



EAST RIDING

OF YORKSHIRE COUNCIL

County Hall Beverley East Riding of Yorkshire HU17 9BA Telephone (01482) 393939

[www.eastriding.gov.uk](http://www.eastriding.gov.uk)

Angela Dearing Director of Housing, Transportation and Public Protection

Sophie Metcalfe-Brearley  
91 Lotherington Mews  
YORK  
YO10 3TZ

**Your Ref:** AA8261732  
**Enquiries:** Licensing Team  
**E-Mail:** [licensing@eastriding.gov.uk](mailto:licensing@eastriding.gov.uk)  
**Date:** 30/06/2023

Dear Sophie Metcalfe-Brearley,

**The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018**

Following your recent application, we are pleased to enclose your animal activities licence authorising the activity of Training and Exhibiting from the above premises.

It is a requirement of the new regulations that you keep the full licence, with conditions and plans attached, on the premises and available for inspection and that you display the licence summary in a clear and prominent position, for public viewing.

Please take some time to read the licence and attached conditions, as they must be complied with at all times; if, when you check the details on the enclosed licence, you find any administrative errors, the Licensing Authority will amend the licence within 14 days of the issue date, however thereafter, any requested changes must be made in writing and accompanied by a fee of £37.

If you require any further information please contact us at [licensing@eastriding.gov.uk](mailto:licensing@eastriding.gov.uk)

Yours sincerely

*Licensing Team*

Licensing Team

Paul Bellotti

Executive Director of Communities and Environment



**EAST RIDING**  
OF YORKSHIRE COUNCIL

**EAST RIDING OF YORKSHIRE COUNCIL  
HOUSING TRANSPORTATION AND PUBLIC PROTECTION**

**The Animal Welfare (Licensing of Activities Involving Animals)  
(England) Regulations 2018**

**LICENCE SUMMARY – AA8261732**

THE EAST RIDING OF YORKSHIRE COUNCIL HEREBY LICENCES:-

**Sophie Metcalfe-Brearley trading as The Darling Woods of May Ltd.**

TO CONDUCT THE FOLLOWING LICENSABLE ACTIVITIES:

**Provision of Training & Exhibition**

FROM THE BELOW PREMISES:

<b>NAME:</b>	<b>Sophie Metcalfe-Brearley</b>
<b>ADDRESS:</b>	<b>The Darling Woods Of May, Feoffee Lane, Yapham, East Riding Of Yorkshire, YO42 1PF</b>

**Licence Expiry: 30/06/2026**

**This licence summary should be displayed in a clear and prominent position, accessible to the Public**



GOLD ANIMAL ACTIVITY LICENSING 2019



**EAST RIDING OF YORKSHIRE COUNCIL  
HOUSING TRANSPORTATION AND PUBLIC PROTECTION**

**The Animal Welfare (Licensing of Activities Involving Animals)  
(England) Regulations 2018**

**LICENCE – AA8261732**

THE EAST RIDING OF YORKSHIRE COUNCIL HEREBY LICENCES:-

**Sophie Metcalfe-Brearley trading as The Darling Woods of May Ltd.**

TO CONDUCT THE FOLLOWING LICENSABLE ACTIVITIES:

**Provision of Training & Exhibition**

FROM THE BELOW PREMISES:

**The Darling Woods Of May, Feoffee Lane, Yapham,  
East Riding Of Yorkshire, YO42 1PF**

This licence is granted in accordance with the conditions appended hereto:

- Appendix A – General Conditions**
- Appendix B – Specific Conditions – Training / Exhibition**
- Appendix C – Conditions attached by the Licensing Authority**
- Appendix D – Plan of licensed area**
- Appendix E – Schedule of animals**

**Licence Start Date: 01/07/2023**  
**Licence Issued: 30/06/2023**

**Licence Expiry: 30/06/2026**

  
Signed .....  
Licensing Officer  
for and on behalf of Paul Bellotti  
Executive Director of Communities and Environment



## **Appendix A**

### **Schedule 2 - General Conditions**

#### **1. Licence display**

- (1) A copy of the licence must be clearly and prominently displayed on any premises on which the licensable activity is carried on.
- (2) The name of the licence holder, followed by the number of the licence holder's name, must be clearly and prominently displayed on any website used in respect of the licensable activity.

#### **2. Records**

- (1) The licence holder must ensure that, at any time, all the records that the licence holder is required to keep as a conditions of the licence are available for inspection by an inspector in a visible and legible form or, where any such records are stored in electronic form, in a form from which they can be readily produced in a visible and legible form.
- (2) The licence holder must keep all such records for at least three years beginning with the date on which the record was created.

#### **3. Use, number and type of animal**

- (1) No animals or types of animal other than those animals and types of animal specified in the licence may be used in relation to the relevant licensable activity.
- (2) The number of animals kept on any premises at any time must not exceed the maximum that is reasonable taking into account the facilities and staffing.

#### **4. Staffing**

- (1) Sufficient numbers of people who are competent for the purpose must be available to provide a level of care that ensures the welfare needs of all the animals are met.
- (2) The licence-holder or a designated manager and any staff employed to care for the animals must have competence to identify the normal behavior of the species for which they are caring and to recognize signs of, and take appropriate measures to mitigate or prevent, pain, suffering, injury, disease or abnormal behaviour.
- (3) The licence holder must provide and ensure the implementation of a written training policy for all staff.

#### **5. Suitable environment**

- (1) All areas, equipment and appliances to which the animals have access must present minimal risks of injury, illness and escape and must be constructed in materials that are robust, safe, and durable, be in a good state of repair and be well maintained.
- (2) Animals must be kept at all times in an environment suitable to their species and condition (including health, status, and age) with respect to:-
  - a. Their behavioral needs;
  - b. Its situation, space, air quality, cleanliness and temperature;
  - c. The water quality (where relevant);
  - d. Noise levels
  - e. Light levels
  - f. Ventilation
- (3) Staff must ensure that the animals are kept clean and comfortable.
- (4) Where appropriate for the species, a toileting area and opportunities for toileting must be provided.
- (5) Procedures must be in place to ensure accommodation and any equipment within it is cleaned as often as necessary and good hygiene standards are maintained and the accommodation must be capable of being thoroughly cleaned and disinfected.

- (6) The animals must be transported and handled in a manner (including for example in relation to housing, temperature, ventilation and frequency) that protects them from pain, suffering, injury and disease.
- (7) All the animals must be easily accessible to staff and for inspection and there must be sufficient light for the staff to work effectively and observe the animals.
- (8) All resources must be provided in a way (for example as regards, frequency, location and access points) that minimizes competitive behaviour or the dominance of individual animals.
- (9) The animals must not be left unattended in any situation or for any period likely to cause them distress.

#### **6. Suitable diet**

- (1) The animals must be provided with a suitable diet in terms of quality, quantity and frequency and any new feeds must be introduced gradually to allow the animals to adjust to them.
- (2) Feed and (where appropriate) water intake must be monitored, and any problems recorded and addressed.
- (3) Feed and drinking water provided to the animals must be unspoilt and free from contamination.
- (4) Feed and drinking receptacles must be capable of being cleaned and disinfected, or disposable.
- (5) Constant access to fresh, clean drinking water must be provided in a suitable receptacle for the species that requires it.
- (6) Where feed is prepared on the premises on which the licensable activity is carried on, there must be hygienic facilities for its preparation, including a working surface, hot and cold running water and storage.

#### **7. Monitoring and behaviour and training of animals**

- (1) Active and effective environmental enrichment must be provided to the animals in inside and any outside environments.
- (2) For species whose welfare depends partly on exercise, opportunities to exercise which benefit the animals' physical and mental health must be provided unless advice from a veterinarian suggests otherwise.
- (3) The animals' behaviour and any changes of behaviour must be monitored and advice must be sought, as appropriate and without delay, from a veterinarian or, in the case of fish, any person competent to give such advice if adverse or abnormal behaviour is detected.
- (4) Where used, training methods or equipment must not cause pain, suffering or injury.
- (5) All immature animals must be given suitable and adequate opportunities to –
  - a. learn how to interact with people, their own species and other animals, where such interaction benefits their welfare, and
  - b. become habituated to noises, objects and activities in their environment.

#### **8. Animal handling and interactions**

- (1) All people responsible for the care of the animals must be competent in the appropriate handling or each animal to protect it from pain, suffering, injury or disease.
- (2) The animals must be kept separately or in suitable compatible social groups appropriate to the species and individuals animals and no animals from a social species may be isolated or separated from others of their species for any longer than is necessary.
- (3) The animals must have at least daily opportunities to interact with people where such interaction benefits their welfare.

#### **9. Protection from pain, suffering, injury and disease.**

- (1) Written procedures must –
  - a. Be in place and implemented covering –
    - i. Feeding regimes,
    - ii. Cleaning regimes,
    - iii. Transportation,

- iv. The prevention of, and control of the spread of, disease,
  - v. Monitoring and ensuring the health and welfare of all the animals,
  - vi. The death or escape of an animal (including the storage of carcasses;
- b. Be in place covering the care of the animals following the suspension or revocation of the licence during and following an emergency.
- (2) All people responsible for the care of the animals must be made fully aware of these procedures.
  - (3) Appropriate isolation, in separate self-contained facilities, must be available for the care of sick, injured or potentially infectious animals.
  - (4) All reasonable precautions must be taken to prevent and control the spread among the animals and people of infectious diseases, pathogens and parasites.
  - (5) All excreta and soiled bedding for disposal must be stored and disposed of in a hygienic manner and in accordance with any relevant legislation.
  - (6) Sick or injured animals must receive prompt attention from a veterinarian or, in the case of fish, an appropriately competent person and the advice of that veterinarian or, in the case of fish, that competent person must be followed.
  - (7) Where necessary, animals must receive preventative treatment by an appropriately competent person.
  - (8) The licence-holder must register with a veterinarian with an appropriate level of experience in the health and welfare requirements of any animals specified in the licence and the contact details of that veterinarian must be readily available to all staff on the premises on which the licensable activity is carried on.
  - (9) Prescribed medicines must be stored safely and securely to safeguard against unauthorized access, at the correct temperature, and used in accordance with the instructions of the veterinarian.
  - (10) Medicines other than prescribed medicines must be stored, used and disposed of in accordance with the instructions of the manufacturer or veterinarian.
  - (11) Cleaning products must be suitable, safe and effective against pathogens that pose a risk to the animals and must be used, stored, and disposed of in accordance with the manufacturer's instructions and used in a way which prevents distress or suffering of the animals.
  - (12) No person may euthanase an animal except a veterinarian or a person who has been authorized by a veterinarian as competent for such purpose or –
    - a. In the case of fish, a person who is competent for such purpose;
    - b. In the case of horses, a person who is competent, and who holds a licence or certificate, for such purpose.
  - (13) All animals must be checked at least once daily and more regularly as necessary to check for any signs of pain, suffering, injury, disease or abnormal behavior and vulnerable animals must be checked more frequently. Any signs of pain, suffering, injury, disease or abnormal behavior must be recorded and the advice and further advice (if necessary) of a veterinarian (or in the case of fish, of an appropriately competent person) must be sought and followed.

## **10. Emergencies**

- (1) A written emergency plan, acceptable to the local authority, must be in place, known and available to all staff on the premises on which the licensable activity is carried on, and followed where necessary to ensure appropriate steps are taken to protect all the people and animals on the premises in case of fire or in case of breakdowns of essential heating, ventilation and aeration or filtration systems of other emergencies.
- (2) The plan must include details of the emergency measures to be taken for the extrication of the animals should the premises become uninhabitable and an emergency telephone list that includes the fire service and police.
- (3) External doors and gates must be lockable.
- (4) A designated key holder with access to all animal areas must at all times be within reasonable travel distance of the premises and available to attend an emergency.

## **Appendix B**

### **Specific Conditions: Keeping or Training Animals for Exhibition (Schedule 7 of the Regulations)**

#### **1. Insurance**

(1) The licence holder must hold valid public liability insurance in respect of the licensable activity of keeping or training animals for exhibition.

A copy of the insurance policy document must be taken to all exhibits. It must be ready for inspection, if needed.

#### **2. Emergencies**

(1) A written policy detailing contingency measures in the event of the breakdown of a vehicle used to transport the animals or any other emergency must be available to all staff.

All drivers must carry an accident book and have:

procedures for managing accidents that involve animals in transit

emergency contact details of a person with suitable training to deal with animal injuries

#### **3. Suitable Environment**

(1) Suitable temporary housing must be provided for all the animals at any venue where they are exhibited.

All animals involved in an exhibit for more than one day must be provided with on-site housing or rest areas, as set out under part A, section 5.2. These areas must allow a range of movement and natural behaviours.

There should be enough separate rooms or securely partitioned areas to avoid unfamiliar animals being together.

The animal's normal housing should be used if possible.

Fish should be moved in the same water as they are permanently housed, if possible.

The design and layout of the premises must allow animals to see their surroundings and any animals in other enclosures. When staff are removing individual animals, the design and layout should minimise any disturbance to other animals.

If animals are displayed to the public, signs must be placed on enclosures to stop anyone from:

1) tapping on the glass

2) putting their fingers into cages

3) the distance between the resting facilities and the working environment should be as small as possible.

#### **4. Monitoring behavior and training**

(1) The animals must be trained by competent staff and given suitable and adequate opportunities to become habituated to being exhibited, using positive reinforcement.

If animal training takes place during exhibition it must be done in a way that minimises stress to the animal.

Staff should consider the need for the presence of a veterinary surgeon on set or in the location. This is to provide welfare assurances where a particular hazard has been identified in the risk assessment. Industry standards may also state that a veterinary surgeon is needed on set.

All props, costumes and equipment must be inspected before and after they are used. The animals must be examined for signs of discomfort, rubbing or injury.

Props, animal costumes, make-up and any special effects must not pose a risk to the animal. They must not cause any unnecessary pain, suffering, distress or discomfort. They must be used for the shortest time possible.

Carbon dioxide (used to produce dry ice) and artificial smoke should be avoided - it can be harmful to many species and cause them distress. Carbon dioxide and artificial smoke must never be used around birds, reptiles or amphibians.

Animals must not be exposed to glare, heat, noises or other conditions unless specifically habituated to these conditions before the exhibition. For animals trained in this way, exposures must be reduced to the shortest possible time. If possible, the effect should be achieved by other methods, such as camera angles and techniques. Staff must get veterinary advice and record it.

An animal must not be forced to do anything. It should not be expected to do anything:

- 1) outside its normal behaviour repertoire
- 2) that it has not been trained to do
- 3) the number of animal trainers and handlers must be consistent with the number of animals being used and the species.

The use of all effects, such as fires and explosives, must be decided in consultation with the vet, animal consultant and trainer before filming. Restraining equipment must not be used on animals that:

- are not trained to wear them
- struggle or resist

## **5. Housing with, or apart from, other animals**

**(1)** Social animals must not be exhibited if their removal from and reintroduction to the group with which they are usually housed causes them or any other animal within that group stress, anxiety or fear.

**(2)** Animals must be prevented from coming into contact with each other during any exhibition where such contact would be likely to cause any of them to show signs of aggression, fear or distress.

Animals showing signs of aggression, fear or distress must not be used in an exhibit.

If signs of fear or distress show during an exhibition, either the exhibition must end animals must be removed immediately and taken to a place of safety

Animals must not be used to provoke or annoy other animals to create an effect.

Predators and prey must not be kept within sight, sound or smell of each other.

**(3)** All persons likely to come into contact with the animals during an exhibition must be briefed about how to behave around the animals so as to minimise anxiety, fear and stress in the animals.

Everyone on the production site (including audience, actors and crew) must be told about:

- the types of animals that will be used
  - how to behave around the animals (including what to do if there are sudden loud noises such as applause)
  - any movements that might frighten the animals and make them panic or react aggressively
  - People exhibiting animals must tell the event manager to alert them to any other activities that may cause anxiety for the animals. This could include loud noises or showing other animals. Exhibitors must reduce any anxiety by moving the animals as far away as possible from the activities.
- People coming into contact with exhibited animals must be told how to prevent the risks of diseases that can be passed between humans and animals. Handwashing facilities must be available for people coming into contact with animals.
- No-one other than the staff responsible for the animals must be allowed to pet, handle or play with animals during the working day unless supervised and directly involved with the required action and consistent with the best interest of the animal.

**(4)** No female animal with unweaned offspring may be removed from its home environment and newborn, unweaned or dependent offspring must not be removed from their mothers.

## **6. Records**

**(1)** The licence holder must keep a list of each animal kept, or trained, for exhibition with all the information necessary to identify that animal individually (including its common and scientific names) and must provide the local authority with a copy of the list and any change to it as soon as practicable after the change.

The licence holder must notify the local authority in writing if:

any new species of animals are brought in for exhibition, and they are not specified on the licence



the number of animal's in a particular species exceeds the number on the licence  
This should not need an extra inspection, unless the numbers are significant.

## **7. Protection from pain, suffering, injury and disease**

**(1)** A register must be kept of each animal exhibited or to be exhibited which must include:

- (a) the full name of the supplier of the animal
- (b) its date of birth
- (c) the date of its arrival
- (d) its name (if any), age, sex, neuter status, description and microchip or ring number (if applicable)
- (e) the name and contact details of the animal's normal vet and details of any insurance relating to it
- (f) details of the animal's relevant medical and behavioural history including details of any treatment administered against parasites and any restrictions on exercise or diet
- (g) a record of the date or dates of the animal's most recent vaccination, worming and flea treatments
- (h) the distance to and times taken for it to travel to and from each exhibition event

The register must state if the animal does not need vaccinations, worming or flea treatment. If any of this information is unknown, the reason must be documented.

**(2)** A record of when the animals are exhibited must be kept and an animal rotation policy must be put in place to ensure that the animals have enough rest between and during exhibition events.

The log must include the:

- date and time of the exhibit
- duration of the exhibit (arrival to departure time)
- type of exhibit
- animals used in the exhibit
- location of the exhibit
- distance and travel time to the exhibit from the licensed premises
- The time animals are used for exhibition events must be recorded. This must include the time spent working, resting and any other actions. It needs to record comments on behaviour, injury or any other problem.

Call sheets must be kept.

A record must be kept for each individual animal setting out:

- how often they are used in an exhibit
- how long they are used in an exhibit
- what rest periods they have in the home environment
- Animals must have clear breaks from exhibits that allow them to perform normal behaviour in their home environment. This includes sleeping, feeding and play, and must have sufficient breaks.

**(3)** All the animals used in exhibition events must be in good physical and mental health.

All animals used in exhibition events must be allowed to acclimatise when they arrive. This must be before the exhibition starts.

During exhibition breaks, animals must either be:

- moved to a suitable, secure designated place
- exercised if suitable, unless it would damage their welfare more so than remaining in the exhibition area

**(4)** The exhibited animals must be suitable for the specific conditions, type of enclosure and actions involved in the exhibition.

**(5)** Any equipment, chemicals and other materials used in the exhibition must not cause the animals pain, discomfort, fatigue or stress.

Toxic substances must not be used at the same time as the animals in any production. If hazardous or toxic substances are involved beforehand, there must be washing facilities. Emergency treatments for animals should be close to the site and Control of Substances Hazardous to Health (COSHH) data sheets need to be completed. These should be circulated as needed.

The data sheets must be given to the attending vet if an accident happens (for example, the animal touches, breathes in or eats such a substance).

**(6)** The animals must be transported in suitable, secure and appropriately labelled carriers. Carriers must be suitable for the species. They must be large enough to allow the animal to move around, but small enough to reduce any injury during transit. If movement must be restricted to avoid injury, the reasons must be stated in the written transport procedure. If an animal needs external life support, this must be provided during transportation. For example, appropriate temperatures for reptiles and the correct water temperature for fish. Animal carriers must be appropriately secured when they are in transit. This is to make sure there is no movement or escape of the animal. Animals must not be mixed with different species and unfamiliar animals in carriers. If a number of animals are mixed in the same carrier, it must be of an appropriate size to stop overcrowding. Transport carriers must be kept in a clean and hygienic condition. Each animal carrier must have a label securely attached to identify the contents. The label must state that it contains live animals.

**(7)** The licence holder or the licence holder's staff must undertake a risk assessment before each exhibition event.

The welfare risk assessment must assess against each of the 5 welfare needs of the Animal Welfare Act 2006.

It must state the:

-mitigating measures taken to reduce risks

-people responsible for this

-The operator must familiarise themselves with the evacuation procedure for each venue in case of an emergency.

**(8)** The animals must not be handled by persons whose behaviour appears at the time to be influenced by the consumption of alcohol or by any psychoactive substance.

## **Appendix C**

### **Conditions Attached by Licensing Authority**

None

## **Appendix D**

### **Premises Plans**

<b>Reference</b>	<b>Date</b>
I. Site Plan	29/06/2023

## **Appendix E**

### **Schedule of Training & Exhibiting Animals**

<b>Type of Animal</b>	<b>Maximum Number</b>
Alpaca	4



OWNERSHIP BOUNDARY  
 SITE BOUNDARY



scale bar in metres