

From: The NewBridge Project [<mailto:c.gomez@thenewbridgeproject.com>]
Sent: 07 August 2019 17:04
To: Ivana Draper 6544
Subject: Re: TEN - NewBridge Project - police objections

Dear Ivana,

Thank you for your email and happy to provide answers to your concerns, please see below:

- **What type of music will be played ? DJ event?**

We will be holding a Quiz from 9-10pm which will be followed by DJs and dancing between 10-2pm. This will be a mixture of ambient electronic and nostalgia.

- **How will the event be advertised?**

This will be advertised on our website, please see [here](#). (attached below)

- **Will tickets be available for sale on the door?**

No, it is a members event so people will not be allowed in off of the street, it's free for members and friends.

- **Are SIA registered supervisors be used?**

We had not planned to use a SIA registered supervisor as we do not anticipate they will be required. We last acquired a license from Gateshead Council for our Christmas party which was on until 12pm and there were no issues with entry.

- **Do you propose the last sale of alcohol at 3am?**

No we propose the last sale of alcohol to be 1:30am in order to close for 2am. We put 3am as a precautionary time in order to vacate the premises with gradual dispersal.

- **Do you have an entry policy?**

There will be a strict entry policy as the event is only for NewBridge Members and friends. All members of staff will be present and we will be supervising the door and premises. We will recognise all attendees. If we reach capacity of 60 as stated in our application, members will not be allowed to enter and we will operate on a one-in-one-out policy, this will be monitored with a clicker.

- **Do you have a dispersal policy?**

There will be gradual dispersal due to people getting last buses and metros at different times, some people will leave after the quiz so won't stay until the end and judging from our last event only a small amount of people stayed until close.

- **What measures are in place to prevent public nuisance?**

We will not serve alcohol to anyone who acts disorderly, and if anyone shows these signs they will be asked to leave in an orderly fashion. If they do not do as asked we will contact yourselves if necessary.

- **Will any other policies be in place and how will staff be trained?**

I was a Duty Manager at two respected bars in town so have had sufficient training and experience behind bars, managing staff and patrons and will train other members of staff in these areas. I also hold First Aid Appointed Person training through the Red Cross so if an accident were to occur I would know what to do whilst waiting for an ambulance to come to the venue.

- **Fire safety/evacuation policy?**

As we are a studio space we have a detailed fire safety and evacuation policy in place which is where we have calculated our maximum capacity figure from.

- **Does the venue have sufficient toilet facilities?**

We have 3 toilets including an accessible toilet

- **Does the venue have a good working CCTV?**

We do not have CCTV unfortunately.

- **Will a personal licence holder be on premises?**

We were applying for the TEN for the sale of alcohol by retail.

- **Other relevant information**

We provisionally asked for the license until 3am in order to ensure everyone would be out of the premises by then and will end at 2am. We are an artist studio space and it is a summer get together, we will be going to the beach in the day and then coming to our gallery space for an exhibition opening, quiz and then dance. We have

received several TENs before from Newcastle and Gateshead council before for running similar events at which there has never been any issues from attendees.

I am happy to chat things through with you if you are concerned about timings. As we are on the High Street there is not a large amount of surrounding residents however we are aware that there are a few and would keep noise level to a minimum and turn down music at a requested time.

I hope that this answers your concerns and please do let me know if you require any further information, as I said I am happy to discuss this in more detail with you in person or on the phone.

Very best wishes,

Clare

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Clare Gomez