

LICENSING SUB-COMMITTEE**29 August 2017****Attendance:**

Councillors:

Izard (Chairman) (P)

Berry (P)

Green (P)

Other Members in attendance (but who did not speak):

Councillor Porter

Officers in attendance:

Mr M Tucker – Interim Licensing Manager

Miss J Allingham – Licensing Officer

Ms C Tetstall – Licensing Solicitor

Mr P Tidridge – Scientific Officer, Environmental Health

1. **NEW PREMISES LICENCE – OVINGTON DOWN FARM, OVINGTON, ALRESFORD (MOTOCROSS OF NATIONS)**
(Report LR500 refers)

The Chairman welcomed to the meeting:

Representing the Applicant – SD Events

- Mr Chris Malcolmson (representing and speaking on behalf of the Applicant)
- Mr Nigel Mottashed (SD Events)
- Mr Alan Dove (Designated Premises Supervisor (DPS))

Responsible Authorities:

- Mr Phil Tidridge (Winchester City Council, Environmental Health Team)

Other Interested Parties:

- Mr Stephen Bohill-Smith
- Mr Terence Jones
- Ms Alison Matthews (Chairman of Upper Itchen Valley Society)
- Mr Graham Tarbuck
- Mr David Pain (also representing Martyn and Rosslyn Curwen-Bryant, Sue Scholes, Simon Scott and Cheriton Parish Council)

Miss Allingham introduced the Report which set out the details of the application. In summary, she explained that a new premises licence for Ovington Down Farm, Ovington, Alresford had been made for a capacity of up

to 14,999 people between Friday, 29 September 2017 and Sunday, 1 October 2017 under Section 17 of the Licensing Act 2003. The purpose of the application was to allow for the following:

- Live music, recorded music and performance of dance between 1900 to 0000 on Friday, 0000 to 0300 and 1900 to 0000 on Saturday and 0000 to 0300 on Sunday.
- Late night refreshment between 2300 to 0000 on Friday, 0000 to 0300 and 2300 to 0000 on Saturday and 0000 to 0300 on Sunday.
- The supply of alcohol for consumption both on and off the premises between 1900 to 0000 on Friday, 0000 to 0300 and 1900 to 0000 on Saturday and 0000 to 0300 on Sunday.

The application was set out in Appendix 1 to the Report.

Representations had been received from local residents objecting to the application. A list of residents who had submitted representations was contained in Section 3 of the Report. These representations related to the licensing objective the prevention of public nuisance, as set out in Appendix 2 to the Report and in Appendix 5 to the Report (Supplementary Agenda).

Miss Allingham reported that Abigail Toms, on behalf of Winchester City Council Environmental Health, and the applicant, SD Events Ltd, had agreed conditions to reduce the hours for Live Music and Recorded Music from 0300 to 0200. Therefore, Mr Tidridge of Council's Environmental Health Team was present to address any related matters raised during the hearing but was not present for any other purpose. The agreed conditions were set out in Appendix 3 to the Report. No further representations had been received from any other responsible authorities.

Miss Allingham also reported that notice of the application had been displayed around the perimeter of the premises for a period of 28 days until 1 August 2017, advertised in the Hampshire Chronicle on 22 July 2017 and on the Council's website. In addition, the South Downs National Park (SDNP) and the Council's Planning department had been contacted as the planning authority responsible for the site. However, no response had been received during the consultation period.

During her presentation, Miss Allingham reminded the Sub-Committee that any reference made to planning matters was not a material Licensing consideration and therefore should be disregarded. She drew Members' attention to the supplementary documents submitted by Mr Pain in support of his representation and advised that the application must be considered on its own merits.

In response to questions, Miss Allingham clarified that the application requested permission for the supply of alcohol on and off the premises until 3am on Saturday and Sunday and that the conditions agreed between the Applicant and Environmental Health only related to an amendment to the times

for live and recorded music from 0300 hours to 0200 hours Saturday and Sunday in relation to the prevention of public nuisance licensing objective. All other licensable activities remained as set out in the application.

At the invitation of the Chairman, Mr Malcolmson, representing and speaking on behalf of the applicant, SD Events Ltd and Mr Mottashed of SD Events Ltd, addressed the Sub-Committee and outlined the background to the new premises licence application for the Motocross of Nations event at Ovington Down Farm between Friday, 29 September 2017 and Sunday, 1 October 2017.

In summary, Mr Malcolmson made reference to the application for licensable activities for the Motocross of Nations event due to take place on Saturday, 30 September and Sunday, 1 October 2017. However, the licence was required from Friday, 29 September 2017 due to the nature of the event, which was considered to be prestigious in the world of motorsport, a significant number of fans of varying nationalities, mostly aged 35 years and under, were expected to travel to attend the event. It was anticipated that campers would arrive throughout Friday, the day before racing, where camping provision and facilities would be available in the confines of the site, with the expectation that entertainment provided on site as a crowd management tool would help to ensure that the audience remained and were effectively managed on site in a controlled environment.

To address the concerns in relation to potential public nuisance from noise, Mr Malcolmson clarified that the sound system would be directed at the audience and angled towards the ground with a noise barrier supplied behind the sound system. Acoustics would also be regularly monitored in surrounding areas with contact details provided to nearby residents to address Motocross directly with any concerns that might arise.

Mr Malcolmson explained that the event would be strictly controlled to a 0200 hour finish (as agreed with Environmental Health) with an phased hourly reduction in sound from 11pm onwards to produce a 'soft finish'. The responsible authorities recognised the need to use entertainment as a crowd management tool and Mr Malcolmson drew Members' attention to the application which was for two nights, with no entertainment to be provided on the Sunday evening.

In response to concerns raised regarding an apparent lack of community consultation, it was noted that the Applicants had attended a local community liaison group on 10 July 2017 to provide information regarding the event and the licensing application and subsequent to this, Mr Mottashed had sent out correspondence inviting comments from surrounding Parish Council's but no response had been received.

In conclusion, Mr Malcolmson reported that a noise management plan (NMP) formed part of the event management plan (EMP) and it was the objective of SD Events Ltd to create a safe, controlled event with the minimal possible impact on the local community. He urged the Sub-Committee to grant the licence, within the parameters previously agreed with Environmental Health.

A number of questions were raised by Members of the Sub-Committee of the Applicant which were responded to accordingly, as summarised below.

Mr Mottashed confirmed that Motocross events had seen a rise in numbers over the previous years and therefore this event was expected to attract a larger number than similar events previously held. It was noted that capacity would not exceed the stated 14,999 people and that the clientele would be largely male orientated, with the majority aged between 18 to 35 years.

Mr Mottashed advised that three security firms would be on site to provide adequate levels of security for the additional numbers of people expected. The entertainment on site would be used as a form of crowd control to manage people in a licensed area, rather than returning to the camping area where they could use their own form of entertainment (i.e. speakers and sound systems) and consume their own alcoholic beverages.

Mr Malcolmson clarified that, although on and off sales had been applied for, there was no intention to provide off sales. Alcohol would be served glass free and capped with a restriction of no alcohol in and no alcohol out of the arena. From their previous experience the Applicants anticipated that the enthusiasts in attendance would not wish to miss the racing the following morning so would go back to their camping facilities at 0200 hours when the entertainment would now cease and would rest ahead of the events the following day.

Mr Tidridge (Environmental Health Team) addressed the Sub-Committee to confirm that Environmental Health had accepted a balanced approach and agreed that live and recorded music cease at 0200 hours and had therefore made no representation to the Sub-Committee. He stated that the conditions agreed reflected those granted at Boomtown and Environmental Health considered these acceptable.

In response to questions from Members, Mr Tidridge confirmed that Boomtown consisted of 120 sound sources, not all located in the bowl but in a comparable location to this event. The Motocross of Nations event would have one sound source, as set out in the NMP and would therefore be easier to manage as a result of this.

At the invitation of the Chairman, representations were received from five of the 11 other interested parties who had submitted a relevant representation to the application. A summary of their comments is outlined below:-

Mr Bohill-Smith, a local resident of Longwood, spoke in objection to the proposal. He stated that the residents were already subject to the events at Boomtown which had increased in size over the years and that the Motocross of Nations event had now moved to the site at Ovington Down Farm off Rodwell Lane which was situated even nearer to his property. Mr Bohill-Smith made reference to aspects of the SDNP purpose; to conserve and enhance the natural beauty and the wildlife of the area which he suggested would be affected by 15,000 people expected to be in attendance for the weekend. He considered that poor weather conditions would adversely affect the land (i.e.

creating a 'mud pit') and made reference to the SDNP planning framework for preserving the area.

Mr Bohill-Smith was of the opinion that traffic management would be an issue, particularly along the A272, with thousands of bikes and camper vans expected and considered the use of a new site at Ovington Down Farm to be unnecessary and an expansion to the area of events occurring in this location. In conclusion, he stated that as the application contained music and dance, a finish time of midnight would be more than adequate.

Mr Jones, a local resident of Longwood View, Lane End addressed the Sub-Committee regarding the prevention of public nuisance licensing objective. This was in relation to the noise from the proposed music and tannoy system at the event which he considered would be unacceptable and in use from 0700 to 0200 the following morning, leaving a six hour window for residents to rest before it began again. He made reference to the previous planning history with regard to Matterley Farm and stated that the proposed event had no planning permission and therefore falls outside the spirit of the agreement reached between the landowner of Matterley Farm and the SDNP authority.

Ms Matthews, Chairman of Upper Itchen Valley Society, stated that residents were concerned about the noise from the tannoy all day from the event and new probable noise from the Ovington Down Farm (formerly Matterley Farm) which would impact on the peace and tranquillity of the area. She made reference to the locking of the gates and restricting access for those in attendance to the confines of the site.

To address the points raised regarding the locking of the gates, the Licensing Solicitor explained that the licence holder could not prevent individuals from leaving the site if they wished to do so.

Graham Tarbuck stated that he was speaking in relation to environmental aspects, noise disturbance and community perception of the 'concept' of sound. He referred to the ambient level of sound and how he considered the sound would dissipate over distance to the properties in the surrounding area. He raised concerns regarding traffic disturbance and considered that it would take one to two hours for traffic to vacate the event.

In addition, Mr Tarbuck referred to night flights over the SDNP which ceased between the hours of 2300 to 0600 the following day to respect the tranquillity of the area and the provision of the Dark Night Skies Policy which was an approach he considered should also be adopted for events in this area.

Mr Pain (also representing the views of Martyn and Rosslyn Curwen-Bryant, Sue Scholes, Simon Scott and Cheriton Parish Council) stated that he spoke in objection to the application based on the prevention of public nuisance licensing objective. He expressed concern regarding the lack of community consultation that had occurred and referred to the Community Liaison Group held on 10 July 2017 as an event primarily held to consult residents regarding the forthcoming Boomtown event. The Motocross of Nations event did not form part of this meeting. He considered the contact made with local Parish

Councils to be inadequate as a method of contacting affected residents and referred to the paperwork he submitted as part of his representation, as set out in Appendix 5, in relation to the premises licences granted to the closest village halls at Cheriton and Bramdean where live and recorded music ceased at 12 midnight, therefore he considered that there was no justification for a terminal time later than midnight and 2230 on a Sunday and that this be imposed to protect the quality of life for those living in these parts of the SDNP.

Mr Pain raised concern regarding the lack of reference in the report to the SDNP. He made reference to the revised Licensing Policy considered by the Licensing and Regulation Committee in January 2016, with subsequent adoption by the Council in April 2016 and stated that all three Members of the Sub-Committee must have voted for these revisions to the Licensing Policy as the vote was unanimous. Mr Pain stated that residents had not been consulted by Environmental Health, who had subsequently agreed proposed conditions with the Applicants without consulting local residents and Parish Councils.

In addition, Mr Pain made reference to Clause C4 on Page 25 of the revised Licensing Policy which stated that stricter conditions on noise control are expected in certain areas and to the addition of the phrase "such as the South Downs National Park, which seeks to protect and enhance tranquillity"

In summary, Mr Pain raised the following points with regard to the application:

- (i) Planning permission not existing at Ovington Down Farm;
- (ii) That the Sub-Committee should have been advised that the site was within the SDNP and therefore should impose stricter conditions on noise levels in order to protect and enhance tranquillity;
- (iii) Failure to meet the statutory obligation introduced by Section 62 of the Environmental Health Act 1995 with regard to the purposes of SDNP;
- (iv) Parish Council and residents not consulted;
- (v) Recommendations given about conditions appear suspect and should be disregarded as based on material facts not explained to the Sub-Committee.

He urged the Sub-Committee to reject the application, and if it were minded to grant, he asked that the Sub-Committee comply with the revised Licensing Policy and its statutory responsibilities with regard to SDNP and the social well-being of residents in the rural setting by further amending the licence to terminate no later than 12 midnight, as was the case at nearby village halls.

In response to the points raised by interested parties during their representations, a number of points of clarification were confirmed by officers as follows:

Mr Tucker confirmed that the revisions to the Licensing Policy in relation to the Licensing Act were made available on the Council's website for public information and that the Licensing Department had no legal obligation to consult with residents regarding this.

In response to the points raised in relation to the meaning of the duty to have regard to the South Downs National Park Purposes when considering licensing applications, Miss Allingham made reference to Natural England's publication "*England's statutory landscape designations: a practical guide to your duty of regard*" and reminded the Sub-Committee that;

'The duty requires the local authority to consider the potential impacts on National Park purposes, with the expectation that adverse impacts will be avoided or mitigated where possible. Provided this is done, the duty has been met, irrespective of whether or not the decision ultimately taken conflicts with National Park purposes'.

With reference to the concerns raised regarding highway issues to and from the site, and the noise made from people travelling through the villages late at night, the Licensing Officer referred to paragraph 1.16 of the Statutory Guidance issued under s182 of the Licensing Act 2003 which explains that Licensing Conditions cannot try to manage the behaviour of people once they are beyond the direct management of the licence holder because then their behaviour is the personal responsibility of the individuals under the law.

In summing up, Mr Malcolmson and Mr Mottashed confirmed the following points:

- (i) In reference to the concerns regarding the racing on site, it was confirmed that three races consisting of three hours of racing time would take place on Saturday and Sunday until approximately.
- (ii) With regard the Community Liaison Group, historically Motocross had held a meeting. However, over the past few years this had been poorly attended so this year it was agreed that the organisers would work closely and that the meeting held in July included agenda items for both events. Following the Chairman's request at this meeting six to seven Parish Council's were contacted, as previously advised.
- (iii) Noise monitoring points had been agreed by Environmental Health and Longwood would be picked up for future events;
- (iv) The PA system was in place for racing and nothing else.
- (v) A minimal number of attendees were expected to travel to the site by motorcycle; the majority of people would be travelling via car or camper van.
- (vi) The event location was situated in a valley and not on a flat location which had been specifically chosen for this event due to sound attenuation.
- (vii) Taxis would be allowed on site to drop off only and it was not anticipated that anyone would travel off site or move their vehicles.

- (viii) It was noted that 53 countries would be represented with three riders each so an event on this scale would not be a frequent occurrence (i.e approx. every 8-9 years)
- (ix) It was reported that the Applicant had also endeavoured to make contact with SDNP but had not received a response.

In summing up, during further discussion, Members received clarity on the following matters:

- (i) Traffic Management Plan – This was in the process of being finalised and outcomes from Boomtown were being investigated to ensure that processes put in place were working adequately.
- (ii) Tannoy System – This would only be used at an appropriate time and would not be for general use before the race. Races would cease between 1600-1700 when the tannoy system would also cease to be used. At 4pm on Sunday there would be a podium presentation and following this the event would come to a close and dispersal would commence.
- (iii) Play facilities would be made available for any children in attendance with various activities in place.

Mr Tidridge explained that the noise levels stipulated within the report were levels that were not to be exceeded and monitoring points had been agreed. He confirmed that Environmental Health would be in attendance at various times throughout the event to monitor the noise levels. On this occasion there was no monitoring point at Longwood, this was largely due to the amount of time it would take obtain an accurate reading at this location. However, the monitoring points selected provided a good overall representation across points with average noise levels expected of 45 decibels and 55 decibels base level. Mr Tidridge clarified that audibility did not automatically constitute a public nuisance. It was confirmed that every application would be considered on its own relative merits and this particular application for a two day licence was different from licensing applications submitted by village halls.

In summary, Miss Allingham clarified that planning issues were not a material consideration and Members were reminded that these should not be taken into consideration. In addition, Members were reminded that use of the PA system was not a licensable activity and that the Applicants had sought advice from the Police who welcomed the use of entertainment as a crowd management tool, particularly where people would be staying overnight, in order to prevent dispersal wherever possible. For clarification, Mr Mottashed confirmed that although the capacity had been set at 14,999, this number of people was not expected.

Mr Tucker confirmed that the changes to the times for live and recorded music from 0300 to 0200, as agreed between the Applicant and Environmental Health, had been sent by email to the interested parties prior to the hearing.

The Sub-Committee retired to deliberate in private.

In his closing remarks, the Chairman stated that the Sub-Committee had carefully considered the Application and the representations made by local residents. It had taken into account the duties under the Crime and Disorder Act 1998 and the rights set out in the Human Rights Act 1998.

The Sub-Committee concluded that the application be granted, subject to the conditions agreed between the applicant and Environmental Health, as set out in Appendix 3 to the Report, having regard to the licensing objectives, in particular the prevention of public nuisance. Whilst the Sub-Committee recognised it had a duty to have regard to the purposes of the South Downs National Park, it had done so in reaching its decision, and also acknowledged the concerns of local residents, including the local Parish Councils.

The Sub-Committee considered that the mitigation put in place by the applicant to address the concerns raised by the other parties was reasonable. This included having a single stage; the annotation of the speakers facing away from Cheriton; and the noise level conditions, which would be monitored by the Council's Environmental Health officers. In addition, the Sub-Committee noted that the application for a premises licence was in respect of a one-off event in contrast to the premises licences for some of the local village halls about which information had been provided.

The Chairman thanked all present for attending the meeting and explained to all parties that they would be formally notified of the decision in writing in due course and of their right to appeal to the Magistrates' Court within 21 days from the date of the decision letter.

RESOLVED:

1. That the application for a new Premises Licence at Ovington Down Farm, Ovington, Alresford, be granted, subject to the conditions agreed by the applicant with Environmental Health, set out in Appendix 3 of the Report and outlined in italics below:.

REASON

The applicant had demonstrated that reasonable steps were in place to promote the licensing objective related to the prevention of public nuisance and there was not sufficient evidence on which to justify a refusal or any further revisions to the previously agreed conditions.

Operating Hours

1. The hours the premises may be used shall be:

Live Music and Recorded Music (agreed times with Environmental Health)

Friday 1900 to 0000
Saturday 0000 to 0200 and 1900 to 0000

Sunday 0000 to 0200

Performance of Dance

Friday 1900 to 0000
 Saturday 0000 to 0300 and 1900 to 0000
 Sunday 0000 to 0300

Late Night Refreshment

Friday 2300 to 0000
 Saturday 0000 to 0300 and 2300 to 0000
 Sunday 0000 to 0300

Supply of alcohol for consumption both on and off the premises

Friday 1900 to 0000
 Saturday 0000 to 0300 and 1900 to 0000
 Sunday 0000 to 0300

All Licensing Objectives

[Dealt with in relevant sections below]. Conditions which have been agreed with Environmental Health are in italics.

All Licensing Objectives

A1. This licence shall authorise the relevant licensable activities for a maximum of 14,999 persons. This includes all persons present at the premises in whatever capacity including ticket holders, performers, guests and staff.

A2. The premises licence shall authorise the licensable activities between Friday 29 September 2017 and Sunday 1 October 2017.

A3. The Premises Licence Holder shall produce and submit to the Licensing Authority an Event Management Plan (EMP).

Prevention of Crime and Disorder

CD1. A secure perimeter fence shall be erected around the licensed area of the event site and patrolled by security.

CD2. Dedicated security will be afforded to ensuring that crowds inside the licensed area are managed to control crowd movement and behavior as well as those at the access points to ensure numbers are controlled within the area

CD3. The number and deployment of SIA personnel will be provided on the basis of risk assessment as recommended by the Event Safety Guide and Managing Crowds Safely, rather than on the basis of a simple numeric formula

CD4. A minimum of one SIA accredited person shall be present at each bar at all times that alcohol is being sold or supplied and have access to a radio link with the event control.

CD5. The SIA personnel will be clearly identifiable and will wear a fluorescent/reflective tabard/jacket.

CD6. SIA personnel will patrol the area around the bars to ensure that adults are not attempting to provide alcohol to anyone under 18. Any person attempting to purchase alcohol for someone under 18 will be confronted and may be asked to leave the event.

CD7. A spreadsheet detailing the proposed numbers of security and stewarding personnel and provisional deployment will be included with the EMP. The Licence Holder shall ensure that the minimum security provisions are those detailed in the EMP.

CD8. The promoter shall reserve the right to evict people who are deemed to be acting in an antisocial or threatening manner, or should they be reasonably believed to be under the influence of or in possession of illegal drugs, in possession of a weapon or in possession of glass bottles. In all cases of eviction, due consideration will be given to the welfare of the person being evicted and details of the eviction shall be recorded.

CD9. The Premises Licence Holder shall ensure that all members of staff working in the licensed area will be informed of the objectives of the Licensing Act 2003 and the statutory requirements in order to ensure compliance with all relevant provisions of the Act.

CD10. The Premises Licence Holder shall ensure that all persons involved in providing licensable activities will be made aware of the premises licence conditions.

CD11. No glass drinking vessels will be used to serve drinks from the bars. Where alcohol is being served from a glass bottle it will be decanted into a plastic or similar container.

CD12. The sale or supply of alcohol will only take place from bars shown on the licence plan and the final agreed EMP.

Public Safety

PS1. The Premises Licence Holder shall authorise all food and drink vendors on the licensed site.

PS2. A bespoke front stage barrier shall be provided in accordance with the Purple Guide.

PS3. Public toilet facilities shall be provided and periodically inspected to ensure their proper working order and to maintain a clean and hygienic condition.

Prevention of Public Nuisance – Agreed conditions with Environmental Health

PN1. Between the hours of 1100 and 2300 noise levels from the event shall not exceed 55dB L_{Aeq} (15 mins) and between the hours of 2300 and 0200 noise levels shall not exceed 45dB L_{Aeq} (15 mins).

PN2. Between the hours of 1100 and 0200 noise levels from music in the octave band frequency range with a centre frequency of 63 Hz and levels from music in the octave band frequency range with a centre frequency of 125Hz shall not exceed 65dB(L_{eq} , 15 mins).

PN3. All noise levels from music shall be measured as above in free field conditions and in the absence of significant local noise sources at locations to be agreed in writing with the Licensing Authority no later than 28 days in advance of the event.

PN4. The Premises Licence Holder shall submit a final Noise Management and Community Liaison Plan (NMP) to the Licensing Authority at least 28 days prior to the commencement of the event. No alteration to the NMP after this date shall be made by the Premises Licence Holder except with the written consent of the Licensing Authority.

PN5. The final NMP shall contain the methodology which shall be employed to control the sound produced on the premises, in order to comply with the Premises Licence. The NMP must include all of the arrangements for preventing public nuisance and consultation with the local community and shall include:-

- a) An inventory and location of all sound systems to be used on the site.*
- b) Management command and communication structure/methods for ensuring that permitted sound system output and finish times are not exceeded.*
- c) Publication and dissemination of information to the public and arrangements for provision and staffing of a hotline number for dealing with complaints.*
- d) Action to be taken by the Event Organiser following complaints, which shall be logged and made available to the Licensing Authority upon request.*

PN6. The Premises Licence Holder shall ensure compliance with all aspects of the Noise Management and Community Liaison Plan.

PN7. At least 7 days prior to the event, the Premises Licence Holder shall provide to the Licensing Authority a telephone number for contacting the Premises Licence Holder or a nominated representative during the course of an event.

PN8. The Premises Licence Holder shall appoint a competent noise consultant to monitor and record on site and off site noise throughout the event, to ensure compliance with noise levels. All monitoring performed shall be logged and made available to the Licensing Authority upon request.

Protection of Children from Harm

CH1. The Premises Licence Holder shall ensure that all staff involved with the sale of alcohol will receive training in relation to the licensing objectives, recognising the signs of drunkenness and intoxication through drugs, Challenge 25 and acceptable forms of identification, use of the refusals log and prevention of sales to persons under the age of 18 years and to persons who are drunk.

CH2. The premises will operate a 'Challenge 25' policy. Acceptable ID shall be a valid passport with hologram; valid UK photo card driving licence; PASS approved ID; or Military ID where the date of birth is present.

CH3. 'Challenge 25' signage shall be positioned clearly at each bar.

CH4. A refusals log shall be in operation at each bar. The refusals log shall be maintained throughout the event and be made available to Police or the Licensing Authority on request.

CH5. The refusal log shall be kept in paper or digital copied format for one year after the event.

CH6. Each bar shall have on display a document showing details of the bar. These details shall be the name of the bar manager, their personal licence number and the hours during which the bar is open.

The meeting commenced at 2pm and concluded at 5.10pm.

Chairman