Licensing Sub-Committee

MINUTES of the OPEN section of the Licensing Sub-Committee held on Thursday 2 July 2026 at 10.00 am at Online/Virtual

---

PRESENT:	Councillor Jane Salmon (Chair) Councillor Sunny Lambe Councillor Kath Whittam
OTHER MEMBERS PRESENT:	Councillor Callum Fowler (observing)
OFFICER SUPPORT:	Debra Allday, legal officer Jayne Tear, licensing officer Andrew Weir

1. APOLOGIES

This was a virtual licensing sub-committee meeting.

The chair explained to the participants and observers how the virtual meeting would run. Everyone then introduced themselves.

There were no apologies for absence.

2. CONFIRMATION OF VOTING MEMBERS

The voting members were confirmed verbally, one at a time.

3. NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE CHAIR DEEMS URGENT

There were none.

4. DISCLOSURE OF INTERESTS AND DISPENSATIONS

There were none.

5. LICENSING ACT 2003: KINGSWOOD HOUSE, SEELEY DRIVE, LONDON SE21 8QN

The licensing officer presented their report. Members had questions for the licensing officer.

The applicant and their legal representative addressed the sub-committee. Members had questions for the applicant and their legal representative.

The licensing sub-committee heard from the local MP, Helen Hayes, in her capacity as an other person. Members had questions for the local MP.

The licensing sub-committee heard from other person 4. Members had questions for other person 4.

The licensing sub-committee noted the written objections from five other persons, who were not in attendance at the meeting.

All parties were given up to five minutes for summing up.

The meeting adjourned at 11.05am for the sub-committee to consider its decision.

The meeting reconvened at 11.29am and the chair advised everyone present of the decision.

RESOLVED:

That the application made by HH Kingswood Limited for a premises licence under Section 17 of the Licensing Act 2003 in respect of the premises known as Kingswood House, Seeley Drive, London SE21 8QN is granted. .

Hours

The sale of alcohol to be consumed on and off the premises:	• Sunday to Tuesday from 09:00 to 22:30, • Wednesday to Saturday from 09:00 to 23:30
Plays; films, live music, recorded music, performance of dance and anything of a similar description to live music, recorded music and performance of dance (all indoors)	• Sunday to Tuesday from 09:00 to 23:00 • Wednesday to Saturday from 09:00 to 00:00

	Non-Standard timings: From the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day
Late night refreshment (indoors)	• Wednesday to Saturday from 23:00 to 00:00
Opening hours:	• Sunday to Tuesday from 09:00 to 23:00, • Wednesday to Saturday from 09:00 to 00:00

Conditions

The operation of the premises under the licence shall be subject to the relevant mandatory conditions, any conditions derived from the operation schedule highlighted in Section M of the application form.

Reasons

This was an application for a premises licence in respect of Kingswood House, Seeley Drive, London SE21 8QN.

The licensing sub-committee heard from the legal representative for the applicant who advised that Kingswood House was a community arts centre, culture hub, and events venue and was very much a community premises, there was also a commercial element to ensure that it was successful long term.

It was explained that in February 2023 Kingswood Arts CIC was a granted a licence to the premises and hours were extended in April 2024.

Due to the economic climate in June 2025 Kingswood Arts Community Interest Corporation (CIC), became Kingswood Arts Charitable Incorporated Organisation (CIO). Unfortunately, the CIO was placed into administration and due to an oversight, the licence was not transferred within 28 days as required under the Act, therefore, the premises licence lapsed.

The legal representative emphasised the application the only reason for the application was because the licence had not been transferred in time and as soon as the applicant became aware of the lapsed licence, a new application was submitted, and events were held under Temporary Event Notices (TENs).
The hours applied for were the same as those granted on the previous licence in April 2024. The only difference being, non-standard timings were also included.

There had been only one unsubstantiated complaint had been made in connection with either the previous licence or under the TENs and none of the responsible authorities had submitted objections. Conscious that the premises was in such close proximity to residents and mindful the resident objections concerned noise, a comprehensive noise management and dispersal policy, had also been circulated.

In addition to the noise management and dispersal policy, there was also condition in the operating schedule of the licence that a telephone number be prominently displayed so residents may contact the venue in the event of any issues arising. Residents were also reminded that the local MP, Helen Hayes had a drop-in surgery every two weeks at the premises; if residents didn't want to communicate directly with the premises, they could be communicated with the MP.

In terms of the outside area, a condition had been included closing the external areas at 21:00 hours, except for 15 smokers that are allowed to go outside, without taking drinks, as those permitted to take drinks, tend to linger and they chat.

The licensing sub-committee heard from the Helen Hayes MP for Dulwich and West Norwood constituency and had represented Kingswood House and the Kingswood Estate as either as a MP or ward councillor for 16 years and with the help of the ward councillors, helped shape the plans that the council had to bring in a new operator and to reinvigorate the House to a thriving community venue in the heart of the Kingswood Estate .

Kingswood House was primarily a community venue supported financially by commercial operations. It was surrounded by council homes, where sound reverberated around the Estate, making residents are extremely sensitive to noise. Under the previous operator, complaints were made to the ward councillors of residents being disturbed which caused them annoyance. The MP recounted an event she attended and witnessed speakers outside on the terrace of the venue pointing towards the homes on the Kingswood Estate. Residents reported similar occasions all the time.

Local residents wanted to see the venue thrive and if it were to be licensed, the licence should have sufficiently robust conditions that ensured residents were not subjected to amplified noise outside and to constant disturbance from people accessing and exiting events at the House.

The licensing sub-committee heard from other person 4 who stated the events under the previous management at the venue were unruly and the noise from the premises was loud, with windows and doors open and speakers on the terrace and with people drinking away on the terrace etc. The noise from events was so loud it funnelled to Bowen Drive, hitting the rear of the houses where bedrooms were located. More recently, events were taking place at the did take place on the field at the rear of the House. By way of example, an event had taken place at the premises over the weekend of which went on until 22:30-23:00 hours, so from the premises, effective measures appeared to be in place.

The licensing sub-committee considered the representations from five other persons, namely local residents who were not in attendance at the hearing.

The licensing sub-committee in considering the premises licence application the premises had been under a new management team for approximately six months, and there had been no substantiated complaints ever received. The management of Kingswood House were able to control the events taking place in the premises, the times of the events, and whether the doors and windows and terraces are open. It was, however, unable to control what takes place in the open space at the rear of the premises.

Whilst the sub-committee was sympathetic to the residents' complaints of noise disturbance, Kingswood House can not be held responsible for them; they have no control over the open space.

The licensing sub-committee was mindful of paragraph 9.43 of the s.182 Guidance to the Licencing Act 2003 (February 2026) that provides: "The authority's determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve". Having considered the application carefully, it finds no evidence supporting either the refusal of the licence or granting the licence with reduced hours.

Finally, Kingswood House forms part of the local heritage in the area and pursuant to 1.18 of the same guidance, the sub-committee is also committed to consider the need to promote growth and deliver economic benefits.

For the premises to thrive, it was important for there to be dialogue between the management team, residents, ward councillors and the MP so they feel confident to raise any issue (should it arise) with the premises direct. The premises could only succeed as a community venue, if the community utilises it and has the requisite confidence in the management team operating it. The sub-committee were hopeful that the hearing and granting the premises licence went some way in building this relationship.

In reaching its decision, the licensing sub-committee had regard to all the relevant considerations, its equality duties and four licensing objectives and the National Licensing Policy Framework for the Hospitality and Leisure Sectors England and Wales (November 2025) and considered that this decision was appropriate and proportionate.

Appeal rights

The applicant may appeal against any decision:

a. To impose conditions on the licence
b. To exclude a licensable activity or refuse to specify a person as premises supervisor.

Any person who made relevant representations in relation to the application who desires to contend:

a. That the licence ought not to have been granted; or
b. That, on granting the licence, the licensing authority ought not to have imposed different or additional conditions to the licence, or ought to have modified them in a different way

may appeal against the decision.

Any appeal must be made to the Magistrates' Court for the area in which the premises are situated. Any appeal must be commenced by notice of appeal given by the appellant to the Magistrates' Court within the period of 21 days beginning with the day on which the appellant was notified by the licensing authority of the decision appealed against.

The meeting ended at 11.32am.

CHAIR:

DATED: