

FULL EMAIL EXCHANGE

**From:** JANE YOUNG

**Sent:** 27 February 2023 12:23

**To:** Boxell, Jaime; Simon Maddocks; Bastida, Lewis; Phil Hall; Noel Bourke; Sue Squire; Brian Whitty

**Subject:** RE: license meeting outcome for sandleigh tearooms

Dear Jamie

Thank you to you and Lewis for meeting with us last Monday and your summarised understanding of what was agreed. We appreciate your time and the constructive approach taken in the meeting.

The members of the community to whom your email has been circulated have now had an opportunity to consider your email of 23 February and respond collectively as follows:

1. **Your email of 23 February broadly sets out our understanding of what was agreed with a few areas for further clarification.**
2. **Withdrawal of current application and submission of new application/amending current application.**

We were informed at the meeting on Monday that the intention was for the current application to be withdrawn and a new application submitted. The drafting of the new application would be based on the agreements and discussions of our meeting after a further exchange of emails.

Having said that, amendment to the current application is acceptable in principle provided it accurately reflects agreements reached. The amended document submitted by the agent on behalf of National Trust does not achieve this– it may be that there is some misunderstanding on the part of the agent.

We think it would be useful to ensure shared understanding of what has been agreed and iron out areas requiring further clarification before the amended application is finalised and submitted to licensing.

3. **Plan of licensed premises.**

At the meeting we discussed the location plan submitted with planning application 49282 which marks out the proposed development area of Sandleigh to permit a change of use from a two bedroom dwelling to an upper floor dwelling and the ground floor to be used as a café and allotments. There is also the existing site plan from the planning application that you have marked up but which we think needs more clarity to ensure that the licensed premises is accurately defined. In this regard:

1. The red line is in the agreed place.
2. At the meeting it was requested that the entrances to be used for the licensed premises be clearly marked – ie the main entrance and the garden entrance.  
There are other potential entrances/exits which are not in parts of the buildings that currently form the café area. The entrances/exits are not currently used for this and purpose and are too close to the road/the bend in the road. (Highways risk has been a reason for refusal of planning applications for Sandleigh in the past because of the recognised danger).

3. delete the references on the Plan to the first floor of Sandleigh which is a dwelling. The Plan should make clear that the licensed premises are on the ground floor only.
4. Delete reference to covered seating area – this is outside the red line and is where the NT offices and meeting building is situated.

For ease of reference, please find attached an amended proposed Plan that takes into account a. to d. above

4. **Areas of license application to be amended based on what was discussed and agreed**

Please see comments in purple below on points made in your email of 23 February.

In addition, there appears to be some intermixing of the different landholdings of the NT in relation to TENS applications. TENS applications for events in the car park and field behind Sandleigh are on different land to that of Sandleigh Tea Rooms and allotments. We understand that there has only been one TENS application in relation to Sandleigh Tea Rooms for an early evening drinks event.

5. **Agents amendments to license application do not comply with what was agreed in the meeting (including areas of agreement set out in your email below).**

Please note that what the NT agent has filed in amendments with the Licensing Team are not accepted as they do not accurately reflect what was agreed in the meeting and on fundamental issues which is frustrating. For example, as you say in your email below we have agreement on the opening hours of 10 am until 6pm and the license hours of 11 am until 5pm.

There should be no mention of other opening hours in the application itself as it was agreed that the BBQ evenings would be dealt with via TENS (upto 6 that you will give us notice of) over summer hols with the license being extended to 8pm. We are all meet after the summer to review how the BBQs have gone. The reference to the BBQ evenings in the amended license is not what we agreed.

Please also look at the comments in purple below on your email and confirm if this is also your understanding.

If we can smooth out the areas that need further clarification promptly we should be able to quickly move to address how the agreed points should best be reflected in an suitably amended license application, avoiding the need for any license hearing on this matter.

Kind regards

Simon Maddocks – GPC  
Brian Whitty – Neighbour  
Phil Hall – CARA  
Jane Young – CARA and GPC

**From:** Boxell, Jaime

**Sent:** 23 February 2023 14:22

**To:** Simon Maddocks; Bastida, Lewis; Phil Hall; JANE YOUNG; Noel Bourke; Sue Squire; Brian Whitty

**Subject:** license meeting outcome for sandleigh tearooms

Good morning all

As promised please see below the compromises and agreements made at our meeting last Monday.

We have agreed

- Amend the current application [See point 1 above](#)
- the amendments will set out a time of 11am-5pm for licensed activities but our opening hours are from 10am until 6pm. [Agreed](#)
- we will remove the off sales from the new application and only sell to ON. [Agreed](#)
- we will apply for TENS notices for the planned BBQ nights on a Friday during peak period ( June – September ) up to a maximum of 6 TENS during this period [Agreed](#)
- we have agreed the BBQ nights will finish at 8pm with a view to all customers having left the grounds by 9pm [Agreed](#)
- we will involve CARA, the parish council and Brian Whitty in the consultation process at each step [Agreed and thank you](#)
- we agree to non-amplified music only - [No recorded music and any live music non-amplified](#)
  
- we will takes the steps shown below to ensure we are complying with the 4 licensing objectives [Agreed plus further clarification](#)

Licensing objective control measures

1. we will ensure all children are accompanied by an adult ( no under 18 to be allowed without adult supervision)
2. we will operate a think/challenge 25 policy
3. we will operate a refusals log
4. we will decant alcoholic drinks in toughened glasses - [unlidded](#)
5. we will regularly clean, clear and monitor tables.
6. We will operate at a maximum capacity of 80 during TENS events
7. We will ensure staff are comprehensively trained
8. We will provide empty and monitor recycling facilities and waste facilities
9. [Alcohol sold only when food being sold](#)
10. [Entrance/Exit points from the licensed premises are main entrance of Sandleigh Tea Rooms on Moor Lane and car park entrance through the garden – see point 2 plan above](#)
11. [Security of storage of alcohol](#)
12. [monitoring of exits/entrances to ensure alcoholic drinks are not removed from premises](#)

Kind Regards

Jaime Boxell

F & B manager  
Sandleigh Tearooms

**From:** Boxell, Jaime

**Sent:** 23 February 2023 14:22

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Jaime Boxell

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Sandleigh Tearooms