

- Application for the premises licence
- DPS consent
- Plan of the premises
- Blue Notice
- Newspaper advert
- Conditions agreed with Essex Police
- Objections from residents (***separate document***)
- Objection from Safer Communities (***separate document***)
- Emails of support (***separate document***)
- Map of the area

Application for a premises licence to be granted 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 White Bear Tavern Limited

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Crooked Billet Middle street Nazeing			
Post town	Waltham Abbey	Postcode	en9 2ld

Telephone number at premises (if any)	01992893239
Non-domestic rateable value of premises	£ [REDACTED]

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *		please complete section (A)
b)	a person other than an individual *		
	i	as a limited company/limited liability partnership	✓ please complete section (B)
	ii	as a partnership (other than limited liability)	please complete section (B)
	iii	as an unincorporated association or	please complete section (B)
	iv	other (for example a statutory corporation)	please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

(A) individual applicants (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality		British			
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)					

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Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

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

Name White Bear Tavern Limited
Address C/O The Admin Office <u>The</u> Sultan <u>Sewardstone Road</u> Waltham Abbey Essex EN9 1PD

Registered number (where applicable) 05157577
Description of applicant (for example, partnership, company, unincorporated association etc.) company
Telephone number (if any) [REDACTED]
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
1	1	0 7 2 0 2 2

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

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

N/A

What licensable activities do you intend to carry on from the premises?

([please](#) see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
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)	

<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	√
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	√

In all cases complete boxes K, L and M

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	✓
Day	Start	Finish			
Mon	-----	-----	Please give further details here (please read guidance note 4)		
Tue	-----	-----			
Wed	-----	-----	State any seasonal variations for the performance of live music (please read guidance note 5) An additional hour Friday, Saturday, Sunday and Monday of every bank holiday, Christmas eve and boxing day		
Thur	-----	-----			
Fri	23.00 -----	23.59 -----	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 6)		
Sat	23.00 -----	23.59 -----			
Sun	-----	-----			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	✓
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon	23.00	23.59			
Tue	23.00	23.59			
Wed	23.00	23.59	State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur	23.00	23.59			
Fri	23.00	00.30	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 6) An additional hour Friday, Saturday, Sunday and Monday of every bank holiday weekend, Christmas eve and boxing day		
Sat	23.00	00.30			
Sun	23.00	23.30			

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of <u>late night refreshment</u> take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	√
Day	Start	Finish			
Mon	23.00	23.59	<u>Please give further details here</u> (please read guidance note 4)		
Tue	23.00	23.59			
Wed	23.00	23.59	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5) An additional hour every Friday, Saturday, Sunday and Monday of every bank holiday, Christmas eve and boxing day		
Thur	23.00	23.59			
Fri	23.00	01.00	<u>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</u> (please read guidance note 6)		
Sat	23.00	01.00			
Sun	23.00	23.59			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) An additional hour Friday, Saturday, Sunday and Monday of every bank holiday weekend, Christmas eve and boxing day		
Mon	11.00	23.59			
Tue	11.00	23.59			
Wed	11.00	23.59			
Thur	11.00	23.59	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 6)		
Fri	11.00	01.00			
Sat	11.00	01.00			
Sun	12.00	23.59			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	Kerry Louise Phelan
Date of birth	██████████
Address	████████████████████
Enfield	
Postcode	██████████
Personal licence number (if known)	████████████████████
Issuing licensing authority (if known)	Enfield

K

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 9).

N/A

L

Hours premises are open to the public
Standard days and timings (please read guidance note 7)

Day	Start	Finish
Mon	11.00	00.30
Tue	11.00	00.30
Wed	11.00	00.30
Thur	11.00	00.30
Fri	11.00	1.30
Sat	11.00	1.30
Sun	12.00	00.30

State any seasonal variations (please read guidance note 5)

An additional hour Friday, Saturday, Sunday and Monday of every bank holiday weekend, Christmas eve and Boxing day

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 6)

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

The Licensee, that is the person in whose name the premises license is issued, shall always ensure that when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the license and preventing crime and disorder.
The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol particularly with regard to drunkenness and underage persons.
Records will be kept of training and refresher training
We have now employed the services of an ex-police licensing inspector and ex chair of the licensing enforcement authorities to advise as required
The Pub has been run for a number of years by the deceased dps with no issues whatsoever and we don't expect to have any issues going forward

b) The prevention of crime and disorder

Any incidents of a criminal nature that may occur on the premises will be reported to the police
The Licensee will install comprehensive cctv coverage at the premises and it is operated and maintained at the premises

c) Public safety

Appropriate fire safety procedures are in place including fire extinguishers, fire blanket, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting
All appliances are inspected annually
All emergency exits shall be always kept free from obstruction

d) The prevention of public nuisance

All customers will be asked to leave quietly.
Clear legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours
Any outside live music will finish at 23.00

e) The protection of children from harm

The Licensee and staff will ask persons who appear to be under the age of 25 for photographic ID such as proof of age cards, the connexions card and citizen card, photographic driving license or passport, an official identity card issued by HM forces or by an EU country, bearing the photograph and date of birth of the bearer
All staff will be trained for UNDERAGE SALES PREVENTION regularly
A register of refused sales shall be kept and maintained on the premises

Checklist:

Please tick to indicate agreement

• I have made or enclosed payment of the fee.	√
• I have enclosed the plan of the premises.	√
• I have sent copies of this application and the plan to responsible authorities and others where applicable.	√
• I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	√
• I understand that I must now advertise my application.	√
• I understand that if I do not comply with the above requirements my application will be rejected.	√
• [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	√

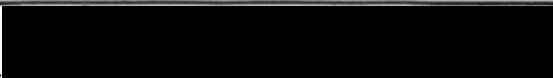
It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in
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	<p>the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	14/06/2022
Capacity	Director

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Consent of individual to being specified as premises supervisor

Kerry Louise Phelan

[full name of prospective premises supervisor]

Of

[home address 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

DPS

[type of application]

by

Kerry Louise Phelan

[name of applicant]

relating to a premises licence

[number of existing licence, if any]

for

The Crooked Billet
Middle street
Nazeing
Waltham Abbey
Essex
En9 2ld

[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

Kerry Louise Phelan

[name of applicant]

concerning the supply of alcohol at

The Crooked Billet
Middle Street
Nazeing
Waltham Abbey
En9 2ld

[name and address of premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and 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

Enfield

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

Signed

Name (please print)

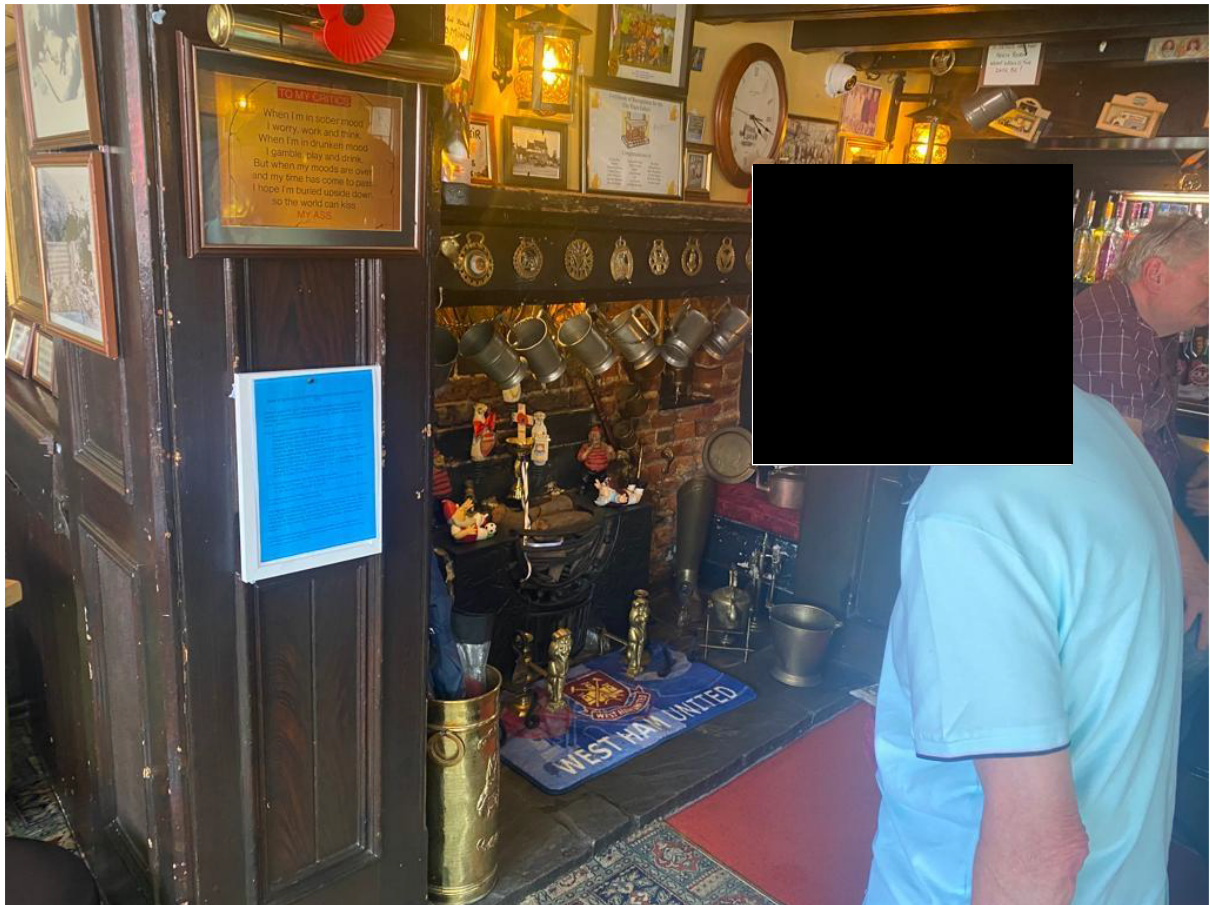
Kerry Louise Phelan

Date

13th June 2022.











Any representations must be made by the following date: 13 July 2022
It is an offence under section 342 of the Gambling Act 2005 if a person, without reasonable excuse, gives to a licensing authority for a purpose connected with that Act information which is false or misleading.

**Exchange
and Mart**

**Notice of Application for a Premises
Licence under the Licensing Act 2003**

Notice is given this day 17.06.22 that White Bear Tavern Limited has applied to the Licensing office at Epping Forest District Council for a Premises Licence in respect of *Crooked Billet, Middle Street, Nazeing, Essex, EN9 2LD*. The proposed licence looks to include:

- The performance of live music to take place indoors & outdoors – Friday to Saturday 23.00 to 23.59 hours.*
- The playing of recorded music to take place indoors & outdoors – Monday to Thursday 23.00 to 23.59, Friday to Saturday 23.00 to 00.30, Sunday 23.00 to 23.30 hours.*
- The provision of late-night refreshment to take place indoors & outdoors – Monday to Thursday 23.00 to 23.59, Friday to Saturday 23.00 to 1.00, Sunday 23.00 to 23.59 hours.*
- The supply of alcohol for consumption both on and off the premises - Monday to Thursday 11.00 to 23.59, Friday to Saturday 11.00 to 01.00, Sunday 12.00 to 23.59 hours.*

The hours the premises are open to the public are:

- Monday to Thursday 11.00 to 00.30, Friday to Saturday 11.00 to 01.30, Sunday 12.00 to 00.30 hours*

*An additional hour Friday, Saturday, Sunday and Monday of every bank holiday, Christmas eve and boxing day.

The register of licensed premises is maintained at the Licensing Office of Epping Forest District Council, Civic Offices, High Street, Epping, Essex, CM16 4BZ. Applications for premises licences may be inspected at this office during office hours. Anyone wishing to oppose this application must give written notice to the Licensing Office within 28 days of this notice. It is an offence knowingly or recklessly to make a false statement in connection with an application which could lead to a fine on summary conviction (maximum £5000)



PLANNING



DESIGN

Queens Road Buckhurst Hi

Up to 30 minutes

Up to 1 hour

Up to 2 hours

Albany Court, Bakers Lane

Up to 2 hours

Epping New Road Epping

Up to 2 hours

Over 2 hours up to 4pm

High Road Loughton

Up to 30 minutes

Up to 1 hour

Up to 2 hours

Rectory Lane Loughton

Up to 1 hour

Up to 2 hours

Over 2 hours up to 6pm

Oakwood Hill Loughton

Up to 1 hour

Up to 2 hours

Over 2 hours up to 6.30pm

Ladyfields Loughton

Up to 1 hour

Up to 2 hours

Over 2 hours up to 4pm

Kings Green Loughton

Up to 1 hour

Lenthall Road Loughton

Up to 1 hour

Up to 2 hours

Over 2 hours up to 6.30pm

Connaught Avenue Lought

Up to 2 hours

Over 2 hours up to 6.30pm

Staples Road Loughton

Up to 3 hours

Up to 4 hours

Up to 5 hours

Up to 6 hours

RE: EPP - NEW GRANT



Licensing Epping and Brentwood
To Licensing

You replied to this message on 30/06/2022 11:59.



Reply Reply All Forward

Wed 29/06/2022 09:50

CAUTION: This Message originated outside of Epping Forest District Council. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Good Morning,

Please see attached conditions agreed and also time change on Sundays.

Please can the application be amended with these changes – Licensable activities to cease at 23:00 and closing time to be 00:00 on Sundays and the conditions agreed to be added.

As long as these are amendments are added onto the application and subsequently onto the licence then Essex Police have no representations.

Kind regards,



Kelsey Dott (81335)
Licensing Officer

Loughton Police Station, 158 High Road, Loughton, IG10 1DX

Kelsey Dott 42081335

From: kerry phelan
Sent: 28 June 2022 15:58
To: Licensing Epping and Brentwood
Cc: Raymond Bell; Mark Buckley
Subject: EXTERNAL - Re: Crooked Billet

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kelsey

We agree to the conditions for the licence

Kind regards

Kerry

Get [Outlook for iOS](#)

From: Licensing Epping and Brentwood [REDACTED]

Sent: Tuesday, June 28, 2022 12:01

To: [REDACTED]

Subject: Crooked Billet

Good Morning Kerry,

As per our conversation please see conditions that Essex Police feel should go onto the application and subsequently onto the new premises licence:

- Outside area to be closed by 23:30. – as per previous licence.
- No person under the age of 18 years of age shall be permitted to enter or remain on the premises unless they are accompanied by an adult when the sale or supply of alcohol takes place; save to enter/exit residential parts of the building.
- Any outside live or recorded music will cease at 23:00. – slightly updated from condition offered.
- The premises shall clearly display signs at the each point of sale and in areas where alcohol is displayed advising customers that a 'Challenge 25' policy is in force.
At the point of sale, such signs shall be a minimum size of 200mm x 148mm.
- Clear and legible notices must be prominently displayed at any area used for smoking requesting customers to respect local residents and use the area quietly.
These signs shall be a minimum size of 200mm x 148 mm.
- Except when being used for entry or egress by a patron, all external windows and doors shall be kept shut at all times when music is being played.
- A refusals record shall be maintained at the premises that details all refusals to sell alcohol. Each entry shall, as a minimum, record the date and time of the refusal and the name of the staff member refusing the sale. All entries must be made as soon as possible and in any event within 4 hours of the refusal and the record must be made immediately available to police, trading standards or licensing authority staff upon reasonable request.
The refusals record shall be either electronic or maintained in a bound document and retained for at least 12 months from the date of the last entry.

Furthermore, upon going through the application and going through the Sultan's (the other pub that the company owns) opening times Essex police feel there should be an amendment to the opening hours on Sundays and also the licensable activities times. To stay in line with the other premises that the company owns Essex Police feel that licensable activities should cease at 23:00 on Sundays and close at 00:00. Essex Police feels that this time would be better suited as to not cause a public nuisance to the local residents who live in very close proximity to the pub.

Please can you email me back if you agree with these conditions or if you feel that we need to speak about them in more details.

Kind regards,



Kelsey Dott (81335)

Licensing Officer



[REDACTED]
Loughton Police Station, 158 High Road, Loughton, IG10 1DX

