



MEETING PAPER

Subject: Agenda Item 51.1E Licensing
Meeting: Full Council
Date: 25 June 2019

~~CONFIDENTIAL~~/NON CONFIDENTIAL

Background/Introduction

The Grounds of Sparrows Nest (all areas excluding the two cafes) are subject to an existing licence held in the name of the Friends of North Lowestoft Parks. It is understood that this organisation is no longer in existence. Therefore the licence needs to be transferred to the Town Council.

Details

The current licence is for 10.00 to 20.00 Monday to Sunday and covers performance of a play, exhibition of films, performance of live music, playing of recorded music and performance of dance (all outside activities).

An application needs to be made to the Licensing Authority, East Suffolk Council. Following initial discussions they have advised, and it is preferred, if the licence is made in the name of Lowestoft Town Council and not an individual. The licence would only need to list individual names if the sale of alcohol was involved. The fee to accompany the application is £23.00 which needs to be paid at the time of submitting the application.

As the licence does not contain the sale of alcohol it is issued for an indefinite period. Licences for the sale of alcohol have to be renewed annually.

Once granted, the licence needs to be displayed on a noticeboard within the park.

For events which are not included in the terms of the licence; longer hours, alcohol, etc. an application has to be made to ESC for a Temporary Events Notice. These will be limited to 15 per year per location. For example, for the Secret Cinema a TEN application has been submitted as this will finish after 20:00 hours.

Recommendations/Decision

Full Council approves the application and fee and grants authority to the Clerk to, on behalf of the Town Council, complete the application process.