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Cambridge City Council

LICENSING SUB-COMMITTEE

To: Councillors Benstead, Meftah and Reiner

Date: Tuesday, 12 June 2012
Time: 10.00 am
Venue: Council Chamber - Guildhall
Contact: Toni Birkin **Direct Dial:** 01223 457086

AGENDA

1 APPOINTMENT OF A CHAIR

2 DECLARATIONS OF INTEREST

3 HEARING PROCEDURE

4 CONSIDERATION OF AN APPLICATION TO VARY A PREMISES LICENCE : CO-OP, 52 HILLS ROAD, CAMBRIDGE, CB2 1LA *(Pages 1 - 34)*

Information for the Public

QR Codes
(for use with Smart Phones)

Location

The meeting is in the Guildhall on the Market Square (CB2 3QJ).

Between 9 a.m. and 5 p.m. the building is accessible via Peas Hill, Guildhall Street and the Market Square entrances.

After 5 p.m. access is via the Peas Hill entrance.

All the meeting rooms (Committee Room 1, Committee 2 and the Council Chamber) are on the first floor, and are accessible via lifts or stairs.

Public Participation

Some meetings may have parts, which will be closed to the public, but the reasons for excluding the press and public will be given.

To speak at a Licensing hearing, you must have made a representation during the consultation period on the relevant application and registered your intention to speak with the Licensing department prior to the hearing.

The Licensing department can be contacted on 01223 457000 or licensing@cambridge.gov.uk.

For general advice about speaking at committees please contact Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

Filming, recording and photography

Filming, recording and photography at council meetings is allowed subject to certain restrictions and prior agreement from the chair of the meeting.

Requests to film, record or photograph, whether from a media organisation or a member of the public, must be made to the democratic services manager at least three working days before the meeting.

The Democratic Services Manager can be contacted on 01223 457013 or democratic.services@cambridge.gov.uk.

Fire Alarm

In the event of the fire alarm sounding please follow the instructions of Cambridge City Council staff.

Facilities for disabled people

Access for people with mobility difficulties is via the Peas Hill entrance.

A loop system is available in Committee Room 1, Committee Room 2 and the Council Chamber.

Adapted toilets are available on the ground and first floor.

Meeting papers are available in large print and other formats on request.

For further assistance please contact Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

Queries on reports

If you have a question or query regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

General Information	Information regarding committees, councilors and the democratic process is available at www.cambridge.gov.uk/democracy.

Licensing Act 2003 - Licensing Sub-Committee: Hearings Procedure

Preliminary Matters

1. ***The Chair*** *will commence the hearing by introducing him/herself, the other two members of the Sub-Committee and the officers present.*
2. **The Chair** will ask the applicant(s)/the responsible authorities/the interested parties present, and their representatives (if applicable), to introduce themselves and identify their interest in the proceedings.

Failure of a party to attend the hearing

3. If a party has informed the licensing authority that he/she does not intend to attend or be represented at a hearing, the hearing may proceed in his/her absence.
4. If a party who has not so indicated fails to attend or be represented at a hearing, the Sub-Committee may –
   (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
   (b) hold the hearing in the party's absence.
5. Where the Sub-Committee holds the hearing in the absence of a party, the Sub-Committee will consider at the hearing the application, representations or notice made by that party.
6. **The Chair** will explain the procedure to be followed at the hearing and will confirm whether the Sub-Committee must reach its decision at the end of the hearing or within 5 workings days of the hearing, depending on the application being heard.
7. **The Clerk to the Sub-Committee** will indicate whether any party has requested permission for any other person(s) (other than his/her representative) to appear at the hearing to assist the Sub-Committee in relation to the application, representations or notice of the party making the request. The Sub-Committee will decide whether to grant permission to allow any other person(s) to appear at the hearing on behalf of the party; such permission will not be unreasonably withheld.
8. **The Clerk to the Sub-Committee** will ask whether any party is seeking to introduce any document(s) or other information not previously disclosed to all the other parties to the hearing and the licensing authority. If all the other parties consent, the previously undisclosed document(s) or other information can be produced by a party in support of their application, representations or notice (as applicable).
9. The hearing will take the form of a discussion led by the Chair of the Sub-Committee. Cross-examination will not be permitted unless the Sub-Committee considers that cross-examination is required to consider the representations, application or notice as the case may require.
10. The Sub-Committee will consider any requests to permit cross-examination on

a case-by-case basis. When permission is given to one party, it will also normally be extended to all other parties.

11. The Sub-Committee will decide the equal maximum period of time that each party will have to present their case.

The Hearing

12. The Licensing Officer will present the report to the Sub-Committee.

13. Members may ask any relevant questions of the Licensing Officer.

14. The applicant, or the party who has initiated the hearing, will present their case first.

15. The party shall be entitled to:
    (a) give further information in support of their application, representations or notice (as applicable) in response to a specific request by the licensing authority prior to the hearing;
    (b) question any other party (if permission has been given by the Sub-Committee);
    (c) address the Sub-Committee.

16. If the Police are a party to the hearing, they will present their case. The Police have the rights listed in paragraph 15 (a) – (c) above.

17. If any other "responsible authority" are a party to the hearing, they will present their case in turn after the Police and have the rights listed in paragraph 15 (a) – (c) above.

18. Any other interested parties will then present their case in turn and have the rights listed in paragraph 15 (a) – (c) above.

19. Members of the Sub-Committee may ask questions of the/each party or any other person permitted to appear at the hearing in support of the party.

20. **The Chair** will invite the applicant, or the party who has initiated the hearing, and any parties making representations, to briefly summarise their points if they wish.

21. **The Chair** will ask the applicant, or the party who has initiated the hearing, and all parties making representations, that they are satisfied that they have said all they wish to.

The Decision

22. In considering any representations or notice made by a party, the Sub-Committee may take into account documentary or other information produced by a party in support of their application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing.

23. In reaching its decision, the Sub-Committee will disregard any information given by a party, or any person who has been permitted to appear at the hearing, which is not relevant to –
    (a) the application, representations or notice (as applicable) or in the case of another person, the application, representations or notice of the party

requesting their appearance, and

(b) the promotion of the licensing objectives or, in relation to a hearing to consider a notice given by the Police, the crime prevention objective.

24. The Sub-Committee may consider its decision in private and may move into private session where it considers that the public interest in so doing outweighs the public interest in that part of the hearing taking place in public. If the Sub-Committee do move into private session then all the parties and their representatives, any other person permitted to appear at the hearing, officers, the public and the press will be asked to leave the room whilst the decision is made.

The Chair will tell those present at the meeting the decision taken by the Sub-Committee and the reasons for the decision.

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Agenda Item

CAMBRIDGE CITY COUNCIL

REPORT OF: Jas Lally
Head of Refuse and Environment

TO: Licensing Sub-Committee 12/06/2012

WARDS: Trumpington

CONSIDERATION OF AN APPLICATION TO VARY A PREMISES LICENCE: CO-OP, 52 HILLS ROAD, CAMBRIDGE, CB2 1LA

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1 INTRODUCTION

1.1 An application under section 34 of the Licensing Act 2003 to vary the Premises Licence issued in respect of Co-op, 52 Hills Road, Cambridge, CB2 1LA has been received from Co-operative Group Food Limited. The application is attached to the report as Appendix A and the existing Premises Licence is attached to the report as Appendix B. The application was served on Cambridge City Council (the Licensing Authority) on 6th March 2012. A copy of the application was also served on each responsible authority.

1.2 The applicant has applied to vary the Licence to amend the licensed and trading hours as follows:

*Supply of Alcohol (for consumption off the premises)

Mon – Sat	06:00 to 23:00
Sun	06:00 to 23:30

*The hours for supply of alcohol have subsequently been amended as follows:

Mon – Sun	06:00 to 23:00

Non standard timings:
Christmas Day – 12:00 to 15:00 and 19:00 to 22:30
Good Friday – 08:00 to 22:30

Opening hours of the premises

Mon – Sun 06:00 to 23:30

1.3 The applicant has indicated in section P of the application form (Appendix A) that the following additional steps will be taken to promote the four licensing objectives should the application be granted:

1. A closed circuit TV monitoring system shall be installed and maintained. Images recorded shall be retained for at least 21 days and to be handed to the Police or Authorised Officer on request.
2. Signage shall be displayed in store stating that it is an offence for people under 18 to purchase alcohol.
3. The store shall be fitted with a panic button for staff to press in cases of emergency.
4. The store shall be fitted with a burglar alarm.
5. No deliveries shall take place between the hours of 23:00 and 06:00 the following day.
6. All staff shall be trained in relation to underage related sales of alcohol.
7. A 'Challenge 25' scheme shall be in place and notices of this shall be prominently displayed within the store.
8. An electronic till prompt when alcohol is scanned shall be in place to remind staff to check the age of the purchaser.
9. An 'Age Refusals Register' book shall be kept to record where sales of alcohol are challenged or refused.

1.4 In accordance with the regulations of the Act, the application was advertised on the premises and in the Cambridge Evening News to invite representations from responsible authorities and other persons. As the applicant originally placed the notice giving details of the application inside the premises and not outside, the representation period was extended to the 14th May 2012.

1.5 Twenty-eight representations from Other Persons have been received and are attached to the report as Appendix C.

1.6 No representations were received from the Responsible Authorities – Cambridgeshire Constabulary, Cambridgeshire Fire & Rescue Service, the two Environmental Health Managers, Planning, Trading Standards and Child Protection.

1.7 The application is yet to be determined.

2. RECOMMENDATIONS

2.1 That Members' determine the application on its individual merits having reference to the statutory licensing objectives and Cambridge City Council's Statement of Licensing Policy.

3. BACKGROUND

3.1 The premises is located within a cumulative impact area. It is therefore subject to a special policy on cumulative impact. The special policy creates a rebuttable presumption that applications within cumulative impact areas for new premises licences or variations that are likely to add to the existing cumulative impact will normally be refused if relevant representations are received about the cumulative impact on the licensing objectives, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact already being experienced. The cumulative impact policy has been referred to in the representations received but it has not been addressed by the applicant.

3.2 The Council's Statement of Licensing Policy contains information on the cumulative impact.

3.3 The existing Licence is attached to the report as Appendix B. It was issued on 20th September 2005 following the grant of an application to convert an existing Justices' Off Licence in to a Premises Licence. No application has been made to vary the hours or activities authorised by the Licence since that time.

3.4 The Premises Licence currently authorises the following licensable activities:

<u>Supply of Alcohol (for consumption off the premises)</u>

Mon – Sat	08:00 to 23:00
Sun	10:00 to 22:30

Non standard timings:
Christmas Day – 12:00 to 15:00 and 19:00 to 22:30
Good Friday – 08:00 to 22:30

3.5 In carrying out its licensing functions, the Licensing Authority must have regard to its Statement of Licensing Policy and additionally the statutory guidance issued under Section 182 of the Licensing Act 2003. The relevant sections from the Council's Statement of

Licensing Policy are:
- Objectives, section 2
- Fundamental principles, section 4
- Cumulative impact, section 5
- Licensing Hours, section 6
- Licence Conditions, section 8

4. CONSULTATIONS

4.1 The Licensing Act 2003 requires applications made under section 34 of the Act to be served on the responsible authorities and also advertised on the premises and in a local newspaper circulating within the vicinity of the premises. During the consultation period, responsible authorities and other persons (any individual, body or business entitled to make representations to licensing authorities), may make a representation in respect of the application.

4.2 Statutory consultation has therefore taken place with responsible authorities and other persons in accordance with the procedures set out in the Licensing Act 2003 and associated regulations made under the Act.

5. OPTIONS

5.1 Whilst having reference to the information provided by the applicant and the other persons and also Cambridge City Council's Statement of Licensing Policy, the Sub-Committee's decision must be made with a view to promoting one or more of the four licensing objectives, namely:
(a) the prevention of crime and disorder;
(b) public safety;
(c) the prevention of public nuisance; and
(d) the protection of children from harm.

5.2 Members should take such steps that they consider are necessary for the promotion of the licensing objectives. The Sub-Committee may resolve:
(a) to modify the conditions of the Licence (i.e. alter, omit or add any new condition); and/or
(b) to reject the whole or part of the application.

6. CONCLUSIONS

6.1 The Licensing Authority has a duty under the Licensing Act 2003 to promote the Licensing Objectives. Each objective has equal importance. In carrying out its licensing functions, the Licensing Authority must also have regard to its Statement of Licensing Policy, and the Statutory Guidance under the Licensing Act 2003 and it is bound by the Human Rights Act 1998. The Council must also fulfil its obligations under Section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in Cambridge.

7. IMPLICATIONS

a) Financial Implications

Cambridge City Council (the Licensing Authority) has a statutory duty to determine applications made under the Licensing Act 2003. The application fees associated with such applications are set by Central Government and are intended to cover the cost of administering the licensing regime.

There are no specific financial implications associated with this report.

(b) Staffing Implications

There are no staffing implications associated with this report.

(c) Equal Opportunities Implications

No equality impact assessment has been conducted, as the only consideration in reaching a decision is whether the granting of the application will undermine the statutory licensing objectives.

(d) Environmental Implications

Any environmental implications that need to be considered must specifically relate to the promotion of the statutory licensing objectives and will be contained in the representations made by the responsible authorities or other persons.

(e) Community Safety

Cambridge Constabulary, Cambridgeshire Fire & Rescue Service, Cambridge City Council's Food & Occupational Safety Team, Cambridge City Council's Environmental Services, Cambridge City Council's Environment & Planning Department, Cambridgeshire County Council's Child Protection & Review Unit and Cambridgeshire

County Council's Trading Standards Department were consulted as part of the application process and could have made representation if it was considered that the granting of the application would undermine one or more of the statutory licensing objectives.

Those making representations would have raised any relevant community safety implications.

8. BACKGROUND PAPERS: The following are the background papers that were used in the preparation of this report:

Licensing Act 2003
The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005
Guidance issued under section 182 of the Licensing Act 2003
The Council's Statement of Licensing Policy

To inspect these documents either view the above hyperlinks or contact Debbie Stoker on extension 7879

The author and contact officer for queries on the report is Debbie Stoker on extension 7879.

Report file:
Date originated: 30 May 2012
Date of last revision: 30 May 2012

Part A

Licensing Act 2003
Format of premises licence
CAMBRIDGE CITY COUNCIL

CAMBRIDGE CITY COUNCIL

Premises licence number	**PRECAM 000196**

Part 1 – Premises details

Postal address of premises, or if none, ordnance survey map reference or description	
Co-op **52 Hills Road**	
Post town **Cambridge**	Post code **CB2 1LA**
Telephone number **01223 367530**	

Where the licence is time limited the dates
N/A

Licensable activities authorised by the licence
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities						
Activity	**Supply of Alcohol**					
Day	Times					
Sun	**10:00**	**22:30**				
Mon	**08:00**	**23:00**				
Tue	**08:00**	**23:00**				
Wed	**08:00**	**23:00**				
Thurs	**08:00**	**23:00**				
Fri	**08:00**	**23:00**				
Sat	**08:00**	**23:00**				
Non Std Timings & Seasonal Variations	**See Annex 2.**					

The opening hours of the premises						
Day	Times					
Sun						
Mon						
Tue						
Wed						
Thurs						
Fri						
Sat						
Non Std Timings & Seasonal Variations	**Hours not stated.**					

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies
Off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence
Co-operative Group Food Limited **New Century House** **Manchester** **M60 4ES** **0141 304 5426** **01223 367530**

Registered number of holders, for example company number, charity number (where applicable)
26715R

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol
Alison Jane Brown

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Annex 1 - Mandatory conditions

1. No supply of alcohol may be made under the premises licence -
(a) at a time when there is no designated premises supervisor in respect of the premises, or
(b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Annex 2 - Conditions consistent with the operating schedule

1. Alcohol shall not be sold, supplied or taken from the premises except during permitted hours. In this condition, permitted hours means:
a. On weekdays and Saturdays, other than Christmas Day, 08:00 to 23:00.
b. On Sundays, other than Christmas Day, 10:00 to 22:30.
c. On Christmas Day, 12:00 to 15:00 and 19:00 to 22:30.
d. On Good Friday, 08:00 to 22:30.

The above restrictions do not prohibit:
(a) during the first twenty minutes after the above hours, the taking of the alcohol from the premises, unless the alcohol is supplied or taken in an open vessel;
(b) the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
(c) the sale of alcohol to a trader or club for the purposes of the trade or club;
(d) the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces.

2. This licence is granted on the condition that any other restrictions contained within the enactments specified under the Licensing Act 2003 (Schedule 8 (6)) are adhered to.

The prevention of crime and disorder

-

Public Safety

-

The prevention of public nuisance

-

The protection of children from harm

-

Annex 3 - Conditions attached after a hearing by the licensing authority

-

Annex 4 - Plans

See attached

This licence was granted on: 20th September 2005

Part B

Licensing Act 2003
Premises licence summary

CAMBRIDGE CITY COUNCIL

Premises licence number	**PRECAM 000196**

Premises details

Postal address of premises, or if none, ordnance survey map reference or description **Co-op** **52 Hills Road**	
Post town **Cambridge**	Post code **CB2 1LA**
Telephone number **01223 367530**	

Where the licence is time limited the dates
N/A

Licensable activities authorised by the licence
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

Activity	**Supply of Alcohol**					
Day	Times					
Sun	**10:00**	**22:30**				
Mon	**08:00**	**23:00**				
Tue	**08:00**	**23:00**				
Wed	**08:00**	**23:00**				
Thurs	**08:00**	**23:00**				
Fri	**08:00**	**23:00**				
Sat	**08:00**	**23:00**				
Non Std Timings & Seasonal Variations	**See Annex 2.**					

The opening hours of the premises

Day	Times					
Sun						
Mon						
Tue						
Wed						
Thurs						
Fri						
Sat						
Non Std Timings & Seasonal Variations	**Hours not stated.**					

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies
Off the premises

Name, (registered) address of holder of premises licence
Co-operative Group Food Limited
New Century House
Manchester
M60 4ES

Registered number of holder, for example company number, charity number (where applicable)
26715R

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol
Alison Jane Brown

State whether access to the premises by children is restricted or prohibited

This licence was granted on: 20th September 2005

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Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.
If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.
You may wish to keep a copy of the completed form for your records.

I/We Co-operative Group Food Limited
(Insert name(s) of applicant)
being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number
PRECAM 000196

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
52 Hills Road Cambridge			
Post town	Cambridgeshire	**Post code**	CB2 1LA

Telephone number at premises (if any)	01223 367530
Non-domestic rateable value of premises	£49250

Part 2 – Applicant details

Daytime contact telephone number	0161 827 5747		
E-mail address (optional)	licensing@co-operative.coop		
Current postal address if different from premises address	Licensing Department 5th Floor Federation Building Dantzic Street		
Post Town	Manchester	**Postcode**	M60 0AF

Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible? ☒

If not do you want the variation to take effect from

Day		Month		Year			

Please describe briefly the nature of the proposed variation (Please see guidance note 1)
To Vary the licensing hours/trading hours of the premises

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment	**Please tick yes**
a) plays (if ticking yes, fill in box A)	☐
b) films (if ticking yes, fill in box B)	☐
c) indoor sporting events (if ticking yes, fill in box C)	☐
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	☐
e) live music (if ticking yes, fill in box E)	☐
f) recorded music (if ticking yes, fill in box F)	☐
g) performances of dance (if ticking yes, fill in box G)	☐
h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	☐
Provision of entertainment facilities:	
i) making music (if ticking yes, fill in box I)	☐
j) dancing (if ticking yes, fill in box J)	☐
k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)	☐
Provision of late night refreshment (if ticking yes, fill in box L)	☐
Sale by retail of alcohol (if ticking yes, fill in box M)	☒

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			**Will the performance of a play take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for performing plays** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 6)			**Will the exhibition of films take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for the exhibition of films** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			**Please give further details** (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			**State any seasonal variations for indoor sporting events** (please read guidance note 4)
Wed			
Thur			**Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list** (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			**Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
Day	Start	Finish		Outdoors	☐
				Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for boxing or wrestling entertainment** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			**Will the performance of live music take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for the performance of live music** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			**Will the playing of recorded music take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for the playing of recorded music** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

G

Performances of dance Standard days and timings (please read guidance note 6)			**Will the performance of dance take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for the performance of dance** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			**Please give a description of the type of entertainment you will be providing**		
Day	Start	Finish	**Will this entertainment take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
Mon				Outdoors	☐
				Both	☐
Tue			**Please give further details here** (please read guidance note 3)		
Wed					
Thur			**State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)** (please read guidance note 4)		
Fri					
Sat			**Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sun					

I

Provision of facilities for making music Standard days and timings (please read guidance note 6)			**Please give a description of the facilities for making music you will be providing**		
			Will the facilities for making music be indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for the provision of facilities for making music** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			**Will the facilities for dancing be indoors or outdoors or both – please tick** (see guidance note 2)	Indoors	☐
				Outdoors	☐
				Both	☐
Day	Start	Finish	**Please give a description of the facilities for dancing you will be providing**		
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for providing dancing facilities** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the provision of facilities for dancing at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			**Please give a description of the type of entertainment facility you will be providing**		
Day	Start	Finish	**Will the entertainment facility be indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
Mon				Outdoors	☐
				Both	☐
Tue			**Please give further details here** (please read guidance note 3)		
Wed					
Thur			**State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j** (please read guidance note 4)		
Fri					
Sat			**Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Sun					

L

Late night refreshment Standard days and timings (please read guidance note 6)			**Will the provision of late night refreshment take place indoors or outdoors or both – please tick** (please read guidance note 2)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			**Please give further details here** (please read guidance note 3)		
Tue					
Wed			**State any seasonal variations for the provision of late night refreshment** (please read guidance note 4)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list** (please read guidance note 5)		
Sat					
Sun					

M

Supply of alcohol Standard days and timings (please read guidance note 6)			**Will the supply of alcohol be for consumption (Please tick box)** (please read guidance note 7)	On the premises	☐
				Off the premises	☒
Day	Start	Finish		Both	☐
Mon	06:00	23:00	**State any seasonal variations for the supply of alcohol** (please read guidance note 4)		
Tue	06:00	23:00			
Wed	06:00	23:00			
Thur	06:00	23:00	**Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list** (please read guidance note 5)		
Fri	06:00	23:00			
Sat	06:00	23:00			
Sun	06:00	23:30			

N

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8) None

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)		
Day	Start	Finish
Mon	06:00	23:30
Tue	06:00	23:30
Wed	06:00	23:30
Thur	06:00	23:30
Fri	06:00	23:30
Sat	06:00	23:30
Sun	06:00	23:30

State any seasonal variations (please read guidance note 4)

Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

Please tick yes

- I have enclosed the premises licence ☒
- I have enclosed the relevant part of the premises licence ☒

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

P Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

A closed circuit TV monitoring system to be installed and maintained. images recorded and retained for at least 21 days and to be handed to police/local authority on request.

b) The prevention of crime and disorder

Signage to be displayed instore that it is an offence for people aged under 18 to purchase alcohol.

Store fitted with a panic button for staff to press in cases of emergency

Store fitted with a burglar alarm.

c) Public safety

To meet the requirements of the Fire Safety Order 2005

d) The prevention of public nuisance

no deliveries to take place between the hours of 2300 and 0600 the following day.

e) The protection of children from harm

all staff are trained in relation to underage related sales of alcohol. proof of age scheme in place.

"Challenge 25" scheme in place and notices of this prominantley displayed within the store

electronic till prompt when alcohol is scanned to remind staff to check the age of the purchaser

"Age Refusals Register" refusals book kept to record where sales of alcohol are challenged or

refused.

Please tick yes

- I have made or enclosed payment of the fee ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable ☒
- I understand that I must now advertise my application ☒
- I have enclosed the premises licence or relevant part of it or explanation ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 5 – Signatures (please read guidance note 10)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Signature	O. McGreary
Date	05/03/2012
Capacity	Licensing Administrator

Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note12). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 13) Licensing Department 5th Floor Federation Building Dantzic Street			
Post town	Manchester	**Post code**	M60 0AF
Telephone number (if any)	0161 827 5494		
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			

Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.