

Licensing/Gambling Hearing

To: Councillors Kent, Nicholls and Perrett

Date: Tuesday, 29 September 2026

Time: 11.00 am

Venue: West Offices, York

A G E N D A

1. Chair

To elect a Member to act as Chair of the meeting.

2. Apologies for Absence

To receive and note apologies for absence.

3. Introductions

4. Declarations of Interest

At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

[Please see attached sheet for further guidance for Members].

5. Exclusion of Press and Public

To consider excluding the Press and Public during the sub-committee's deliberations and decision-making at the end of the hearing, on the grounds that the public interest in excluding the public outweighs the public interest in that part of the meeting taking place in public, under Regulation 14 of the Licensing Act 2003 (Hearings) Regulations 2005.

6. The Determination of an Application by Dr Graham Dykes for a Temporary Events Notice (TEN) [Section 105 in respect of Little J, Chapel House, North Street, York, YO1 6JD (CYC-079604) (pages 21 – 69)]

Democratic Services Officer:

Name: Angela Bielby

Contact Details:

- Telephone – (01904) 5525999
- Email – a.bielby@york.gov.uk

For more information about any of the following, please contact the Democratic Services officer responsible for servicing this meeting:

- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats.

Contact details are set out above.

Alternative formats

If you require this document in an alternative language or format (e.g. large print, braille, Audio, BSL or Easy Read) you can:



Email us at: cycaccessteam@york.gov.uk



Call us: **01904 551550** and customer services will pass your request onto the Access Team.



Use our BSL Video Relay Service:
www.york.gov.uk/BSLInterpretingService

Select 'Switchboard' from the menu.



We can also translate into the following languages:

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی میا کی جاسکتی ہیں۔ (Urdu)

Appendix 8 – Public Participation Protocol

PART A – Rules applying to all meetings

General

1. These rules apply to all physical, remote and hybrid meetings unless otherwise stated in this protocol. The Monitoring Officer and the Head of Democratic Governance will review this protocol every six months to ensure it remains fit for purpose. Any changes to this protocol will be reported to the Audit & Governance Committee and ultimately Full Council for the purposes of updating the Council's Constitution.
2. Residents are encouraged to participate in the Council's decision making process by sharing their views in a number of ways.

Making representations in response to the Forward Plan

3. You can find out about forthcoming Executive and Executive Member business by looking at the Council's Executive Forward Plan which is published on the Council's website. You can make representations on any forthcoming Executive business by sending your views in writing to the report author either by email or post up to 3 weeks before the decision is due to be taken – residents views received after that time may not be addressed in the report but may be addressed at the meeting. The public can contact the Council regarding this through HaveYourSay, or can contact the author of the report.
4. The report author's contact details can be found on each individual Forward Plan item.

Participating at a public meeting

5. All meetings are open to the public except when exempt or confidential information is being discussed. Agendas for meetings can be found on the Council's website, at least five working days before the meeting.

6. Dates, times and agendas for meetings are available via the calendar of council meetings on the Council website, at local libraries and on the West Offices notice board, usually five days before the meeting. You can also contact Democratic Services by emailing democratic.services@york.gov.uk or telephoning York (01904) 551088 to find out when a meeting is taking place or to request an agenda.
7. Physical Council meetings take place at West Offices, although meetings of the Full Council are held at The Guildhall unless alternative details are published in the notice of meeting.
8. Remote meetings take place on a video conferencing platform.
9. Meetings take place at West Offices (or Guildhall (or alternative venue detailed within the notice/summons) for Full Council) and on a video conferencing platform.
10. Council meetings are usually live webcast and retained on YouTube which you can find out more about at <https://www.youtube.com/user/cityofyorkcouncil>
In some instances the meeting will be recorded and not live webcast. In these circumstances, the recording of the meeting will be uploaded to the YouTube page as soon as practically possible after the meeting.
11. You can participate in a meeting by attending and listening to councillors debate and make decisions or by registering to speak.

How do I do this and what are the rules?

12. Any member of the public living or working in the City of York Council area, or any appointed representative of any organisation operating within the council's area, may participate or register to speak. Anyone wishing to speak should register no later than 5pm two working days before the meeting takes place. You can register on the Council's website at <https://www.york.gov.uk/form/SpeakAtCouncilMeetings>.

13. Only the Lord Mayor chairing Full Council, or the Councillor chairing the meeting, has the authority to accept a late registration to speak at a meeting.
14. With the exception of Licensing Sub Committee Hearings, and Planning Committee meetings (see Part B, paragraph 27), there is a maximum period of 30 minutes at each meeting to listen to public speakers. Each person registered to speak is allocated a maximum time of 3 minutes and there will be a maximum of 10 registered public speakers at each meeting, registered on a first come first served basis.
15. Councillors will listen to each speaker but will not usually make any comments or seek to debate any issues raised at this stage other than occasionally to ask questions of clarification.
16. A registered speaker at an Ordinary Council meeting may speak about an item on the published agenda for that meeting or issues which fall within the remit of that committee. A registered speaker at an Extraordinary Council meeting may only speak about the substantive item on the published agenda for that meeting. There will be no public participation rights in respect of Extraordinary Council Meetings dealing with staffing matters, and requests to speak at such meetings will be declined.
17. In exercising their public participation rights a member of the public is entitled to express views positive or negative about the Council but must not:
 - Say anything which is defamatory or discriminatory;
 - Make any personal attack on an Officer and / or Member;
 - Disclose confidential information or exempt information including personal information.

Written representations from Members of the Public and those registered to speak at meetings

18. The following rules apply to all meetings of the Council except for Licensing Sub Committee Hearings, and Planning Committee meetings which are set out in Part B.
19. If you are unable to be present or speak at the meeting at which you have registered to speak a written representation may be submitted for consideration at the meeting. The statement must be sent to Democratic Services using the contact details on the published agenda for the relevant officer or, alternatively by emailing democratic.services@york.gov.uk no later than 5pm two working days before the meeting at which it is to be raised takes place. Your name and address must be included along with the name of any group or organisation you are representing. Any written representations received will be published along with the agenda for the relevant meeting. If within the 2 day period of the meeting taking place you are unexpectedly unable to attend or speak at the meeting, you may submit your written representation to Democratic Services and the Chair will exercise their discretion as to whether to accept your representation.
20. Written representations shall be circulated to Members prior to the commencement of the meeting. No discussion shall be allowed upon written representations. Written representations may not be read out on your behalf.
21. If all or part of the written representation is defamatory, discriminatory or relates to confidential information or exempt information including personal information, the Chair, in consultation with the Monitoring Officer, shall have the right to redact those parts of the written representation prior to circulation to Members and publication with the agenda or rule the written representation out of order in which case it shall not be circulated to Members and shall not be published with the agenda.

City of York Councillors wish to speak at a meeting of which they are not a Member

22. City of York Councillors who wish to speak at a meeting of which they are not a Member may participate in meetings in any of the ways described in these rules. The rules in relation to public participation will apply to such City of York Councillors as they would to any member of the public.

PART B – Rules applying to specific meetings

General

23. The rules in Part A of this public participation protocol apply to all physical, remote and hybrid meetings other than for the specific exceptions set out in this Part B. Only exceptions to the rules in Part A are set out in Part B. For all other matters the rules remain the same as those in Part A.

Remote Meetings

24. Where public meetings are held remotely or in hybrid form, the provisions for Public Participation will be in accordance with the Council's Procedure Rules and Guidance for Remote Meetings contained in Appendix 23 of the Constitution. Anyone wishing to register to speak at a remote meeting will do so no later than 5pm two working days before the meeting takes place.

Meetings of Council chaired by the Lord Mayor

25. Public participation at all meetings of Full council will occur in accordance with the Council Procedure Rules at Appendix 3 of this constitution.

Planning Committee meetings

26. The public participation rules applicable to the Planning Committee are set out in Article 13 of this Constitution.

Licensing Committee meetings

27. The rules on public participation at Licensing Committee meetings are as set out in Part A.

General Licensing Sub-Committee and Taxi Licensing Sub-Committee hearings

28. The rules on public participation at General Licensing Sub-Committee and Taxi Licensing Sub-Committee hearings is set out in Annex 1 to this document.

**ANNEX 1 – GENERAL LICENSING SUB – COMMITTEE AND
TAXI LICENSING SUB COMMITTEE
PROCEDURE FOR LICENSING HEARINGS**

1. The procedure adopted at licensing hearings is at the discretion of the Sub-Committee but will normally follow the pattern outlined below.
2. The Council's licensing hearings procedure is based on regulations made under the Licensing Act 2003. The procedure is intended as a general framework to ensure natural justice and a fair hearing. The Sub-Committee will be guided by legal principles in determining whether evidence is both relevant and fairly admitted. Sub-Committee Members have a duty to view all evidence presented before them impartially. No matter how strong local opinion may be, Sub-Committee Members can only make decisions in the context of the licensing objectives as set out in legislation as follows:
 - The prevention of crime and disorder
 - Public safety
 - The prevention of public nuisance
 - The protection of children from harm
3. The licensing hearing will be in public session and this involves the publication of all paperwork relevant to the hearing on the Council's website. This includes letters of representation either in support or objection. Name and address details of those making representations will be made public. Telephone numbers, email addresses and signatures will be omitted. The Sub-Committee may exclude the public from a hearing if it considers it in the public interest to do so. However, the decision will be made in private.
4. In view of the requirement to hold hearings within specified timescales (usually 20 working days from the last date for representations), the Council is unable to enter into discussions to identify dates convenient to all parties concerned. In exceptional circumstances, the Council will consider applications to hold hearings at a later date.
5. The Council will provide a record of the hearing in a permanent and intelligible form and keep it for 6 years from the date of determination

or disposal of any Appeal. The live stream of the Hearing will be recorded and the recording placed on the Council's website.

Representations at Licensing Hearings

6. The Applicant is permitted to speak at the hearing. Ward Councillors, responsible Authorities and Representors are only permitted to speak if they have made written submissions during the consultation period. The Applicant and any Representors shall attend in person wherever possible. Any party to a hearing may be assisted or represented by any person, legally or otherwise.
7. All parties will be given a fair hearing and each party will have the same amount of time in which to address the Sub-Committee and question each other. Each party will have 15 minutes to address the Sub-Committee and call any witnesses and 5 minutes for questions.
8. However, where there are groups of individuals with a common interest, for example local residents making similar representations either for or against an application, consideration should be given to nominating a spokesperson. Otherwise the Sub-Committee may impose a time limit for such representations where there is pressure on the Sub-Committee to hear numerous applications in a short period of time or for any other valid reason.
9. The Sub-Committee may take into account any documentary evidence or other information in support of the application or representations either before the hearing or, with the consent of all other parties, at the hearing. For remote meetings the procedure set out in paragraphs 14 to 18 below will be followed.
10. If any Representors fail to attend the hearing, the Sub-Committee will normally proceed but will consider their written representation. In considering written evidence in the absence of a Representor, appropriate weight will be attached, given that the person cannot be questioned by the Applicant and Members.
11. The Sub-Committee is required to disregard any information given or evidence produced by a party or witness which is not relevant to the

application, representations, or notice, and the promotion of the licensing objectives. Duplication should be avoided. Comments must be confined to those points already made, although the parties may expand on their written submissions. The Sub-Committee will have read and familiarised themselves with all the written submissions and the issues prior to the hearing, and therefore do not require the points to be made at length. The Applicant and Representors cannot raise substantial new information at a hearing which has not been seen previously by the other parties.

12. A Representor **may not** introduce any new ground or objection not referred to in their written submission. Additional representations which do not amount to an amplification of the original representation will not be considered by the Sub-Committee.
13. Any person behaving in a disruptive manner will be asked to leave the hearing. However, if this occurs, that person will be entitled to submit in writing any information they would have been entitled to give orally.

Procedure prior to the Hearing - remote and hybrid meetings

14. Where the meeting is held remotely or in hybrid form the Sub-Committee will use a video-conferencing platform when the hearing is in public session. Clear instructions will be provided to participants on how to join the remote hearing. The Sub-Committee may exclude the public from all or part of a hearing if it considers it is in the public interest to do so. Should any part of the hearing need to be held in private session, a separate private online meeting will be convened by the Sub-Committee using a secure video-conferencing platform. This video-conferencing platform will also be used for decision making in private.
15. All paperwork relevant to the hearing will be published online on the Council's website, 5 working days before the remote hearing. The documents will be produced in PDF format and will be paginated to permit ease of reference during the remote hearing. Name and address details of those making representations will be made public. Telephone numbers, email addresses and signatures will be omitted.

16. 5 working days before the remote hearing is due to take place, the Council will contact the parties with a list of issues they would like any party to specifically address them on or clarify at the hearing.
17. If in light of the Council's list of issues any party wishes to produce any further documentary evidence they should submit this to the Council by email three working days before the hearing.
18. Any documentary evidence that is not submitted to the Council by email three working days before the hearing will not be admitted without the agreement of all parties. If it is essential to a party's case that the material be admitted, then the Sub-Committee will consider adjourning the remote hearing to allow all parties a fair opportunity to consider it.
19. Should any party wish to rely on any points of law, specific references in the s.182 Guidance, specific references in the Council's Policy or any other external resources, these should be set down in an electronic document and submitted to the Council by email three working days before the hearing.

Procedure prior to the Hearing – Physical Meetings

20. The Members sitting on the Sub-Committee will have a briefing prior to the hearing, usually in the meeting room where the hearing is to take place. They will only be accompanied by the Democratic Services Officer and the Council's Legal Advisor. During the briefing, attention will only be drawn to the nature of the application and the premises or person to which it relates and any procedural matters.
21. At any hearing of an application, the Licensing Officer, the Applicant and any Representors or representatives will report to reception and be asked to wait in reception until called into the meeting room. Please arrive 15 minutes before the advertised start time.

Procedure at the Hearing

22. The Chair introduces the Sub-Committee Members and Officers and welcomes the Applicant and Representors (or their representatives), and establishes the identity of all who will be taking part.

23. The Chair will outline the procedure to be followed.

24. The Chair will proceed with the order of business on the agenda.

Licensing Officer

25. When the agenda item relating to the application is reached, the Chair will invite the Licensing Officer to present the application.

26. The Chair will invite all parties (who have registered to speak) and/or their representative to ask questions of the Licensing Officer [maximum 5 minutes each party] in the following order:

- Applicant
- Police
- Other Responsible Authority [each in turn]
- Ward Councillors [each in turn]
- Interested Parties [each in turn]
- Sub-Committee Members [each in turn]

The Application

27. The Chair will invite the Applicant and/or their representative to address the Sub-Committee, present information in support of the application and call any witnesses to support their application, one witness at a time [*maximum 15 minutes*].

28. The Chair will invite the Representors (who have registered to speak) and/or their representative to ask questions of the Applicant and/or their representative in the following order [*maximum 5 minutes each party*]

- (i) Police
- (ii) Other Responsible Authorities [each in turn]
- (iii) Ward Councillors [each in turn]
- (iv) Interested Parties [each in turn]
- (v) Sub-Committee Members [each in turn]

29. The Applicant and each of their witnesses may be questioned by:

- Members of the Sub-Committee;
- The Sub-Committee's legal adviser.

The Representations

30. The Chair will invite the Representors (who have registered to speak) and/or their representatives to address the Sub-Committee, present information and call any witnesses in support of their representation *[maximum 15 minutes each party]* in the following order:

- (i) Police
- (ii) Other Responsible Authorities [each in turn]
- (iii) Ward Councillors [each in turn]
- (iv) Interested Parties [each in turn]

31. After each presentation the Chair will invite questions from the Applicant and Representors (who have registered to speak) *[maximum 5 minutes per party]* in the following order:

- Applicant
- Police
- Other Responsible Authority [each in turn]
- Ward Councillors [each in turn]
- Interested Parties [each in turn]
- Sub-Committee Members [each in turn]

32. Where there are groups of individuals with a common interest, for example local residents, presentation through an appointed spokesperson is preferred but not mandated.

Cross-examination

33. Cross-examination of another party is not normally permitted. However, the Sub-Committee will consider any application for permission to cross examine another party should any party wish to make such an application.

Summaries

34. The Chair will invite the Applicant and Representors (who have registered to speak) or their representative to summarise their case *[maximum 5 minutes each party]* in the following order:

- (i) Police
- (ii) Other Responsible Authorities [each in turn]
- (iii) Ward Councillors [each in turn]
- (iv) Interested Parties [each in turn]
- (v) Applicant

35. The Chair will provide the Sub-Committee members with a final opportunity to seek clarification from any of the parties on any points raised, or seek advice from the Licensing Officer on policy, or from the Legal Advisor on law and jurisdiction.

36. The Sub-Committee's legal adviser may seek points of clarification from the Applicant, Representors or their representative.

Determination

37. When all the evidence has been heard, the Chair will declare the hearing closed and ask the Licensing Officer, the Applicant and Representors (or their representatives) plus any witnesses present to leave the committee room and the Sub-Committee will consider the evidence. Where the meeting is being held remotely or in hybrid form the Sub-Committee will withdraw to consider their decision in a separate private on line meeting.

38. The Legal Adviser and Democratic Services Officer will remain present during the decision making process. These officers will not comment on the merits of the application, but will be present to provide advice on legal and procedural points and to record the decision.

39. Unless expressly stated by the Sub-Committee in the hearing, the Sub-Committee will not invite the parties back into the committee room or return to the public online meeting to announce their decision. The Sub-Committee will provide an outline of their decision in writing to the Applicant and Representors on the day of the hearing concluding,

unless further time is required to deliberate. The decision will then be communicated in full, in writing, including the reasons for the Sub-Committee's decision, to the Applicant and Representors, usually within 5 working days of the hearing concluding. The full decision letter will include information about the rights of appeal against the determination made.

40. In the event that the Sub-Committee do return to the public online meeting to announce their decision, the Sub-Committee will only announce an outline of their decision. There can be no further questions or statements from any party. The decision will then be communicated in full, in writing, including the reasons for the Sub-Committee's decision, to the Applicant and Representors, usually within 5 working days of the hearing concluding. The full decision letter will include information about the rights of appeal against the determination made.

Declarations of Interest – guidance for Members

- (1) Members must consider their interests, and act according to the following:

Type of Interest	You must
Disclosable Pecuniary Interests	Disclose the interest, not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Directly Related) OR Non-Registrable Interests (Directly Related)	Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak, but otherwise not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Affects) OR Non-Registrable Interests (Affects)	Disclose the interest; remain in the meeting, participate and vote <u>unless</u> the matter affects the financial interest or well-being: (a) to a greater extent than it affects the financial interest or well-being of a majority of inhabitants of the affected ward; and (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest. In which case, speak on the item <u>only if</u> the public are also allowed to speak, but otherwise do not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.

- (2) Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (3) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations,

and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.



Licensing Act 2003 Sub Committee**29 September 2026**

Report from the Director – Environment & Regulatory Services

Section 100 Licensing Act 2003, The Licensing Act 2003 (Permitted Temporary Activities) (Notices) Regulations 2005 as amended by The Licensing Act 2003 (Permitted Temporary Activities) (Notices) (Amendment) Regulations 2016 and the Police Reform and Social Responsibility Act 2011:

Submission of a Temporary Event Notice (TEN) for Little J's, Chapel House, North Street, York, YO1 6JD

Summary

1. This report seeks Members determination of a Temporary Event Notice (TEN) submitted under the Licensing Act 2003 to authorise the sale by retail of alcohol and the provision of regulated entertainment for a two-day event scheduled to take place from 30 October until 1 November 2026.
2. Reference number: CYC- 079604
3. Name of premises user: Graham Dykes
4. Type of authorisation applied for: Temporary Event Notice
5. Summary of application: The nature of the TEN is to allow for the sale by retail of alcohol and the provision of regulated entertainment, for a Halloween open mic cabaret and disco. The event is scheduled to take place Little J's, Chapel House, North Street, York from 11am on 30 October until 4am on 1 November, closing at 5am, for an occupancy of 120 people.

Background

6. A TEN authorises the provision of licensable activities on a temporary basis without the need for a premises licence or club premises certificate. A TEN is submitted by a 'premises user' who is an individual aged over 18 years. A TEN is subject to various restrictions,

one of which includes limiting the maximum number of people attending the event at any one time to less than 499.

7. The Police and Environmental Protection Officers can object to a TEN on the grounds that it would undermine 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.
8. A copy of the TEN is attached at Annex 1.
9. This premises also holds a premises licence reference CYC 082555 which was granted in November 2025. A copy of the premises licence is included at Annex 2 for information only.

Promotion of Licensing Objectives

10. There is no requirement for a premises user to indicate how the licensing objectives will be met and there is no provision on the TEN-application form to allow for this information to be entered.

Special Policy Consideration

11. This premises is located within the cumulative impact assessment area which was approved by full council on 27 March 2025. Section 9 of the Statement of Licensing Policy which deals with Cumulative Impact can be found at Annex 3.

Consultation

12. Consultation was carried out by the premises user in accordance with S100 Licensing Act 2003 and The Licensing Act 2003 (Permitted Temporary Activities) (Notices) Regulations 2005 as amended by The Licensing Act 2003 (Permitted Temporary Activities) (Notices) (Amendment) Regulations 2012. The premises user complied with all statutory requirements.
13. All procedural aspects concerning the submission of the TENs and the submission of the notices of objection have been complied with.

Summary of Objections

14. An objection to the TEN has been received from the Public Protection Team at the City of York Council on the grounds that the prevention of public nuisance licensing objective will be undermined if the event is to take place. A copy of the objection is attached at Annex 4.
15. An objection to the TEN has been received from North Yorkshire Police on the grounds the prevention of crime and disorder, prevention of public nuisance, public safety and protection of children from harm licensing objectives will be undermined if the event is to take place. A copy of the objection is attached at Annex 5.

Options

16. By virtue of s106 of the Act, the Committee have the following options available to them in making their decision: -
17. Option 1: Modify the terms of the TEN.
18. Option 2: Issue a counter notice refusing authorisation of the TEN.
19. Option 3: Choose not to issue a counter notice

Analysis

20. The following could be the result of any decision made this Sub Committee:-
21. Option 1: This decision could be appealed at Magistrates Court by the premises user or the objector.
22. Option 2: This decision could be appealed at Magistrates Court by the premises user.
23. Option 3: This decision could be appealed at Magistrates Court by the objector.

Council Plan

24. The Licensing Act 2003 has 4 objectives the prevention of crime and disorder, public safety, prevention of public nuisance and the protection of children from harm.
25. By taking the statutory requirements of the Licensing Act into consideration, as well as the four licensing objectives when determining licensing applications, the Council are supporting the new and existing licence trade, as well as local residents and

businesses. The functions support the Council's Plan commitments to make York a healthier, fairer, more accessible place, where everyone feels valued, creating more regional opportunities to help today's residents and benefit future generations. It supports the particular priority for a fair, thriving, green economy for all.

Implications

26.

- **Financial** - N/A
 - **Human Resources (HR)** – N/A
 - **Equalities** – The Council recognises, and needs to take into account its Public Sector Equality Duty under Section 149 of the Equality Act 2010 – to have due regard to the need to eliminate discrimination, harassment, victimisation and any other prohibited conduct; advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and foster good relations between persons who share a relevant protected characteristic and persons who do not share it in the exercise of a public authority's functions.
 - **Legal** – This decision could be appealed at Magistrates Court by the applicant or any of the objectors.
 - **Crime and Disorder** - The Committee is reminded of their duty under the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the authority's responsibility to co-operate in the reduction of crime and disorder in the city.
 - **Information Technology (IT)** – N/A
 - **Property** – N/A
- Other** – none

Risk Management

27. All Members of the Licensing Act 2003 Committee have received full training on the Act and the regulations governing hearings. They are aware that any decision made which is unreasonable or unlawful could be open to challenge resulting in loss of image, reputation and potential financial penalty.

28. The report details the options available to the panel in determining the application and recommends that a decision be reached. There are no risks involved with this recommendation.

Recommendations

29. Members determine the application.
Reason: To address the objections received as required by the Licensing Act 2003.

Contact Details

Author:

Lesley Cooke
Licensing Manager

Tel No. 01904 551515

Chief Officer Responsible for the report:

Dave Atkinson
Director Environment & Regulatory Services

**Report
Approved**



Date 23.09.26

Specialist Implications Officer(s)

Head of Legal & Democratic Services
Ext: 1004

Wards Affected: Micklegate



For further information please contact the author of the report

Background Papers:

- Annex 1** - Copy of TEN
- Annex 2** - Copy of Premises Licence
- Annex 3** - Cumulative Impact Assessment
- Annex 4** - Public Protection Objection
- Annex 5** - North Yorkshire Police Objection
- Annex 6** - Legislation and Policy Considerations

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CITY OF YORK COUNCIL
Licensing Services, Hazel Court EcoDepot, James Street,
York, YO10 3DS

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 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 ☐ Mrs ☐ Miss ☐ Ms ☐ Other (please state) Dr		
Surname	Dykes		
Forenames	Graham		
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 ☐ Mrs ☐ Miss ☐ Ms ☐ Other (please state)		
Surname			
Forenames			
3. Your date of birth		Day	Month
4. Your place of birth		York	
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)			
28 Heworth Village,			
Post town York		Postcode YO31 1AF	
7. Other contact details			
Telephone numbers			
Daytime			
Evening (optional)			
Mobile (optional)			
Fax number (optional)			
E-Mail address (if available)	9		

8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)	
Little j, Chapel House, North Street,	
Post town York	Postcode YO1 6JD
9. Alternative contact details (if applicable)	
Telephone numbers: Daytime	██████████
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail address (if available)	██████████

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)	
Little j, Chapel House, York, YO1 6JD, as defined by the title number NYK241937	
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	not in effect, disallows reg. ent; holder Little Jay Ltd not in operation
Club premises certificate number	n/a
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)	
n/a	
Please describe the nature of the premises below. (Please read note 4)	
Purpose-built community centre/church hall, used now for LGBTI+ support groups from David Skaith 'chairty' funding. We cannot invest in the premises to comply with the premises licence until public protection respond to our instructed sound engineers to sign-off acoustics (currently PP refusing to work with). Rachael Maskell MP asserts a position of CYC discrimination (ratified by York LGBT Forum) and has written to CYC CEO on 25/8/26 & 14/9/26 but receives no reply. PP have not replied to 12/8/26 email despite Director Dave Atkinson saying "we will find a way of removing the conditions" on 18/8/26 we have heard nothing, so we are forced into this TEN.	

Please describe the nature of the event below. (Please read note 5)
Halloween open-mic cabaret & disco Fri 30th Oct with reg. entertainment 7pm to 3am, close 4am, with Ru Paul star Charra Tea performing. Halloween cabaret & disco Sat 31st Oct with regulated entertainment 7pm to 4am, close 5am, with Big Brother 2025 star Sam Ashby performing. Halloween is akin to "gay Christmas". Includes music, drag, comedy, dancing, spoken word etc at a pop-up bar for the LGBTI+ community's halloween Fri & Sat eve. York LGBT Forum/Little j will have to abandon any further events here and make alt. arrangements if CYC continues to refuse to communicate with Rachael Maskell MP and/or our expert Sound Engineers Dragonfly.

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	☒	
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	☐	
The provision of regulated entertainment (Please read note 7)	☒	
The provision of late night refreshment	☐	
Are you giving a late temporary event notice? (Please read note 8)	☐	
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 9)		
30th October - 1st November 2026		
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)		
11.00 30/10/26 to 04.00 1/11/26, close 05:00 1/11/26		
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)		
120		
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	☒
	Off the premises only	☐
	Both	☐

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)

No

4. Personal licence holders (Please read note 14)		
Do you currently hold a valid personal licence? (Please tick)	Yes ☒	No ☐
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority	City of York Council	
Licence number	CYC-079312	
Date of issue	25/2/2025	
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 ☐	No ☒
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 ☐	No ☒

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 ☐	No ☒
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 ☐	No ☒
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 ☐	No ☒
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 ☐	No ☒

7. Checklist (Please read note 17)	
I 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	☒
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated	☒
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	☒
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	☐
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police	☐
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	☐
Made or enclosed payment of the fee for the application ZZES00570535	☒
Signed the declaration in Section 9 below	☒

See details of Licensing Act 2003 statutory fees for temporary events notices:
www.york.gov.uk/LicensingAct2003StatutoryFees.

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 or 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	16th September 2026
Name of Person signing	Graham Dykes

For completion by the licensing authority

10. Acknowledgement (Please read note 20)	
I acknowledge receipt of this temporary event notice.	
Signature	
	On behalf of the licensing authority
Date	
Name of Officer signing	

Notes for Guidance

General

In these notes, a person who gives a temporary event notice is called a “premises user”.

The police and local authority exercising environmental health functions may intervene on the grounds of 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) to prevent the occurrence of an event at which permitted temporary activities are to take place or to agree a modification of the arrangements for such an event. However, the licensing authority will intervene of its own volition in the cases described below.

First, it will issue a counter notice if there is an objection to a late temporary event notice (see note 8 below).

Secondly, it may issue a notice in relation to its decision to impose conditions on a temporary event notice (see note 2 below).

Thirdly, it will issue a counter notice if the first, second, third and fifth of the limits set out below would be exceeded. If any of the limits below are breached or if a counter notice has been issued, any licensable activities taking place would be unauthorised and the premises user would be liable to prosecution. The limitations apply to:

- the number of times a person may give a temporary event notice (50 times per year for a personal licence holder and 5 times per year for other people);
- the number of times a person may give a late temporary event notice (10 times per year for a personal licence holder and 2 times per year for other people);
- the number of times a temporary event notice may be given in respect of any particular premises (15 times in a calendar year);
- the length of time a temporary event may last for these purposes (168 hours or 7 days);
- the maximum aggregate duration of the periods covered by temporary event notices at any individual premises (21 days per calendar year); and
- the scale of the event in terms of the maximum number of people attending at any one time (a maximum of 499).

For the purposes of determining the overall limits of 50 temporary event notices per personal licence holder (in a calendar year) and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count towards those totals. The limits applying to late temporary event notices are included within the overall limits applying to the total number of temporary event notices. Note 16 below sets out the definition of an “associate”.

When permitted temporary activities take place, a premises user must ensure that either:

- a copy of the temporary event notice is prominently displayed at the premises; or
- the temporary event notice is kept at the premises either in his own custody or in the custody of a person present and working at the premises and whom he has nominated for that purpose.

Where the temporary event notice is in the custody of a nominated person, a notice specifying that fact and the position held by that person must be displayed prominently at the premises.

Where the temporary event notice or a notice specifying the nominated person is not displayed, a constable or an authorised person (for example, a licensing officer, fire officer or environmental health officer) may require the premises user to produce the temporary event notice for examination. Similarly, where the nominated person has the temporary event notice in his custody, a constable or authorised person may require that person to produce it for examination. Failure to produce the temporary event notice without reasonable excuse would be an offence.

It should also be noted that the following, among other things, are offences under the Licensing Act 2003:

- the sale or supply of alcohol to children under 18 years of age (subject to an unlimited fine on conviction);
- allowing the sale of alcohol to children under 18 (subject to an unlimited fine on conviction);
- knowingly allowing the consumption of alcohol on the premises by a person aged under 18 (subject to an unlimited fine, on conviction);
- allowing disorderly behaviour on the premises (subject to a fine not exceeding level 3 on the standard scale, on conviction);
- the sale of alcohol to a person who is drunk (subject to a fine not exceeding level 3 on the standard scale, on conviction);
- obtaining alcohol for a person who is drunk (subject to a fine not exceeding level 3 on the standard scale, on conviction);
- knowingly allowing a person aged under 18 to make any sale or supply of alcohol unless the sale or supply has been specifically approved by the premises user or any individual aged 18 or over who has been authorised for this purpose by the premises user (subject to a fine not exceeding level 1 on the standard scale, on conviction); and
- knowingly keeping or allowing to be kept on the premises any smuggled goods which have been imported without payment of duty or which have otherwise been unlawfully imported (subject to a fine not exceeding level 3 on the standard scale, on conviction).

In addition, where the premises are to be used primarily or exclusively for the sale or supply of alcohol for consumption on the premises, it is an offence to allow children under 16 to be present when the premises are open for that purpose unless they are accompanied by an adult. In the case of any premises at which sales or supplies of alcohol are taking place at all, it is an offence for a child under 16 to be present there between the hours of midnight and 5am unless accompanied by an adult. In both instances, the penalty on conviction is a fine not exceeding level 3 on the standard scale, currently £1,000.

Note 1

A temporary event notice may only be given by an individual and not, for example, by an organisation or club or business. The individual giving the notice is the proposed “premises user”. Within businesses, clubs or organisations, one individual will therefore need to be identified as the proposed premises user.

If you include an e-mail address in section 1(7) or 1(9), the licensing authority may send to this the acknowledgement of receipt of your notice or any notice or counter notice it is required to give under sections 104A, 106A or 107 of the Licensing Act 2003.

Note 2

For the purposes of the Licensing Act 2003, “premises” means any place. Premises will therefore not always be a building with a formal address and postcode. Premises can include, for example, public parks, recreation grounds and private land.

If a premises licence or club premises certificate has effect in relation to the premises (or any part of the premises) which you want to use to carry on licensable activities, it is possible that any conditions which apply to the licence or certificate may be imposed on the temporary event notice if certain pre-conditions are met. These pre-conditions are that the police or the local authority exercising environmental health functions object to the notice and the licensing authority decides:

- not to give a counter notice under section 105 of the Licensing Act 2003;
- the conditions apply to the licence or certificate; and
- the imposition of the conditions on the notice would not be inconsistent with the carrying on of the licensable activities under the notice.

Note 3

A temporary event notice can be given for part of a building, such as a single room or a plot within a larger area of land. You should provide a clear description of the area in which you propose to carry on licensable activities. This is important as any licensable activities conducted outside the area of the premises protected by the authority of this temporary event notice would be unlawful and could lead to prosecution.

In addition, when holding the proposed event, the premises user would need to be able to restrict the number of people on the premises at any one time when licensable activities are taking place to less than 500. If more than 499 are on the premises when licensable activities are being carried on, the licensable activities would be unlawful and the premises user would be liable to prosecution. The maximum figure of 499 includes, for example, staff, organisers, stewards and performers.

Note 4

A description of the nature of the premises assists the chief officer of police and local authority exercising environmental health functions in deciding if any issues relating to the licensing objectives are likely to arise. You should state clearly that the premises to be used are, for example, a public house, a restaurant, an open field, a village hall or a beer tent.

Note 5

A description of the nature of the event similarly assists the chief officer of police and local authority exercising environmental health functions in making a decision as to whether or not to make an objection. You should state clearly that the event taking place at the premises would be, for example, a wedding with a pay bar, the supply of beer at a particular farmers’ market, a discotheque, the performance of a string quartet, a folk group or a rock band.

Note 6

The licensable activities are:

- the sale by retail of alcohol;
- the supply of alcohol by or on behalf of a club to, or to the order of, a member of a club;
- the provision of regulated entertainment; and
- the provision of late night refreshment.

Note 7

Regulated entertainment, subject to specified conditions and exemptions, includes:

- (a) a performance of a play;
- (b) an exhibition of a film;
- (c) an indoor sporting event;
- (d) a boxing or wrestling entertainment;
- (e) a performance of live music;
- (f) any playing of recorded music;
- (g) a performance of dance; and
- (h) entertainment of a similar description to that falling within (e), (f) or (g).

In terms of specific regulated entertainments please note that:

- Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.

- any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

If you are uncertain whether or not the activities that you propose are licensable, you should contact your licensing authority for further advice.

Note 8

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event in relation to which the notice is given. A late notice given later than 5 working days before the event to which it relates will be returned as void and the activities described in it will not be authorised.

The number of late notices that can be given in any one calendar year is limited to 10 for personal licence holders and 2 for non-personal licence holders. These count towards the total number of temporary event notices (i.e. 50 temporary event notices per year for personal licence holders and 5 temporary event notices for non-personal licence holders).

If there is an objection from either the police or local authority exercising environmental health functions, the event will not go ahead and a counter notice will be issued.

Note 9

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Note 10

You should state here the times during the event period, for example 48 hours, when you intend to carry on licensable activities. For example, you may not intend to carry on licensable activities throughout the entire 48 hour event period, and may intend to sell alcohol between 8.00 hrs and 23.00 hrs on each of the two days.

Note 11

No more than 499 may be on the premises for a temporary event at any one time when licensable activities are being carried on. If you intend to have more than 499 attending the event, you should obtain a premises licence for the event. Your licensing authority should be able to advise you. The maximum figure of 499 includes not only the audience, spectators or consumers but also, for example, staff, organisers, stewards and performers who will be present on the premises.

Note 12

If you indicate that alcohol will be supplied only for consumption on the premises, you would be required to ensure that no person leaves the premises with alcohol supplied there. If such a supply takes place, the premises user may be liable to prosecution for carrying on an unauthorised licensable activity. Similarly, if the premises user gives notice that only supplies of alcohol for consumption off the premises will take place, he/she must ensure that alcohol supplied is not consumed on the premises. The premises user is free to give notice that he/she intends to carry on both types of supplies. For this purpose, the supply of alcohol includes both of the first two licensable activities listed in note 6 above.

Note 13

Relevant entertainment is defined in the Local Government (Miscellaneous Provisions) Act 1982 (“the 1982 Act”) as *any live performance or any live display of nudity which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of the audience (whether by verbal or other means)*. Relevant entertainment therefore includes, but is not limited to, lap dancing and pole dancing.

The 1982 Act requires premises which provide relevant entertainment to be licensed under that Act for this purpose. Premises at which there have not been more than eleven occasions on which such entertainment has been provided within a period of 12 months, no such occasion has lasted for more than 24 hours and there has been a period of at least one month between each such occasion are exempt from the requirement to obtain a licence under the 1982 Act. Such premises are likely instead to require an authorisation under the Licensing Act 2003 to be used for such activities as these are a licensable activity (the provision of regulated entertainment — see note 6 above). A temporary event notice may be given for this purpose.

Note 14

The holder of a valid personal licence issued under the Licensing Act 2003 may give up to 50 temporary event notices in any calendar year subject to the other limitations in the 2003 Act. A proposed premises user who holds such a licence should give the details requested.

Note 15

As stated under Note 14, a personal licence holder (issued under the Licensing Act 2003) may give up to 50 temporary event notices (including 10 late notices) in any calendar year. An individual who does not hold a personal licence may only give 5 temporary event notices (including 2 late notices) in England and Wales in any calendar year. A calendar year is the period between 1st January to 31st December inclusive in any year.

If an event straddles two calendar years, it will count against the limits on temporary event notices (15 for each premises, 21 days for each premises, 50 per personal licence holder and 5 for non-holders) for each year. However, only one notice needs to be given.

For the purposes of determining the overall limits of 50 temporary event notices per personal licence holder (in a calendar year) and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count towards those totals. Note 16 below sets out the definition of an “associate”.

If a temporary event notice has been given for the same premises, by the same premises user, and would have effect within 24 hours before the start of the event period under the current proposal or within 24 hours after the end of that period, the temporary event notice given would be void and any licensable activities carried on under it would therefore be unlicensed.

For the purposes of determining whether or not the required gap of 24 hours is upheld, temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count as if they had been given by the premises user. Note 16 below sets out the definition of an “associate”.

Note 16

An “associate” of the proposed premises user is:

- a. the spouse or civil partner of that person;
- b. a child, parent, grandchild, grandparent, brother or sister of that person;
- c. an agent or employee of that person; or
- d. the spouse or civil partner of a person within (b) or (c).

For these purposes, a person living with another as that person’s husband or wife is to be treated as that person’s spouse.

Note 17

It is a requirement that you send at least one copy of this notice to the licensing authority at least ten working days (or five working days for a late notice) before the commencement of the proposed licensable activities. The authority will give you written acknowledgement of the receipt of the notice. This will be important proof that you gave the notice and when you gave it for the purposes of the Act. Some premises may be situated in two licensing authority areas, for example, where a building or field straddles the local authority boundary. Where this is the case, at least one copy of the notice must be sent to each of the licensing authorities identified, together with the appropriate fee in each case. In such circumstances, you will receive acknowledgements from all the relevant licensing authorities.

One copy must be sent to each of the chief officer of police and the local authority exercising environmental health functions for the area in which the premises is situated at least ten working days for a standard notice (or five working days for a late notice) before the commencement of the proposed licensable activities. Where the premises are situated in two police areas or environmental health areas, a further copy will need to be sent to the further police force and local authority exercising environmental health functions.

Note 18

Under the Licensing Act 2003, all temporary event notices are given subject to a mandatory condition requiring that where the licensable activities involve the supply of alcohol, all such supplies must be made by or under the authority of the named premises user. If there is a breach of this condition, the premises user and the individual making the supply in question would be liable to prosecution. For this purpose, the supply of alcohol includes both of the first two licensable activities listed in note 6 above.

Note 19

It is an offence knowingly or recklessly to make a false statement in, or in connection with, a temporary event notice. (A person is to be treated as making a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement.) To do so could result in prosecution and an unlimited fine.

Note 20

You should not complete section 10 of the notice, which is for use by the licensing authority. It may complete this section as one means of giving you written acknowledgement of its receipt of the notice.

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LICENSING ACT 2003

PREMISES LICENCE

Schedule 12

Part A

Part 1 Premises details

Premises licence number
CYC - 082555

Postal address of premises:

Chapel House, North Street

Post town: **York**

Post code: **YO1 6JD**

Telephone number:

Expiry date: This licence has no expiry date.

Licensable activities authorised by the licence:

Plays
Films
Indoor sporting events
Live Music
Recorded Music
Performances of Dance
Other Entertainment
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities:

PLAYS
Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

FILMS

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

INDOOR SPORTING EVENTS

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

LIVE MUSIC

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

RECORDED MUSIC

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

PERFORMANCES OF DANCE

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

OTHER ENTERTAINMENT

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

SUPPLY OF ALCOHOL

Monday 11:00 - 01:00	Tuesday 11:00 - 01:00	Wednesday 11:00 - 01:00	Thursday 11:00 - 03:00
Friday 11:00 - 03:00	Saturday 11:00 - 03:00	Sunday 11:00 - 01:00	

Non Standard Timings

Licensable activities will be extended to 03:00 on Halloween and Bank Holidays Sundays, and 04:00 on New Years Eve and Pride

The Opening Hours of the Premises

Monday 07:00 - 02:00	Tuesday 07:00 - 02:00	Wednesday 07:00 - 02:00	Thursday 07:00 - 04:00
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Friday 07:00 - 04:00	Saturday 07:00 - 04:00	Sunday 07:00 02:00
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07:00 04:00 on Halloween and Bank Holiday Sundays

07:00 – 04:30 New Years Eve and Pride (Pride is defined as the Saturday closet to the Pride Parade held in York City Centre)

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

On the premises

Part 2

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

Name: Little Jay Limited

Address: Chapel House
North Street
York
YO1 6JD

Telephone number: None

Email address:

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

15592684

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

Name: Graham Mark Dykes

Address:

[REDACTED]

Telephone number: None

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

City of York Council
CYC 079312

Annex 1 – Mandatory conditions

MANDATORY CONDITIONS IN RELATION TO THE SUPPLY OF ALCOHOL

1. In accordance with section 19 of the Licensing Act 2003, where a premises licence authorises the supply of alcohol, the licence must include the following conditions.
2. The first condition is that no supply of alcohol may be made under the premises licence -
 - a) at a time where 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.
3. The second condition is that every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
4. (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).
5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
6. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of 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, or
 - b) an ultraviolet feature.
7. 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: 25ml or 35ml; and
 - iii. still wine in a glass: 125ml;
 - 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 quantity of alcohol to be sold, the customer is made aware that these measures are available.

MANDATORY CONDITION - ALCOHOL 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,
 - ii. D is the rate 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
 - iii. 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 this 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.

MANDATORY CONDITION: DOOR SUPERVISION

1. In accordance with section 21 of the Licensing Act 2003 (as amended by section 25 Violent Crime Reduction Act 2006), where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must -

- a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
- b) be entitled to carry out that activity by virtue of section 4 of that Act.

2. But nothing in subsection (1) requires such a condition to be imposed -

- a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films), or
- b) in respect of premises in relation to –
 - i. any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence, or
 - ii. any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).

3. For the purposes of this section -

- a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and which is licensable conduct for the purposes of that Act (see section 3(2) of that Act), and
- b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

MANDATORY CONDITION: EXHIBITION OF FILMS

1. In accordance with section 20 of the Licensing Act 2003, where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
3. Where –
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
4. In this section - 'children' means persons aged under 18; and 'film classification body' means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

Annex 2 – Conditions consistent with the operating schedule

Licensing Objectives

The Prevention of Crime and Disorder

1. Staff training will be given regarding staff's obligation under the Licensing Act in respect of the:-
 - Retail sale of alcohol
 - Age verification policy
 - Conditions attached to the Premises Licence
 - Permitted Licensable activities
 - The Licensing objectives and
 - The Opening Times of the venue.

Staff training records will be kept for a minimum of one year and will be made available upon request from any Responsible Authority.

2. A digital colour CCTV system will be installed to cover the premises, and recorded coverage will include all areas (including outside areas) to where public have access to consume alcohol as well as the exit/entrance.
3. The CCTV system will cover the main entrance/s and exit/s and designated emergency access routes from the premises.
4. The CCTV will be maintained, working and recording at all times when the premises are open.
5. The CCTV system will be of a satisfactory resolution quality and will contain the correct time and date information.
6. The recordings will be of good evidential quality to be produced in Court or other such hearing.

7. Copies of the recordings will be kept available for any Responsible Authority for 31 days. Subject to Data Protection requirements.
8. Copies of the recordings shall be made available to any Responsible Authority within 48 hrs upon request. Subject to Data Protection requirements.
9. If the DPS of PLH are not on site then there will be a supervisor nominated in their absence.
10. Ongoing risk assessments will be made, and use of radios will be reviewed if necessary.
11. No customer will be permitted to take open bottles of alcohol or glasses from the premises/outdoor area.
12. Every effort will be made for all bottles and glasses to be removed from the public areas as soon as they are finished with.
13. The DPS will prominently display notices which inform customers that open bottles or glasses may not be taken from the premises/outdoor area.
14. Non -Alcoholic drinks will be readily available at all times.
15. All-inclusive nights or other inappropriate/volume drinking promotions that promote excessive drinking philosophy will not be permitted.
16. Clear and legible notices will be displayed at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.

Public Safety

17. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
18. Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.
19. Access for emergency vehicles will remain clear.
20. Regular safety checks of all fixtures and fittings will be made, and records of these checks will be kept.
21. Empty bottles and glasses will be collected regularly, paying particular attention to outdoor areas.
22. A maximum of 12 people will be permitted to use the upstairs area and will be closed to general access when appropriate.
23. A suitably trained First Aider or appointed person will be provided when alcohol is being served at the premises.
24. Adequate and appropriate First Aid equipment and materials will be available on the premises at all times.

25. The premises will have an up-to-date Fire Risk Assessment at all times.

The Prevention of Crime and Disorder

26. Clear and legible notices will be displayed at exits requesting patrons to leave the premises quietly having regard to the needs of local residents, in particular emphasising the need to refrain from shouting and anti-social behaviour

27. For large events, such as Pride, staggered dispersal and queue management strategies will be put in place.

28. No external speakers shall be used.

29. The disposal of bottles into outdoor receptacles will be avoided, wherever possible, between 23:00 and 07:00 so as to minimise noise disturbance to neighbouring properties.

30. The DPS will ensure that litter arising from people using the premises is cleared away regularly.

The Protection of Children from Harm

31. No Children under the age of 18 will be permitted in the premises beyond 22:00

Annex 3 – Conditions attached after a hearing by the licensing authority on 13 November 2025

1. The premises will operate as an LGBTQI+ community events venue and bar.

2. The sale of alcohol shall cease 30 minutes before close of business on any given day to allow for 'drinking up' time.

3. When the venue is open and operating for licensable activities, a minimum of one SIA-registered door supervisor shall be provided at the premises from 21:00 hours until the close of business on the following occasions:

- Saturdays and any Sunday preceding a Bank Holiday Monday.
- Any day on which race meetings are held at York Racecourse, with the exception of the Family Raceday held in September and the first race meeting in May.

4. At all other times the need for SIA licensed door staff shall be determined in accordance with a risk assessment, to be carried out by the Designated Premises Supervisor and/or the Premises Licence Holder. When employed, door staff will wear high visibility arm bands.

5. The management of the venue will comply with any written, reasonable and justified request made by North Yorkshire Police regarding the provision of Door Supervisors should the need arise at other times. When employed, a register of those door supervisors employed shall be maintained at the premises and shall include:

- i. The number of door staff on duty;
- ii. The SIA badge number and name of each member of door staff;
- iii. The times the door staff are on duty;
- iv. Any incidents.

6. The licence holder will operate a Challenge 25 Age Verification Policy at the premises. Identification which is accepted as proof of age must bear the holder's photograph, date of birth, and either a holographic mark or ultraviolet feature. Examples of acceptable ID include photo card driving licences, passports, military identification or proof of age cards bearing the PASS hologram, although other forms of ID which meet the criteria laid out above are also acceptable.

7. Customers shall not be permitted to take glass outside (including the designated outside area).

8. An incident log shall be kept at the premises, and made available upon immediate request to an authorised officer from any responsible authority, which will record the following:

- All crimes reported to the venue
- All ejections of patrons
- Any complaints received
- Any incidents of disorder
- Seizures of drugs or offensive weapons
- Any faults in the CCTV system or searching equipment or scanning equipment
- Any refusal of the sale of alcohol
- Any visit by a relevant authority or emergency service

Details of which shall be retained for a period of 12 months from the date recorded.

9. Any entertainment, performance, service, or exhibition involving nudity or sexual stimulation which would come within the definition of a sex establishment in Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 shall not be provided.

10. The premises will take part in and comply with any crime reduction initiatives, when requested to do so by a responsible authority.

11. A noise management plan shall be submitted and approved by The Environmental Protection Team of City of York Council within 2 months of the premises licence being granted. The Noise Management Plan shall include a procedure for investigating noise complaints received from the premises and controlling smokers in the outside area. Once agreed the Premises Management shall ensure compliance with all aspects of the approved Noise Management Plan.

12. The footprint of the outside area shall be clearly defined by semi-permanent removal barriers.

13. Patrons shall not use the external area other than for ingress and egress, queueing and smoking between the following hours 22:00 hours and 8:00 hours.

14. All tables and chairs in the outside licensed area shall be removed by 22:30 hours each day and stored away securely within the premises until 8:00 hours the following day.

15. All doors save for the outer front door exiting on to North Street (except for immediate ingress or egress), and windows shall remain closed when regulated entertainment is taking place.

16. No regulated entertainment shall take place at the premises until either the Environmental Protection team of the City of York Council are satisfied that the sound insulation performance of the building envelope of the premises is satisfactory at preventing noise break out of sound from regulated entertainment or until a detailed scheme of noise insulation measures have been submitted to and agreed with the Environmental Protection team of the City of York Council and then implemented, at which time this condition shall be removed from the licence by the Licensing Authority.

17. If deemed appropriate by Environmental Protection, within 2 months of a written request by the City of York Council's Environmental Protection team, a tamper-proof noise-limiting device shall be fitted to the sound system within the premises and all music played at the premises must pass through this sound limiter at a level first agreed in writing by the City of York Council's Environmental Protection Team. Thereafter the device shall not be altered or modified without prior agreement with the City of York Council's Environmental Protection team. The device must be of a type and in a location approved in writing by the City of York Council's Environmental Protection team.

18. A door along the passageway between the bar and the rear door shall be installed to create an acoustic lobby.

19. Where the venue is hired out for a private event, children under the age of 18 will be permitted to remain until close of the premises subject to the supervision of a responsible adult.

Annex 4 – Approved Plan

Plan Number: Signed and Dated November 2025



For and on behalf of the
Director of Environment and
Regulatory Services

Date: 13 November 2025
22 August 2026 (Minor variation)

Licensing Services
Hazel Court Eco Depot
James Street
York YO10 3DS

Phone: 01904 552422
Email: licensing@york.gov.uk
Website: www.york.gov.uk/licensing



PREMISES LICENCE SUMMARY

Part B

Part 1 Premises details

Premises licence number
CYC - 082555

Postal address of premises:

Chapel House, North Street

Post town: **York**

Post code: **YO1 6JD**

Telephone number:

Where the licence is time limited the date:

This licence has no expiry date.

Licensable activities authorised by the licence:

Plays
Films
Indoor sporting events
Live Music
Recorded Music
Performances of Dance
Other Entertainment
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities:

PLAYS
Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

FILMS

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

INDOOR SPORTING EVENTS

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

LIVE MUSIC

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

RECORDED MUSIC

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

PERFORMANCES OF DANCE

Indoors

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

Sunday
23:00 - 01:00

OTHER ENTERTAINMENT

Monday
23:00 - 01:00

Tuesday
23:00 - 01:00

Wednesday
23:00 - 01:00

Thursday
23:00 - 03:00

Friday
23:00 - 03:00

Saturday
23:00 - 03:00

SUPPLY OF ALCOHOL

Monday 11:00 - 01:00	Tuesday 11:00 - 01:00	Wednesday 11:00 - 01:00	Thursday 11:00 - 03:00
Friday 11:00 - 03:00	Saturday 11:00 - 03:00	Sunday 11:00 - 01:00	

Non Standard Timings

Licensable activities will be extended to 03:00 on Halloween and Bank Holidays Sundays, and 04:00 on New Years Eve and Pride

The Opening Hours of the Premises

Monday 07:00 - 02:00	Tuesday 07:00 - 02:00	Wednesday 07:00 - 02:00	Thursday 07:00 - 04:00
Friday 07:00 - 04:00	Saturday 07:00 - 04:00	Sunday 07:00 - 02:00	

07:00- 04:00 on Halloween and Bank Holiday Sundays

07:00 – 04:30 New Years Eve and Pride (Pride is defined as the Saturday closet to the Pride Parade held in York City Centre)

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

On the premises

Name and (registered) address of holder of premises licence:

Name: Little Jay Limited

Address: Chapel House
North Street
York
YO1 6JD

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

15592684

Name of designated premises supervisor where the premises licence authorises the supply of alcohol:

Graham Mark Dykes

State whether access to the premises by children is restricted or prohibited

No Children under the age of 18 will be permitted in the premises beyond 22:00

Where the venue is hired out for a private event children under the age of 18 will be permitted to remain until close of the premises subject to the supervision of a responsible adult.

A Challenge 25 Policy will be in operation.

FILMS

1. In accordance with section 20 of the Licensing Act 2003, where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
3. Where -
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
4. In this section - 'children' means persons aged under 18; and 'film classification body' means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).



For and on behalf of the
Director of Environment and
Regulatory Services

Date: 13 November 2025
22 August 2026 (Minor Variation)

Licensing Services
Hazel Court Eco Depot
James Street
York YO10 3DS

Phone: 01904 552422
Email: licensing@york.gov.uk
Website: www.york.gov.uk/licensing

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9. Cumulative Impact

9.1 Cumulative impact has been included within the Section 182 guidance issued by the Home Office since the commencement of the Act. Cumulative impact assessments were introduced at Section 5A of the Act by the Police and Crime Act 2017. Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area.

9.2 Section 5A of the Act provides provision for licensing authorities to publish a document, cumulative impact assessment, stating that the licensing authority considers that a number of relevant authorisations in respect of premises in one or more parts of its area, described in the assessment, is such that it is likely that it would be inconsistent with the authority's duty under the Act to grant any further relevant authorisations in respect of premises in that part or those parts. Relevant authorisations means:

- premises licence
- club premises certificate

9.3 Prior to the introduction of Section 5A of the Act, the Council included a Cumulative Impact Policy within its Statement of Licensing Policy since 2005, in relation to an area within York city centre. The Council published its first Cumulative Impact Assessment (assessment) in March 2019, following a review the second assessment was published in March 2022.

Cumulative Impact Assessment

9.4 As required by the Act the Council has reviewed the cumulative impact area following the receipt of evidence provided by the Police and the Councils Public Protection Service (noise). The Council has published its third assessment in relation to an area that has been identified in York city centre. A map showing the area can be found in the assessment.

9.5 As required by the Act the Council has formally consulted on the assessment.

9.6 The Council will review the assessment at least every three years as

required by the Act. The assessment is available on the Council's website.

- 9.7 By publishing the assessment the Council is setting down a strong statement of intent about its approach to considering applications for grant and variation of premises licences or club premises certificates in the area described. The Council must have regard to the assessment when determining or revising this Statement of Licensing Policy.

Cumulative Impact Area

- 9.8 The published assessment relates to an area within York city centre. This area has been identified because evidence shows that the cumulative impact of the number and concentration of licensed premises in this area continue to adversely affect residents, visitors and other businesses and therefore adversely affecting the promotion of the licensing objectives:
- prevention of crime and disorder
 - prevention of public nuisance
- 9.9 The Police and Public Protection have provided information that the nature of this area is such that the problems and cumulative impact directly relates to the style of businesses operating in the area and their clientele, due to the concentration of:
- pubs, bars, nightclubs, restaurants, cafes, hotels (with bars open to the general public), late night refreshment premises (takeaways) and off-licensed premises (including supermarkets and convenience stores);
 - especially in the night-time economy; and
 - especially at weekends (day and night-time economy).

Applications within the Cumulative Impact Area

- 9.10 Applications for new premises licences or variations for premises situated within the cumulative impact area, that are likely to add to the cumulative impact already experienced, will normally be refused if relevant representations are received. The applicant will be expected to demonstrate through the operating schedule, the steps that they intend to take to promote the licensing objectives, so that the Council and responsible authorities can be satisfied that granting a new or varied licence will not add to the cumulative impact already being experienced.

- 9.11 The onus is on the applicant to demonstrate to the responsible authorities the suitability of how their proposal will not add to the cumulative impact. To assist this process the Council recommends early consultation with responsible authorities; this can be done directly with those authorities or through the Council's Licensing Section. Applicants should also have regard to the guidance issued by the Home Office under Section 182 of the Act.
- 9.12 The assessment does not relieve the responsible authorities or any other person the need to make relevant representations where they consider the licensing objectives would be undermined by if the application was granted. Anyone making a representation may base their evidence on the published assessment, or the fact that an assessment has been published for the area. As with all licensing applications under the Act, if no relevant representations are received an application within the cumulative impact area will be granted in terms consistent with the operating schedule.
- 9.13 The assessment does not change the fundamental way that a licensing decision is made, each application will be considered on its own merits. It is open for the Council to grant an application where it is considered appropriate and where the applicant can demonstrate in the operating schedule that they would not be adding to the cumulative impact. Where relevant representations are received and the Council determines to grant an application, reasons for granting the application will be given to the applicant, the Chief Officer of Police and all parties who made a relevant representation, with the reasons for departing from the Policy. If the Council decides that an application should be refused, reasons for the refusing the application will be given to the applicant and all parties who made a relevant representation.
- 9.14 Application for the grant or variation of a premises licence in the cumulative impact area may be considered more favourably if the applicant can demonstrate through the operating schedule that if:
- the application relates to the 'on-sale' of alcohol, that the premises is going to be predominantly food led with:
 - alcohol being sold/supplied ancillary to a meal, with substantial* food being served throughout the duration of the operating hours;
 - no vertical drinking, all customers seated at tables;
 - set number of table covers;
 - table service only, no customers at the bar;
 - no drinks promotion, unless they are in line with a food promotion.
- *something more substantial than a bag of crisps or a bowl of olives or nuts.

- the application relates to the 'off-sale' of alcohol, that the premises does not:
 - do drinks promotions;
 - offer single cans of –
 - beer
 - lager
 - cider
 - spirits with a mixer
 - wine
 - offer small bottles of wine (200ml or less);
 - offer small bottles of spirit (50ml or less);
 - high strength (above 5% ABV) beer/lager/cider;
 - promote alcohol outside or inside the premises;
 - display alcohol near entrance doors.

Bielby, Angela (Democratic Services)

From: Golightly, Michael
Sent: 21 September 2026 17:43
To: licensing@york.gov.uk
Cc: 'NYPLicensing@northyorkshire.police.uk'
Subject: Temporary Event Notice for the 30th October to 1st November 2026 at Little J, Chapel House, North Street, York, YO1 6JD

Hi All

Environmental Protection are making representation to the temporary event notice for the 30th October to 1st November 2026 at Little J, Chapel House, North Street, York, YO1 6JD on the grounds of the prevention of public nuisance and the protection of children from harm.

There is already a premises licence in place which was passed by the Licensing Committee. As the applicant wishes to use the premises for regulated entertainment well into the early hours of the morning and the premises is a very old building with unknown sound reduction performance, close to nearby residential flats and hotels, in the Cumulative impact area of York, conditions were attached to the premises licence to control noise and prevent a public nuisance.

Due to these concerns condition 16 was attached to the premises licence restricting regulated entertainment from taking place until the Environmental Protection team are satisfied that the sound insulation performance of the building envelope of the premises is satisfactory at preventing noise break out of sound from regulated entertainment or until a detailed scheme of noise insulation measures has been submitted to and agreed with the Environmental Protection team and then implemented. This condition has not yet been signed of as having been complied with and so we are still unsure as to whether the building envelope will prevent noise from regulated entertainment causing a public nuisance.

Further to this, the applicant has not offered to implement any of the conditions from the premises licence that would control noise nor offered any measures, so as to prevent a public nuisance from occurring during this event. They have also not offered any verification of age to prevent underage sales from occurring.

We, are therefore, unable to support the application for this event and would advise that it is refused on the grounds of the prevention of public nuisance and the protection of children from harm.

Regards

Michael Golightly
Environmental Health Officer



Consultancy Services by Public Protection

- Air Quality • Contaminated Land • Food & Drink • Health & Safety
- Licensing (Noise) • Pollution • Primary Authority • Trading Standards

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Our Ref: 26/02771/133 Little J – Chapel House YO1 6JD

Email: NYPLicensing@northyorkshire.police.uk

Address: Licensing Services
Hazel Court
EcoDepot
York
YO10 3DS

Date: 21 September 2026

Notice of Objection

**Temporary Event Notice for
Little J Chapel House North Street
York**

Dear Licensing Authority,

I acknowledge receipt of the Temporary Event Notice (TEN) submitted by Dr Graham Dykes for Little J Chapel House North Street York YO1 6JD, received by North Yorkshire Police on 17 September 2026 which relates to licensable activities at Little J Chapel House York between the following times: -

- 30th October - 1st November 2026 11.00 30/10/26 to 4.00hrs 1/11/26, close 05:00 1/11/26

The purpose of this letter is to serve notice on you under Section 104(2) Licensing Act 2003 of my objection to Dr Dykes Temporary Event Notice.

I believe that granting the TEN would undermine the following licensing objectives: -

- The Prevention of Crime and Disorder
- The Prevention of Public Nuisance
- Public Safety
- Protection of Children from Harm

The reasons for my objection are outlined below: -

Little J is located in York's cumulative impact area, identified as such due to the concentration of licensed premises and the alcohol fuelled crime and disorder and anti-social behaviour already experienced in the vicinity. The current policy came into effect on 27th March 2025. It is imperative that venues who wish to operate licensable activities within this area under an authorisation have due regard to the promotion of all four licensing objectives and ensure risk mitigation measures are implemented.

Little J currently have a premise licence issued under the Licensing Act 2003, CYC - 082555 refers.

Under this premise licence supply of alcohol is authorised until 0300hrs on Fridays and Saturdays.

Upon receipt of this temporary event notice I telephoned Dr Dykes, the applicant, to discuss what "provisions" the venue would have in place for the event. Dr Dykes explained that due to some conditions on the licence regarding noise nuisance which he was in the process of challenging he was left with no choice but to submit a TEN for the Halloween period but would have doorstaff and as a responsible operator would seek to ensure that the premises would operate in line with a number of conditions on the licence namely CCTV. Following our conversation, I emailed Dr Dykes regarding what the police would seek in respect of the TEN.

Dr Dykes did reply and a further telephone conversation took place on 21st September 2026 regarding the timings with me.

As we were not able to reach agreement regarding the timing for the sale of alcohol, I advised Dr Dykes I would lodge an objection but if agreement could be made around the timings the police would be willing to support the TEN. (Appendix 1 refers).

I also advised that the current licence could still be used for the supply of alcohol.

North Yorkshire Police do not support the sale of alcohol until 0400hrs at a premises in the cumulative impact area under a Temporary Event Notice, which falls outside the scope of a premise licence with conditions imposed to ensure that the licensing objectives are not undermined.

The following documents are attached to this letter: -

Appendix 1 – Email correspondence with applicant

Yours Sincerely,

Jackie

PS133 Booth
Licensing Manager
Local Policing Support
Tel 101 Ext 30133
Mobile: 07710977979
Email: - Jacqueline.booth@northyorkshire.police.uk

Appendix 1 – TEN Little J's

From: Booth, Jackie
Sent: 21 September 2026 16:18
To:
Cc:
Subject: RE: Temporary Event Notice Little J's - Halloween

Dear Graham/Ashley,

Thank you for your time on the phone today to discuss the reply you have sent below. As discussed, the police would not be able to support the sale of alcohol until 0400hrs on the 01/11/26.

As explained consumption is not a licensable activity so if the premises was to stop sale of alcohol at 0300hrs should persons wish to remain on site they could do this as I outlined in our discussions.

At this time, I will respond to the licensing authority to object to the sale of alcohol until 0400hrs and that the police would be willing to support until 0300hrs. If you decide that this could be a workable option going forward to enable you to host the Halloween event please come back.

Kind Regards

Jackie

PS133 Booth
Force Licensing Manager
Local Policing Support
Tel 101 Ext 30133
Mobile:
Email:-

Please note my working days are Mon, Tues, Wed & Thurs.
Committed to the Code of Ethics

From:
Sent: 20 September 2026 15:31
To: Booth, Jackie
Cc: Ashley Smith <Ashley.Smith@yorklgbtforum.org>
Subject: Re: Temporary Event Notice Little J's - Halloween

k>

CAUTION: This email originated from outside of North Yorkshire Police. Please DO NOT click on links or open attachments unless you were expecting the email, recognise the sender, and know the content is safe.

Dear Jackie,

Thank you for our telephone chat, we hope you enjoyed a nice weekend break. We look forward to talking further in the coming week about making 9 Castlegate work for us.

We have a couple of celebrities coming for Halloween so we'd be having 2 SIA door staff and also don't want to send people out early if they are enjoying the drag.

We'd therefore be happy to agree (1) and (2) be undertaken in addition to the adhering to the licensable hours detailed in the submitted TEN:

1) A min of 2 SIA doorstaff shall be provided at the premises from 2100hrs on Saturday 31/10/26 and will remain until all customers have vacated the premises. Risk assessment for Friday to be undertaken.

2) CCTV conditions from the licence to be adhered to for the duration of the event.

Would this be acceptable?

Kind regards,
Graham

On 17 Sep 2026, at 17:02, Booth, Jackie <Jacqueline.Booth@northyorkshire.police.uk> wrote:

Good Afternoon, Graham

Thank you for your time on the telephone today to discuss the Temporary Event Notice you have submitted for Little J's for 30 October to 01 November 2026 to cover the Halloween period and events being hosted at the premises.

You have explained why you have submitted a TEN and are not using the current premise licence regarding conditions pertaining to regulated entertainment.

I have considered if you were using the premise licence you would be able to operate as follows:-

SUPPLY OF ALCOHOL -

Friday	Saturday	Sunday
--------	----------	--------

11:00 - 03:00

11:00 - 03:00

11:00 - 01:00

Licensable activities will be extended to 03:00 on Halloween and Bank Holidays Sundays, and 04:00 on New Years Eve and Pride

The Opening Hours of the Premises

07:00 to 04:00 Halloween and Bank Holiday Sundays

Considering the above police licensing would seek the following undertakings in respect of the TEN:-

1. A min of 1 SIA doorstaff shall be provided at the premises from 2100hrs on Saturday 31/10/26 (this would be consistent with current premise licence) and will remain until all customers have vacated the premises. Risk assessment for Friday to be undertaken.
2. CCTV conditions from the licence to be adhered to for the duration of the event.
3. The sale of alcohol will cease in line with the above timings at 0300hrs on both days

If you are in agreement to the above, please advise by return email.

As discussed, I am back in the office on Monday 21st September if you wish to discuss further.

Kind Regards

Jackie

PS133 Booth
Force Licensing Manager
Local Policing Support
Tel 101 Ext 30133
Mobile: 07710977979
Email:- Jacqueline.booth@northyorkshire.police.uk

Please note my working days are Mon, Tues, Wed & Thurs.
Committed to the Code of Ethics

ANNEX 6**Legislation and Policy Considerations**

1. The following provisions of the Licensing Act 2003 apply to this application: Section 4 General Duties of Licensing Authorities; Sections 104 to 106 Objections.
2. The following provisions of the Police Reform and Social Responsibility Act 2011 which amended the Licensing Act 2003 apply to this application; Part 2 Licensing, Chapter 1 Amendments of the Licensing Act 2003, Temporary Event Notices.
3. The following provisions of Regulation 2918, Licensing Act 2003 (Permitted Temporary Activities) (Notices) Regulations 2005: Submission of a Temporary Event Notice (TEN as amended by The Licensing Act 2003 (Permitted Temporary Activities) (Notices) (Amendment) Regulations 2016;
4. The following provisions of the Secretary of State's guidance apply to this application: Chapter 2 The Licensing Objectives, Chapter 3 Licensable Activities and Chapter 7 Temporary Event Notices (TENs).
5. The following paragraphs of the licensing authority's statement of licensing policy apply to this application: 5.2 General Principles for Determination of Applications; 12 Temporary Event Notices (TENs).
6. The Committee is reminded of their duty under the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the authority's responsibility to co-operate in the reduction of crime and disorder in the city.
7. The Committee is reminded that the Human Rights Act 1998 guarantees the right to a fair hearing for all parties in the determination of their civil rights. The Act also provides for the protection of property, which may include licences in existence, and the protection of private and family life.

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