

## Appendix D

**From:** publicaccess@sevenoaks.gov.uk  
**Sent:** 11 Oct 2016 17:32:33 +0100  
**To:** Licensing  
**Subject:** Comments for Licensing Application 16/02883/LAPRE

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 5:32 PM on 11 Oct 2016 from Mrs mary gough.

### Application Summary

**Address:** Bredhurst Village Hall Hurstwood Road Bredhurst Gillingham Kent ME7 3JZ  
**Proposal:** Premises Licence  
**Case Officer:** Lorraine Neale  
[Click for further information](#)

### Customer Details

**Name:** Mrs mary gough  
**Email:** [REDACTED]  
**Address:** 9 Kemsley Street Road, Bredhurst, Kent ME7 3LR

### Comments Details

**Commenter Type:** Member of the Public  
**Stance:** Customer made comments in support of the Licensing Application  
**Reasons for comment:** - No Objection  
**Comments:** 5:32 PM on 11 Oct 2016 As a village resident, the Halls cleaner and regular hirer of Bredhurst Village Hall, I am fully in agreement with the license variation application and favour the benefits.  
Having this variation in place will ensure control over the retail of alcohol, where currently hirers are able to consume alcohol on the premise without any supervision. Therefore, if the hall is granted such variation, the clear set of guidelines and licence objectives will be embraced.  
As a hirer of Bredhurst Village Hall, I myself conduct a risk assessment of the interior, exterior and when needed the play area before each hire, and have procedures in place. I am pleased to record this has always been to my satisfaction. With the proposed variation I am confident this will continue.  
Over many years I have attended and very much enjoyed the social events laid on by the Hall committee, I feel the variation of license will help events to continue to enhance our community spirit.

**From:** Alan Rose [REDACTED]  
**Sent:** Wednesday, October 19, 2016 9:23 AM  
**To:** [licensing@sevenoaks.gov.uk](mailto:licensing@sevenoaks.gov.uk)  
**Cc:** [REDACTED]  
**Subject:** Concerns raised at Bredhurst P.C. meeting regarding Licence extension for Village Hall

John, your submission is appreciated, I have sent it to the licensing authority.

**Subject:** Concerns raised at Bredhurst P.C. meeting regarding Licence extension for Village Hall

REF: 16/02883/LAPRE

Attendees at meeting: < 20

Dear Sirs

The following is an resume of the Bredhurst Parish Council (BPC) meeting called to discuss the questionnaire put to the Bredhurst Village Hall Committee (BVH) and their answers. I, John Sanders, 14 Fir Tree Grove, attended the meeting as an observer and to report back to BVH. BVH wanted to have only written correspondence as there had been errors and misunderstandings previously so did not attend the meeting.

Dealing with the items in the questionnaire in order:

1. BVH. Ans. There would be no change to the present system, i.e. hirers can choose to arrange their own bar service, when the Hall's licence would cover the event, provide their own alcohol when none is to be sold or use the Hall's bar. All hirers will complete the Alcohol Consumption questionnaire to ensure their suitability. No-one at the meeting had any comment or criticism of this answer. This answer also answers questions 2, 3, 4, 5, 6, 7 and 15 regarding very similar points.

8. BPC questioned the apparent ambiguity of "doors must be closed after 9:30pm" and "gardens cannot be used after 11:00pm".

BVH. Ans. The front fire doors cannot be opened as this cuts out the sound system so the only ventilation when the interior becomes very warm in the summer is to open the rear doors to allow air circulation. There also need for access to the rear area for smokers and those seeking fresh air. The increase in noise escaping outside is not high. NOTE: Although not arising at the meeting be aware that 18yr and 21yr parties are only permitted if they satisfy strict scrutiny to ensure any nuisance or disturbance is prevented.

9,10 &11. The answers given by BVH emphasize the need for more licensed availability.

12. BPC have concerns regarding Tim Gough profiting from the bar while on the BVH charity committee.

BVH. Ans. We have consulted at length with the Charity Commission regarding the arrangement and they are happy with the arrangement.

BPC We want to have this confirmed in writing.

BVH. Ans. After the meeting BVH said that they will furnish the necessary document.

This answer also answers question15 to an extent in regard to flexibility.

13. BVH. Ans. Our comments cover the subject adequately.

15. When discussing the possible consequences of extending the licence concerns were raised by BPC that possible future changes in the BVH committee could mean that new members could ignore the present rules and cause problems for residents. In my opinion worrying about distant possible problems would mean nobody would get a licence!

A leaflet giving the hours requested for the licence was circulated by the BPC but without pointing out that only when the hall was hired would the bar be open. This qualification should have been included in the interest of fairness and accuracy. No reasonable person would expect the bar to be open other than for events requiring one as it would be ridiculously non-viable; as an illustration of the few occasions when a bar would be possible during the week a timetable of present bookings is being sent to you by BVH.

Another important consideration are the repairs needed which will be hard to finance without the additional income that the extension will hopefully bring. Both the boiler and the dance floor will need replacing soon costing many thousands.

In ending, my conclusion, I admit possibly a little subjective, is that so little would change from what happens at present that I cannot see why there are objections from the BPC especially as those most affected should appreciate that there will be much better control of all hirers. Regards, John Sanders



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**Lorraine Neale**

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**From:** Licensing <licensing@sevenoaks.gov.uk>  
**Sent:** 19 October 2016 12:50  
**To:** Lorraine Neale  
**Cc:** Licensing (MBC)  
**Subject:** FW: 16/02883/LAPRE Application Bredhurst Village Hall  
**Attachments:** 1 BVH statement re alcohol licence application.docx; 2 email from Bredhurst PC 12 Oct 16.docx; 3 BPC BVH Response.docx; BPC Circular.pdf; Diary of events.pdf; Charity Commission correspondence.pdf

FYI

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**From:** Alan Rose [REDACTED]  
**Sent:** 19 October 2016 10:04  
**To:** Licensing  
**Cc:** 'Alan Tuff'; 'Timothy Gough'; 'Pam Merryweather'; 'Pam Rose'; 'Anne'; 'michelle dallas'; 'Mary Gough'  
**Subject:** 16/02883/LAPRE Application Bredhurst Village Hall

**Subject:** 16/02883/LAPRE Application Bredhurst Village Hall

Dears Sirs

I am a trustee of The Bredhurst Village Hall and it would be appreciated if the attached documents could be uploaded to the application.

1. BVH statement: A statement of our intentions dated 3<sup>rd</sup> October posted through the door of all residents in Hurstwood Road and Fir Tree Grove, both roads adjacent to the Hall. In three cases it was handed directly to the resident. A
2. Email from Bredhurst Parish Council dated 12<sup>th</sup> October 16, in response. B
3. BPC BVH response: Replies to the Parish Council, answering the questions put by them and/or the residents of Bredhurst. C
4. Circular distributed the evening before the meeting, which to my mind may imply that we intended opening the bar every evening during those times, which of course is nonsense. D
5. Diary of events and regular Hall users. (Many dates and times regularly coincide with the requested hours as further evidence that there is no intention of opening a regular bar on a daily basis). E
6. Correspondence from the Charity Commission. F

I am not sure that the efforts of BPC are well supported, as you will see there were just 15 questions raised prior to their meeting, apparently by residents, most of which are repetitive. It would seem that less than 20 members of the public attended the extraordinary meeting held by BPC 17<sup>th</sup> October, some of whom are known to be supporters of our application, out of a population of 397 as recorded in the 2011 census. This represents less than 5% of the population, hardly a glowing endorsement of BPC's concerns.

If you have any questions regarding any of the content, please advise by e-mail or I would be happy to receive your telephone call.

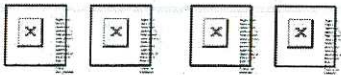
Sincerely

Mr Alan Rose, resident of Bredhurst and Trustee of The Bredhurst Village Hall.

Mr A J Rose  
11 Fir Tree Grove  
Bredhurst  
Kent  
ME7 3LB



[www.bredhurstvillagehall.co.uk](http://www.bredhurstvillagehall.co.uk)  
Registered Charity 302696



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3<sup>rd</sup> October 2016

# Bredhurst Village Hall Management Committee - Licence Variation Application

We believe it is important for the Hall to remain as an attractive and fully functioning amenity to meet the requirements of all users, accordingly we have applied to the local licensing authority for a license variation to allow the sale of alcohol solely for the benefit of hirers on the premises during specified hours, as advised in an earlier e-mail to BPC.

Following our application to vary our license last year, we have gathered much feedback, positive and negative from many sources, and we have used this information constructively and considerately when compiling the current application which has been submitted.

The Hall has absolutely no intention to stop offering its services to all of the local organisations which benefit from its regular use. However, it remains a fact that income from this source alone is insufficient to sustain the necessary upkeep and ongoing improvements; therefore, additional income from other sources is absolutely necessary and the inclusion of parties, weddings and other weekend events at higher rates which subsidise the regular users is vital.

To assist in raising income BVH has installed a bar facility for the "optional" use of all hirers and is available upon request. We consider this an improvement to the overall facilities available to all hirers.

Over the many years the Hall has been open, hirers have been making their own bar and alcohol arrangements and the committee believes that by offering an "in house" alternative it would retain a strong element of control over licensable activity within the Hall. Having a committee member or hall/bar representative on site during functions, will give added benefit to the hirer and help functions to operate smoothly.

The Hall already offers a bar service under temporary event notices (TEN's) and has done so successfully for a number of years and are pleased to comment that all matters relating to the licensing objectives have been without any known problems. Furthermore, the Hall receives a percentage of the income from the bar providing an additional valuable and welcome revenue stream towards maintenance and improvement costs.

At the time of our original application there was a misunderstanding of our intentions from unknown sources and for the sake of good order we are making it perfectly clear that "we will not be opening a public bar for general use". The Bar would be a function bar available only for the use of its hirers simply in accordance with their needs and their individual requirements.

Over the years, we have always carefully considered the implications and impact that the Hall's activities may have upon our neighbours, and in this respect for the benefit of local residents we have previously arranged for the fitting of sound limiting equipment which operates a "cut out" in the event of excessive noise especially bass sounds or when the front



fire doors to the car park are opened. Additionally, we have installed an ashtray in the garden to the rear of the Hall to encourage people not to congregate in the car park area, and we are currently installing signs requesting hirers to take care when leaving the site and to respect the local residents by not creating a disturbance of any kind. The Hall operates a zero tolerance policy to anything illegal as well as a deposit system requiring all hirers to provide a substantial deposit that will be retained by the Hall in the event of any breakages, damages or other incidents.

Hall representatives working the bar have been given training and support to assist them in running an "orderly house" to prevent unruly or unacceptable behaviour, including the unlikely event of crime or disorder issues as required by the licensing authority. Lighting is installed all around the Hall, covering every area of the exterior. The terms of hire will be amended to state that hirers must not use fireworks or Chinese lanterns and that the garden cannot be used after 11pm, hirers would be allowed to use only the rear garden as an exterior space, restricting users to the inside of the building and the rear garden. In addition, we provide clear terms and conditions to the hirers fully detailing the operating times and leaving requirements.

Residents of the village are invited to the AGM where a Question & Answer session gives an opportunity to discuss any concerns, action points are created and duly attended to. Contact details of Hall representatives are readily available within the Hall and on the VBH website.

We fully appreciate that the Hall is an important part of the Village and our Community. We are very keen to organise varied events for Villagers to enjoy in order to support it and to raise funds for its continued successful operation.

The Bredhurst Village Hall Committee is committed to building ever stronger relationships with other village organisations and in recent years we have introduced such initiatives as offering Village-based charities a significant discount as well as assistance to individual Village hirers.

As we are sure you are aware, our Committee members provide their services voluntarily for the running of this Village amenity and we are a committed group, the majority of which have served for very many years and rely on the goodwill and support of all village members and organisations. We welcome new ideas to improve the running of the Hall and of the services which it provides to the Community.

Yours truly,

Village Hall Committee/Trustees



[www.bredhurstvillagehall.co.uk](http://www.bredhurstvillagehall.co.uk)  
Registered Charity 302696





Dear Pam,  
Thank you for your email.

Whilst we appreciate the commitments of your Chair, we are disappointed that you have declined to meet with the council and residents, particularly since the suggestion to hold a 'village' meeting initially came from a member of the public.

BPC is in no way one sided when it comes to matters concerning BVH and in fact at last week's meeting, Cllr Jones clearly explained to those present that the hours of your current application are much less than your previous application. She also commented that she understood you have introduced additional regulations regarding the consumption and sale of alcohol and when queries were raised from residents as to where the consumption of alcohol will be allowed, she explained that you have submitted a plan of the hall and outside space with your application, showing the area which hall hirers may use. This demonstrates the willingness of BPC to work with BVH and residents in a spirit of fairness and transparency.

It was never the intention of BPC to hold back questions until a meeting; rather, the intention was to find a mutually agreeable day and time for a meeting, not only with yourselves, but also with residents, and to forward you questions beforehand so as to give you as much time as possible to find out the answers if you did not already have them. BPC is working on behalf of the residents to gain as much information as possible before making a decision on this issue.

As you will appreciate, BPC cllrs also have commitments and a room needed to be found. BPC is also governed by strict laws as to notice of meetings, with three clear days needing to be given. We suggested a range of dates, not just the evening before the end of the consultation period, and did in fact make clear that our preferred option would have been to have a full public meeting on Saturday 15<sup>th</sup> October. We do appreciate that Tim may have prior commitments on the dates we suggested, however, the Charity Commission website shows BVH has ten trustees and one would have hoped that at least one trustee may have been available to attend a meeting. Incidentally, at last week's BPC meeting, there seemed to be some confusion as to whether Mary Gough was a trustee or not, but we note that she is listed on the Charity Commission website. We would be grateful if you could clarify your current list of trustees.

Whilst we appreciate that you prefer residents to submit their concerns to you in writing so that you can correspond with people on an individual private basis, we would suggest that this isn't an open or transparent manner in which to deal with queries. Whilst we can advise residents to write to you, we cannot make them do this if they do not wish to do so. Residents have asked for an open public meeting to discuss their community building and BPC are endeavouring to facilitate this. Indeed, BPC offered to deliver leaflets to residents informing them of the proposed village meeting as most are unaware of your application. We note that you have erected two notices immediately outside the Village Hall, but might we suggest that you also publicise your application elsewhere in the village, and on your website and Facebook page.

Following last year's application, BPC offered to meet with you to discuss any future application. You declined to meet with us and despite stressing that Bredhurst Village Hall is a 'community facility', we do not believe you have consulted with all residents in the vicinity of the Hall or the wider community regarding your recent application. Surely a change as major as this should be announced via all possible sources i.e. social media, letters to every resident and at an open public meeting so that all parties may comment should they wish to do so.

We are grateful for your willingness to answer questions however, and the following are questions raised to date by BPC and residents. BPC's extraordinary meeting has now been set for Monday 17<sup>th</sup> October, and it is possible, of course, that more questions will be raised at this point. We would be grateful to have your responses in good time for the meeting on Monday and should one of your trustees feel able to attend, that would be welcomed.

1. In the statement you previously provided to BPC you state 'BVH has installed a bar facility for the 'optional' use of hirers'. What other options are available to hirers who wish to have alcohol at their event?
2. Should the licence application be allowed, will all hirers wishing to have alcohol at their event have to use the Hall's bar?
3. Can hirers use an alternative bar service to the one provided by BVH?
4. In these circumstances, will the alternative bar service be required to obtain a TEN or will the Hall's licence cover all alcohol sales and consumption at the Hall?
5. Can hirers provide their own free alcohol to their guests?
6. Will organisations still be able to run BYO events? i.e. guests take their own snacks and drink.
7. Will existing events e.g St Peter's Xmas Fayre still be allowed to sell mulled wine or at club meetings can guests still be provided with a free glass of wine?
8. Your current terms and conditions state 'after 9:30pm all doors must be closed and any noise outside the hall must be reduced to an absolute minimum'. In your application and the statement you provided to BPC, you state 'gardens cannot be used after 11pm'. This implies the garden may be used up until 11pm. Please clarify.
9. How many TENS has Bredhurst Village Hall had in this calendar year?
10. How many TENS did Bredhurst Village Hall have in 2015?
11. How many TENS may a venue have in any one calendar year?
12. In your statement to BPC you state 'our committee members provide their services voluntarily'. At last year's licence application meeting, Tim Gough, Chairman of BVH, stated he owned and ran That's the Spirit, the bar/catering company which has to date provided the Hall's bar service and will presumably continue to do so should your licence application be successful. He stated that 10% of bar profits are and will under the new arrangement be donated to the running of the village hall. This implies he keeps 90%. Please clarify the exact financial arrangements between the BVH committee and Chairman, Tim Gough.
13. Whilst it is appreciated that the provision of bar services may be an incentive to hire the Hall for some, thus increasing bookings, for others the inflexibility may be a disincentive to hire the hall. As any possible increase in bookings is an unknown quantity, it seems



the only assured additional income to Bredhurst Village Hall is 10% of bar profits. Please clarify your position on this.

14. We have concerns that the chairman of a charity is making a financial gain from the charity as we would suggest that all profits should be ploughed back into the upkeep of the hall. Please provide assurance that all aspects of the running of the bar/catering services will be open and transparent and that a full disclosure of interests statement will be made public to residents, village clubs and Hall hirers.
15. Prior to determination of your application, we ask that you make public the full consequences (both positive and negative) that a licence to sell alcohol will have on all future hirers i.e. if there will be any flexibility regarding the consumption of alcohol/provision of bar services or if all hirers will have no option but to use the Hall's bar if they wish to have alcohol available at their event.

Kind regards,

Bex

Bex Ratchford (Clerk)  
Bredhurst Parish Council





## **Bredhurst Village Hall responses to questions raised by Bredhurst Parish Council in respect of our Alcohol Licence variation application**

16<sup>th</sup> October 2016

Dear Bex

Thank you for your e-mail, the Trustees welcome BPC's confirmation that it is not one sided when it comes to matters concerning BVH, however, that was not the feeling gained at last year's meeting and feel that was justified especially when reading the later submission to the Licensing Authority. Perhaps on this occasion we can work together to bring about an outcome that satisfies the majority and hopefully from our point of view supports the application that we have made as we sincerely believe it is in the long term interest of the Hall and its hirers.

Notification of our application has been placed in two local newspapers so as to cover a wide area, BPC were notified and given the amended hours and additionally a notice was put through every door in Fir Tree Grove and Hurstwood Road, with the exception of three where they were placed directly into the hands of the occupier. Our earlier statement read aloud at the recent BPC meeting mentions some of the additional arrangements we have made and we would gladly consider other suggestions. To comply with current regulations two copies of the notice of application have also been posted at and close to the Hall.

At the meeting if any villagers, for or against our application, have further questions they can ask them directly or through your good offices. Should direct enquiries contain a request for us to copy BPC or they have already copied the question to you, then you have our assurance that we will respond accordingly.

The current list of Trustees as follows:

Tim Gough  
Alan Tuff  
Pam Tuff  
Michelle Dallas  
Pam Merryweather  
Ann Rose  
Ann Keeble  
Pam Rose  
Alan Rose

If the Charities Commission website indicates 10 then they have not updated it.

We hope that you will find the answers to your question complete, if further clarification is needed we would be pleased to hear from you.

1. In the statement you previously provided to BPC you state 'BVH has installed a bar facility for the 'optional' use of hirers'. What other options are available to hirers who wish to have alcohol at their event?

Under the current TENS's arrangement some hirers have chosen not to use the bar facility and have arranged their own bar for the sale of alcohol. Some hirers, as an alternative, where no alcohol is to be sold, have provided their own alcohol. These are "options" available to all hirers and this will NOT change if we are successful with our application.

2. Should the licence application be allowed, will all hirers wishing to have alcohol at their event have to use the Hall's bar?

Certainly not, as stated the Hall's bar is an "option" and an additional facility to promote further use of the Hall. It is our experience that some hirers arranging weddings and similar type events welcome the "option" as it is one less thing for them to arrange themselves.

3. Can hirers use an alternative bar service to the one provided by BVH?

Yes with certain provisions, to ensure responsible actions on the part of the organisers compliant with the licencing objectives. It must be considered that in Tim Gough's position as The Personal Licence Holder he needs to be confident that the hirer/organiser will act within the law and this is addressed through a questionnaire. Once the committee is satisfied that the hirer understands what is required of them then they can make their own arrangements. Hirers also have our assurance that the granting of this facility will not be unreasonably withheld or delayed, all applications will be considered within 7-days of the receipt of the fully completed and signed questionnaire. Please be aware that additional questions may be asked depending on the answers provided on the questionnaire. In the unlikely event of short notice Tim will work with the hirer with a view to satisfying their needs.

4. In these circumstances, will the alternative bar service be required to obtain a TEN or will the Hall's licence cover all alcohol sales and consumption at the Hall?

Provided the Committee is satisfied with the hirer's application then the Hall's licence would cover the event. We would emphasise that any approval provided by the Committee is based on the consideration and recommendations by Tim as the Personal Licence



Holder following his scrutiny of the alcohol consumption questionnaire.

5. Can hirers provide their own free alcohol to their guests?

Yes this has always been so and will not change but is subject to the questionnaire and checking as stated in (3)

6. Will organisations still be able to run BYO events? i.e. guests take their own snacks and drink.

Yes this has always been so and will not change but is subject to the questionnaire and checking as stated in (3). Every effort is made to avoid a disorderly event.

7. Will existing events e.g St Peter's Xmas Fayre still be allowed to sell mulled wine or at club meetings can guests still be provided with a free glass of wine?

Yes, the Hall's bar is only an "option" not a requirement. St Peter's is entirely free to sell mulled wine if its alcohol content is sufficiently low to put its sale outside of the current legislation. If not, then an application would need to be made as described in (3). Free wine can be provided under the provisions of (3)

8. Your current terms and conditions state 'after 9:30pm all doors must be closed and any noise outside the Hall must be reduced to an absolute minimum'. In your application and the statement you provided to BPC, you state 'gardens cannot be used after 11pm'. This implies the garden may be used up until 11pm. Please clarify.

Your assumption is correct. As advised earlier, amplified singing or music in any form is limited and electricity to the power outlet cuts off if the fire doors to the car park area are opened. However, especially in summer months temperatures in the Hall can rise significantly with the closure of the car park fire doors. Doors to the garden area to the rear of the Hall should be closed at 9.30 pm but in some circumstances, say hot or humid summer evenings, discretion should be used to allow adequate ventilation. The garden area can be used at any time up until 11:00 pm for those seeking fresh air and to facilitate others who smoke as this is not permitted inside or to the front of the building. The garden area to the rear of the Hall has always been available to hirers and our T&C's request their co-operation to keep noise to an acceptable level.

9. How many TENS has Bredhurst Village Hall had in this calendar year?



So far this year 13 have been used and the remaining two have been allocated to future hiring's. If further enquiries are received even from local clubs then they will be disappointed and the object of our application for the variation is to avoid this.

10. How many TENS did Bredhurst Village Hall have in 2015?

12 All used.

11. How many TENS may a venue have in any one calendar year?

Currently 15 but it does limit scope. Many village based organisations have used TEN's for their events and with the festive period coming it may leave some disappointed. We should not forget that TEN's have a cost both monetary and administratively, the latter for the applicant and the local Licensing Authority.

12. In your statement to BPC you state 'our committee members provide their services voluntarily'. At last year's licence application meeting, Tim Gough, Chairman of BVH, stated he owned and ran That's the Spirit, the bar/catering company which has to date provided the Hall's bar service and will presumably continue to do so should your licence application be successful. He stated that 10% of bar profits are and will under the new arrangement be donated to the running of the village Hall. This implies he keeps 90%. Please clarify the exact financial arrangements between the BVH committee and Chairman, Tim Gough.

The Committee has corresponded at length with the Charities Commission regarding this arrangement and they are happy with it and Tim's status as Trustee and Chairman, a conflict of interest statement is made at every BVH meeting and acted upon accordingly. The financial arrangement between the BVH committee and the chairman, Tim Gough, is that 10% of the "receipts", not the "profits" is donated to the Hall's account as an additional revenue stream. It should also be considered that this occurs only where the "option" to use "That's the Spirit" is taken, it is a direct benefit to the Hall; there is no additional revenue for the Hall when hirers make any of the alternative arrangements available to them. As a charity, BVH cannot actively engage in any trading activity including the sale of alcohol. This is expressly forbidden by the charities legislation.

13. Whilst it is appreciated that the provision of bar services may be an incentive to hire the Hall for some, thus increasing bookings, for others the inflexibility may be a disincentive to hire the Hall. As any possible increase in bookings is an unknown quantity, it seems the only assured additional income to Bredhurst Village Hall is 10% of bar profits. Please clarify your position on this.

The Trustees do not understand where the inflexibility occurs, given that several alternative options to the Hall bar are available. As stated the additional income is 10% of the take, not the profit. As for any additional bookings in the event of the licence application be granted, we do not have a crystal ball, but if we fail to look forward and simply stay with TEN's then any possibility of additional income from events requiring a licence will certainly not happen. It should also be considered that if we are wrong in our assumption, and who can say until proven otherwise, the unfounded fears of some residents will not materialise in any event.

14. We have concerns that the chairman of a charity is making a financial gain from the charity as we would suggest that all profits should be ploughed back into the upkeep of the hall. Please provide assurance that all aspects of the running of the bar/catering services will be open and transparent and that a full disclosure of interests statement will be made public to residents, village clubs and Hall hirers.

Tim already spends a lot of his time at or considering the needs of the Hall without payment as a trustee. All of the Trustees consider it unfair to expect additional work, the purchase of stock and other procedural issues to be undertaken by "That's the Spirit", an independent trading company, without profit and are happy that there is a fair donation to the Hall. The Trustees give their assurance that all aspects of the catering arrangements with "That's the Spirit" will be transparent and suggest that turnover and donation to the Hall is published in the lobby. The donations are also separately accounted for in our annual accounts. Please also consider that ALL DONATIONS to the Hall, which requires continuous maintenance, are gratefully received. As an example of maintenance issues a new boiler is required and will be installed once planning permission is given and when the Hall flooring next needs attention it cannot be sanded further, and a new floor will be necessary. These are costly items and it is in the interest of all villagers, clubs and hirers of the Hall, who consider the Hall a benefit to them, to reflect upon this.

15. Prior to determination of your application, we ask that you make public the full consequences (both positive and negative) that a licence to sell alcohol will have on all future hirers i.e. if there will be any flexibility regarding the consumption of alcohol/provision of bar services or if all hirers will have no option but to use the Hall's bar if they wish to have alcohol available at their event.

We see no negative consequences and consider the positive benefits for hirers and users to include the availability of any bar services and the provisional of alcohol at events without the requirement to obtain a TEN licence to avoid unintended breaches of the licencing regulations as could occur.

We believe that the questions have been answered in full, please consider that the application is for a variance to an existing licence and not a first application to become licenced. Our answers demonstrate that little changes from the "Status Quo", except the ability to offer hirers a licenced premises without the restrictions and administration of TEN's. Should BPC still consider it necessary to put their position to the Licensing Authority we wait with interest to reading the balanced submission.

In the interest of clarity a copy of this e-mail will be sent to the Licensing Authority for their consideration.

We would appreciate your acknowledgment of this e-mail confirming date and time of its receipt. We would also request that the whole of this e-mail is read aloud to attendees at the BPC's extraordinary meeting on the 17<sup>th</sup> October, or given in hard copy in the interest of clarity. Alternatively, please inform them that a copy is available upon request and a full copy is posted in the Hall.

Yours Sincerely

Pam Rose  
Trustee & Secretary



[www.bredhurstvillagehall.co.uk](http://www.bredhurstvillagehall.co.uk)  
Registered Charity 302696





## Bredhurst Parish Council

[www.bredhurstpc.kentparishes.gov.uk](http://www.bredhurstpc.kentparishes.gov.uk)

[bredhurstpc@live.co.uk](mailto:bredhurstpc@live.co.uk)

07941 987691

Dear Resident,

Bredhurst Parish Council are meeting to discuss the application by Bredhurst Village Hall Committee to vary the Hall's licence to sell alcohol.

Their requested hours are:

Monday:	19.00-22.00
Tuesday:	19.00-22.00
Wednesday:	19.00-22.00
Thursday:	19.00-22.00
Friday:	18.00-23.30
Saturday:	11.00-23.30
Sunday:	11.00-22.30

The meeting will be held at **Bredhurst Village School** on

**Monday 17th October at 6pm**

The agenda can be found on the parish noticeboards, on the website [www.bredhurstpc.kentparishes.gov.uk](http://www.bredhurstpc.kentparishes.gov.uk) or on the Bredhurst Parish Council Facebook page.

All residents are welcome to attend.



## DIARY



# BREDHURST

## Village Hall

## Bredhurst Village Hall

Today



November 2016

Print

Mon	Tue	Wed	Thu	Fri	Sat
	1 Nov	2	3	4	
09:00 Busy B's Playg 13:00 Scottish Danci 17:30 Pilates	18:00 Rainbow Whist	09:00 Busy B's Playg 13:00 Evergreens	09:00 Art Group 13:00 Art Group 19:00 Indoor Bowls	09:00 Busy B's Playg 18:00 Pre wedding p	18:00 Party
7	8	9	10	11	
09:00 Busy B's Playg 13:00 Scottish Danci 17:30 Pilates	09:00 Yoga 18:00 Whist	09:00 Busy B's Playg 13:00 Evergreens 18:30 Womens Instit	09:00 Art Group 13:00 Art Group 19:00 Indoor Bowls	09:00 Busy B's Playg 19:00 Astro	13:00 Baby 18:00 Party
14	15	16	17	18	
09:00 Busy B's Playg 13:00 Scottish Danci 17:30 Pilates	09:00 Yoga 18:00 Rainbow Whist	09:00 Busy B's Playg 13:00 Evergreens 18:30 Garden Club	09:00 Art Group 13:00 Art Group 19:00 Indoor Bowls	09:00 Busy B's Playg	10:30 Childs
21	22	23	24	25	
09:00 Busy B's Playg 13:00 Scottish Danci 17:30 Pilates	09:00 Yoga 18:00 Whist	09:00 Busy B's Playg 13:00 Evergreens 19:00 Woodturners	09:00 Art Group 13:00 Art Group 19:00 Indoor Bowls	09:00 Busy B's Playg 19:00 Astro Society	
28	29	30			
09:00 Busy B's Playg 13:00 Scottish Danci 17:30 Pilates	09:00 Yoga 18:00 Rainbow Whist	09:00 Busy B's Playg 13:00 Art Group 19:00 Indoor Bowls	09:00 Art Group	09:00 Busy B's Playg	14:00 Xmas

Events shown in time zone: London





(4)

From: **FC Email Team (Queue)** /cemailteam@charitycommission.gsi.gov.uk  
Subject: Bredhurst Village Hall 302696 CRM:0239186  
Date: 29 October 2015 at 09:50  
To: bookings@bredhurstvillagehall.co.uk

Dear Mr Tuff.

Thank you for your email and attachment.

We can assure you that we are contacting you from the Charity Commission and most of our business is now carried out by email. The links to our website, used below, direct to the gov.uk website.

<https://www.gov.uk/government/organisations/charity-commission>

We note in your attachment that the operation of the bar facilities within the Hall is contracted to an independent [non charitable] business. This action is acceptable to us. Our guidance CC35 refers and is available upon our website under the following link:

<https://www.gov.uk/government/publications/trustees-trading-and-tax-how-charities-may-lawfully-trade-cc35>

When a bar operation is hived to a non charitable trading company to generate income from the charity, it is governed by the trading company's trustees. Some of these trustees may also be trustees of the charity.

The matter of licences and other administration aspects of the bar operation will be undertaken by the non charitable trading company trustees in accordance with an agreement which should be in place between the company and the charity. The agreement may clarify matters relating to the sale of alcohol and the terms of any contract agreement would be for the charity trustees and their own legal advisors to determine upon.

We have advised the trustees of their responsibilities in accordance with putting a registered charity on fundraising literature. We note from your attachment that this has been discussed with the trustee board and they should therefore take steps to ensure that this legislation is fully complied with in the future.

We hope that this information is of assistance to you and have now closed our case. [We cannot advise on the issue of your correspondence with the Big Lottery].

Yours sincerely,

John Dearden.

Charity Commission. First Contact.

----- Original Message -----  
**From:** bookings@bredhurstvillagehall.co.uk  
**Received:**  
**To:** FC Email Team (Queue)  
**Subject:** 1 of 3 Urgent \*\*28/10\*\* Fw: Bredhurst Village Hall 302696

**From:** Bredhurst VH Bookings  
**Sent:** Wednesday, October 7, 2015 3:27 PM  
**To:** /cemailteam@charitycommission.gsi.gov.uk  
**Cc:** [REDACTED]  
**Subject:** Bredhurst Village Hall 302696



## Lorraine Neale

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**From:** Licensing <licensing@sevenoaks.gov.uk>  
**Sent:** 19 October 2016 13:39  
**To:** Licensing (MBC); Lorraine Neale  
**Subject:** FW: Comments for Licensing Application 16/02883/LAPRE

**From:** [publicaccess@sevenoaks.gov.uk](mailto:publicaccess@sevenoaks.gov.uk) [<mailto:publicaccess@sevenoaks.gov.uk>]  
**Sent:** 19 October 2016 13:30  
**To:** Licensing  
**Subject:** Comments for Licensing Application 16/02883/LAPRE

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 1:30 PM on 19 Oct 2016 from Mr Alan Tuff.

### Application Summary

**Address:** Bredhurst Village Hall Hurstwood Road Bredhurst  
 Gillingham Kent ME7 3JZ  
**Proposal:** Premises Licence  
**Case Officer:** Lorraine Neale  
[Click for further information](#)

### Customer Details

**Name:** Mr Alan Tuff  
**Email:** [REDACTED]  
**Address:** 6 Hurstwood Road, Bredhurst, Kent ME7 3JZ

### Comments Details

**Commenter Type:** Neighbour  
**Stance:** Customer made comments in support of the Licensing Application  
**Reasons for comment:** - Supporter of Licence Application/Holder  
**Comments:** 1:30 PM on 19 Oct 2016 I am a resident of Hurstwood Road next door but one to the Hall, a trustee of the Bredhurst Village Hall charity and a user through a number of hirers.  
 I support the Licence Variation application submitted by the Hall for the sale of alcohol in place of the current TEN's arrangements as this will:-  
 1) provide clarity to hirers and users as to what is required for the provision of alcohol at their events,  
 2) remove the need and therefore the cost and time for all parties required in obtaining the TEN's and  
 3) allow all hirers the opportunity to provide alcohol as this is becoming more popular with family and special

events such as christenings. This in turn will allow the Hall to maintain and hopefully improve the rental income.

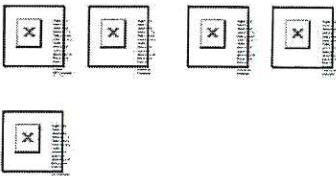
The Committee managing the Hall has in place measures and arrangements to vet, approve and manage arrangements by hirers to ensure that the Licensing Objectives are met and I see no reason why the previous and current operation should change and any disturbance or nuisance arise should the Variation be granted.

The Landlord, Rochester Diocese, and its Agents have no objections to the application and indeed declined the invitation from Bredhurst Parish Council to attend the meeting to consider it.

We are also in communication with the Charities Commission which is satisfied with the arrangement for the operation of bar services and have raised no objections to the application.

It is not the intention to create a public bar in the Hall, not only do we not have any wish to do so, it is not permitted by the lease with the Church, by the Hall's constitution or by its charitable status which cannot be changed by any future trustees whatever their intentions might be.

The Hall is virtually fully booked during the week so there would be no opportunity for such a bar to operate. The purpose of the charity is to support the the local groups, not exclude the.



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