



Ms Marsh
Secretary
Ponders End Smallholders Association
82A Church Road
Enfield
EN3 4NU

Please reply to : Charlotte Palmer
Senior Licensing Enforcement Officer
E-mail : charlotte.palmer@enfield.gov.uk
Phone : 0208 379 3965
Textphone :
Fax :
My Ref :
Your Ref : WK/217021426
Date : 21st July 2017

Dear Ms Marsh,

**Ponders End Smallholders Association, 82A Church Road, Enfield, EN3 4NU
Licensing Act 2003 – Club Premises Certificate – LN/200600378**

Thank you for the information you have provided me with in response to my letter dated 6th July 2017. I have considered the information provided and have a number of questions which are set out below:

1. What, if any, arbitration has taken place between your Committee the other group of members who you are in dispute with? See section 42 of Club Rules.
2. The accounts supplied by the review applicant show a column for 'Gaming Machines, Pool Table' going back to 2011 yet the Club Machine Permit was only issued in 2016. Please advise what machines were in place prior to 2016 and provide evidence that the club is registered to pay Machine Game Duty and why this is not shown on the accounts.
3. Election - 11th June 2017 AGM – name and most positions provided – it is not clear who the treasurer / Auditor is. Rules appear to say there needs to be a named Auditor. Please explain.
4. Accounts provided for 2014 and 2015 are unaudited. However, Section XIII. Of the Club Rules refers to Audit and states: 36 a) There shall be appointed in each year of accounts a qualified auditor to audit the Society's accounts and balance sheet for that year. In this rule "qualified auditor" means a person who is a qualified auditor under Section 7 of the Friendly and Industrial and Provident Societies Act, 1968.

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| <p>members without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.</p> | | |
| <p>The next section asks those clubs who do want to supply alcohol, for the relevant club rule number demonstrating that the purchase of alcohol for the club and the supply of alcohol by the club is under the control of the members or of a committee appointed by the members.</p> | <p>The club have stated N/A see attached cover letter. The covering letter states that orders and purchases of alcohol from the suppliers are arranged and signed for by the Head Barman Mr Colin Corbett who is also the Chairman of the current committee and is over the age of 18. They have advised that he was elected as Chairman on 11th June 2017 and have advised the Licensing Authority of his membership number. Later in the letter it states that the association is not tied to any particular supplier and that the committee make decisions based on what is going to be cost effective. However no rule number has been provided.</p> | <p>Club Rules must be updated to include a rule specifically relating to the purchase and supply of alcohol and whether it is under the control of the members or of a committee appointed by the members.</p> |

Although the club claims to meet the requirements in practice, these procedures and restrictions are not set out clearly as rules of the Club.

The Licensing Authority accepts that the rules were probably written prior to the introduction of the Licensing Act 2003 however the Act came into force almost 12 years ago. As this is the first time this has come to the attention of the Licensing Authority we are now advising you that the Club Rules need to be updated to reflect the requirements of the current legislation. As these will need to be agreed by members we are giving you six weeks to complete this task.

The Licensing Authority also recommends that the membership application form be updated to make the legal requirement clear to those applying for membership.

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| | | set and pages to be provided along with any minutes for Committee meeting from Sept 2016 to date. |
| A copy of the up-to-date club rules | Rule book provided, unable to read page 6 as print unclear. | Rule book to be updated within 6 week deadline to comply with Licensing Act 2003. Rule book to be complied with. Clear page 6 to be provided in the meantime. |

Please provide the documents via email (charlotte.palmer@enfield.gov.uk), post or hand deliver them to the Licensing Team (postal address: Licensing Team, B Block North, Civic Centre, Silver Street, Enfield, EN1 3AE).

As an alternative the Club may wish to surrender the Club Premises Certificate and instead apply for a Premises Licence in which case there would be no requirement to demonstrate that you meet the qualifying club criteria.

If you have any queries in relation to any of the issues mentioned in this letter please email me.

Yours sincerely,



Charlotte Palmer
Senior Licensing Enforcement Officer

IMPORTANT – Enfield residents should register for an online Enfield Connected account. Enfield Connected puts many Council services in one place, speeds up your payments and saves you time – to set up your account today go to www.enfield.gov.uk/connected