



Licensing Sub Committee

Thursday, 14 March 2024 at 2.00 pm

Committee Room - Civic Centre

Members of the Committee

Councillors: T Burton, C Mann and J Wilson

In accordance with Standing Order 29.1, any Member of the Council may attend the meeting of this Committee, but may speak only with the permission of the Chairman of the Committee, if they are not a member of this Committee.

AGENDA

Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Clare Pinnock, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425627). (Email: Democratic.Services@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please contact democratic.services@runnymede.gov.uk Tel: 01932 425622. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- 4) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.
- 5) Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on

the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media audio-recording, photography and filming in the Committee meeting.

List of matters for consideration

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Part I

Matters in respect of which reports have been made available for public inspection

1. **Notification of Changes to Committee Membership**

2. **Apologies for Absence**

3. **Declarations of Interest**

Members are invited to declare any disclosable pecuniary interests or other registrable and non-registrable interests in items on the agenda.

4. **Procedure**

Officers will confirm the procedure to be followed for the meeting

5. **Fairmont Windsor Park Hotel objection to a Temporary Event Notice**

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6. **Exclusion of Press and Public**

Part II

Report title	Fairmont Windsor Park Hotel – Objection to a Temporary Event Notice
Report author	Daniel Bradding
Department	Environmental Health
Exempt?	No

Purpose of report:
To resolve

Synopsis of report:
To consider an objection to a Temporary Event Notice in respect of the Fairmont Windsor Park Hotel in Englefield Green

Recommendation(s):
The Sub-Committee is asked to consider the objection notice from Environmental Health, together with any other submissions made at the hearing, and determine whether it is appropriate for the prevention of public nuisance objective to give a counter notice which will prevent the event from going ahead OR to attach relevant conditions from the existing premises licence.

Application Type:	Objection to a Temporary Event Notice (TEN)
Ward:	Englefield Green West
Location:	Fairmont Windsor Park Hotel Bishopsgate Road, Englefield Green Egham TW20 0YL
Proposal:	The premises user has given notice of the following licensable activities: (a) the sale by retail of alcohol, and (b) the provision of regulated entertainment (c) the provision of late night refreshment on the following dates and times: • Wednesday 8 th , Thursday 9 th , Friday 10 th , Saturday 11 th May 2024 from 23.00 hrs to 02:00 hrs the following morning inside and outside the premises

1. Context and Background of Report

- 1.1 The Licensing Act 2003 (the 2003 Act) requires the Council (as licensing authority) to carry out its various licensing functions to promote the following four licensing objectives:
- (1) the prevention of crime and disorder;
 - (2) public safety;
 - (3) the prevention of public nuisance;
 - (4) the protection of children from harm.
- 1.2 The 2003 Act further requires the Council to publish a 'Statement of Licensing Policy' that sets out the policies the Council will generally apply to promote the licensing objectives when making decisions on applications made under the Act. The current Statement of Licensing Policy took effect on the 7 January 2021 available online [Statement of Licensing Policy 2021 to 2026 \(runnymede.gov.uk\)](https://www.runnymede.gov.uk/statement-of-licensing-policy-2021-to-2026).
- 1.3 Under the 2003 Act, it is the duty of all licensing authorities, in carrying out their functions, to have regard to guidance issued by the Secretary of State under section 182. As long as the licensing authority has properly understood and considered the Guidance, it may depart from it when it has reason to do so. However, as the licensing authority is under a duty to have regard to the Guidance, it will need to give full reasons for its departure from it. This would be a key consideration for the courts should departure from the Guidance result in a determination, which gives rise to an appeal or judicial review.
- 1.4 Temporary event notices allow licensable activities to be carried on without the need for a premises licence. If a premises has a premises licence, they allow licensable activities to be carried on otherwise than in accordance with the licence. They can therefore allow different activities or different hours. Events carried on under the authority of a temporary event notice are not subject to the conditions on the premises licence.

2. Report

Site Location and History

- 2.1 Fairmont Windsor Park Hotel is situated in Bishopsgate Road, Englefield Green.
- 2.2 There are some residential and commercial properties (for example, but not limited to, a Riding Establishment a Public House and a School) in the vicinity, and it is a rural area of the borough. A plan showing the location of the premises is attached at Appendix 1, with a selection of the nearest residential properties represented by a red dot, the premises is outlined in red.
- 2.3 A premises licence is in force authorising:
- provision of regulated entertainment (live music, recorded music, performances of dance and anything of a similar description), 08:00 hours to 02:00 hours Monday to Saturday, 08:00 – 23:00 hours Sunday, stating 'outdoor to finish at 23:00 each day'
 - provision of late night refreshment, 00:00 hours to 23:59 hours Monday to Sunday
 - sale by retail of alcohol, 00:00 hours to 23:59 hours Monday to Sunday

A copy of the Premises Licence is attached at Appendix 2.

Application

- 2.4 A Temporary Event Notice was initially submitted by Mr Gagan Sharma on 6th March, our licensing administrator clarified if alcohol was required with a positive response on 7th March. The form is attached at Appendix 3.

- 2.5 The dates and times shown on the Notice are as follows:
Wednesday 8th, Thursday 9th, Friday 10th, Saturday 11th May 2024 from 23.00 hrs to 02:00 hrs the following morning

The licensable activities notified on the application are:

- a. the sale by retail of alcohol, and
- b. the provision of regulated entertainment
- c. the provision of late night refreshment

The proposed event is for the premises to be used for a wedding. Regulated entertainment and sale of alcohol to take place indoors and outside.

- 2.6 On 7th March 2024, Environmental Health served a notice of objection in relation to the temporary event notice. This notice was served within the timescales prescribed.
- 2.7 The objection is based on their concern that the 'prevention of public nuisance' licensing objective would not be met. The objection notice refers to:
- a. a record of widespread complaints from DJ style music, vocals, drumming and other noise when outdoor events are held
 - b. six occasions outdoor events have caused complaint, most recently 11 June 2023.
 - c. no indication that a suitable event management plan or other controls will be in place to limit the likelihood this event will cause public nuisance.
- 2.8 A further email in respect of the objection clarified that an incomplete date in respect of a complaint for '15 November 202' should read '15 November 2022' was provided on 11th March 2024. A full copy of the objection notice with correction is attached at Appendix 4.

Considering the Objection

- 2.9 The factors to be taken into account when considering the objection are listed below:
- (a) The Sub-Committee is obliged to consider these objections with a view to promoting the licensing objectives of the prevention of crime and disorder, public safety and prevention of public nuisance.
 - (b) The Sub-Committee must have regard to any representations made by Environmental Health, the applicant and any supporting evidence.
 - (c) The Sub-Committee must, having regard to the objection notice, give a counter notice under Section 105 of the Act if it considers it appropriate for the promotion of the licensing objectives of the prevention of crime and disorder or public safety or prevention of public nuisance to do so. A counter notice prevents the event from taking place.
 - (d) If the Sub-Committee does not consider it appropriate to give a counter notice, the premises user will be entitled to hold the event as stated in the notice.
 - (e) If the Sub-Committee decides to give a counter notice it must give the counter notice and a notice stating the reasons for the decision to the premises user, Surrey Police and Environmental Health.
 - (f) Alternatively the Sub-Committee can attach conditions from the existing premises licence to the notice because conditions a premises licence is in effect for the premises.

- (g) There is a right of appeal to the Magistrate's Court for the recipient of a counter notice or for Surrey Police or Environmental Health where no counter notice is given, however no appeal may be brought later than 5 working days before the event period begins.

3. Policy Framework Implications

3.1 The following sections of the Council's Licensing Policy are relevant:

- Section 6 – Fundamental Principles
- Section 22 – Temporary Event Notices
- Section 10 – Prevention of public nuisance

National Guidance

3.2 The following sections of the Guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003 are relevant:

- Paragraphs 2.21 to 2.27 – Public nuisance
- Paragraphs 7.1 to 7.40 – Temporary Event Notices.

4. Conclusion

4.1 The Sub-Committee is asked to consider the objection notice from Environmental Health, together with any other submissions made at the hearing, and determine whether it is appropriate for the prevention of public nuisance objective to give a counter notice which will prevent the event from going ahead OR to attach relevant conditions from the existing premises licence.

Reason for recommendation - To comply with the requirements of the Licensing Act 2003.

5. Background Papers:

Amended Guidance issued under Section 182 of the Licensing Act 2003 (December 2023)

6. Appendices

Appendix 1 - Map showing Fairmont Windsor Park Hotel and surrounding area nearby residential properties indicated by a red dot, premises outlined in red

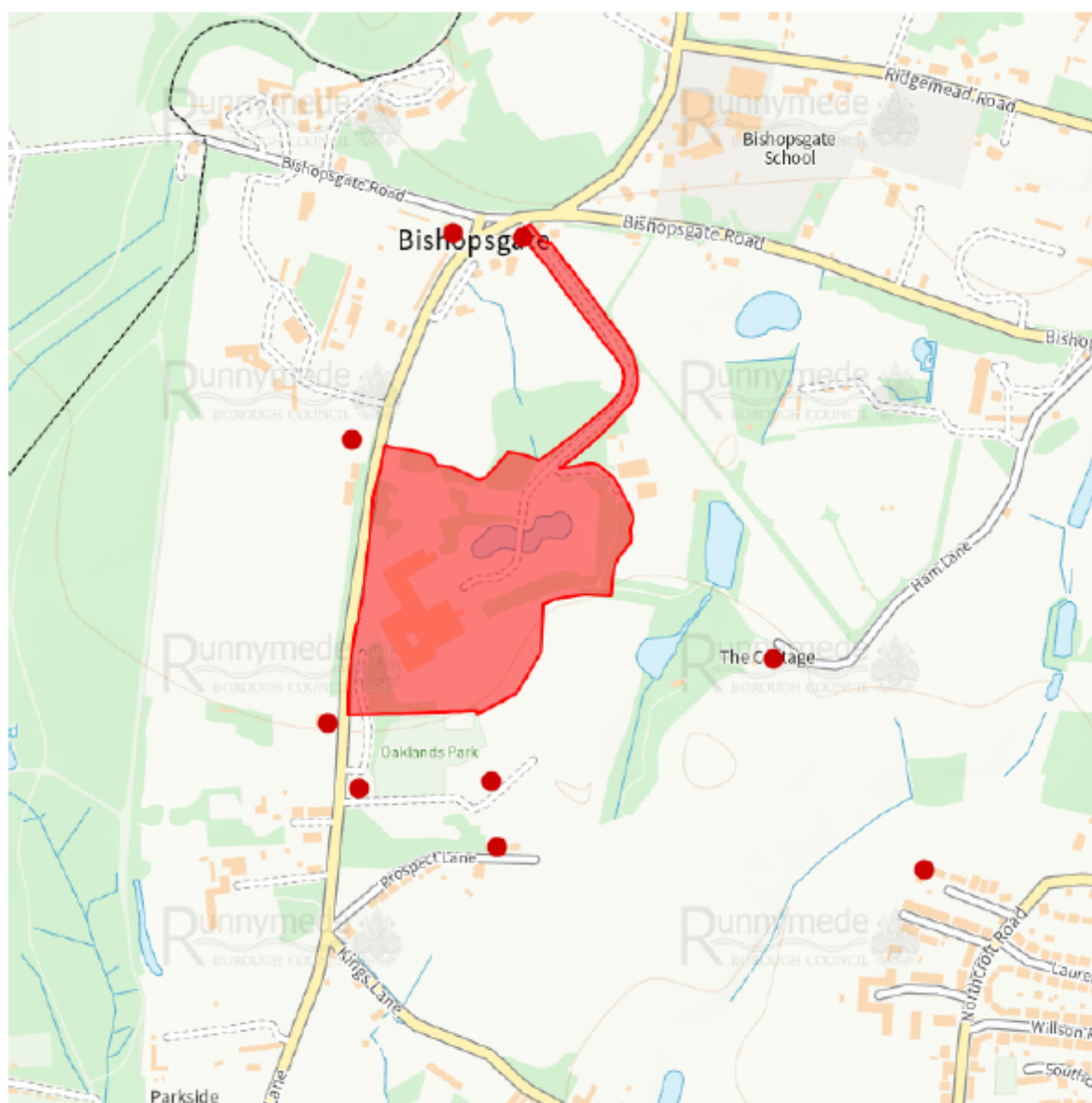
Appendix 2 – Copy of the Premises Licence

Appendix 3 – Temporary event form

Appendix 4 – Objection notice



Fairmont Windsor Park, with nearby residential (red dots)



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Map exported on Mon Mar 11 2024 15:01:17 GMT+0000 (Greenwich Mean Time)

Premises Licence

Premises licence number 028116

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description Fairmont Windsor Park Hotel Bishopsgate Road Englefield Green TW20 0YL		Telephone number 01784 535 555
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Where the licence is time limited the dates - Not applicable

Licensable activities authorised by the licence Provision of regulated entertainment Live Music Indoors and Outdoors Recorded Music Indoors and Outdoors Performances of Dance Indoors and Outdoors Anything of a similar description to that of live music, recorded music or performances of dance Indoors and Outdoors Provision of late night refreshment Indoors and Outdoors Sale by retail of alcohol - On the premises and Off the premises

The times the licence authorises the carrying out of licensable activities	
Live Music	
Monday	Start 0800 Finish 0200
Tuesday	Start 0800 Finish 0200
Wednesday	Start 0800 Finish 0200
Thursday	Start 0800 Finish 0200
Friday	Start 0800 Finish 0200
Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 0100
Seasonal Variations	None.
Non-standard timings	Outdoor Live Music to finish at 2300 each day

Recorded Music	
Monday	Start 0800 Finish 0200
Tuesday	Start 0800 Finish 0200
Wednesday	Start 0800 Finish 0200
Thursday	Start 0800 Finish 0200
Friday	Start 0800 Finish 0200
Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 0100
Seasonal Variations	None
Non-standard timings	Outdoor Music to finish at 2300 each day

Performances of Dance

Monday	Start 0800 Finish 0200
Tuesday	Start 0800 Finish 0200
Wednesday	Start 0800 Finish 0200
Thursday	Start 0800 Finish 0200
Friday	Start 0800 Finish 0200
Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 0100
Seasonal Variations	None.
Non-standard timings	Outdoor Dance to finish at 2300 each day

Anything of a similar description to that of live music, recorded music or performances of dance

Monday	Start 0800 Finish 0200
Tuesday	Start 0800 Finish 0200
Wednesday	Start 0800 Finish 0200
Thursday	Start 0800 Finish 0200
Friday	Start 0800 Finish 0200
Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 2300
Seasonal Variations	None.
Non-standard timings	Outdoor to finish at 2300 each day

Provision of late night refreshment

Monday	Start 0000 Finish 2359
Tuesday	Start 0000 Finish 2359
Wednesday	Start 0000 Finish 2359
Thursday	Start 0000 Finish 2359
Friday	Start 0000 Finish 2359
Saturday	Start 0000 Finish 2359
Sunday	Start 0000 Finish 2359
Seasonal Variations	None.
Non-standard timings	Fairmont Windsor Park will offer it's in-house residents 24/7 refreshment service and will also provide late night refreshments through the in room dining operation.

Sale by Retail of Alcohol

Monday	Start 0000 Finish 2359
Tuesday	Start 0000 Finish 2359
Wednesday	Start 0000 Finish 2359
Thursday	Start 0000 Finish 2359
Friday	Start 0000 Finish 2359
Saturday	Start 0000 Finish 2359
Sunday	Start 0000 Finish 2359
Seasonal Variations	None.
Non-standard timings	Fairmont Windsor Park requires a licence to supply alcohol to in house resident guests on a 24/7 basis. Non-resident guests and the general public will be able to purchase alcohol through our outlets between the hours of 1000am to 0100.

The opening hours of the premises

Monday	Start 0000 Finish 2359
Tuesday	Start 0000 Finish 2359
Wednesday	Start 0000 Finish 2359
Thursday	Start 0000 Finish 2359
Friday	Start 0000 Finish 2359
Saturday	Start 0000 Finish 2359
Sunday	Start 0000 Finish 2359
Seasonal Variations	None
Non-standard timings	The Hotel will open to the public at all times and only be closed to public access,during exclusive use and private events.

Where the licence authorises supplies of alcohol whether these are on and / or off supplies
On and Off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Grove WP Limited
World Business centre 3
Newall Road
Heathrow Airport
Hounslow
TW6 2TA
020 8759 7777

Registered number of holder, for example company number, charity number (where applicable)
08906860

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Mr Gagan Sharma
22 Tennyson Road
Addlestone
KT15 2SP

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

Licence Number H04448
Issuing Authority London Borough of Hounslow

State whether access to the premises by children is restricted or prohibited
No Restrictions

Signed:



Dated: 2 January 2024

Corporate Head of Environmental Services

Annex 1 - Mandatory conditions

Supply of alcohol

1. No supply of alcohol may be made under the premises licence -
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises –

- (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to–
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either –
- (a) a holographic mark,
 - (b) an ultraviolet feature
6. The responsible person must ensure that–
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures–
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) where a customer does not in relation to a sale of alcohol specify the amount of alcohol to be sold, the customer is made aware that these measures are available.”
7. Minimum Drinks Pricing-

(1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

(2) For the purposes of the condition set out in paragraph 1 –

(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

(b) “permitted price” is the price found by applying the formula –

$$P = D + (D \times V)$$

Where –

(i) P is the permitted price

(i) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(ii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –

(i) The holder of the premises licence

(ii) The designated premises supervisor (if any) in respect of such a licence, or

(iii) The personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.

(3) Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from the paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

(4) (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Door Supervision (where supervisors are engaged this condition applies)

All door supervisors will be Security Industry Authority registered.

Annex 2 - Conditions consistent with the Operating Schedule

All Licensing Objectives

Detailed and strict procedures and processes to promote and provide a safe & secure environment for guests and staff
Estate wide CCTV in operation with a minimum of 31 day recording
24 hour security presence
24 hour experienced management presence
In depth safety and security training for all departments
Health & Safety Manager and monthly H&S meetings

The Prevention of Crime and Disorder

Safety and security procedures in place for each department lead by the Health & Safety Manager
ANPR access control for all vehicles accessing the property
Estate and Hotel patrol schedule, carried out by security team
All security team members are SIA trained
24 hour CCTV coverage with over 200 cameras placed indoors and outdoors
Cash handling procedures will be in place.
Security support during event periods will be in line with attendance ratio

Public Safety

All staff members are trained on public safety and emergency procedures
Fire safety training, including regular fire drills, evacuation training and ongoing refreshment trainings
Gate access control and guest car registration where required
24 hour security presence
Boundary fence around the estate
On-site first aid provisions
Property is manned 24 / 7

The Prevention of Public Nuisance

Detailed event orders with music restrictions as dictated in premise licence
Nominated pre-booked taxi provider to ease the departure of guests attending an event
All Hotel events will take place within the estate grounds and follow licencing hours
Traffic control system in place for special events to support traffic flow
Close relationship with local police and emergency services

Protection of Children from Harm

Documented training on policies around serving children in the F & B outlets
Age limits for activities as well as "Challenge 21" in all restaurants & bars
Refusal book in all F & B areas
Room reservation restriction for minors. (need to be 18 and above)
Training of all staff regarding the signs of Human Trafficking
No unsupervised access for Children to the SPA & Creche area
Lockable in room refreshment centres

Annex 2A – Embedded Restrictions

Annex 3 - Conditions attached after a hearing by the licensing authority

None.

Annex 4 – Plans

See attached.

Premises Licence Summary

Premises licence number 028116

Premises details

Postal address of premises, or if none, ordnance survey map reference or description	
Fairmont Windsor Park Hotel Bishopsgate Road Englefield Green TW20 0YL	
Telephone number 01784 535 555	
Where the licence is time limited the dates - Not applicable.	
Licensable activities authorised by the licence	
Provision of regulated entertainment	
Live Music - Indoors and Outdoors	
Recorded Music - Indoors and Outdoors	
Performances of Dance -Indoors and Outdoors	
Anything of a similar description to that of live music, recorded music or performances of dance Indoors and Outdoors	
Provision of late night refreshment -Indoors and Outdoors	
Sale by retail of alcohol -On and Off the premises	
Live Music	
Monday to Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 0100
Seasonal Variations	None.
Non-standard timings	Outdoor Live Music to finish at 2300 each day
Recorded Music	
Monday to Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 0100
Seasonal Variations	None
Non-standard timings	Outdoor Recorded Music to finish at 2300 each day
Performances of Dance	
Monday to Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 0100
Seasonal Variations	None.
Non-standard timings	Outdoor Dance to finish at 2300 each day
Anything of a similar description to that of live music, recorded music or performances of dance	
Monday to Saturday	Start 0800 Finish 0200
Sunday	Start 0800 Finish 2300
Seasonal Variations	None.
Non-standard timings	Outdoor to finish at 2300 each day
Provision of late night refreshment	
Monday to Sunday	Start 0000 Finish 2359
Seasonal Variations	None.
Non-standard timings	Fairmont Windsor Park will offer it's in-house residents 24/7 refreshment service and will also provide late night refreshments through the in room dining operation.

Sale by Retail of Alcohol	
Monday to Sunday	Start 0000 Finish 2359
Seasonal Variations	None.
Non-standard timings	Fairmont Windsor Park requires a licence to supply alcohol to in house resident guests on a 24/7 basis. Non-resident guests and the general public will be able to purchase alcohol through our outlets between the hours of 1000am to 0100.
The opening hours of the premises	
Monday to Sunday	Start 0000 Finish 2359
Seasonal Variations	None
Non-standard timings	The Hotel will open to the public at all times and only be closed to public access,during exclusive use and private events.
Where the licence authorises supplies of alcohol whether these are on and / or off supplies	
On and Off the premises	
Name, (registered) address of holder of premises licence	
Grove WP Limited World Business centre 3 Newall Road Heathrow Airport Hounslow TW6 2TA	
Registered number of holder, for example company number, charity number (where applicable)	
08906860	
Name of designated premises supervisor where the premises licence authorises for the supply of alcohol - Mr Gagan Sharma	
State whether access to the premises by children is restricted or prohibited	
No Restrictions	



Signed:
Corporate Head of Environmental Services

Issue Date: 2 January 2024

Temporary Event Notice

Before completing this notice, please read the guidance notes at the end of the notice. If you are completing this notice by hand, please write legibly in block capitals. In all cases, ensure that your answers are inside the boxes and written in black ink or typed. Use additional sheets if necessary. You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)			
1. Your name			
Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname	Sharma		
Forenames	Gagan		
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname			
Forenames			
3. Your date of birth		Day	Month
		Year	
4. Your place of birth			
5. National Insurance Number			
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)			
Post town -		Postcode -	
7. Other contact details			
Telephone numbers			
Daytime			
Evening (optional)			
Mobile (optional)			
Fax number (optional)			
E-Mail address (if available)	Gagan.sharma@fairmont.com		
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)			

Fairmont Windsor Park Hotel Bishopsgate Rd, Windsor, Englefield Green, Egham TW20 0YL	
Post town Egham	Postcode TW20 0YL
9. Alternative contact details (if applicable)	
Telephone numbers: Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail address (if available)	Gagan.sharma@fairmont.com

2. The premises	
Please give the address of the premises where you intend to carry on the licensable activities or, if it has no address, give a detailed description (including the Ordnance Survey references) (Please read note 2)	
Fairmont Windsor Park Hotel Bishopsgate Rd, Windsor, Englefield Green, Egham TW20 0YL	
Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below.	
Premises licence number	028116
Club premises certificate number	
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Please describe the nature of the premises below. (Please read note 4)	
Luxury Hotel (251 Bedrooms) with Bar and Meetings and Events Space	
Please describe the nature of the event below. (Please read note 5)	
Residential Wedding is taking place in the hotel and on some days Hotel Grounds will be used from the 8th – 11th May 2024. The Hotel will not exceed 499 guests (including the Staff, Crew and Band/DJ) We would like to extend the service (Music, Dance, Food and Drinks) outside onto the grounds for Residents and Non-residents till 2:00 am.	

We would like to offer the following till 2:00 hrs –

- **Provision of Late Night Refreshment for Resident and Non Resident Guests**
- **Provision of Regulated Entertainment – Indoors and Outdoors for Resident and Non Resident Guests.**
- **Provision of Music - Indoors and Outdoors for Resident and Non Resident Guests.**
- **Sale of Alcohol - Indoors and Outdoors for Resident and Non Resident Guests attending the Wedding Festivities.**

We have placed mitigating factors to ensure that the operations run smoothly –

24 x7 Security Present on premises

Extra Security Officers on Site for the event

Optimum Number of Fire Marshalls available - 24x7

Trained and Optimum number of Work Force available – 24x7

3. The licensable activities		
Please state the licensable activities that you intend to carry on at the premises (please tick all licensable activities you intend to carry on). (Please read note 6)		
The sale by retail of alcohol	<input checked="" type="checkbox"/>	
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	<input type="checkbox"/>	
The provision of regulated entertainment (Please read note 7)	<input checked="" type="checkbox"/>	
The provision of late night refreshment	<input checked="" type="checkbox"/>	
Are you giving a late temporary event notice? (Please read note 8)	<input type="checkbox"/>	
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 9)		
8 th May 2024 9 th May 2024 10 th May 2024 11 th May 2024		
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 10)		
<p>We would like to offer the following till 2:00 hrs –</p> <ul style="list-style-type: none"> - Provision of Late Night Refreshment for Resident and Non Resident Guests - Provision of Regulated Entertainment – Indoors and Outdoors for Resident and Non Resident Guests. - Provision of Music - Indoors and Outdoors for Resident and Non Resident Guests. - Sale of Alcohol - Indoors and Outdoors for Resident and Non Resident Guests attending the Wedding Festivities. <p>We have placed mitigating factors to ensure that the operations run smoothly – 24 x7 Security Present on premises Extra Security Officers on Site for the event Optimum Number of Fire Marshalls available - 24x7 Trained and Optimum number of Work Force available – 24x7</p>		
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 11)	499 Guests (including entertainment crew and Staff)	
If the licensable activities will include the sale or supply of alcohol, please state whether these will be for consumption on or off the premises, or both (please tick as appropriate). (Please read note 12)	On the premises only	<input checked="" type="checkbox"/>
	Off the premises only	<input type="checkbox"/>
	Both	<input type="checkbox"/>

Please state if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment (including, but not limited to lap dancing and pole dancing). (Please see note 13)

We would like to offer the following till 2:00 hrs –

- **Provision of Late Night Refreshment for Resident and Non Resident Guests**
- **Provision of Regulated Entertainment – Indoors and Outdoors for Resident and Non Resident Guests.**
- **Provision of Music - Indoors and Outdoors for Resident and Non Resident Guests.**
- **Sale of Alcohol - Indoors and Outdoors for Resident and Non Resident Guests attending the Wedding Festivities.**

We have placed mitigating factors to ensure that the operations run smoothly –

24 x7 Security Present on premises

Extra Security Officers on Site for the event

Optimum Number of Fire Marshalls available - 24x7

Trained and Optimum number of Work Force available – 24x7

4. Personal licence holders (Please read note 14)		
Do you currently hold a valid personal licence? (Please tick)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority	London Borough of Hounslow	
Licence number	[REDACTED]	
Date of issue		
Any further relevant details		


5. Previous temporary event notices you have given (Please read note 15 and tick the boxes that apply to you)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year		
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues (Please read note 16 and tick the boxes that apply to you)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your associate(s) have given for events in the same calendar year.		
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your business colleague(s) have given for events in the same calendar year.		

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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7. Checklist (Please read note 17)		
Have: (Please tick the appropriate boxes, where applicable)		
Sent at least one copy of this notice to the licensing authority for the area in which the premises are situated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, sent at least one copy of this notice to each additional licensing authority	<input type="checkbox"/>	<input type="checkbox"/>
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police	<input type="checkbox"/>	<input type="checkbox"/>
If the premises are situated in one or more local authority areas, sent a copy of this notice to each additional local authority exercising environmental health functions	<input type="checkbox"/>	<input type="checkbox"/>
Made or enclosed payment of the fee for the application	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Signed the declaration in Section 9 below	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

8. Condition (Please read note 18)
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the sale or supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 19)	
The information contained in this form is correct to the best of my knowledge and belief. I understand that it is an offence: (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on summary conviction for such an offence to a fine of any amount; and (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on summary conviction for any such offence to a fine of any amount, or to imprisonment for a term not exceeding six months, or to both.	
Signature	
Date	6/3/24
Name of Person signing	GAGAN SHARMA

The Council may be statutorily required to supply any information you provide, to other bodies exercising functions of a public nature, for the prevention and detection of fraud. For further information, please see www.runnymede.gov.uk/DataMatching

Data Protection and Privacy

Any data supplied by you on this form will be processed in accordance with the General Data Protection Regulations, in supplying it you consent to the Council processing the data for the purpose it is supplied. All personal information provided will be treated in the strictest confidence and will only be used by the Council or disclosed to others for a purpose permitted by law.

Data is deleted in accordance with our data retention policy. Our privacy policy is published on our web site www.runnymede.gov.uk

For completion by the licensing authority

10. Acknowledgement (Please read note 20)	
I acknowledge receipt of this temporary event notice.	
Signature	@ 5 Sd W On behalf of the licensing authority
Date	") ! " % S ' S &
Name of Officer signing	@ 5 Sd W

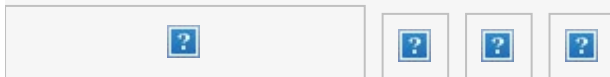
From: [Runnymede Borough Council](#)
To: [Licensing](#)
Subject: Payment received - Licensing
Date: 06 March 2024 15:31:14



Payment details	
First name	Gagan
Last name	Sharma
Amount paid	£21.00
Payment type	Temporary Events Notice
Payment notes (if provided)	
Payment reference	3acjmj62hfdh28a293fl13vbke

LIC000323

Visit the Council's website and social media channels to see how we are responding to climate change and supporting: the health and wellbeing of our residents, their ability to effect change locally and the economic prosperity of our Borough.



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From: [Commercial.EH](#)
To: [REDACTED] [Robert Smith](#)
Subject: RE: Ten
Date: 07 March 2024 13:46:17
Attachments: [image001.png](#)

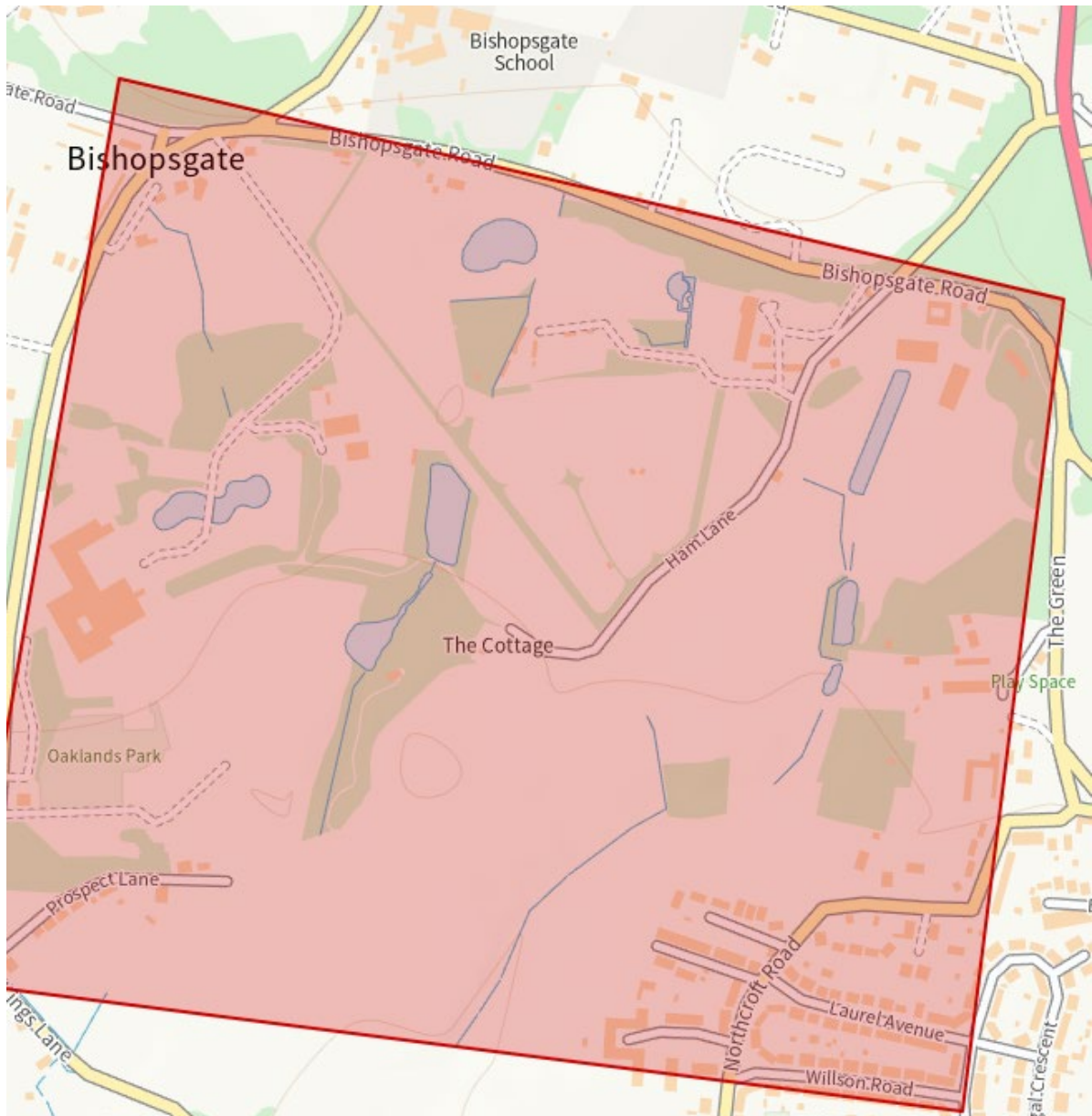
Dear Licensing

After reviewing our records of complaints arising from the Fairmont Windsor Park Hotel, Environmental Health would make an objection to this Temporary Event Notice based on Public Nuisance arising from the regulated entertainment (music) external areas up until 2am across 4 days.

Our records show that complaints about music both live and recorded have been received for events on or around the following dates and relate to both DJ style music, vocals, drumming and other noise arising from events on the premises understood to be held in marquees within the hotel grounds. 11 June 2023, 11 April 2023, 15 November 2022, 21 July 2022, 24, July 2022 and 22 June 2022.

Complaints have been from a wide area around the hotel with the areas affected falling within the red area of the map below.

There is no indication that a suitable event management plan or other controls will be in place to limit the likelihood of this event taking place without giving rise to complaints and potential public nuisance.



Graeme Cooke | Senior Environmental Health Officer | Runnymede Borough Council
01932 838383 | Direct line: 01932 425725 | www.runnymede.gov.uk

From: [REDACTED]
Sent: Thursday, March 7, 2024 11:11 AM
To: Commercial EH <commercialeh@runnymede.gov.uk>; [REDACTED]
Subject: Ten

Please see Ten attached.

Kind Regards

[REDACTED] | **Licensing Administrator | Runnymede Borough Council**
01932 838383 | Direct line: 01932 425711 | www.runnymede.gov.uk

Visit the Council's website and social media channels to see how we are responding to climate change and supporting: the health and wellbeing of our residents, their ability to effect change locally and the economic

prosperity of our Borough.



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