

Strategic Lead - Governance and Licensing
East Devon District Council
Council Offices
Blackdown House
Border Road
Heathpark Industrial Estate
Honiton EX14 1EJ



Name: Poltimore House Trust
Address: Poltimore House
Poltimore
Exeter
Devon
EX4 0AU
Date: 24/07/2025

LICENSING ACT 2003

NOTICE OF HEARING BEFORE A LICENSING SUB-COMMITTEE

Application Number: 060173
Application: Premises Licence WITH Alcohol New Application
By: Poltimore House Trust
Of: Poltimore House, Poltimore, Exeter, Devon, EX4 0AU
Re: Poltimore House, Poltimore, EXETER, EX4 0AU, ,

TAKE NOTICE that the hearing of this application will be heard by a Licensing Sub-Committee at Blackdown House, Honiton

AT: 09.30am

ON: Wednesday 13 August 2025

A handwritten signature in black ink that reads "Mjwellman".

Melanie Wellman
Director of Governance & Licensing
East Devon Licensing Authority

N.B. YOU ARE LEGALLY REQUIRED TO RESPOND TO THIS NOTICE.

Please turn to page 2 which explains how and by when you must respond.

YOUR RESPONSE TO NOTICE OF HEARING

You are required by Regulation 8 of The Licensing Act 2003 (Hearings) Regulations 2005 to give the Strategic Lead - Governance and Licensing a notice -

- a) stating whether you intend to attend and/or be represented at the hearing;
- b) stating whether you consider a hearing to be unnecessary;
- c) requesting permission if you wish any other person to appear at the hearing, (e.g. as a witness) stating that person's name and giving a brief description of the point(s) on which that person may be able to assist the licensing sub-committee in relation to your application, representations or objection (as applicable)
- d) enclosing any documents on which you seek to rely to support the representations already made. A summary of the key points on which you seek to rely in making your case should be included.

YOU MUST SEND THIS INFORMATION TO:

Director of Governance and Licensing
Attn Licensing Manager
East Devon District Council,
Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, Devon, EX14 1EJ

Tel: 01404 515616
E-mail: licensing@eastdevon.gov.uk

Please notify the licensing authority if you have any special needs or requirements for the hearing or if you will have any difficulty in attending.

YOUR WRITTEN RESPONSE MUST ARRIVE AT THE COUNCIL OFFICES NO LATER THAN:

03/08/2025

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Re: Poltimore House, Poltimore, EXETER, EX4 0AU, ,

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		(Tick as appropriate)	Yes	No
I consider this hearing to be unnecessary			<input checked="" type="checkbox"/>	<input type="checkbox"/>
I intend to attend the hearing			<input checked="" type="checkbox"/>	<input type="checkbox"/>
I intend to be represented at the hearing by: <i>Dr PETER TOTTERDILL (CHAIR OF POLTIMORE HOUSE TRUST)</i> [Redacted]				
Please see note below (Please give details of the person's name and address in this box)				
I am requesting permission for the below named person(s) to appear at the hearing, (e.g. as a witness)				
Name and address	<i>Mr DAVE LEE</i> [Redacted]			
Please explain how this person will be able to assist the Licensing Sub-Committee: <i>Mr Dave Lee, as the Designated Premises Supervisor, has 30 years' previous experience as a pub manager, and is a paid member of staff. He is part of the Poltimore House Trust Management Team, and co leads the Events Committee.</i>				
I enclose the following documents to support my original representations: <i>Poltimore House Trust Statement in support of the Trust's application for the sale of alcohol.</i>				
(Please list them)				
		(Tick as appropriate)	Yes	No
I also enclose a summary of the key points on which I seek to rely in supporting my *application, *representation or *objection I have already made (*Delete as applicable). You are invited to use the attached form marked 'Summary of Key Points' for this task.			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Your Signature:	[Redacted]	Your Address and Email: [Redacted]		
Name:	[Redacted]	Tel No	[Redacted]	

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Public Safety	<input type="checkbox"/>		
Prevention of public nuisance	<input type="checkbox"/>		
Protection of children from harm	<input type="checkbox"/>		
Your signature:			Your address:
Your name:			



POLTIMORE HOUSE TRUST

Statement in support of the Trust's application for the sale of alcohol

1. Poltimore House Trust

Poltimore House Trust is a registered charity established in 2000 for the purpose of bringing this historic, Grade II* listed House & Grounds back to life for the benefit of the community. The Trust is governed by an active Board of five Trustees, three Advisors and a Trust Secretary, incorporating senior-level expertise in accountancy, architecture and design, business development, charity governance, communications, conservation planning, construction, education and heritage. Since October 2021, the Trust has been chaired by Dr Peter Totterdill, a company director and retired university professor. The Trust is also supported by some 45 active volunteers.

During the last four years, the Board's strategic focus has been on the development of longer-term plans for the House & Grounds, supported by sound governance and the development of sustainable sources of income. In 2023, Poltimore House Branches Café Limited was established to operate a Café within the former chapel building, and this now provides the Trust with its largest source of non-grant revenue as well as dramatically increasing visitor numbers.

Poltimore House & Grounds also sit in close proximity to major new housing developments at Westclyst, Pinn Brook and beyond, many of which lack community facilities. Since the establishment of the Café, there has been no charge for entry to our 13 acres of Grounds which have become a much-loved destination for local families, many of whom return week after week.

An ad hoc programme of events was run for many years by the Friends of Poltimore House (FoPH), a separate charity which was also responsible for volunteer management. Activities previously managed by the Friends are now fully integrated within the Trust, enabling greater integration, better day-to-day management, and a more strategic focus. FoPH is currently being wound up as a separate charity.

Following a major arson attack in 2024, the Trust urgently needs to strengthen further its capacity for income generation, not least to provide matched funding for grant applications to safeguard the remaining Tudor and Georgian structure of the House from further damage. A detailed roadmap for recovery and reuse of the House is currently under development in consultation with Historic England, East Devon District Council, the local community, and other stakeholders.

To achieve its financial targets, the Board recognises that it needs to make better use of existing assets, notably the Café and Grounds. Whilst the Trust has neither the intention nor the capacity to introduce full-scale commercial activity on the site in the foreseeable future, the sale of alcohol would achieve the following purposes:

- i) Increasing both the popularity of the Café and the value of sales.
- ii) Enabling the Café to expand its programme of evening events, including meals created by guest chefs and performances by local musicians.
- iii) Supporting and developing the long-standing repertoire of events in our Grounds, including professional theatre, concerts, food fairs and other cultural activities.
- iv) To develop further the attractiveness of the site as a venue for summer weddings.

In summary, the granting of an alcohol licence is not intended to represent more than an additional offer to existing Café and Farm Shop customers, together with a gradual expansion of current activities such as ticketed events and private hires for weddings. In this sense it is largely a replacement for the Trust's current reliance on TENS for such events.

2. Addressing Objections

Poltimore House Trust was established specifically to seek new uses for this historic House and its Grounds. Previous, well-publicised proposals have included the creation of a national Centre for Contemporary Arts in the Natural World, and part-use of the House as a hotel or residential accommodation, as well as the further development of community activities.

Since 2021, the Trust has adopted a more incremental approach to restoration, making no secret of its intention to create a focal point for arts, communities, creative businesses, education, heritage and wellbeing. This vision has been extensively reported in the press, television, social media, and by means of the Trust's periodic open days. Although the arson attack means that the Trust is starting from a different position, its overall vision has remained the same.

Poltimore House Trust has always taken care to minimise the impact of activities on neighbouring properties as far as reasonably possible. However, doing nothing with the site was never a feasible option in securing a sustainable future for the House & Grounds. The Trust believes that its current strategy will prove much less intrusive to neighbouring properties than other potential options.

The specific objections raised to the granting of an alcohol licence are considered below:

Crime and Disorder

A wide range of events have been held in the House & Grounds for at least two decades, and there is no record of these having led to any criminal behaviour. Several of these events have included the sale of alcohol under TENS licences. The Trust sees no reason why this should change under the proposed licensing arrangements given the types of event envisaged.

As in the past, the Trust will continue to require adequate security measures to be in place for weddings and certain categories of music event as part of its internal governance and site hire procedures. This may include the use of registered security companies.

Poltimore House, Poltimore, Exeter EX4 0AU

www.poltimore.org

Registered Charity No. 1079947 Company number 03914029

Dave Lee, as the Designated Premises Supervisor, has 30 years' previous experience as a pub manager, and is currently one of four paid staff employed in the Café alongside its 20+ active volunteers. The Trust does not foresee the need to employ security guards during normal Café opening hours (10.00-15.30), and there is no reason why this should change as a result of alcohol sales. Likewise, previous experience of occasional evening events where alcohol has been for sale does not give rise to any cause for concern. Evening events will also be supported by volunteer stewards (some of whom live within a mile or so of the site) to facilitate practical arrangement such as parking).

Prevention of Public Nuisance

EDDC's Environmental Health Protection Team states, "it is agreed that we do not have any objection for the new premises license application to be approved, on the basis that to date there is no evidence of public nuisance reported historically for Poltimore House." No objections have been raised by the Police or Fire Service.

The Trust has submitted an Event Management Plan and Noise Management Plan in association with this application based on EDDC guidance. The application of these plans will be overseen by the Designated Premises Supervisor.

There are no plans for the Café to compete with local pubs; rather the intention is to serve alcohol as part of its usual menu during normal Café opening hours, and during (usually ticketed) events.

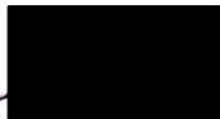
Off sales will only take place through the Farm Shop, normally restricted to daytime opening hours. In line with its wider ethos, the Farm Shop will specialise in selling more exclusive ranges of alcohol from local producers not widely available elsewhere.

Like many buildings, the Café does contain known asbestos-based materials. These are inaccessible to visitors, and are deemed safe as long as they are not disturbed. The Café is protected by a 24-hour alarm system connected to a call centre.

The Trust has never, and will never, grant permission for music to be played on its premises after midnight. We are unaware of the incidents to which the complainant refers, but they would certainly have been unauthorised.

The Trust's contract with Devon Contract Waste allows for on-demand collection of recycling materials and landfill. The bins are placed adjacent to the road and collected as close as possible to collection dates.

The Trust is aware that its current Site Co-ordinator talks informally to the residents of adjoining properties from time to time, and can act as a two-way channel of communication.



ROSEMARY E x BW

TRUSTEE
PHT

29th July 2025

Poltimore House, Poltimore, Exeter EX4 0AU
www.poltimore.org

Registered Charity No. 1079947 Company number 03914079

Public Safety

We foresee no undue cause for concern or any need for measures beyond those already mentioned in our application.

Evening events, especially during hours of darkness, are typically supported by stewards to facilitate access and car parking, and to prevent obstruction. We are very surprised by the allegation of aggressive behaviour from a volunteer, and any future instances should be reported to the Trust.

Toilets are available in a building immediately adjacent to the Café, and further facilities are available in the Grounds for use during events.

Protection of Children from Harm

The application states that the care of children is the responsibility of their parents or guardians, and this will be enforced by the Designated Premises Supervisor and/or his trained staff and volunteers.

Charity Commission

This application is submitted by Poltimore House Trust, not The Friends of Poltimore House as stated in the objection. The Friends of Poltimore House has currently ceased operations (see above).

Charity Commission guidance allows the Trust to sell alcohol for specific fundraising events, whilst specifying that regular sales should be undertaken by a separate company. In line with this guidance, the Trust has enabled the formation of Poltimore House Branches Café Limited to run the Café and Farmshop, including the sale of alcohol. This licence application covers both the sale of alcohol by the Trust for events and the sale of alcohol by the company.

We understand that this arrangement is in line with Charity Commission guidance and have submitted details to them for formal confirmation.

Poltimore House
28th July 2025



Name: Mr James Westoby

Address: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Date: 24/07/2025

LICENSING ACT 2003

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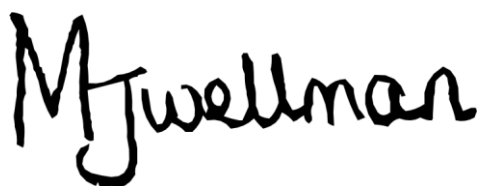
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Melanie Wellman
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Please see note below (Please give details of the person's name and address in this box)				
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Name and address				
Please explain how this person will be able to assist the Licensing Sub-Committee: N/A				
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Key Points

Which of the four licensing objectives does your application, representation or objection relate		Please enter a summary of your key points in the table below. Please use an additional page if necessary
Prevention of crime and disorder	<input checked="" type="checkbox"/>	PH has been vandalised on multiple occasions the last one being a catastrophic fire negating years of hard work by the Friends. It is not possible to secure 13 acres of fields/woodland for extended periods, every day. Police response to a rural location is more difficult. Numbers could not be effectively limited as the open grounds permit free circulation.
Public Safety	<input checked="" type="checkbox"/>	Existing events have caused tailbacks on the public road which means through traffic has to pass on the wrong side of the road on a bend. We already have to walk out and check that cars are not rounding our drive at high speed when we are leaving our property. Signage will not stop this. Road to PH/Poltimore is unlit, with no pavement anyone walking along would be at risk from large lorries and farm vehicles. Conversely, is driving to (and more significantly) from a late night/early morning drinking establishment a good idea? It only takes one... It is not possible to limit numbers as people would congregate on the grounds. Having acres of unlit grounds is almost an open invitation to problems.
Prevention of public nuisance	<input checked="" type="checkbox"/>	Opening times proposed would encourage late night/early morning drinking and being off-license would probably entail discarded bottles, cans, etc., along the public road. Being written up in a log will not be any sort of deterrent. Additional signage will have zero impact over 400m unlit drive. Already deal with speeding cars entering/leaving PH. Existing 'Private Property' sign does not stop people climbing over nor stop the arson last year. Commercial waste bins are not collected regularly enough even now. Nuisance and noise (chapel and open-air area) would be persistent. "Noise should not affect the ability to unreasonably and substantially interfere with the use of a home" and "After 23:00 levels should be less than 34 dB" [Gov.UK].
Protection of children from harm	<input checked="" type="checkbox"/>	Children/adolescents coming back along the unlit road to the village, from a night out in Exeter, are at risk from the PH traffic. Parents are not likely to prevent their children exploring outside unsupervised. There may be at risk from others, items/waste that may be discarded and from finding ways into PH. Reporting issues is not as useful as not having them in the first place.
Your signature:	<div style="display: flex; justify-content: space-between;"> <div>  </div> <div> Your address:     </div> </div>	
		

Name: Mrs Susan Westoby

Address: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Date: 24/07/2025

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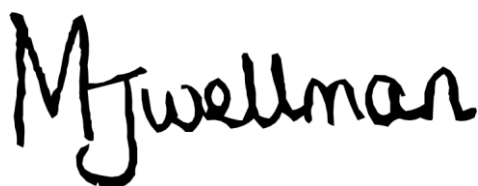
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(Please list them)				
			(Tick as appropriate)	Yes
I also enclose a summary of the key points on which I seek to rely in supporting my *application, *representation or *objection I have already made (*Delete as applicable). You are invited to use the attached form marked 'Summary of Key Points' for this task.			<input checked="" type="checkbox"/>	
Your Signature:		Your Address:		
Name:		Tel No & Email		

Note: - Where there are a large number of similar representations local residents may wish to consider appointing a spokesperson on their behalf.

YOU MUST RETURN THIS NOTICE PROPERLY COMPLETED TO:

Governance and Licensing
 Attn. Licensing Manager
 East Devon District Council,
 Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ

Tel: 01404 515616
 E-mail: licensing@eastdevon.gov.uk

Please notify the licensing authority if you have any special needs or requirements for the hearing or if you will have any difficulty in attending.

YOUR WRITTEN RESPONSE MUST ARRIVE AT THE COUNCIL OFFICES NO LATER THAN:

03/08/2025

LATE RESPONSES CAN ONLY BE CONSIDERED AT THE HEARING IF ALL THE OTHER PARTIES AGREE

Strategic Lead - Governance and Licensing
Attn Licensing Manager
East Devon District Council
Blackdown House
Border Road
Heathpark Industrial Estate
Honiton EX141EJ



SUMMARY OF KEY POINTS

These are the key points I rely on to support my *application, representation or objection* (*delete as applicable).

Application Number: 060173

Application: Premises Licence WITH Alcohol New Application

By: Poltimore House Trust

Of: Poltimore House, Poltimore, Exeter, Devon, EX4 0AU

Re: Poltimore House, Poltimore, EXETER, EX4 0AU, ,

Key Points

Which of the four licensing objectives does your <i>application, representation or objection</i> relate		Please enter a summary of your key points in the table below. Please use an additional page if necessary
Prevention of crime and disorder	<input checked="" type="checkbox"/>	<p>PH has been vandalised on multiple occasions the last one being a catastrophic fire negating years of hard work by the Friends.</p> <p>It is not possible to secure 13 acres of fields/woodland for extended periods, every day.</p> <p>Police response to a rural location is more difficult.</p> <p>Numbers could not be effectively limited as the open grounds permit free circulation.</p>
Public Safety	<input checked="" type="checkbox"/>	<p>Existing events have caused tailbacks on the public road which means through traffic has to pass on the wrong side of the road on a bend.</p> <p>We already have to walk out and check that cars are not rounding our drive at high speed when we are leaving our property. Signage will not stop this.</p> <p>Road to PH/Poltimore is unlit, with no pavement anyone walking along would be at risk from large lorries and farm vehicles.</p> <p>Conversely, is driving to (and more significantly) from a late night/early morning drinking establishment a good idea? It only takes one...</p> <p>It is not possible to limit numbers as people would congregate on the grounds.</p> <p>Having acres of unlit grounds is almost an open invitation to problems.</p>
Prevention of public nuisance	<input checked="" type="checkbox"/>	<p>Opening times proposed would encourage late night/early morning drinking and being off-license would probably entail discarded bottles, cans, etc., along the public road.</p> <p>Being written up in a log will not be any sort of deterrent.</p> <p>Additional signage will have zero impact over 400m unlit drive. Already deal with speeding cars entering/leaving PH. Existing 'Private Property' sign does not stop people climbing over nor stop the arson last year.</p> <p>Commercial waste bins are not collected regularly enough even now.</p> <p>Nuisance and noise (chapel and open-air area) would be persistent. "Noise should not affect the ability to unreasonably and substantially interfere with the use of a home" and "After 23:00 levels should be less than 34 dB" [Gov.UK].</p>
Protection of children from harm	<input checked="" type="checkbox"/>	<p>Children/adolescents coming back along the unlit road to the village, from a night out in Exeter, are at risk from the PH traffic.</p> <p>Parents are not likely to prevent their children exploring outside unsupervised.</p> <p>There may be at risk from others, items/waste that may be discarded and from finding ways into PH.</p> <p>Reporting issues is not as useful as not having them in the first place.</p>
Your signature:	<div style="background-color: black; width: 150px; height: 30px;"></div>	
Your name and email	<div style="background-color: black; width: 100px; height: 15px;"></div> <div style="background-color: black; width: 180px; height: 15px;"></div>	
		Your address: <div style="background-color: black; width: 150px; height: 15px;"></div> <div style="background-color: black; width: 70px; height: 15px;"></div> <div style="background-color: black; width: 50px; height: 15px;"></div> <div style="background-color: black; width: 70px; height: 15px;"></div>