5.1 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.

5.2 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.

## **6.0 HEARINGS REGULATIONS**

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

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

6.3 Attached at Appendix 'G' 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.

## **7.0 APPEALS**

7.1 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.

## **8.0 RECOMMENDATIONS**

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

## **9.0 OPTIONS OPEN TO THE COMMITTEE**

9.1 To grant the premises licence in the terms requested.

9.2 To grant the premises licence with conditions.

9.3 To reject the whole or part of the application.



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Stephen Lonnia  
Chief Licensing Officer  
Head of Licensing

3<sup>rd</sup> April 2014

# Appendix A

The Application & Further Correspondence

AI

# 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.

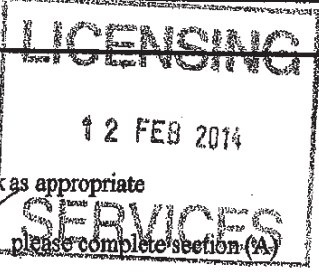
You may wish to keep a copy of the completed form for your records.

I/We MARK ROBERT WOODWARD  
(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 <u>GREEN DIRECTIONS</u> <u>TOWNFIELD HEAD FARM</u> <u>STANNINGTON</u>			
Post town	<u>SHEFFIELD</u>	Postcode	<u>SG 6GR</u>
Telephone number at premises (if any)	<u>0114 230 4722</u>		
Non-domestic rateable value of premises	£		



### Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

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

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

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

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 checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname <b>WOODWARD</b>			First names <b>MARK ROBERT</b>		
I am 18 years old or over				<input checked="" type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town		Postcode			
Daytime contact telephone number		<b>0114 230 4722</b>			
E-mail address (optional)	<b>mark@greendirections.co.uk</b>				

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
01	05	2014

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)

Green Directions is a conference, events and wedding venue. Licensing is particularly required for our outside events including weddings which have previously been managed with TEWS. These events involve alcohol sales and live/recorded music. They take place in tents (usually tipis) in one of our fields. We sometimes run a pop-up restaurant.

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

[Empty box for number of attendees]

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)

*llw*

Supply of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

**E**

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)  <i>Mostly in tents.</i>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon	Noon	23-00	<i>Mixture of amplified and acoustic music. Amplified music</i>		
Tue	Noon	23-00			
Wed	Noon	23-00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
Thur	Noon	23-00	<i>Our weddings and other 'outside' events i.e. using tents, usually take place between April - October</i>		
Fri	Noon	Midnight	<b>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</b> (please read guidance note 5)		
Sat	Noon	Midnight			
Sun	Noon	23-00			

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon	Noon	23-00	<i>Incidental background music or music for dancing Few conference events feature music of any kind.</i>		
Tue	Noon	23-00			
Wed	Noon	23-00	<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 4)		
Thur	Noon	23-00	<i>As for live music</i>		
Fri	Noon	Midnight	<b>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</b> (please read guidance note 5)		
Sat	Noon	Midnight	<i>As</i>		
Sun	Noon	23-00			



**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 type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	Noon	23.00	<b>Please give further details here</b> (please read guidance note 3) Most dancing will be informal - to live or recorded music There may be occasional dance demonstrations e.g. by folk dancing groups  <b>State any seasonal variations for the performance of dance</b> (please read guidance note 4)	Both	<input checked="" type="checkbox"/>
Tue	Noon	23.00			
Wed	Noon	23.00			
Thur	Noon	23.00			
Fri	Noon	Midnight		<b>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</b> (please read guidance note 5)	
Sat	Noon	Midnight			
Sun	Noon	23.00			

**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	Indoors	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Both	<input type="checkbox"/>
Tue				<b>Please give further details here</b> (please read guidance note 3)	
Wed					
Thur			<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 4)		
Fri					
Sat			<b>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</b> (please read guidance note 5)		
Sun					

**I**

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

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>			
Mon	Noon	Midnight	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Tue	Noon	Midnight			
Wed	Noon	Midnight			
Thur	Noon	Midnight	<b>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</b> (please read guidance note 5)		
Fri	Noon	Midnight			
Sat	Noon	Midnight			
Sun	Noon	Midnight			

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

Name	MARK ROBERT WOODWARD	
Address	TOWNFIELD HEAD FARM STANINGTON SHEFFIELD	
Postcode	S6 6 6RL	
Personal licence number (if known)	SY 4985 Per	
Issuing licensing authority (if known)	Sheffield City Council	

**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).

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)  Most of our weddings and other 'outdoor' event take place between April and October.
Day	Start	Finish	
Mon	9.00	00.30	<b>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</b> (please read guidance note 5)
Tue	9.00	00.30	
Wed	9.00	00.30	
Thur	9.00	00.30	
Fri	9.00	01.00	
Sat	9.00	01.00	
Sun	9.00	00.30	

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)

Almost all our events are weddings, corporate events or private parties where the participants have an interest in sustainability. They are low risk groups and to date we have had no issues (this latter point does not imply complacency). Multiple qualifications and course attendances to improve knowledge & understanding of health & safety issues.

b) The prevention of crime and disorder

Myself and my partner, Sarah Brown, are present supervising all events + weddings. Security staff engaged for Tour de France campsite events. Part of Neighbourhood Watch - info@plaskend.co.uk. Smartwater marking of own valuables.

c) Public safety

Risk assessments have been carried out for all activities - updated annually. Visit from fire officer organised 9/6/10 - Tracy. For Conference centre. Visit from fire officer organised 26/6/13 - Richard Taylor - For Pop-up Restaurant. Both officers were happy with our fire arrangements. Notices about hand washing in toilet area as part of risk assessment. Outside lights on during evening events to mitigate risks of walking to cars & toilets. Take visitors to hospital when necessary e.g. wedding guest - August 2012. I have first aid qualification - Emergency First Aid at Work.

d) The prevention of public nuisance

We have 1 immediate neighbour, with whom we have negotiated running weddings and events. They are paid £100 per wedding. We restrict amplified music to before midnight. We monitor noise levels with an app on a phone. We have informed other neighbours about our events (weddings). We have had no complaints to date, from any event that we have run. Daily use is made of our drive and car park by our neighbours and their business customers - quid pro quo.

e) The protection of children from harm

Myself & my partner are CRB checked. My partner has professional expertise in knowing the risks from grooming, child sex abuse and vulnerable children abuse. Supervision offered to enable children to see our animals at close quarters. Event books are provided with relevant risk assessments. No alcohol sold to under 18s. Attended Business and Education Health & Safety & Safeguarding Conference - 17/10/12.

Qualifications: Accredited Countryside Educational Visits Accreditation Scheme - March 2004. Food Hygiene Rating - Level 5 - November 2012. Level 2 Award - Food Safety - Catering - June 2010. Personal License Holder - April 2013. Emergency First Aid at Work - October 2012.

A9

**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	
Date	11/2/14
Capacity	OWNER

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> 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	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

**Consent of individual to being specified as premises supervisor**

I [full name of prospective premises supervisor]  
MARK ROBERT WOODWARD

of [home address of prospective premises supervisor]  
TOWNFIELD HEAD FARM  
STANNINGTON  
SHEFFIELD S6 6GR

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

[type of application] PREMISES LICENSE

by

[name of applicant] MARK ROBERT WOODWARD

relating to a premises licence

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

for

[name and address of premises to which the application relates]  
GREEN DIRECTIONS  
TOWNFIELD HEAD FARM  
STANNINGTON  
SHEFFIELD S6 6GR

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

[name of applicant] MARK ROBERT WOODWARD

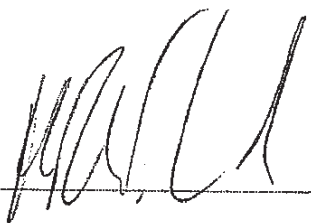
concerning the supply of alcohol at

[name and address of premises to which application relates]  
GREEN DIRECTIONS  
TOWNFIELD HEAD FARM  
STANNINGTON  
SHEFFIELD S6 6GR

11

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 4985 Per
Personal licence issuing authority	SHEFFIELD CITY COUNCIL LICENSING SERVICE BLOCK C STANFORTH RD DEPOT STANFORTH RD, SHEFFIELD S9 3HD
[insert name and address and telephone number of personal licence issuing authority, if any]	

Signed 

Name (please print) MARK ROBERT WOODWARD

Date 10/2/14



This document is in addition to that already supplied in the application form for a Premises License at Townfield Head Farm, Stannington, Sheffield. S6 6GR

It answers questions that have been raised about the application by neighbours and the Licensing Service.

#### Consultation and Business Planning

- We have been very open about our plans, consulting with neighbours and running trial events before embarking on our current programme of weddings and events.
- Our immediate neighbours were consulted prior to a trial wedding event in the summer of 2011.
- Our immediate neighbours were consulted after the trial wedding and prior to launching the wedding business.
- Our immediate neighbours agreed to a 10 wedding programme per year following the consultations.
- Three weddings have been held to date (in 2011, 2012 and 2013) none of which have generated complaints either formally or informally and all have been fantastically successful for the couples, their friends and families.
- We have also run other events, a pop-up restaurant in 2013 for 3 days and a corporate social event in 2012 – also with no complaints.
- Each wedding typically gives between 80 and 150 people the opportunity to share in the beauty of this landscape.
- On the basis of our immediate neighbours agreeing to the 10 wedding per year programme and positive feedback from other neighbours and suppliers, in good faith we have taken bookings for 10 weddings this year and 5 so far in 2015.
- The couples who have booked with us have already invested significant amounts of money with a range of suppliers (the business model is that we charge a fee for the use of Green Directions and our services. Couples then book suppliers of other services such as tent companies, caterers, bar suppliers, florists, photographers etc.)
- Typically the hire of a Tipi tent for a wedding is between £4,000 and £8,000
- Couples have also invested a lot of emotional energy in their wedding day decisions. Cancellation would have catastrophic economic and emotional consequences for them.
- To create a safe environment for our events we have invested in providing two electricity supplies out to the field at a cost, so far, of around £3,000 (we have probably another £1,000 to spend on this provision prior to the start of this year's programme). We have also made some other costly modifications to the site in order to make our events safer e.g. levelling the land off the bottom drive which we use for car-parking.

#### Communication and Promotion

- We have been very open locally, in the community and more widely about our plans.
- We are grateful to Sheffield Newspapers for taking an interest in our 'green' weddings service which has been featured on a number of occasions. They have also featured our pop-up restaurant.



- Sheffield Telegraph – August 2<sup>nd</sup>, 2012 - ½ page feature with photograph of a ‘green’ wedding
- Sheffield Telegraph - November 21<sup>st</sup> 2013 – report with photograph, that we had 9 weddings booked in for 2014 with one slot remaining
- Sheffield Telegraph - July 11<sup>th</sup>, 2013 - the pop-up restaurant was given a ½ page feature plus photograph
- We have also advertised our wedding service in the national press:
  - The Guardian - March 9<sup>th</sup>, 2013
  - The Observer on March 10<sup>th</sup>, 2013
- Green Direction Facebook page has been used to broadcast information about our weddings, pop-up restaurant and other events
- @GreenSheffield and @GreenSheffFood – our twitter accounts have also provided regular information about our weddings, pop-up restaurant and other events
- We promote our weddings through the online and hard copy versions of the Welcome to Sheffield Conference and Events guide
- As Members of Welcome to Yorkshire – we promote our weddings and events through this organisation
- We followed the licensing department’s guidance on advertising our Premises License application to the letter and took further steps to advertise it when they suggested we might consider doing so.

#### Self-Regulation and Compliance

- We are sensitive to the impact of our weddings and events on our neighbours. To this end we have self-imposed restrictions on the number that we will run and on the activities that can take place.
  - We set a deadline of midnight for amplified music and alcohol sales at all weddings – this has been the practice for all the weddings that we have run so far. Midnight is earlier than most of our wedding couples want to finish their events but we feel that it provides a balance between their interests and the comfort of the local community.
  - Both Mark Woodward and Sarah Brown are on site and supervise each wedding
  - The music at our events is audible to others but it is typically only played for about 4 hours on 10 days out of 365.
  - We are also very concerned to reduce disturbance to our neighbours. We are therefore researching sound suppression methods and sound system designs and will take remedial action once we have established the strategies that will have the most impact.
- 
- We are restricted to a maximum of 28 days for outside events. Of these, weddings will take 10 days and we are unlikely to use the full allocation of 28 days for other events. Even then we would not typically involve loud music in those events (pop-up restaurant, Tour de France camping, corporate socials)
  - We have prepared well for every event that we have run and complied with every piece of regulatory guidance and advice.
  - We have exceeded regulatory expectations in many cases e.g. both Mark Woodward and Sarah Brown are CRB checked

## The Economy and Employment

- Each wedding is worth between £10,000 and £20,000 (approx.) to the economy
- All of our suppliers are local – most very local e.g.
  - Immediate locality** Underbank Chapel, Our Cow Molly, Bradfield Brewery, Moorwood Equine, Tony Dawson – bar management, Clive Quamby, Mercury Taxis, Loadbrook Farm, Loadbrook Cottages,
  - Sheffield City Region** Totally Tipi, Barretts Bespoke Catering, The Milestone, PJ Taste, Campbells Flowers, Coco Catering, Fortay Media, Keep Your Fork, Chrysalis Photography, PH Weddings, Marketing Sheffield, Pictorial Meadows
  - Yorkshire** Papakata, Yorkshire Ales, One Life Weddings, Celebration Weddings, John Steel Photography, Welcome to Yorkshire
- The overarching objective of the SCR Growth Plan 2014 is to grow private sector firms and employment. “Although our economy has grown from the mid-1990s until 2008 like other city regions, somewhat uniquely our private sector did not grow during this period...we have set targets to narrow our economic gap over the next 10 years through the creation of 70,000 net additional jobs, increase GVA by 10% (or £3bn) and create 6,000 additional businesses beyond our baseline growth rates.”
- Priority no. 1 in the governments Rural Statement 2012 is: “Economic Growth - we want rural businesses to make a sustainable contribution to national growth”
- We would like our business activities to have no impacts on our neighbours but argue that the wider economic and social benefits of our weddings and events programme outweigh the short term noise disturbance that they experience.

## Environmental Protection

- We are extremely concerned about environmental protection. We have invested heavily in insulation, energy saving appliances and products, wind power, solar power, low energy heating systems and rainwater recycling. In the last 12 months we have made 51,000 kwh electricity and bought from the grid 18,000 kwh of electricity (we only use electricity as an energy source) saving 33 tonnes of carbon in total. We also recycle thoroughly (our black bin was not full after 6 weeks of no collections last March/April during the snow), produce much of our own food and promote sustainability through running courses for schools, businesses and the general public. Mark Woodward also is on the board of the Sheffield City Region LEP Low Carbon Sector Group which involves a great deal of unpaid work.
- We are concerned about the degree to which the Environmental Protection Service balances environmental benefits and impacts in its judgements. The evidence for this concern is as follows:
  - In November 2012, Mr Neal Pates, from the Environmental Protection Service decided that sounds from one of our wind turbines was causing a noise disturbance to the next door household. It took him many visits to come to this conclusion and was therefore a marginal decision. It took 3 months for the manufacturer of the turbine to produce a new part for the turbine which reduced the noise that it emitted. By comparing energy data from the equivalent period this year (electricity bought and produced) with the period when the turbine was shut down, we have been able to calculate that 26 tonnes of carbon was emitted into the atmosphere

unnecessarily and the financial loss to us was around £6,000. (data available for examination) The environmental harm caused by the carbon emitted during this period was well in excess of the environmental harm caused by the marginal excess turbine noise.

- As a result of our disagreement over this issue I proposed to Mr Pates that it might be better for another officer to be assigned to the assessment of our premises license application to create a neutral start. This suggestion was rejected by Mr Pates' line manager.
- Mr. Pates was duly assigned to our application and visited us on March 5<sup>th</sup>. He was accompanied by Mr. Jon Round. During that visit Mr. Round said that our weddings would have an impact on our neighbours over 10 weekends. This is an exaggeration of the facts. The issue in question is noise levels from live and recorded music which would typically only have an impact during Saturday evenings leaving all the other parts of the weekend unaffected.
- Mr. Pates wishes to impose a number of conditions on our site to reduce the impact of noise on our neighbours. One of the conditions is that we are being asked to agree to finish licensed entertainment by 11.00 p.m.. At Sheffield City Council's Botanical Gardens licensed entertainment is permitted until 11.30 p.m. as it is in any of the public parks and at Ecclesall Woods the site is open until midnight and help is offered to couples wishing to apply for a temporary events license for these hours. All of these sites have considerably more people living near to them than we do most of whom are much closer. Therefore, at best there is a lack of equity in Mr. Pates proposed condition for our site.

This is in response to the objections to our application for a premises license by Karen Hyde.

We are sorry that Karen is upset by our premises license application. It is not our intention to create a problem for her or any of our neighbours.

Our key arguments addressing Karen's objections to our application are as follows:

#### Communication

1. While no direct discussion has taken place with Karen about our business planning, we have conducted a number of weddings and other outside events over the past 3 years and she has made no comments about them until now.
2. Our weddings and outside events have been openly discussed locally, reported with large features in the local media, advertised nationally, advertised locally for example in the Welcome To Sheffield guide and reported using facebook and twitter.
3. Our good will to our neighbours is evident in our consultation with our immediate neighbours and our self-regulation. Many wedding and events venues run more than one event every weekend and often events in the week too. We voluntarily have restricted this to 10 weddings and 5 other events across the whole year. This year we turned down an opportunity to run a wedding on a Wednesday (proposed by Sami Tipi) because we felt that it was inappropriate to do this on a weekday.
4. We followed the licensing department's guidance on advertising our application to the letter. We have also taken further steps to advertise it when they have suggested we might consider doing so.

#### Disturbance

1. We have also run a number of events over the past 3 years. In that time we have had no one has come to see us about noise disturbance or any other issues.
2. On the basis of all this and an agreement that we made with our immediate neighbours, in good faith we have taken bookings for 10 weddings in 2014 and 5 so far in 2015.
3. Our objective is not to disturb Karen or anyone else. Our weddings and events programme is a key part of our business activity. This is a positive development for us, for wedding/events parties and for the area itself, whose economy is growing following the success of recently established businesses such as Moorwood Equine, Our Cow Molly, Bradfield Brewery, Sheffield Honey and The Schoolrooms.
4. We have set a deadline for amplified music of midnight at all our events to date out of respect for our neighbours. Our license application reinforces this point. Midnight is earlier than most of our wedding couples want to finish their events but we feel that it provides a balance between their interests and the comfort of the local community.
5. We are very willing to look at ways in which we can reduce the noise impact of our events and have initiated action. This involves investigating acoustic barriers and looking at sound system design. We will supply details of our plans once appropriate investigations have been concluded.
6. We make an overwhelming positive contribution to our local environment. We produce more energy than we use and in doing so save tonnes of CO2 from entering the atmosphere. Our efforts are recognized by external bodies such as the Green Tourism Business Scheme

which has awarded us their Gold standard. We were also double award winners at the Sheffield Telegraph Environment Awards in 2012.

We recognize that any business activity has impacts on others. Our business also has a lot of benefits for the local community:

1. The weddings held here are worth between £10,000 and £20,000 most of which is earned by local small businesses such as Totally Tipi, Barretts Bespoke Catering, PJ Taste, The Milestone, Coco Catering, Bradfield Brewery, Our Cow Molly and Campbells Flowers.
2. Priority no. 1 in the coalition government's rural statement 2012 is; "Economic Growth – we want rural businesses to make a sustainable contribution to national growth." We are making a concerted effort to create a sustainable business in this rural community.
3. The over-arching objective of the Sheffield City Region Growth Plan 2014 is to grow private sector firms and employment. Our wedding programme makes a significant contribution to this objective.
4. As we know very well, it is a privilege to live in this very beautiful area. Our weddings and events programme enables other people to share it too.

The music at our events is audible to others but it is typically only played for about 4 hours on 10 days out of 365. We would prefer to have no impacts on our neighbours but argue that the wider economic and social benefits of our weddings and events programme outweigh the short term noise disturbance that they experience.

# Appendix B

Representation -  
SCC Environmental Protection Service

---

**From:** Pates Neal  
**Sent:** 10 March 2014 14:35  
**To:** Licensing(General)  
**Cc:** Hollis Georgina (CEX); mark@greendirections.co.uk; Round Jonathan  
**Subject:** LAC2003 NEW Green Directions, Townfield Head Farm

LAC2003 NEW Green Directions, Townfield Head Farm, Stannington, Sheffield S6 6GR  
EPS Ref: 507826

**This emailed representation is made in accordance with the agreement with the Licensing Authority on the 18th October 2006 to accept representations by email.**

Dear Licensing,

I would be grateful if you could register my objection to the above application, made in my capacity as Responsible Authority for the Prevention of Public Nuisance for the above premise licence application.

The premises are located in a quiet rural setting. There are a number of nearby noise sensitive properties, including one adjoining residential neighbour. The proposal to host weddings and other functions has the potential to cause significant nuisance, both from regulated entertainment, noise from guests, and from guests' vehicles.

On the basis of these concerns Jon Round and I conducted a visit to the site to discuss the proposals in more detail. During this meeting Mr Woodward provided copies of recent correspondence with his immediate neighbour which suggests they will no longer accept payment to off-set the nuisance caused to them (as referenced on the application form).

Mr Woodward also mentioned that the application for a premises licence has been prompted (at least in part) by advice from the Licensing Service regarding anticipated campsite facilities being set up at the site during the 2014 Tour de France 'Grand Depart'. Mr Woodward also suggested that, on some occasions, it was anticipated that some wedding guests may elect to camp overnight on the site.

I am concerned that detail of the application as it stands leaves a number of issues relating to noise to be resolved. To this end I am requesting that the applicant provide further information clarifying how the following concerns might be addressed, prior to EPS commenting further.

1. Given that the £100 payment to off-set nuisance to the adjoining residential neighbours (as set out in part M(d) of the application) is now withdrawn, what alternative measures are proposed to mitigate nuisance to this party in terms of:
  - a. noise from guests in the courtyard/toilet facility area,
  - b. noise from guest's and their vehicles arrivals and dispersion at the end of events,
  - c. noise from amplified sound and music.

I would also ask the Licensing Service to provide clarification regarding the following:

2. Whether camping is anticipated to be within the premises boundary and whether this conflicts with the proposals for overnight stays and the requested hours the premises are open to the public (part L of the application).

I will be happy to respond to any queries relating to this representation.

# Appendix C

Representation – SCC Planning Service



CI

**From:** Hirst Lucy  
**Sent:** 05 March 2014 11:59  
**To:** Licensing(General)  
**Cc:** 'lucy.adams@southyorks.pnn.police.uk'; [dcscan@sheffield.gov.uk](mailto:dcscan@sheffield.gov.uk)  
**Subject:** Application for a premises licence - Green Directions, Townfield Head Farm, Sheffield S6 6GR

I refer to the application for a premises licence made by Mark Robert Woodward, which was received by your department on 12<sup>th</sup> February 2014.

On behalf of the Planning Service I would like to make a representation against the application for a premises licence at Townfield Head Farm. I have concerns that there is potential for noise nuisance to occur both from the live entertainment at the premises and from patrons leaving the premises particularly late at night.

This emailed representation is made in accordance with the agreement with the Licensing Authority on the 18th October 2006 to accept representations by email.

Best regards

Lucy Hirst

Planning Officer  
Development Management

# Appendix D

Objections – 4 No. Members of the Public

DI

By post and via e-mail

Flash Farm, Flash Lane, Stannington, SHEFFIELD S6 6GR

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

2 March 2014

Dear Sir/Madam

**Application for premises licence to be granted under the Licensing Act 2003**  
**Applicant: Mark Robert Woodward (SY 4985)**  
**Green Directions, Townfield Head Farm, Stannington, SHEFFIELD S6 6GR**

I understand that the above application has been made to the Licensing Services of Sheffield City Council on 12 February 2014 and I wish to make representations objecting to the granting of the premises licence as requested. I am an interested party because I am a residential neighbour and my family and home will be adversely affected should this application be successful.

I wish to object to the application on the grounds that it will create a public nuisance; specifically noise nuisance and will therefore have a negative impact on one of the four licensing objectives.

I would initially ask whether this application has been advertised adequately. Another neighbour brought it to my attention. Otherwise I would not have had any advance notice of it. Endeavours to find details online have been unsuccessful. This raises a query as to whether interested parties have received the information needed to determine whether they wish to make representation. Green Directions is located in a rural area of the green belt, surrounded by farms, equestrian holdings and small groups of residential properties. Public footpaths utilized by walkers for leisure pursuits and quiet roadways frequented by horse riders enjoying equestrian activities span the area and form a key element of the local landscape. Noise travels. Previous experience of events at Green Directions suggests a much wider area needs to be covered than the immediate neighbouring property to advertise this application.

Mr Woodward has stated in his application that he requires the premises licence for "outside" events in tents in one of his fields. These events involve live and recorded music: amplified and acoustic music, background music, music for dancing. He has requested that the premises be licenced from noon every day of the week until 11.00 pm every night excepting Friday and Saturday when he would like the festivities to continue until midnight. The premises are open to the public for much longer hours, 9.00 are until past midnight.

I have read with interest the steps Mr Woodward claims he has taken to promote the licensing objective (d) the prevention of public nuisance:

" We have 1 immediate neighbour with whom we have negotiated running weddings and events. They are paid £100 per wedding.

We restrict amplified music to before midnight.

We monitor noise levels with an app on a phone.

We have informed other neighbours about our event/weddings.

We have had no complaints to date from any event that we have run.

Daily use is made of our drive and car park by our neighbours and their business customers – quid pro quo".

One field lies between my property and the area of land Mr Woodward uses to position the big tent for his "outdoor" events. The prevailing wind is westerly which enhances the transmission of noise between the venue and my home. Since Mr Woodward started Green Directions he has held a number of these events for which I assume he has obtained a Temporary Event Notice. On no occasion whatsoever has he had the courtesy to inform me about any of his activities. The only prior notice I have been given has been the appearance of the large, triangular teepee-type tents and, on one occasion, a transit van came to my property trying to deliver crockery for "the wedding". The noise level has been substantial and necessitated keeping windows closed to reduce the intrusion. It has been clearly audible along the public footpath between Stannington and The Flash known locally as the Twenty Fields Walk.

I have not complained to Mr Woodward about the noise level at the events he has organized to date. I have tried to be tolerant for good neighbour relations. We are a small community and I do not want any unpleasantness.

Mr Woodward was quick to react when we planted a few small trees in the corner of a field (which he incorrectly thought would deprive his very large wind turbine of some air) and I did not want a repetition of any ill feeling.

The events are transient and I had hoped would be very infrequent (and cease altogether due to the unpredictability of the weather).

However, it would now appear from this application that there are to be many repetitions of these events throughout the summer months. This is unreasonable and intolerable. I should have thought that it would be the responsibility of a licence holder to ensure all steps are taken to prevent disruption to their neighbours. It is my view that Mr Woodward has blatant disregard for his neighbours and that his events are a public nuisance.

Summer in the countryside is very different to life in the vibrant city centre buzzing with nightlife. Appropriate sound is from wildlife, birdsong and farm animals. Loud music blasting out of speakers into the early hours, the inane drivel spouted by a disc jockey or master of ceremonies and the loud response from crowds of revelers might be appropriate in a city centre nightclub or a public house but is detrimental to a rural environment and inappropriate to the character of the area.

The events are held "outdoors" in a big tent. The usual methods of trying to contain noise – keeping windows and doors closed, sound proofing the area used for live entertainment, sound limiter, careful location of speakers to minimize the escape of sound – cannot be used. Mr Woodward says he has an app on his phone, which he uses to monitor sound levels. This is a very unprofessional and inadequate approach to monitoring noise nuisance from commercial premises and I would question the accuracy of the readings.

I should like to have it placed on record that the other comments made about the neighbours - £100 compensation per event, use of drive, car parks and quid pro quo - is applicable to his immediate neighbour and not myself.

I request that this application for a premises licence in its present form be refused on the grounds of public nuisance and that the applicant be asked to meet the following conditions:

A Temporary Event Notice should be required for each event contemplated and that there be a restriction to the number of events permitted each year, say a maximum of 3.

Insofar as possible, the aspects of the events generating most noise are contained within the conference building so that the speakers can be indoors with doors and windows closed rather than in a tent.

Efforts are made to limit the escape of noise from the premises.

An undertaking is given (and implemented) to restrict the generation of noise and noise emissions to below levels that affect neighbours trying to relax or sleep at home; i.e. the volume is turned down.

Live, recorded, amplified music stops at 10.30 pm.

A professional approach to monitoring noise emissions is introduced.

Advance notice of events should be given to the people who will be affected as a matter of courtesy and feedback invited after the event and modifications implemented accordingly and applied to future events.

Yours sincerely,

Karen D Hyde

email: [REDACTED]@live.co.uk

Mob: 07890 [REDACTED]

D4



Townfield Head Cottage Farm  
Stannington  
Sheffield  
S6 6GR

4 March 2014

The Licensing Service  
Block C  
Staniforth Road Depot  
Staniforth Road  
Sheffield  
S9 3HD

Dear Sirs

We write to register our objection to the application for a premises license by Mr Woodward of Green Directions, Townfield Head Farm. Our objection is based on the following:

**Public Nuisance**

We live in a quiet rural farming community on a farm that has been split into two properties. Our house directly adjoins the applicant's house and the conference centre is part of the applicant's house on the other side. The field where the outdoor events take place is approximately 30 metres away from our house. We are fortunate to live in this quiet place, the only sounds we hear during the day are those typical to the countryside and the occasional car pulling into the yard, by night it is usually silent.

Over the past three years the applicant has held several weddings (one per year in the summer) and one pop up restaurant event in this field. The weddings started in the afternoons and lasted well into the night. The pop up restaurant was held over four days. During all of the weddings we experienced the same disturbances, namely loud music and noise from people congregating in the yard (which adjoins our property). The music was so loud we had difficulty concentrating on anything; it also prevented us from sleeping or relaxing. The repetitive bass beats we could hear were extremely annoying. Each wedding left us feeling very stressed as we could not escape the noise once the music was turned up, even with all our doors and windows closed. The loud music must have lasted four to five hours each time. The pop up restaurant event did not include loud music at night but the same problem of disturbance came from people using the yard area and cars leaving at night.

The other nuisance that occurred during the events was people using the main yard to park their vehicles. It is only a small yard, through which we have access rights. The applicant has told us he is proposing to use three areas for parking, two of which are grassy areas and in the

event of a lot of rain prior to and during an event this would render these areas unfit for parking, the only hard standing areas are a small parking area near the field, the yard, the drive and the main highway. Guests would inevitably park in the yard causing our access and that of our customers to be restricted. Another concern over the yard becoming congested with parked cars is that it could delay emergency service vehicles should they ever be needed. Also the extra traffic that would be generated by such events would cause congestion on the drive as it is only a single lane dirt track.

The applicant refers to us in his application under the heading of public nuisance. He states that 'we have negotiated running weddings and events'. This is not true. We received £100 as compensation for disturbance caused by weddings but we have never been informed of other events. We have since informed the applicant that we will no longer accept any compensation money for weddings as the negative impact on our lives is not acceptable.

The applicant refers to monitoring noise levels with an app on a phone, we fail to see how this will reduce noise, he cannot soundproof a tent neither can he close doors and windows to reduce noise. He also states 'daily use is made of our drive and car park by our neighbours and their business customers – quid pro quo' this is an outrageous statement as we not only have access rights through the yard and drive we also share maintenance of the drive. This is written in the deeds to the properties.

We are also very concerned to find out that the applicant is planning to have 'camping events'. We will undoubtedly be disturbed by noise from campers given the proximity of the field that would be used for camping to our house. We are also concerned about smells, such as those from barbecues and portable toilets, and litter. We would also be worried about theft of valuable equipment from our outbuildings if people were staying on the premises overnight.

We would also like to point out that we believe the applicant attempted to get this license without our knowledge. We only found out about the application on the 19<sup>th</sup> of February (a full week after the application was sent in) when we received a phone call from environmental health asking our opinion on it. We have discussed our concerns about the weddings with them in the past. We were shocked to find out about what was being proposed. We set about trying to find the blue notice of advertisement in and around the property but could not see it anywhere. We looked on the gate posts at both entrances and on the house itself but could not find it. Within one hour of a phone call to the Licensing Service on the 20<sup>th</sup> of February the blue notice appeared on the north entrance gate post, which is where the applicant has posted other notices in the past. This led us to believe he had not advertised the application correctly and when asked about it he told us that he was 'told to put it on the outside wall of Green Directions by Michael Crawshaw of the Licensing Service'. When we asked Mr Crawshaw about this he said he had not told him to put it there and furthermore that he had expected the applicant to put up at least two or three notices given the size of the property.

If the license is granted he will be entitled to hold events every day of the week and to play amplified music until 11pm weekdays and midnight at weekends, causing a lot of unreasonable

D6

disturbance to us. The premises would be open until 12:30am weekdays and 01:30am at weekends with extra disturbance caused by people congregating in the yard and leaving the premises.

It should be noted that since we informed the applicant of our intention to object to his application he has offered to agree to a license restriction of ten weddings per year and no other outdoor events involving amplified music but we have not agreed on this. We don't want to have to endure one more let alone ten.

In view of the above we respectfully request that the application be refused.

Yours faithfully



Suzanne and Robert Sayles



D7

**Moorwood Barn, Flash Lane, Stannington, Sheffield S6 6GR**

Email: jrw@ [REDACTED] .co.uk Mobile: 07788 [REDACTED]



Sheffield City Council  
Licensing Services,  
Block C Staniforth Road Depot  
Staniforth Road  
Sheffield  
S9 3HD

13<sup>th</sup> March 2014

Dear Sir/Madam,

**Objection letter for the grant of an Alcohol and Entertainment Licence at Green Directions, Townfield Head Farm Stannington S6 6GR**

I understand that an Application for premises license under the Licensing Act 2003 has been submitted by Mr Mark Robert Woodward (SY 4985) of Green Directions, Townfield Head Farm, Stannington, Sheffield S6 6GR. I am writing to make a representation of objection, namely on the grounds of 'The prevention of public nuisance' and subsequently, 'The protection of children from harm'.

Our primary concern is the noise nuisance that this application would cause should it be successful. Our home, which is one of four barn conversions, is situated just one field away from that of the applicant. Due to the close proximity of Townfield Head Farm to our home, the noise generated from such events has a significant negative impact on our wellbeing.

Similar events (weddings, pop-up restaurants) were held at Townfield Head Farm last summer under a temporary license and the associated noise levels were unacceptable. Not only were we uninformed about such events taking place but loud music was frequently heard well into the early hours showing a complete lack of consideration to local residents. A westerly wind frequently prevails between the site and our home which means that any noise travels a long way. With windows regularly open during hot summer evenings, there was never any chance of sleep as it felt as if we were actually at the party.

The disturbance from these events regularly woke our children and also prevented us from getting any sleep until the early hours. With two children under the age of two years old, it is very difficult to get them back to sleep once they have been disturbed and near on impossible for them to resume sleep when loud music continues throughout the evening and into the night. This has considerable knock-on effects for daytime routines: a vicious circle of tired, sleep deprived children that struggle to function making life difficult for all concerned.

We have not objected in the past as we were under the impression that previous events were one off occurrences as there was no indication to suggest otherwise. We are a small community and an extended level of tolerance was used to avoid falling out. However, a commercial enterprise of this

nature has no place on the edge of the peak district and should be reserved for the purpose made entertainment venues within the city that have sound proofing facilities unlike tents and tepee's.

Having opted to live in the countryside and away from the city centre, we enjoy the peace and tranquillity of the surrounding area. Since living here, we have supported Green Directions with their quest to become self sufficient and educate others in doing so and will continue to support anything that is in keeping with the area and rural sustainability. An open entertainment and Alcohol licence however does not fit this criteria, is not part of 'green' diversification and will without a doubt cause a public nuisance to all those within the local vicinity as well as resulting in harm to our children if they are regularly sleep deprived.

We re-iterate our objection to this application.

Yours sincerely



Jonathan Wish

D9

**Hollis Georgina (CEX)**

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**From:** [REDACTED]  
**Sent:** 14 March 2014 19:02  
**To:** Licensing(General)  
**Cc:** sheffield.liquor-licensing@southyorks.pnn.police.uk;  
neal.pates@sheffield.gcs.gov.uk  
**Subject:** Re: licence application submitted by Mr Woodward, Townfield Head Farm

Licensing Services  
Staniforth Road  
Sheffield S9 3HD

I am contacting you regarding the licence application, which has been submitted by

Mr. M.R. Woodward  
Green Directions,  
Townfield Head Farm  
Stannington,  
Sheffield S66GR

The application includes licences for Sale by Retail of Alcohol and for Provision of Regulated Entertainment, at the above premises.

We live in a neighbouring farm and are objecting to the application on grounds of public nuisance. Sound travels far in the open spaces outside of the city. Previous parties at Townfield Head Farm have been heard over a great distance. The music and the noise from partygoers have been very disturbing. It has not been possible to be outside on our property, or even to be inside with the windows open, while parties have been ongoing.

To maintain the peace and tranquillity in the countryside, we ask the Licensing Service to reject this application.

If you need any further information please do not hesitate to contact me.

[REDACTED]

work phone [REDACTED]  
email [REDACTED]

I wish to submit this objection anonymously, and ask that I be contacted if there is any need to reveal my identity at any point during the proceedings.

Kind regards,

[REDACTED]

# Appendix E

Agreed Conditions – South Yorkshire Police

**From:** Lucy.Adams@southyorks.pnn.police.uk [mailto:Lucy.Adams@southyorks.pnn.police.uk] **On Behalf Of** Sheffield.Liquor-Licensing@southyorks.pnn.police.uk  
**Sent:** 05 March 2014 10:39  
**To:** Licensing(General)  
**Cc:** eps admin; dgill@syfire.gov.uk  
**Subject:** Fw: New premise licence application-Green Directions, Townfield Head Farm, Stannington, Sheffield S6 6GR

Dear All,

Following receipt of the premise licence for Green Directions, Townfield Head Farm the applicant has agreed to the following conditions-

- The premises management must conduct a risk assessment of events including the use of non glass drinking vessels and security staff and maintain a written record of such risk assessments.
- Notice must be given for any proposed major events (capacity exceeding 499 persons at any one time) under this licence in writing to South Yorkshire Police, South Yorkshire Fire & Rescue and Environmental Protection Services if possible at least 6 weeks in advance of the start date of any such event, or in any case, a period of time to give adequate notice to allow suitable and sufficient comment to be made.

Please place on the licence should it be granted.

Kind Regards

Lucy

Sheffield Licensing Section  
1st Floor  
Attercliffe Police Station  
60 Attercliffe Common  
Sheffield  
S9 2AD  
Licensing Team

Lucy Adams 0114 2523617 internal 718617  
Tracey Klein 0114 2523948 internal 718948  
Andrea Marsden 0114 2523618 internal 718618  
Lizzie Payne 0114 2523163 internal 718163  
Alicia Marsden 0114 2523111 internal 718 111  
Benita Mumby (Licensing Manager)0114 2964308 internal 714308  
Fax 0114 2523688 Internal 8688

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Please be advised email correspondence may be submitted as evidence to a licensing hearing should issues arising not be resolved. As such they will be passed onto the relevant parties involved in the hearing process. The local council may post them, as part of this process, on their website to which the public has access

To find out who your local Safer Neighbourhood Team officer is, how to contact them, and to find out what's

# Appendix F

Agreed Conditions –  
SCC Health Protection Service

**Business Strategy & Regulation**

Director of Business Strategy & Regulation: Mick Crofts

**Health Protection Service**

2-10 Carbrook Hall Road • Sheffield • S9 2DB

Fax No. (0114) 273 6464

Officer: Mr S Pitts

Ref: GreenD/rl

Tel: 0114 273 4616

Date: 5 March 2014

FI

Mark Robert Woodward  
Townfield Head Farm  
Stannington  
SHEFFIELD  
S6 6GR

Dear Sir

**Licensing Act 2003  
Application for a Premises Licence**

**Premises: Townfield Head Farm, Stannington, Sheffield S6 6GR**

Thank you for the additional information in respect of your application, however, at this stage, I have no alternative than to make a formal representation (objection) as the Responsible Authority towards public safety.

I will require the proposed conditions set out below to be imposed on the new premises licence and my representation will be withdrawn subject to the following conditions being agreed.

1. A residual current device (RCD) must protect the electrical power serving amplified music equipment for live music.
2. Notice must be given of any proposed major events (capacity exceeding 499 persons at any one time) under this licence in writing to South Yorkshire Police Licensing Department, South Yorkshire Fire and Rescue Service and Environment and Regulatory Services if possible at least six weeks in advance of the start date of any such event, or in any case a period of time to give adequate notice to allow suitable and sufficient comment to be made. All other licensable events under this licence with capacity less than 500 people, at least 14 days notice should be given.
3. The licensed activity shall be conducted in accordance with a suitable and sufficient site specific Event Safety Plan. The plan shall incorporate risk assessments and other measures including stewarding, police presence, information, site plan and time schedule.

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Email Address: [HealthProtection@sheffield.gov.uk](mailto:HealthProtection@sheffield.gov.uk)

Visit us at: [www.sheffield.gov.uk/environment/how-we-work/health-protection/](http://www.sheffield.gov.uk/environment/how-we-work/health-protection/)

**Large print versions of this letter  
are available by telephoning  
(0114) 273 4415/273 5774**

I would be grateful if you would confirm, as a matter of urgency, whether or not you are prepared to agree to these conditions.

Other issues that require your attention that are not proposed to be conditions:

1. Risk assessments regarding animal contact at visitor attractions need to be re-assessed in accordance with the Industry Code of Practice, a copy of which is enclosed.

Disabled Access

The City Council encourages the provision of disabled access and facilities to licensed premises within Sheffield and when a new application is being made or when substantial alterations are taking place, reasonable provision must be made under the Equality Act 2010 (Which repealed the Disability Discrimination Act 1995) for people to access and use the building and its facilities.

If you require any further information, please do not hesitate to contact me on the telephone number shown.

Yours faithfully



Mr S Pitts  
Environmental Health Technician

Copies Via Email	Legal & Governance – Licensing General Section
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# Appendix G

Hearing Notices / Regulations / Procedures



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

G1

Mr Mark Robert Woodward  
Green Directions  
Townfield Head Farm  
Stannington  
Sheffield  
S6 6GR

mark@greendirections.co.uk

The Sheffield City Council being the licensing authority, on the 12<sup>th</sup> February 2014 received your application in respect of the premises known as Townfield Head Farm, Stannington, Sheffield, S6 6GR.

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

Sheffield City Council Environmental Protection Service  
Sheffield City Council Planning Service  
4 No. public representations / 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 **Tuesday 3<sup>rd</sup> April 2014 at 10am**; 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: 19<sup>th</sup> March 2014

Signed:                     Matt Proctor                      
The officer appointed for this purpose  
Licensing Officer

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

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**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

G2

Mr Neal Pates  
Sheffield City Council  
Environmental Protection Service

neal.pates@sheffield.gov.uk

The Sheffield City Council being the licensing authority, on the 12<sup>th</sup> February 2014 received an application in respect of the premises known as;

**Townfield Head Farm, Stannington, Sheffield, S6 6GR**

During the consultation period, the Council received representations from the following;

- **Sheffield City Council Environmental Protection Service**
- **Sheffield City Council Planning Service**
- **4 No. objections / representations from members of the public**

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 **Tuesday 3<sup>rd</sup> April 2014 at 10am**; 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) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

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 (5) working days before the day or the first day on which the hearing is to be held.**

Dated: 19<sup>th</sup> March 2014

Signed:                     Matt Proctor                      
The officer appointed for this purpose  
Licensing Officer

Please address any communications to:

Licensing Service, Sheffield City Council Block C, Staniforth Road Depot Staniforth Road Sheffield S9 3HD.  
[General.licensing@sheffield.gov.uk](mailto:General.licensing@sheffield.gov.uk)

**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

G3

Lucy Hirst  
Sheffield City Council  
Planning Service

lucy.hirst@sheffield.gov.uk

The Sheffield City Council being the licensing authority, on the 12<sup>th</sup> February 2014 received an application in respect of the premises known as;

**Townfield Head Farm, Stannington, Sheffield, S6 6GR**

During the consultation period, the Council received representations from the following;

- **Sheffield City Council Environmental Protection Service**
- **Sheffield City Council Planning Service**
- **4 No. objections / representations from members of the public**

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 **Tuesday 3<sup>rd</sup> April 2014 at 10am**; following which the Council will issue a notice of determination of the application.

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

- 1) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

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 (5) working days before the day or the first day on which the hearing is to be held.**

Dated: 19<sup>th</sup> March 2014

Signed:                     Matt Proctor                      
The officer appointed for this purpose  
Licensing Officer

Please address any communications to:

Licensing Service, Sheffield City Council Block C, Staniforth Road Depot Staniforth Road Sheffield S9 3HD.  
[General.licensing@sheffield.gov.uk](mailto:General.licensing@sheffield.gov.uk)



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**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

G5

Suzanne & Robert Sayles  
Townfield Head Cottage Farm  
Stannington  
Sheffield  
S6 6GR

@live.co.uk

The Sheffield City Council being the licensing authority, on the 12<sup>th</sup> February 2014 received an application in respect of the premises known as;

**Townfield Head Farm, Stannington, Sheffield, S6 6GR**

During the consultation period, the Council received representations from the following;

- **Sheffield City Council Environmental Protection Service**
- **Sheffield City Council Planning Service**
- **4 No. objections / representations from members of the public**

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 **Tuesday 3<sup>rd</sup> April 2014 at 10am**; following which the Council will issue a notice of determination of the application.

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

- 1) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

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 (5) working days before the day or the first day on which the hearing is to be held.**

Dated: 19<sup>th</sup> March 2014

Signed:                     Matt Proctor                    

The officer appointed for this purpose  
Licensing Officer

Please address any communications to:



**Notice of hearing of representations  
in respect of the following application:  
Application to Grant a Premises Licence**

G6

Mr Jonathan Wish  
Moorwood Barn  
Flash Lane  
Stannington  
Sheffield  
S6 6GR

jrw@[REDACTED]co.uk

The Sheffield City Council being the licensing authority, on the 12<sup>th</sup> February 2014 received an application in respect of the premises known as;

**Townfield Head Farm, Stannington, Sheffield, S6 6GR**

During the consultation period, the Council received representations from the following;

- **Sheffield City Council Environmental Protection Service**
- **Sheffield City Council Planning Service**
- **4 No. objections / representations from members of the public**

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 **Tuesday 3<sup>rd</sup> April 2014 at 10am**; following which the Council will issue a notice of determination of the application.

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

- 1) The representations you have made with reference to these particular premises and the four core objectives.
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Dated: 19<sup>th</sup> March 2014

Signed:                                 Matt Proctor                                  
The officer appointed for this purpose  
Licensing Officer

Please address any communications to:







**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.
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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.

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

G9

**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.