

LICENSING SUB-COMMITTEE

Wednesday 4 March 2026

Present:

Councillors Bennett, Holland and Snow

Also Present:

Legal Services Manager, Apprentice Solicitor, Principal Licensing Officer, Licensing Officer and Democratic Services Officer (JM).

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APPOINTMENT OF CHAIR

Councillor Snow was appointed as Chair for this meeting.

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DECLARATIONS OF INTEREST

No declarations of interest were made by Members.

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LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 EXCLUSION OF PRESS AND PUBLIC

The Chair advised that there were no part 2 items on this agenda.

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APPLICATION TO GRANT A PREMISES LICENCE

The Chair introduced the Members of the Licensing Sub-Committee together with the Legal Advisor, Apprentice Solicitor, Principal Licensing Officer, Licensing Officer, and Democratic Services Officer.

The Legal Advisor set out the hearing procedure, and the Applicant, who was in attendance, agreed that the procedure was understood.

The Licensing Officer presented the application to determine an application to grant a premises licence to Polsloe and Priory Social Club, Elmside House, Elmside, Exeter, EX4 6LR, as set out in the report.

It was confirmed that 1 representation had been received within the statutory representation period. The representation was listed as an appendix to the report. It was confirmed that the application was advertised on the premises and in the newspaper in accordance with the requirements of the legislation.

The Applicant spoke in support of their application and responded to questions from Members and Officers.

The Respondent spoke against the application and responded to questions from Members.

The Principal Licencing Officer provided clarification on the application process and the display of notices.

The Applicant and Respondent were given the opportunity to sum up. All parties present were advised that a decision notice would be issued within 5

working days of the hearing.

The meeting was closed so the Members could determine the application.

RESOLVED that the application be granted as applied subject to modifications and conditions as set out in the Determination Notice.

(The meeting commenced at 10.01 am and closed at 12.00 pm)

Chair



LICENSING ACT 2003

NOTICE OF DETERMINATION

Date of Hearing:	4 th March 2026
Application:	Premises Licence
Name of Premises:	Polsloe and Priory Social Club
Address:	Elmside House Elmside Exeter EX4 6LR
Licensing Sub-Committee:	Cllr M Snow (Chair) Cllr P Holland Cllr C Bennett
Committee Legal Advisors:	Matthew Hall Max Murphy
Licensing Officers:	Julie Bennett, Nigel Marston (Principal Licensing Officer)
Democratic Services Officer:	Josie McDonald
The Applicant:	Anthony Gordon, Lorraine Plumb
Representations:	Cllr L Wettenhall
Hearing Duration:	10:01am to 11:11am

That the Licensing Sub-Committee convened on 4th March 2026 to determine the application for a premises licence has resolved to grant the licence subject to conditions imposed by the licensing sub-committee and consistent with the Operating Schedule of the Application in accordance with section 18 of the Licensing Act 2003.

THE SUB-COMMITTEE'S DECISION:

In determining this application, the Licensing Sub-Committee took into account all the relevant evidence and information presented to it both written and oral, and took account of all the matters it is bound to take account of, in particular the following:

- Licensing Act 2003
- Statutory Guidance
- Exeter City Council Statement of Licensing Policy
- Human Rights Act 1998
- Any equality and diversity considerations

The Application was granted as applied for subject to the following modifications.

Opening times Sunday to Thursday 1000hrs to 0000hrs

Supply of Alcohol Sunday to Thursday 1000hrs to 0000hrs

Recorded Music – Sunday to Thursday 1000hrs to 0000hrs

Provision of Anything of a similar description to live music recorded music or performances of dance Sunday to Thursday 1000hrs to 0000hrs

Conditions

The Application is granted subject to conditions consistent with the Operating Schedule of the Application set out here for completeness.

1. All staff engaged in licensable activity at the premises will receive training and information in relation to the following:
 - The Challenge 25 scheme in operation at the premises, including the forms of identification that are acceptable.
 - The hours and activities permitted by the premises licence issued under the Licensing Act 2003 and conditions attached to the licence.
 - How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).
 - Recognising the signs of drunkenness.
 - The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.
 - Action to be taken in the event of an emergency, including reporting an incident to the emergency services.
 - Training shall be recorded in documentary form and shall be regularly refreshed at no greater than 12 months intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.
 - Training records will be retained for at least 12 months.

2. An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details (select from the following):
 - i. Any incidents of disorder or of a violent or anti-social nature
 - ii. All crimes reported to the venue, or by the venue to the police
 - iii. All ejections of patrons
 - iv. Any complaints received
 - v. Seizures of drugs or offensive weapons
 - vi. Any faults in the CCTV system
 - vii. Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

The logs shall be kept for at least 12 months following the date of entry and be made available for inspection and copying upon request of an authorised officer of a responsible authority.

3. The premises shall install, operate and maintain a digital colour CCTV system to the satisfaction of the Police and Local Authority. As a minimum, the system must:
 - i. Cover all public areas of the licensed premises, including entry and exit points. This also includes any outside areas under the control of the premises licence holder.
 - ii. Record clear images permitting the identification of individuals and in particular enable facial recognition images (a clear head and shoulder image) of every person entering and leaving in any light condition.
 - iii. Continually record whilst the premises are open for licensable activities and during all times when customers remain on the premises.

- iv. Have a constant and accurate time and date generation.
 - v. Store recordings for a minimum period of 14 days with date and time stamping.
 - vi. Viewable copies of recordings will be provided on request to the police and local authority officers as soon as is reasonably practicable and in accordance with the Data Protection Act 1998 (or any replacement legislation)
 - vii. The CCTV system will be capable of downloading images to a recognisable viewable format.
 - viii. The CCTV system will capture a minimum of 4 frames per second.
 - ix. The CCTV system will be fitted with security functions to ensure the integrity of the system and to prevent the tampering with and deletion of images (i.e. password protection).
4. Clear and legible notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and to leave the vicinity as quickly and quietly as possible.
5. There will be in place a written age verification policy in relation to the sale or supply of alcohol, which will specify a Challenge 25 proof of age requirement. This means that staff working at the premises must ask individuals who appear to be under 25 years of age, attempting to purchase alcohol, to produce identification. The only acceptable identification documents will be:
- i. A photo driving licence
 - ii. A passport
 - iii. An identification card carrying the PASS hologram

Unless such identification is produced the sale of alcohol must be refused.

This policy will include documented steps taken to prevent adults from purchasing alcohol for or on behalf of children under 18.

6. An alcohol sales refusal register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:
- i. the date and time of refusal
 - ii. the reason for refusal
 - iii. details of the person refusing the sale
 - iv. description of the customer
 - v. any other relevant observations.

The refusals register will be made available for inspection and copying on the request of an authorised officer of a responsible authority.

All entries must be made within 24 hours of the refusal.

7. A written dispersal policy shall be in place and implemented at the premises to move customers from the premises and the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours.

With the agreement of the Applicant the following condition was imposed by the Licensing Sub-Committee.

8. A telephone number shall be made available and displayed in a prominent location where it can be conveniently read from the exterior of the premises for local residents to contact in the case of noise-nuisance or anti-social behaviour by persons or activities associated with the premises. The telephone number will be a direct number to the management who are in control during opening hours. A record will be kept by management of all calls received, including the time, date and information of the caller, including action taken following the call. Records will be made available for inspection and copying by an authorised officer of a responsible authority throughout the trading hours of the premises.

The Licensing Sub-Committee imposed the following additional conditions.

9. A written dispersal policy shall be in place and implemented at the premises to move customers from the premises and the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours.
10. Clear and legible notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.

REASONS FOR DECISION

Having carefully considered the written and oral submissions the Licensing Sub-Committee was satisfied that granting the application with amended hours and subject to conditions would promote the Licensing Objectives.

The Applicant explained that the main purpose of the application was to cater for non-members and continue to sell alcohol to existing customers playing pool, snooker and darts later into the evening. The Applicant stated that there was no intention to attract patrons that may arrive after midnight and that entry to the premises was managed by a security door. The Applicant acknowledged that the premises is in a residential area and did not wish to cause any nuisance or disturbance to neighbours. Live music would not be a regular event and only soloists and duos would be considered appropriate.

The Licensing Sub-Committee were mindful of the concerns raised in the representation in respect of noise nuisance to nearby properties but noted that no representations had been received from any nearby residents. The views of the residents had been sought but as no representations had been received the Licensing Sub-Committee could not take those views into account. The Licensing Sub-Committee considered that the representation in respect of the prevention of crime and disorder provided insufficient evidence that the premises would have a negative impact on that Licensing Objective. No representations had been received from the Police who are the main source of advice in respect of the Licensing Objective of the prevention of crime and disorder.

The Licensing Sub-Committee were mindful of the important role which licensed premises play in local communities but did have concerns regarding the Applicants experience in operating a licensed premises. The Licensing Sub-Committee considered that amending the hours applied for and the addition of conditions would strike a balance between the operation of the premises within a residential area. The Licensing Sub-Committee accepted the Applicants assurances that the premises would not operate in a way that would cause a disturbance to neighbouring premises. Furthermore, the Licensing Sub-Committee considered that if any issues arise the residents and any other party could bring a review of the Licence.

RIGHT OF REVIEW

At any stage, a responsible authority or any other person may ask the Licensing Authority to review the licence or certificate because of a matter arising at the premises in connection with any of the four licensing objectives; the prevention of crime and disorder, Public Safety, the prevention of public nuisance and the protection of children from harm.

RIGHT OF APPEAL

All parties are reminded of their right to appeal against this decision to the Magistrates' Court by virtue of Section 181 and Schedule 5 Part 1 of the Licensing Act 2003. Any appeal must be made within the period of 21 days beginning with the date on which you are notified of the decision.

Any Appeal is commenced by a notice addressed to:

The Clerk to the Justices, North and East Devon Magistrates' Court Office, Southernhay Gardens, Exeter, EX1 1UH Telephone 01392 415300.

Parties are advised to contact the court office to check the form of notice required and the fee payable.

The Chair of Licensing Sub Committee



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