



# Public Document Pack

## Cambridge City Council

### LICENSING SUB-COMMITTEE

**To:** Councillors Reiner, Rosenstiel and Saunders

**Date:** Monday, 2 July 2012

**Time:** 2.00 pm

**Venue:** Committee Room 1 & 2 - Guildhall

**Contact:** Toni Birkin

**Direct Dial:** 01223 457086

### AGENDA

- 1 APPOINTMENT OF A CHAIR
- 2 DECLARATIONS OF INTEREST
- 3 MEETING PROCEDURE
- 4 CONSIDERATION OF AN APPLICATION FOR A PREMISES LICENCE TO BE GRANTED : SHELL, TRUMPINGTON, 58 HIGH STREET, CAMBRIDGE, CB2 9LS (*Pages 1 - 32*)

## 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](mailto:licensing@cambridge.gov.uk).

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

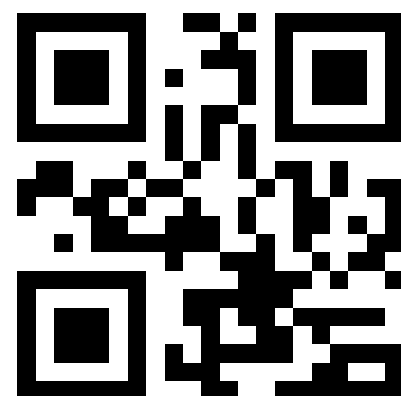
A loop system is available in Committee Room 1, Committee Room 2 and the Council Chamber.

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](mailto: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](mailto:democratic.services@cambridge.gov.uk).



**General  
Information**

Information regarding committees,  
councilors and the democratic process is  
available at  
[www.cambridge.gov.uk/democracy](http://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 working 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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## CAMBRIDGE CITY COUNCIL

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REPORT OF: Jas Lally  
Head of Refuse and Environment

TO: Licensing Sub-Committee

02/07/2012

WARDS: Trumpington

### **CONSIDERATION OF AN APPLICATION FOR A PREMISES LICENCE TO BE GRANTED: SHELL TRUMPINGTON, 58 HIGH STREET, TRUMPINGTON, CAMBRIDGE, CB2 9LS**

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#### **1 INTRODUCTION**

1.1 An application under section 17 of the Licensing Act 2003 for a Premises Licence to be granted in respect of Shell Trumpington, 58 High Street, Trumpington, Cambridge, CB2 9LS has been received from Shell UK Oil Products Limited. The application, which is attached to the report as Appendix A, and a plan of the premises, which is attached to the report as Appendix B, were served on Cambridge City Council (the Licensing Authority) on 2<sup>nd</sup> May 2012. A copy of the application was also served on each responsible authority.

1.2 The applicant is seeking a new premises licence for the following:

Late Night Refreshment (indoors)

Mon – Sun 23:00 to 00:00

Supply of Alcohol (for consumption off the premises)

Mon – Sun 06:00 to 00:00

Opening hours of the premises

Mon – Sun 06:00 to 00:00

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

1. A suitable and sufficient CCTV system with recording facilities shall be in place at the site and will operate at all times the premises are open for licensable activities. Images shall be retained for a minimum of 31 days and made available upon reasonable request by the Police or other relevant officers of a responsible authority.
  2. Staff shall be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. All training shall be documented and training records shall be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.
  3. A refusals book shall be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.
  4. A Challenge 25 policy shall be operated at the premise and the only acceptable forms of identification shall be a passport, photocard driving licence and PASS accredited identification card.
  5. Spirits shall be located behind the counter.
- 1.4 If the application is granted, in whole or in part, such that the Licence authorises the supply of alcohol for consumption off the premises, the following mandatory conditions will be attached to Annex 1 of the Licence:
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.
  - 3.(1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
    - (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
- 1.5 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. The last date for submitting representations was the 31<sup>st</sup> May 2012.

- 1.6 One representation was received from an Other Person and is attached to the report as Appendix C
- 1.7 No representations were received from the Responsible Authorities – Cambridgeshire Constabulary, Cambridgeshire Fire & Rescue Service, the two Environmental Health Managers, Planning, Trading Standards, Child Protection and the Local Authority responsible for public health.

## **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 applicant describes the premises as a well established convenience store site which is currently under going a refurbishment. The store operates 06:00 to 00:00 hours, seven days per week and stocks fresh foods, dairy produce, groceries, domestic products and dry fuel products.
- 3.2 The premises are not located within a Cumulative Impact Area.
- 3.3 In carrying out its licensing functions, the Licensing Authority must have regard to its Statement of Licensing Policy and 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
  - Licensing Hours, section 6
  - Licence Conditions, section 8

## **4. CONSULTATIONS**

- 4.1 The Licensing Act 2003 requires applications made under section 17 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 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, the other person 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 appropriate for the promotion of the licensing objectives. The Sub-Committee may resolve:

- (a) to grant the licence subject to the mandatory conditions and those conditions offered by the applicant which may be modified to such extent as the authority considers appropriate for the promotion of the licensing objectives,
- (b) to exclude from the scope of the Licence any of the licensable activities to which the application relates;
- (c) to refuse to specify a person in the licence as the premises supervisor;
- (d) to reject 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, Cambridgeshire County Council's Trading Standards Department and the Local Authority for public health 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: 21 June 2012

Date of last revision: 21 June 2012

**Section 1 of 22**

\* required information

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

91868

This is the unique reference for this application generated by the system.

Your reference

Shell Trumpington

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes

No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

\* First name

SHELL UK OIL PRODUCTS LIMITED

\* Family name

N/A

\* E-mail

melissa@lockett.uk.com

Main telephone number

Include country code.

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- Applying as a business or organisation, including as a sole trader  
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

\* Is the applicant's business registered in the UK with Companies House?

Yes

No

\* Registration number

3625633

\* Business name

SHELL UK OIL PRODUCTS LIMITED

\* VAT number

GB

235763255

If the applicant's business is registered, use its registered name.  
Put "none" if the applicant is not registered for VAT.

\* Legal status

Private Limited Company

**Continued from previous page...**

\* Applicant's position in the business  
N/A

Home country  
United Kingdom

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

\* Building number or name  
SHELL CENTRE

\* Street  
N/A

District

\* City or town  
LONDON

Country or administrative area

\* Postcode  
SE1 7NA

\* Country  
United Kingdom

**Agent Details**

\* First name  
Melissa

\* Family name  
Zaffino

\* E-mail  
melissa@lockett.uk.com

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

An agent that is a business or organisation, including a sole trader

A sole trader is a business owned by one person without any special legal structure.

A private individual acting as an agent

**Agent Business**

\* Is your business registered in the UK with Companies House?  
 Yes  No

\* Registration number  
2728479

\* Business name  
Lockett & Co

\* VAT number  
GB 589415592

\* Legal status  
Private Limited Company

If your business is registered, use its registered name.  
Put "none" if you are not registered for VAT.



*Continued from previous page...*

\* Your position in the business

LICENSING COMPLIANCE COORDINATOR

Home country

The country where the headquarters of your business is located.

**Agent Registered Address**

Address registered with Companies House.

\* Building number or name

Lockett House

\* Street

13 Church Street

District

\* City or town

Kidderminster

County or administrative area

\* Postcode

DY10 2AH

\* Country

United Kingdom

The information given here will be saved and will be pre-filled in future forms.

**Section 2 of 22**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

SHELL TRUMPINGTON

Street

58 HIGH STREET

District

City or town

TRUMPINGTON

County or administrative area

CAMBRIDGESHIRE

Postcode

CB2 9LS

Country

United Kingdom

**Further Details**

Telephone number

01223 846990

*Continued from previous page...* Non-domestic rateable  
value of premises (£)

28,500

**Section 3 of 22**

**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (C14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

**Confirm The Following**

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

**Section 4 of 22**

**NON INDIVIDUAL APPLICANTS**

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

**Non Individual Applicant's Name**

Name

Continued from previous page...

**Details**

Registered number (where applicable)

3625633

Description of applicant (for example partnership, company, unincorporated association etc)

PRIVATE LIMITED COMPANY

**Address**

Building number or name

SHELL CENTRE

Street

N/A

District

City or town

LONDON

County or administrative area

Postcode

SE1 7NA

Country

United Kingdom

**Contact Details**

E-mail

Telephone number

Other telephone number

Add another applicant

**Section 5 of 22**

**OPERATING SCHEDULE**

When do you want the premises licence to start?

01 / 06 / 2012  
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end

/ /  
dd mm yyyy

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Provide a general description of the premises

*Continued from previous page...*

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.

Convenience Store Overview.

This is a well established convenience store site currently going under a refurbishment, traded by Shell UK Oil Products Limited with ancillary fuel sales. There are 8 pumps located on the forecourt as well as an ATM machine. There are no facilities on site for the maintenance and/or sale of motor vehicles.

The Convenience Store.

The convenience store has a retail area of approximately 800 sq ft. The purpose built store has been designed to serve both the local community along with passing trade. The convenience store operates 06:00 hours to 24:00 hours, seven days per week under the company's own format. The store stocks a range of fresh foods and dairy produce, groceries and other domestic products and also offers 'express' lunch facilities. In addition dry fuel products such as BBQ charcoal/kindling/logs are available. Off sales are a standard and expected feature of the convenience store service.

The Operation.

The convenience store is operated by the Manager who is also the DPS, assisted by a team of full and part time staff. The Designated Premises Supervisor, is trained and certified through an accredited scheme and is responsible for training all staff utilising the Lockett & Co Due Diligence pack-and Keeping complete training records. The Challenge 25 trading initiative is used supported by the refusals system with records kept in the Refusals Log.

Security.

The internal digital CCTV system benefits from a recorder with 31 day image retention. Recordings can be made available to Police and other enforcement agencies as needed.

**Section 6 of 22**

**PROVISION OF PLAYS**

Will you be providing plays?

- Yes  No

**Section 7 of 22**

**PROVISION OF FILMS**

Will you be providing films?

- Yes  No

**Section 8 of 22**

**PROVISION OF INDOOR SPORTING EVENTS**

Will you be providing indoor sporting events?

- Yes  No

**Section 9 of 22**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

*Continued from previous page...*

Will you be providing boxing or wrestling entertainments?

- Yes  No

**Section 10 of 22**

**PROVISION OF LIVE MUSIC**

Will you be providing live music?

- Yes  No

**Section 11 of 22**

**PROVISION OF RECORDED MUSIC**

Will you be providing recorded music?

- Yes  No

**Section 12 of 22**

**PROVISION OF PERFORMANCES OF DANCE**

Will you be providing performances of dance?

- Yes  No

**Section 13 of 22**

**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes  No

**Section 14 of 22**

**PROVISION OF FACILITIES FOR MAKING MUSIC**

Will you be providing facilities for making music?

- Yes  No

**Section 15 of 22**

**PROVISION OF FACILITIES FOR DANCING**

Will you be providing facilities for dancing?

- Yes  No

**Section 16 of 22**

**PROVISION OF FACILITIES FOR ENTERTAINMENT OF A SIMILAR DESCRIPTION TO THOSE PROVIDED FOR MAKING MUSIC OR DANCING**

Will you be providing facilities similar in nature to those provided for making music or dancing?

- Yes  No

**Section 17 of 22**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

- Yes  No

Continued from previous page...

**Standard Days And Timings**

**MONDAY**

Start   
Start

End   
End

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.

**TUESDAY**

Start   
Start

End   
End

**WEDNESDAY**

Start   
Start

End   
End

**THURSDAY**

Start   
Start

End   
End

**FRIDAY**

Start   
Start

End   
End

**SATURDAY**

Start   
Start

End   
End

**SUNDAY**

Start   
Start

End   
End

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors       Outdoors       Both

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.

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

**THE PROVISION OF HOT PIES, SAVOURIES, SOUP, HOT DRINKS ETC CONSISTENT WITH A TAKEOUT SERVICE FOR CONSUMPTION ON OR OFF THE PREMISES.**

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.


**Section 18 of 22**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

Yes

No

**Standard Days And Timings**

**MONDAY**

Start

End

Start

End

**TUESDAY**

Start

End

Start

End

**WEDNESDAY**

Start

End

Start

End

**THURSDAY**

Start

End

Start

End

**FRIDAY**

Start

End

Start

End

**SATURDAY**

Start

End

Start

End

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.

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

- On the premises       Off the premises       Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

**Name**

First name

Family name

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country



Continued from previous page...

Personal Licence number (if known)

Issuing licensing authority (if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 19 of 22**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

NONE:

**Section 20 of 22**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

Day	Start	End	Notes
MONDAY	Start <input type="text"/>	End <input type="text"/>	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.
	Start <input type="text"/>	End <input type="text"/>	
TUESDAY	Start <input type="text"/>	End <input type="text"/>	
	Start <input type="text"/>	End <input type="text"/>	
WEDNESDAY	Start <input type="text"/>	End <input type="text"/>	
	Start <input type="text"/>	End <input type="text"/>	

Continued from previous page...

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

**Section 21 of 22**

**LICENSING OBJECTIVES**

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

PLEASE SEE ATTACHED DOCUMENT CALLED LOCKETT'S GENERAL CONDITIONS.

b) The prevention of crime and disorder

PLEASE SEE ATTACHED DOCUMENT CALLED LOCKETT'S GENERAL CONDITIONS.

Continued from previous page...

c) Public safety

PLEASE SEE ATTACHED DOCUMENT CALLED LOCKETTS GENERAL CONDITIONS.

d) The prevention of public nuisance

PLEASE SEE ATTACHED DOCUMENT CALLED LOCKETTS GENERAL CONDITIONS.

e) The protection of children from harm

PLEASE SEE ATTACHED DOCUMENT CALLED LOCKETTS GENERAL CONDITIONS.

#### Section 22 of 22

#### PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card. Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

The national scale of fees is set out below and also available on our website:

<http://www.cambridge.gov.uk/ccm/content/ehws/licensing/fees.en>

Please enter and pay the appropriate fee. If you are uncertain of the fee enter 0 in the amount field and the City Council will contact you to advise you of the fee. Please note the application will not be processed until the correct fee has been paid.

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £87000	£315.00
Band D - £87001 to £125000	£450.00*
Band E - £125001 and over	£635.00*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Continued from previous page...

Band D - £87001 to £125000	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39999	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

\* Fee amount (£)

Continued from previous page...

**ATTACHMENTS**

Notice and Advertisement	electronic
Lockett's General Conditions	electronic
Trumpington Analysis of Intensity of Use	electronic
Consent form of premises supervisor	electronic
Premises plan	electronic

**DECLARATION**

\* I/we understand 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.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

MELISSA ZAFFINO

\* Capacity

LICENSING COMPLIANCE COORDINATOR

\* Date

02 / 05 / 2012  
dd mm yyyy

Add another signatory

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

Digital signature

You can digitally sign the form if you wish, this will be verified and passed to the authority.

When you are satisfied that you have completed the form correctly, save it and continue with the application process. If the online application screen is no longer available in your browser, [click here](#) to resume.

**OFFICE USE ONLY**

Applicant reference number	Shell Trumington
Fee paid	190.00
Payment provider reference	Pu2AAAAAIRu
ELMS Payment Reference	91868
Payment status	Paid
Payment authorisation code	040972
Payment authorisation date	May 2, 2012
Date and time submitted	May 2, 2012 4:04:13 PM
Approval deadline	Jul 13, 2012
Error message	
Is Digitally signed	<input type="checkbox"/>

**Section P Describe the steps you intend to take to promote the four licensing objectives:**

**a) General-all four licensing objectives (b, c, d, e)**

A suitable and sufficient CCTV system with recording facilities will be in place at site and will operate at all times the premise is open for licensable activities. Images can be made available upon reasonable request by the Police or other relevant officers of a responsible authority.

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

A refusals book will be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.

A Challenge 25 policy will be operated at the premise, acceptable forms of identification are a passport, photocard driving licence and PASS accredited identification card.

Spirits will be located behind the counter.

**b) The prevention of crime and disorder.**

A suitable and sufficient CCTV system with recording facilities will be in place at site and will operate at all times the premise is open for licensable activities. Images can be made available upon reasonable request by the Police or other relevant officers of a responsible authority.

Spirits will be located behind the counter.

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

**c) Public Safety.**

A suitable and sufficient CCTV system with recording facilities will be in place at site and will operate at all times the premise is open for licensable activities. Images can be made available upon reasonable request by the Police or other relevant officers of a responsible authority.

**d) Prevention of public nuisance.**

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

**e) The protection of children from harm.**

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

A refusals book will be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.

A Challenge 25 policy will be operated at the premise, acceptable forms of identification are a passport, photocard driving licence and PASS accredited identification card.

Spirits will be located behind the counter.



Consent of individual to being specified as premises supervisor

I, MOHAMED DEAN  
[full name of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

NEW PREMISES LICENCE APPLICATION FOR THE SALE OF ALCOHOL FOR CONSUMPTION OFF THE PREMISES AND UNR

[Type of application] .....  
by Shell UK Oil Products Limited  
[name of applicant]

relating to a premises licence: ..... [number of existing licence, if any] 1  
of Shell Turquaryton, 58 High Street, Turquaryton, Cambridgeshire, CB2 9LS  
[name and address of premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by: Shell UK Oil Products Limited  
[name of applicant]

concerning the supply of alcohol at:  
Shell Turquaryton, 58 High Street, Turquaryton, Cambridgeshire, CB2 9LS  
[name and address of premises to which application relates]

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number: ~~.....~~ [insert personal licence number, if any]

Personal licence issuing authority: ~~.....~~

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed MD

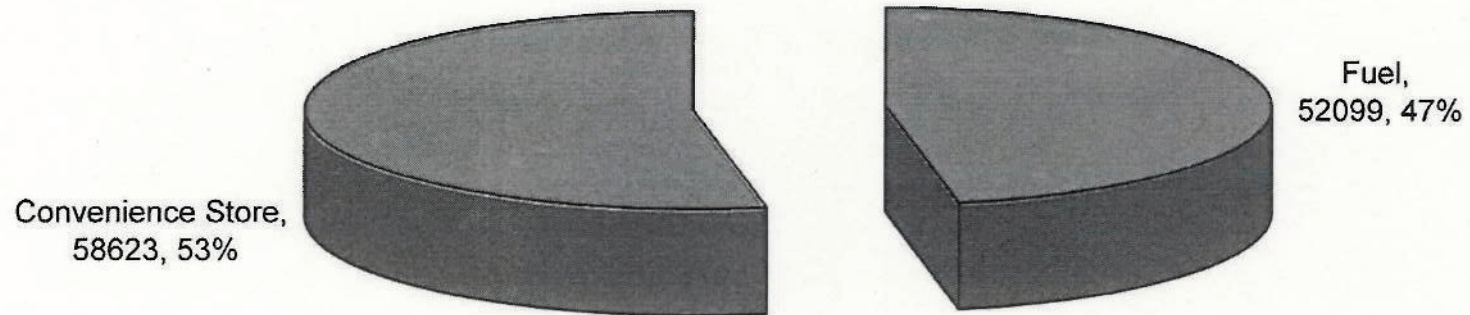
Name (please print) Mohamed

Dated 30/04/2012

**Analysis of Intensity of Use.**

Shell Trumpington, 58 High Street, Trumpington, Cambridgeshire, CB2 9LS.

1st January to 31st March 2012 incl.



**Analysis of Intensity of Use.**

Shell Trumpington, 58 High Street, Trumpington, Cambridgeshire, CB2 9LS.





Source: EPOS - 1st January to 31st March 2012.

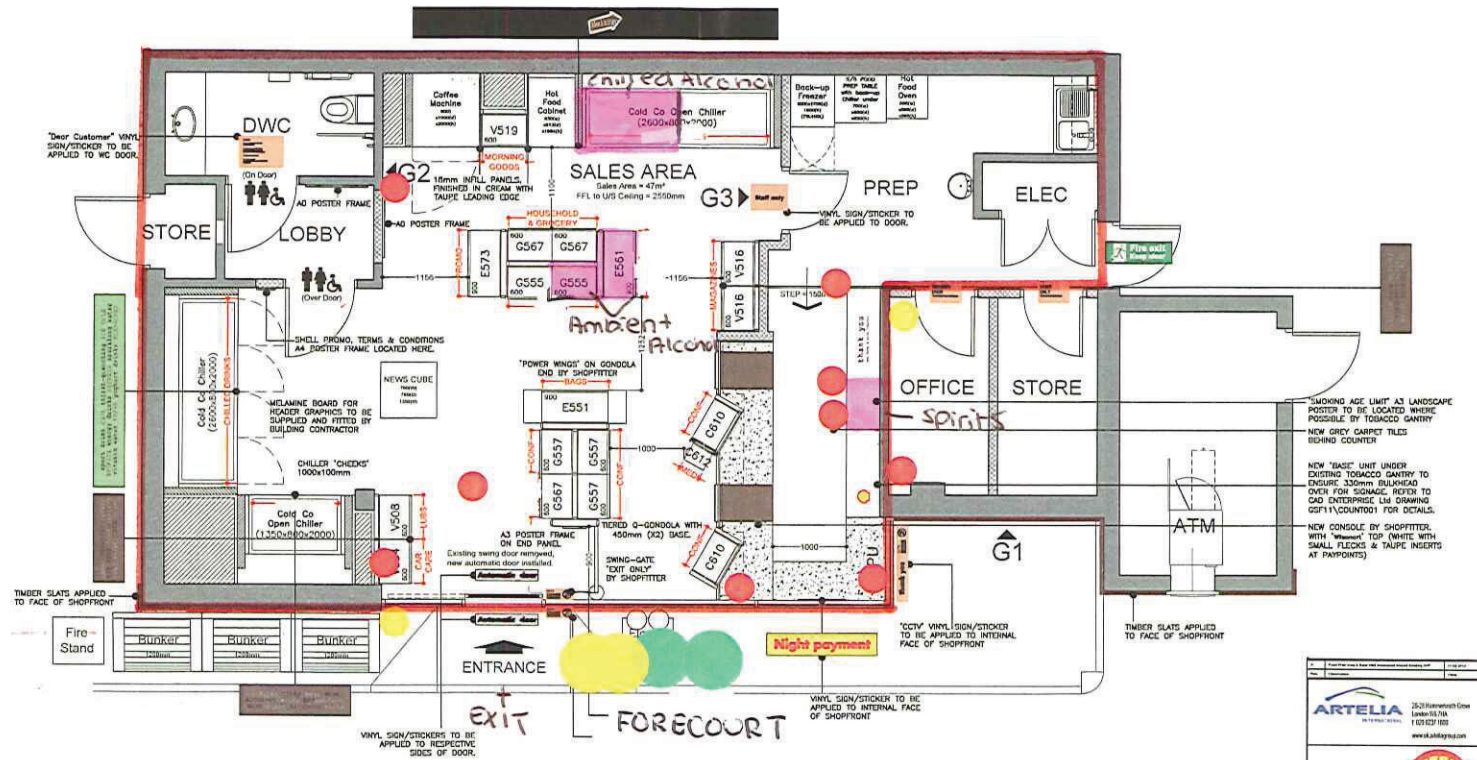
	<b>Fuel</b>	<b>Convenience Store</b>	<b>Total</b>
<b>1st to 31st January 2012</b>	18184	19724	37908
<b>1st to 29th February 2012</b>	16934	18966	35900
<b>1st to 31st March 2012</b>	16981	19933	36914
<b>TOTAL</b>	<b>52099</b>	<b>58623</b>	<b>110722</b>




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**Display of alcohol is to be permitted throughout the store, spirits to be located only behind the counter.**

**Key:**

-  - Fire extinguisher.
-  - CCTV.
-  - Fire bucket.
-  - Area to be licenced for the sale of alcohol for consumption off the premise and LNR.



	
Shell UK Retail PO Box 430 Grimsby United Kingdom	2011 Harwell Close Letchworth Herts SG8 1JQ 01452 871000 www.shellretail.com
	
MERCHANDISING LAYOUT	
	
78 The Furnace Impression Essex CM8 2JY 01279 422222 www.enriched.com	
TRUMPINGTONMCR001	

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**From:** licensing  
**To:** Deborah Stoker  
**Date:** 31/05/2012 12:06  
**Subject:** Fwd: Fw: Representation ref. Licensing application Shell filling station, High Street Trumpington

----- Forwarded Message -----

**From:**  
**To:** "[licencing@cambridge.gov.uk](mailto:licencing@cambridge.gov.uk)" <[licencing@cambridge.gov.uk](mailto:licencing@cambridge.gov.uk)>  
**Sent:** Thursday, 31 May 2012, 9:45  
**Subject:** Representation re. application Shell filling station Trumpington

Dear Sirs,  
JT Gregory Pharmacy  
54 High Street, Trumpington, Cambridge CB2 9LS

I wish to register our objection to the application for a premises alcohol licence by Shell for the filling station at Trumpington.

The basis for this opposition is that these premises will not promote the licensing objectives, particularly the prevention of public nuisance, anti social behavior ,crime and public safety. Enabling these premises to sell alcohol for the times stated in the application, 7 days a week in an area already well served with licensed premises will inevitably lead to an increase public nuisance.

We already experience a big litter problem with food and drink stuff bought from the filling station regularly being discarded outside our premises, this will only be made worse if a licence is granted.

Staff from the filling station make no attempt to clear the rubbish that is discarded by their customers.

From a public safety angle - there are already issues regarding alcohol abuse and of crime in this area, with an attempted break into the adjacent premises only two weeks ago. This is only likely to increase if a licence was granted .

Given that government objectives are to try and reduce public alcohol consumption, granting the licence would only increase alcohol consumption in Trumpington and would only serve to increase the problems alcohol can cause both from a public and individual perspective.

In view of the above , I would urge the Licensing Authority to refuse the application.

Yours faithfully,

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