



Hartlepool  
Borough Council

# *Licensing Sub-Committee Agenda*

20<sup>th</sup> March 2026

**Time:** 10:00 am  
**Location:** Committee Room B  
**Members:** Licensing Sub-Committee  
Councillors Allen, Feeney, Little

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1. Apologies for absence
2. To receive any declarations of interest by members
3. Items for Decision
  - 3.1 Temporary Event Notice – Topsy Doorman, 56 Church Street, Hartlepool – 27<sup>th</sup>, 28<sup>th</sup> and 29<sup>th</sup> March 2026 (*Assistant Director, Regulatory Services*)
4. Any other business which the chair considers urgent



# LICENSING ACT 2003

## Procedure for Hearings



Prior to the commencement of the meeting, a representative of the Democratic Services Section shall establish the identity of those present, who they represent and who intends, or wishes to speak.

1. The Chair's opening comments, including introduction of Members of sub-committee and officers present. Explanation of the decision to be considered.
2. The Assistant Director (Regulatory Services), or representative shall outline the application, any relevant representations and relevancy to Licensing Policy and statutory guidance.
3. Members ask any questions of the Assistant Director (Regulatory Services), or representative.
4. Applicant presents their case (either personally or via legal representation) and introduces witnesses where appropriate.
5. Questions by Members to applicant and/or applicant's witnesses.
6. Representations by responsible bodies and/or interested parties and witnesses introduced where appropriate.
7. Questions by Members to responsible bodies/interested parties and/or their witnesses.
8. Parties may question and clarify issues raised with the consent of the Chair.
9. If required, responsible bodies/interested parties to be given opportunity to sum up.
10. If required, the applicant to be given opportunity to sum up.
11. Members to have the opportunity to clarify any points raised. The Chair shall ask whether all parties are satisfied they have said all they wish to.
12. Members to go into closed session to deliberate.
13. Chair informs parties of their decision, with reasons.



# Licensing Sub-Committee

20<sup>th</sup> March 2026

**Report of:** Assistant Director (Regulatory Services)

**Subject:** TEMPORARY EVENT NOTICE – TIPSY DOORMAN,  
56 CHURCH STREET, HARTLEPOOL – 27<sup>TH</sup> 28<sup>TH</sup> &  
29<sup>TH</sup> MARCH 2026

**Decision Type:** Non-Key

## 1. Council Plan Priority

**Hartlepool will be a place:**

where people live healthier, safe and independent lives. (People)

## 2. Purpose of Report

- 2.1. To consider objection notices served by both Cleveland Police and Environmental Health in respect of a Temporary Event Notice (TEN) for the premises 56 Church Street, Hartlepool, TS24 7DX.

## 3. Background

- 3.1. A Temporary Event Notice has been submitted by Linsey Espin in respect of the following: -

Location	56 Church Street, Hartlepool
Date	27 <sup>th</sup> 28 <sup>th</sup> & 29 <sup>th</sup> March 2026
Time	11:00 – 04:00 hours
Duration	3 days

Proposed Activities	Sale of alcohol from premises Provision of regulated entertainment Provision of late night refreshment (On and Off Premises)
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- 3.2 A copy of the Temporary Event Notice is attached as **Appendix 1**. Please note the application incorrectly states that the application is for Premises Licence Number **HART/PS/124**, this premises licence lapsed, as the licence was held by a Limited Liability Company which was subsequently dissolved. For purposes of clarity the correct Premises Licence Number in relation to this application is **HART/PS/639**.
- 3.3 The Temporary Event Notice was submitted on 6<sup>th</sup> March 2026 and a representation was submitted by Cleveland Police on 9<sup>th</sup> March 2026 (attached as **Appendix 2**). A statement was provided by Cleveland Police on 10<sup>th</sup> March 2026 and this is attached as **Appendix 3**.
- 3.4 A representation was submitted by Environmental Health (Environmental Protection) on 10<sup>th</sup> March 2026 (attached as **Appendix 4**)

## 4. Proposals

- 4.1 A Temporary Event Notice is not an application and does not require the approval or permission of the Licensing Authority unless an objection notice is made by either Cleveland Police or Hartlepool Borough Council's Environmental Health Department.
- 4.2 The Licensing Act states that either or both of the above agencies may serve an objection notice when they are satisfied that allowing the proposed event would undermine a licensing objective.
- 4.3 Cleveland Police has lodged an objection stating that allowing the sale of alcohol until a 4am terminal hour under the TEN would undermine the 'Prevention of crime and disorder' and the 'Prevention of public nuisance' licensing objectives.
- 4.4 Environmental Health has lodged an objection stating that allowing the sale of alcohol until the 4am terminal hour under the TEN would undermine the "Prevention of public nuisance" licensing objective.
- 4.5 As objections have been submitted the Licensing Authority is required to hold a hearing and, having considered all relevant evidence, make a decision as to whether the proposed TEN may proceed.
- 4.6 Having regard to the representations received, Members may choose to:
- i) Approve the Event Notice
  - ii) Reject the Event Notice

- 4.7 Members are reminded that they must only consider those aspects of the Event Notice that are relevant to the representations received.
- 4.8 Should Members determine that the Temporary Event Notice should not be accepted, the Council will issue a 'Counter Notice' which will prevent the proposed activity from being authorised.

## 5. Other Considerations/Implications

<b>Risk Implications</b>	None
<b>Financial Considerations</b>	Legal appeal
<b>Subsidy Control</b>	None
<b>Legal Considerations</b>	Legal Appeal
<b>Single Impact Assessment</b>	Not applicable
<b>Staff Considerations</b>	None
<b>Asset Management Considerations</b>	None
<b>Environment, Sustainability and Climate Change Considerations</b>	None
<b>Consultation</b>	Not applicable

## 6. Recommendations

- 6.1. That Members consider the representations made by applicant, Cleveland Police and Environmental Health and determine whether to issue a Counter Notice with respect to the Temporary Event Notice

## 7. Reasons for Recommendations

- 7.1. None.

## 8. Background Papers

- 8.1. Revised Guidance issued under Section 182 of the Licensing Act 2003  
<https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>
- 8.2. Hartlepool Borough Council Statement of Licensing Policy  
[draft-statement-of-licensing-policy-2026](#)

## 9. Contact Officers

Sylvia Pinkney  
Assistant Director (Regulatory Service)  
[Sylvia.pinkney@hartlepool.gov.uk](mailto:Sylvia.pinkney@hartlepool.gov.uk)

Rachael Readman  
Trading Standards and Licensing Manager  
[Rachael.readman@hartlepool.gov.uk](mailto:Rachael.readman@hartlepool.gov.uk)

## 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 type. 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 to 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.

<b>1. The personal details of premises user (Please read note 1)</b>	
1. Your name	
Title	Mr <input type="checkbox"/> Mrs <input checked="" type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)
Surname	LINSEY ESPIN
Forenames	
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 <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)
Surname	N/A
Forenames	
3. Your date of birth	
4. Your place of birth	
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)	
Post town	Postcode <span style="background-color: black;"></span>
7. Other contact details <span style="float: right;">C</span>	
Telephone numbers	
Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail address (if available)	
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)	
N/A	
Post town	Postcode
N/A	N/A

9. Alternative contact details (if applicable):		N/A
Telephone number(s): Daytime:		
Evening (optional):		N/A
Mobile (optional):		
Fax number (optional):		N/A
E-Mail address (if available):		N/A

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)

56 CHURCH STREET  
HARTLEPOOL  
TS24 7DX

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:	HART PS 124
Club premises certificate number:	

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)

No - Full Building as per license

Please describe the nature of the premises below. (Please read note 4)

AS PER LICENSE

Please describe the nature of the event below. (Please read note 5)

AS PER LICENSE

### 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)

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)

27<sup>TH</sup> 28<sup>TH</sup> 29<sup>TH</sup> MARCH 2026  
11:00HRS TO 04:00HRS

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)

4. Personal licence holders (Please read note 14)		
Do you currently hold a valid personal licence? (Please tick)		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority		
Licence number		
Date of issue		
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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>

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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>

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	<input checked="" type="checkbox"/>
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated	<input checked="" type="checkbox"/>
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	<input checked="" type="checkbox"/>
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	<input checked="" type="checkbox"/>
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police	<input checked="" type="checkbox"/>
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	<input checked="" type="checkbox"/>
Made or enclosed payment of the fee for the application	<input checked="" type="checkbox"/>
Signed the declaration in Section 9 below	<input checked="" type="checkbox"/>

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	05/03/2026
Name of Person signing	LINDSEY ESPIN.

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	

Notification of TEN acknowledged by Hartlepool Borough Council on 6th March 2026



Licensing Support Unit  
Middlesbrough Police Station

Bridge Street West  
Middlesbrough  
Cleveland  
TS2 1AB  
Tel 01642303176

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### **Objections to a Temporary Event Notice Certificate Under the Licensing Act 2003**

I Pc 1620 Clare LAWTON

On behalf of

CHIEF CONSTABLE OF CLEVELAND POLICE  
MIDDLESBROUGH DISTRICT H/Q  
BRIDGE STREET WEST  
MIDDLESBROUGH  
TS2 1AB

As a responsible authority wish to make representation / objection to the application for a Temporary Event Notice at The Topsy Doorman 56 Church Street Hartlepool TS247DX

#### **PREMISES OR CLUB PREMISES DETAILS**

This representation relates to the following licensing objective(s)

1. The prevention of crime and disorder X
2. Public safety
3. The prevention of public nuisance X
4. The protection of children from harm

## **GROUNDINGS FOR REPRESENTATIONS**

Cleveland Police have received a Temporary Event Notice submitted under the Licensing Act 2003 in respect of The Topsy Doorman, 56 Church Street, Hartlepool, TS24 7DX. The applicant seeks authorisation for the sale of alcohol between 27/03/2026 and 29/03/2026, from 1100 hours until 0400 hours each day.

Cleveland Police wish to submit formal representations objecting to this Temporary Event Notice on the following grounds:

The premises recently applied for a new premises licence seeking trading hours of 1000 hours to 0430 hours. This application was considered at a Licensing Sub-Committee hearing held on 5 August 2024 at Hartlepool Civic Centre. Following consideration of the evidence presented, the Sub-Committee determined that the appropriate and proportionate terminal hour for the sale of alcohol was 0200 hours.

This decision was consistent with the recommendations of Hartlepool Borough Council's Licensing Policy and was fully supported by Cleveland Police, who provided detailed evidence of significant crime and disorder associated with this locality during the late-night and early-morning period. These issues were found to be detrimental to the promotion of the licensing objectives, particularly the prevention of crime and disorder and the prevention of public nuisance.

Since the implementation of the 0200 hours terminal hour, Cleveland Police have observed a notable reduction in incidents reported within this area. It is the professional view of Cleveland Police that this improvement is directly linked to the earlier closing time imposed by the Sub-Committee.

Granting a Temporary Event Notice allowing alcohol sales until 0400 hours would effectively reinstate the late-night operating hours previously identified as contributing to crime, disorder, and anti-social behaviour. Cleveland Police believe this would undermine the progress made and pose a clear risk to the promotion of the licensing objectives. For these reasons, Cleveland Police object to the Temporary Event Notice

Pc 1620 Clare Lawton  
Police Alcohol Licensing Officer  
Licensing Support Unit

# CLEVELAND POLICE

## WITNESS STATEMENT

Criminal Procedure Rules, r 27. 2; Criminal Justice Act 1967, s. 9; Magistrates' Courts Act 1980, s.5B

URN	17			
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Statement Clare Lawton

Age if under 18: **Over 18** (if over 18 insert "Over18") Occupation: Pc 1620

This statement (consisting of 4 page(s) each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.

Signature: \_\_\_\_\_ Date: 10/03/2026

Tick if witness evidence is visually recorded  (supply witness details on rear)

I am Pc 1620 Clare Lawton for Cleveland Police presently stationed at Middlesbrough Police station in the Licensing Support Unit.

I have performed this role for over 4 years and during that time I have successfully completed the BIIAB level 2 National Certificate for Licensing Practitioners, and Level 4 Police Alcohol Licensing Officer qualification.

My role as a Licensing Officer involves dealing with licensed premises which include on/off alcohol sales and late night refreshment venues. I also carry out enforcement visits at licensed premises. This is to ensure that premises are operating correctly, the conditions of the licence are being adhered to and the licensing objectives are being promoted. I also receive various licensing applications as a responsible authority which included new premise licence applications.

On 5<sup>th</sup> AUGUST 2025 I attended a hearing at HARTLEPOOL CIVIC CENTRE in relation to a new application for a premises licence for the TIPSY DOORMAN, 56 CHURCH STREET HARTLEPOOL TS247DX. The hearing was requested due to the operating hours, where the application requested terminal sales of alcohol at 0430hrs. Both CLEVELAND POLICE and

Signature \_\_\_\_\_ Signature Witnessed by \_\_\_\_\_

## CLEVELAND POLICE

Page No 2

Continuation of Statement of Clare Lawton  
 HARTLEPOOL BOROUGH COUNCIL objected to this based of the recommendations set out in  
 HARTLEPOOL BOROUGH COUNCILS Licensing Policy that's states

*'The licensing authority does not accept that longer opening hours for licensed premises have been a benefit to Hartlepool but rather that they place an undue and unnecessary strain on the local transport infrastructure, Accident & Emergency services and law enforcement agencies and can create a nuisance for those residents who are affected by the general operation of a premises or from revellers returning home during the early hours.*

*In non residential areas applications for licences to allow the sale of alcohol or the supply of late night refreshment beyond 2:00 a.m. will normally be refused subject to relevant representations being received'.*

CLEVELAND POLICE fully supported this policy and provided evidence showing a significant number of crime, violence and disorder incidents relating to the premise and its vicinity. As prior to this application the premise did have a licence where the terminal hour for the sale of alcohol was 0400hrs. CLEVELAND POLICE explained at the hearing that they were happy for a licence to be granted but with the terminal hour for the sale of alcohol to be 0200hrs in order to promote the licensing objectives.

At the hearing the sub committee decided a licence to be granted with Licensable Activities limited to 10am-2am in line with the Licencing Policy and in order to further the Licencing Objectives.

On the 15<sup>th</sup> DECEMBER 2025 CLEVELAND POLICE received 3 Temporary Event Notice (TEN) applications from the TIPSY DOORMAN the dates for the request for the sale of alcohol covered from the 19<sup>th</sup> DECEMBER 2025 – 3<sup>rd</sup> JANUARY 2026.

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 Signature \_\_\_\_\_

Signature Witnessed by \_\_\_\_\_

## CLEVELAND POLICE

Page No 3

Continuation of Statement of Clare Lawton

In the lead up to the Christmas period CLEVELAND POLICE held a multi agency meeting with regards to the Night Time Economy. TEN applications were discussed. A decision was made to grant all applications based on fairness, that they fit the criteria with regards to the purpose of a TEN and extra uniform patrols were planned for the busy period. On the 19<sup>th</sup> DECEMBER 2025 I also attended all premises that had applied for TENs for the Christmas period and reminded them of their responsibilities with regards to the licensing objectives.

On Friday 6 March 2026, Cleveland Police received an application for a TEN in respect of The TIPSY DOORMAN, located at 56 CHURCH STREET HARTLEPOOL TS247DX.

The application sought to extend the permitted hours for the sale of alcohol on 27, 28 and 29 March 2026, requesting authorisation to sell alcohol between 11:00 hours and 04:00 hours on those dates.

The premises current licence permits the sale of alcohol Monday to Sunday between 11:00 hours and 02:00 hours. As such, part of the requested period falls within the existing authorised hours. However, the application seeks an additional two hours of alcohol sales per 'event' day, extending the terminal hour from 02:00 hours to 04:00 hours.

I also noted that the application under section 2 where it requests the nature of the event the applicant had recorded '*as per licence*'. My understanding for a TEN is to allow the sale of alcohol for a one-off event such as a charity event, community festivals, birthday parties or weddings and occasional entertainment nights.

It is CLEVELAND POLICE belief that this TEN is to request extended hours to allow the normal day to day operating and not an event. This appears to be an attempt to circumvent the ruling made by HARTLEPOOL COUNCILS sub committee on the 5<sup>th</sup> AUGUST 2025.

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Signature \_\_\_\_\_

Signature Witnessed by \_\_\_\_\_

## CLEVELAND POLICE

Page No 4

Continuation of Statement of Clare Lawton

Since the implementation of the 0200 hours terminal hour, Cleveland Police have observed a notable reduction in incidents reported within this area. In the last quarterly analytical document, which included the busy Christmas period for the first time the TIPSY DOORMAN was not recorded. It is the professional view of Cleveland Police that this improvement is directly linked to the earlier closing time imposed by the Sub-Committee.

Granting a Temporary Event Notice allowing alcohol sales until 0400 hours would effectively reinstate the late-night operating hours previously identified as contributing to crime, disorder, and anti-social behaviour. Cleveland Police believe this would undermine the progress made and pose a clear risk to the promotion of the licensing objectives.

For these reasons, Cleveland Police object to the Temporary Event Notice.

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Signature \_\_\_\_\_

Signature Witnessed by \_\_\_\_\_

Environmental Protection has received a Temporary Event Notice submitted under the Licensing Act 2003 in respect of The Tipsy Doorman, 56 Church Street, Hartlepool, TS24 7DX. The applicant seeks authorisation for the sale of alcohol between 27/03/2026 and 29/03/2026, from 11:00 hours until 04:00 hours each day.

Hartlepool Borough Councils Environmental Protection Team wishes to submit formal representations objecting to this Temporary Event Notice on the following grounds.

The premises recently applied for a new Premises Licence seeking trading hours from 10:00 hours until 04:00 hours. This application was considered by a Licensing Sub-Committee at a hearing held on 5 August 2024. Following consideration of the evidence presented, the Sub-Committee determined that the terminal hour for the sale of alcohol at the premises was 02:00 hours.

Environmental Protection has received a noise complaint in recent weeks relating to the premises. Although the complainant indicated they did not wish to pursue the matter formally, the complaint nonetheless indicates that noise associated with the premises has the potential to cause disturbance to nearby residents. Environmental Protection is therefore concerned that extending the hours of operation until 04:00 hours would increase the likelihood of further disturbance especially in the early hours of the morning.

For this reason, Environmental Protection objects to the Temporary Event Notice on the grounds that the proposed hours are likely to undermine the licensing objective of the prevention of public nuisance.

**Zoe Craig** - Environmental Health Manager (Environmental Protection)