

Committee Agenda



Epping Forest District Council

Licensing Sub-Committee **Tuesday, 1st December, 2020**

You are invited to attend the next meeting of **Licensing Sub-Committee**, which will be held as a:

Virtual Meeting on Zoom
on **Tuesday, 1st December, 2020**
at **10.00 am**.

Georgina Blakemore
Chief Executive

Democratic Services
Officer:

Democratic Services (Direct Line 01992 564243)
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors M Sartin (Chairman), S Heather, C P Pond and J M Whitehouse

PLEASE NOTE THE START TIME OF THE MEETING

PLEASE NOTE THAT THIS MEETING WILL BE RUN AS A VIRTUAL MEETING AND IS OPEN TO ALL MEMBERS TO ATTEND REMOTELY.

WEBCASTING/FILMING NOTICE (VIRTUAL MEETINGS)

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore by participating in this virtual meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If members of the public do not wish to have their image captured they should ensure that their video setting throughout the virtual meeting is turned off and set to audio only.

In the event that technical difficulties interrupt the virtual meeting that cannot be overcome, the Chairman may need to adjourn the meeting.

If you have any queries regarding this, please contact the Corporate Communications Manager on 01992 564039.

1. WEBCASTING ANNOUNCEMENT

1. This virtual meeting is to be webcast. Members are reminded of the need to unmute before speaking.

2. The Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

Please could I also remind Members of the Public who have registered to speak that they will be admitted to the meeting at the appropriate time.

Please also be aware that if technical difficulties interrupt the meeting that cannot be overcome, I may need to adjourn the meeting.”

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

To declare interests in any item on this agenda.

4. PROCEDURES FOR THE CONDUCT OF A VIRTUAL MEETING (Pages 5 - 6)

Please find attached the revised procedures for holding and attending a virtual meeting of the Licensing Sub-Committee.

5. PROCEDURE FOR THE CONDUCT OF BUSINESS (Pages 7 - 12)

To note the adopted procedure for the conduct of business by the Sub-Committee.

6. APPLICATION FOR A PREMISES LICENCE - CHURCHGATE FARM FOODS LTD, UNIT 5, MAYFIELDS FARM, SHEERING ROAD, HARLOW CM17 0JP (Pages 13 - 54)

To consider the attached report for a new premises licence.

7. APPLICATION FOR A PREMISES LICENCE - QUALITY AND EXCELLENCE LTD, 12 FOREST DRIVE, THEYDON BOIS CM16 7EY (Pages 55 - 96)

To consider the attached report for a new premises licence.

8. APPLICATION FOR A PREMISES LICENCE - CAFÉ CARIBBEAN, 262 HIGH ROAD, LOUGHTON IG10 1RB (Pages 97 - 148)

To consider the attached report for a new premises licence.

9. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt

information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Background Papers: Article 17 - Access to Information, Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

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General Procedures for Virtual Licensing Hearings

The following procedural requirements shall be followed at all times:

- (a) The virtual meetings are to be webcast as appropriate.
- (b) They will be held on the Zoom application. All persons (officers, applicants and objectors) will have to join the virtual meeting.
- (c) There shall be no recommendation from officers on the agenda.
- (d) The Committee shall be supplied with copies of all relevant documentation and the process and order of procedure shall be as follows:

Participants will join the meeting via the Zoom application using the link and passcode emailed to them.

All Licensing Sub-Committees are public meetings unless otherwise stated, and therefore, meetings will be webcast live to the internet.

It will be important in this virtual environment, for the conduct of the meeting, that all speakers go through the Chairman and wait to be called to speak. All participants should be muted unless asked to speak. If they wish to speak, they should raise a virtual (or physical) hand to attract the Chairman's attention.

Once all participants have joined the meeting virtually, the meeting shall begin and run as a normal Licensing Sub-Committee meeting as detailed below.

- (i) At the beginning of each meeting the Chairman will read out the webcasting introduction.
- (ii) The Chairman will open the meeting and introduce persons as appropriate asking applicants and representatives to identify themselves.
- (iii) The Chairman will outline the procedure to be followed.
- (iv) The Lead Officer will outline the matter in hand.
- (v) The applicant or representative will present his/her case, with or without witnesses, and be questioned by members and then by any objectors/persons making representations present.
- (vi) Any objectors/persons making representations may then present their objections/representation, with or without witnesses, and be questioned by members and then by the applicant/s or their representative.
- (vii) The objectors/persons making representations may make a final statement (without introducing new issues).
- (viii) Finally, the applicant has the right to make a final statement (without introducing new issues).

- (ix) All evidence/disclosures are to be made in the presence of all persons, unless someone voluntarily excuses themselves from the proceedings.
- (x) Committee members shall restrict themselves to questions and not discussion or comment.
- (xi) The applicant, objectors/persons making representations shall be allowed to ask officers questions of a technical/factual nature at any time during the proceedings.
- (xii) An adjournment should be granted where to do otherwise would deny a fair hearing.
- (xiii) The Committee may resolve to decide upon the application in private session, however, if it becomes necessary to recall anyone for additional information, everyone shall be invited to return to the Hearing.

The Committee will go into private session by putting all the participants into a Zoom 'waiting room' where they can wait without being able to hear or see the discussion taking place in private by the Sub-Committee members. At the end of the Sub-Committee's discussions all the participants will be invited back to the main meeting and told the decision of the Sub-Committee.

If thought necessary, because the Sub-Committee's deliberations might take a long time, the Chairman can close the meeting for all participants and ask them to return later to a new Zoom meeting either later that day or the next day to receive the decision of the Sub-Committee.

Officers can create another Zoom meeting for either later that day or the next day in order for the decision to be heard. Once created all the participants will be emailed a new date/time and joining details.

- (xiv) The decision shall be given in the presence of all parties that wish to be present and confirmed in writing as soon as possible thereafter. If legal advice is given to members, this advice will be repeated in summary form.

Licensing Committee - Terms of Reference

- (1) The full Committee shall comprise 15 Councillors appointed by the Council at its annual meeting, including a Chairman and Vice-Chairman.
- (2) For the functions set out in Appendix 1, and the legislation listed in Appendix 2, a sub-committee consisting of no more than any three Councillors drawn from the members of the full Committee shall be formed. Any such sub-committee shall include, by rota, one of the six Licensing Sub-Committee Chairmen appointed at each Annual Council meeting.
- (3) The Quorum for the Committee is set out in the Rules set out in Part 4 of this Constitution save that no business shall be transacted unless either the Chairman or Vice-Chairman of the Committee is present.
- (4) The Committee and sub-committees shall have full authority to hear and determine licensing applications.
- (5) The Committee and sub-committees shall be further empowered to determine appeals made against the decisions of the Service Director (Commercial and Regulatory Services) taken under delegated authority on licensing applications. (See Council delegation schedule for more details)
- (6) The Committee shall at all times carry out its duties solely within the policy from time to time determined by the Council and shall conduct its proceedings in accordance with the requirements set out in Appendix 3 (Conduct of Business by Licensing Committee and Sub-Committees).
- (7) The Licensing Committee shall take no part in the production or revision of the statement of licensing policy made under Section 5 of the Licensing Act 2003, however, they may determine policy under the legislation listed in Appendix 2 to this Article.
- (8) To be responsible for the consideration and approval of Designation Orders under Section 13 of the Criminal Justice and Police Act 2001 (Exercise of Controls over the consumption of alcohol in Public Places).

LICENSING ACT 2003 – LIST OF FUNCTIONS AND DELEGATED AUTHORITY

Matter to be dealt with	Full Committee	Sub-Committee	Officers
Application for personal licence		If a police objection	If no objection made
Application for personal licence with unspent convictions		All cases	
Application for premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application for provisional statement		If a relevant representation made	If no relevant representation made
Application to vary premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application to vary designated premises supervisor		If a police objection	All other cases
Request to be removed as designated premises supervisor			All cases
Application for transfer of premises licence		If a police objection	All other cases
Applications for interim Authorities		If a police objection	All other cases
Application to review premises licence/club premises certificate		All cases	
Decision on whether a complaint is irrelevant frivolous vexatious etc			All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application		All cases	
Determination of a police objection to a temporary event notice		All cases	
All policy matters except the formulation of the statement of licensing policy	All cases		

LIST OF STATUTORY POWERS

Those functions pertaining to licensing and registration and permits and consents contained in the following legislation and any regulations, orders, byelaws or other subsidiary legislation made under the above Acts:

Animal Boarding Establishments Act 1963
Breeding & Sale of Dogs (Welfare) Act 1999
Breeding of Dogs Act 1973
Breeding of Dogs Act 1991
Caravan Sites & Control of Development Act 1960
Caravan Sites Act 1968
Dangerous Wild Animals Act 1976
Gambling Act 2005
Guard Dogs Act 1975
House to House Collections Act 1939
Licensing Act 2003
Local Government (Miscellaneous Provisions) Act 1976
Local Government (Miscellaneous Provisions) Act 1982
Pet Animals Act 1951
Pet Animals Act 1951 (Amendment) Act 1983
Riding Establishments Acts 1964 & 1970
Scrap Metal Dealers Act 1964
Scrap Metal Dealers Act 2013
The Game Act 1831
Town Police Clauses Act 1847
Town Police Clauses Act 1889
Zoo Licensing Act 1981

PART A – CONDUCT OF BUSINESS BY LICENSING COMMITTEE AND SUB-COMMITTEES

All references to committee in this annex shall be taken to infer a reference to the associated subcommittees.

1. General Conduct

- 1.1 All hearings of the Licensing Committee under the Licensing Act 2003, are to be held in accordance with the Personal Licences, Hearings, Premises Licences and Club Premises Certificates, and Licensing Register Regulations, made under the Licensing Act 2003.
- 1.2 The Council's Constitution shall regulate the conduct of and debate at meetings.
- 1.3 In the case of hearings under the Licensing Act 2003, the Committee shall only consider those matters relevant to the licensing objectives as set out in the Licensing Act 2003 and the statement of licensing policy adopted by the Council.

2. Declarations of Interest

- 2.1 Members of the Committee are subject to the Council's Code of Conduct.

3. Participation in the Hearing

- 3.1 Debate shall be restricted to members of the Licensing Committee. Where a local ward member, not being a member of the Committee, wishes to participate in the hearing, they may do so only with the permission of the Chairman and their participation shall be subject to the same rules as are applied to any other witnesses to the application.
- 3.2 In hearings other than those under the Licensing Act 2003, where a ward member is a member of the Committee, and wishes to object to the application, the member shall give 14 days' notice of their intention, and shall play no part in the decision-making process of the Committee. In hearings under the Licensing Act 2003, those named as responsible authorities and interested parties in the Act may only make representations within the time limits set out in the relevant statutory provisions.
- 3.3 All persons participating in the hearing shall be made aware of the limitations or scope of statements that will be acceptable and, in particular, that statements should be factual or a fair statement on a matter of public interest.
- 3.4 In the case of any hearing pursuant to the summary review procedure under the Violent Crime Reduction Act 2006, the membership of any Subcommittee adjudicating on such a review shall comprise any three members drawn from the Licensing Committee subject to the proviso that no member should serve more than one hearing.

4. Attendance of the Public

- 4.1 The Council's Constitution and relevant statutory provisions relating to the admission or exclusion of the public shall apply to all meetings of the Licensing Committee.

5. Natural Justice

- 5.1 There are two elements to natural justice:

(a) Fairness

- (i) All persons affected by the decision or in the case of matters associated with the Licensing Act 2003, those named as responsible authorities and interested parties in the Act, will be allowed a hearing before a decision is made.
- (ii) Only objectors who can show clearly that they are affected by a decision shall be afforded the right to be heard or, in the case of hearings under the Licensing Act 2003, only those named in the Act as responsible authorities or interested parties.
- (iii) All information shall be made available, where possible in advance, to the applicant and the Committee.
- (iv) All members of the Committee shall be present throughout the hearing of a particular application. Where a member arrives late or leaves during a hearing of a particular application, that member shall play no part in the decision-making process. Where an application is adjourned it shall be continued by the same members only, and no others.
- (v) The Committee shall have discretion in respect of 'late' objections. Such objections shall be clearly marked on the agenda as such and the Committee shall decide on their acceptability. The applicant shall be advised of any late objections. In the case of representations made in relation to the Licensing Act 2003 applications, these shall only be accepted in accordance with the relevant statutory provisions.

(b) Prevention of Bias

- (i) The rules on the declarations of interest shall be firmly applied.
- (ii) If the Committee moves into private session to consider its decision, it shall be accompanied only by its advising officers, none of whom shall have taken a substantive part in the hearing, and shall play no substantive part in the decision-making process.

6. General Procedures for Hearings

- 6.1 The following procedural requirements shall be followed at all times:

- (a) There shall be no recommendation from officers on the agenda;
- (b) The Committee shall be supplied with copies of all relevant documentation and the process and order of procedure shall be as follows:

- (i) The Chairman will open the meeting and introduce persons as appropriate asking applicants and representatives to identify themselves.
- (ii) The Chairman will outline the procedure to be followed.
- (iii) The Lead Officer will outline the matter in hand.
- (iv) The applicant or representative will present his/her case, with or without witnesses, and be questioned by members or any objectors/persons making representations present.
- (v) Any objectors/persons making representations may then present their objections/representation, with or without witnesses, and be questioned by members or the applicant/s or their representative.
- (vi) The objectors/persons making representations may make a final statement (without introducing new issues).
- (vii) Finally, the applicant has the right to make a final statement (without introducing new issues).
- (viii) All evidence/disclosures are to be made in the presence of all persons, unless someone voluntarily excuses themselves from the proceedings.
- (ix) Committee members shall restrict themselves to questions and not discussion or comment.
- (x) The applicant, objectors/persons making representations shall be allowed to ask officers questions of a technical/factual nature at any time during the proceedings.
- (xi) An adjournment should be granted where to do otherwise would deny a fair hearing.
- (xii) The Committee may resolve to decide upon the application in private session, however, if it becomes necessary to recall anyone for additional information, everyone shall be invited to return to the Hearing.
- (xiii) The decision shall be given in the presence of all parties that wish to be present and confirmed in writing as soon as possible thereafter. If legal advice is given to members this advice will be repeated in summary form.

Report to the Licensing Sub-Committee

Date of meeting: 1st December 2020

Subject: Licensing Act 2003- Application for a Premises Licence for Churchgate Farm Foods Ltd, Unit 5 Mayfields Farm, Sheering Road, Harlow, Essex, CM17 0JP



**Epping Forest
District Council**

Responsible Officer: Debbie Houghton, Licensing Officer (01992 564336)

Democratic Services Officer: V Messenger (01992 564265)

Decisions Required:

- (1) To consider an application for a Premises Licence under the Licensing Act 2003**

Report:

Application

An application has been made by Churchgate Farm Foods Ltd, Unit 5, Mayfields Farm, Sheering Road, Harlow, Essex, CM17 0JP, for a new premises licence at Unit 5, Mayfields Farm, Sheering Road, Harlow, Essex CM17 0JP.

The application is for the following licensing activities,

- 1. The Sale by Retail of Alcohol**

Monday to Saturday 09.00 – 23.00, Sunday 10.00 – 14.00 **on and off sales.**

- The Provision of Recorded Music**

Saturday 10.00 – 16.00, Sunday 10.00 – 14.00 **indoors only**

- Opening Times of the premises**

Monday to Saturday 09.00 – 23.00, Sunday 10.00 – 14.00

- 2** The application was received on the 5th October 2020.

The Operating Schedule sets out conditions which will be attached to the licence if this application is granted.

- 3** When considering an application for a licence the licensing authority must have regard to steps that are appropriate to promote of the licensing objectives.

These are —

- (a) the prevention of crime and disorder;
- (b) public safety;
- (c) the prevention of public nuisance; and
- (d) the protection of children from harm.

- 4** It must also have regard to its Statement of Licensing Policy and any guidance issued by the Secretary of State.

Consultation

- 5** The Responsible Authorities have all received a copy of the application, it was also advertised at the premises and in a local newspaper. A copy of the Blue Notice and Newspaper advert is attached to this report.

- 6 All residences and businesses within 150 meters radius of the premises were individually consulted.
- 7 The authority has received 3 representations from businesses/ residents, please see emails attached.
- 8 There was a response from Essex Police who having agreed recommendations with the applicant, a copy of the email and recommendations are attached to this report. There is also a response from Essex Fire and Rescue, see letter of response attached with this report.
- 9 The Objections relates to the Prevention of Crime and disorder, Prevention of Public Nuisance, and Public Safety and The Protection of Children from Harm.

Guidance Issued by the Secretary of State

- 10 The Licensing Act 2003 provides that the licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182.
- 11 Sections 2.15 to 2.21 of the Guidance are relevant to this application.

Options

In determining this application, the Sub-Committee may take any of the following steps as it considers necessary for the promotion of the licensing objectives, namely:

- (a) to grant the licence as applied for subject to
 - the conditions mentioned in the Operating Schedule modified as the Sub-committee considers necessary for the promotion of the licensing objectives, and
 - the mandatory conditions specified in the Licensing Act 2003, or
- (b) to exclude from the scope of the licence any licensable activities to which the application relates, or
- (c) refuse to specify a person as the premises supervisor, or
- (d) reject the application

Determination

The Sub-committee is asked to determine the application having regard to

- (a) the content of this report and representations
- (b) any additional information obtained from the hearing
- (c) the Council's statement of licensing policy
- (d) Guidance issued by the Secretary of State, and
- (e) the steps appropriate to promote the licensing objectives.

Appeal

If any party is aggrieved with the decision, they can appeal to Magistrates court. The appeal period is 21 days from notification of the decision.

Background Papers Used In Preparing This Report:

- The Licensing Act 2003
<http://www.legislation.gov.uk/ukpga/2003/17/contents?view=plain>
- The Secretary of State's Guidance issued under Section 182 Licensing Act 2003
- Epping Forest District Council's statement of licensing policy.
<http://www.eppingforestdc.gov.uk>

Attached documents

- Application for a Premises Licence
- Plan of the premises
- Newspaper advert and Public Notice
- Copies of the representation in the form of emails
- Copy of agreed conditions by Essex Police
- Copy of response from the Essex Fire and Rescue

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* required information

Section 1 of 21

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

Not Currently In Use

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

Your reference

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

Jason

* Family name

Drage

* E-mail

jason@churchgatesausage.co.uk

Main telephone number

Include country code.

Other telephone number

01279444812

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

Are you:

-
- 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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?

 Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

CHURCHGATE FARM FOODS LTD

If your business is registered, use its registered name.

VAT number

 -

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

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

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
 - A limited company / limited liability partnership
 - A partnership (other than limited liability)
 - An unincorporated association
 - Other (for example a statutory corporation)
-
- 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

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 21

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

Details

Registered number (where applicable)

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

Continued from previous page...

LIMITED LIABILITY COMPANY

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality Documents that demonstrate entitlement to work in the UK

Add another applicant

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? / /
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

Provide a general description of 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.

It is a retail shop with an outside area, we wish to sell alcohol at the outside area where we do a BBQ, we would also like to offer off sales that match our food products for people to consume at home.

Continued from previous page...

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

Section 6 of 21

PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

Yes No

Section 7 of 21

PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

Yes No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

Yes No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 21

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Yes No

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

Yes No

Standard Days And Timings

Continued from previous page...

MONDAY

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.

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

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

Indoors

Outdoors

Both

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

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.

BBQ with music played from a small un-amplified docking station

State any seasonal variations for playing recorded music

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 playing of recorded music 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 12 of 21

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

Yes No

Section 13 of 21

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

See guidance on regulated entertainment

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

Yes No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Section 15 of 21

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

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...

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

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

Continued from previous page...

Name

First name

Family name

Date of birth / /
dd mm yyyy

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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 16 of 21

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.

Continued from previous page...

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

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.

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

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.

Continued from previous page...

Section 18 of 21

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.

The Licensee, that is the person in whose name the premises licence is issued, shall ensure that all times 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 licence and for 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.

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.

The CCTV system shall conform to the following points:

1. Cameras must be sited to observe the entrance and exit doors both inside and outside.
2. Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.
3. Cameras viewing till areas must capture frames not less than 50% of screen.
4. Cameras overlooking floor areas should be wide angled to give an overview of the premises.
5. Be capable of visually confirming the nature of the crime committed.
6. Provide a linked record of the date, time and place of any image.
7. Provide good quality images –colour during opening times.
8. Operate under existing light levels within and outside the premises.
9. Have the recording device located in a secure area or locked cabinet.
10. Have a monitor to review images and recorded picture quality.
11. Be regularly maintained to ensure continuous quality of image capture retention.
12. Have signage displayed in the customer area to advise that CCTV is in operation.
13. Digital images must be kept for 31 days.
14. Police will have access to images at any reasonable time.
15. The equipment must have a suitable export method, e. G. CD/DVD writer so that the police can make an evidential copy of the data they require. This data should be in the native file format, to ensure that no image quality is lost when making the copy, if this format is non-standard (i.e. manufacturer proprietary) then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the police on a standard computer. Copies must be made available to Police on request.

c) Public safety

Appropriate fire safety procedures are in place including fire extinguishers (foam, H2O and CO2), fire blanket, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting (see enclosed plan for details of locations). All appliances are inspected annually.

Continued from previous page...

All emergency exits shall be kept free from obstruction at all times.

d) The prevention of public nuisance

All customers will be asked to leave quietly.

Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours.

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 licence or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth of bearer.

All staff will be trained for UNDERAGE SALES PREVENTION regularly.

A register of refused sales shall be kept and maintained on the premises.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK (please see note below about which sections of the passport to copy).
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, less than 6 months old, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific regulated entertainments please note that:

- **Plays:** no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
- **Films:** no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- **Indoor sporting events:** no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
- **Boxing or Wrestling Entertainment:** no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- **Live music:** no licence permission is required for:
 - o a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- **Recorded Music:** no licence permission is required for:
 - o any playing of recorded music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £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

Band D - £87001 to £12500 £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 30000-39000 £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 (£)

190.00

DECLARATION

Continued from previous page...

[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 the UK. 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, if appropriate

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	JASON DRAGE
* Capacity	DIRECTOR
* Date	05 / 10 / 2020 dd mm yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/epping-forest/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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

OFFICE USE ONLY

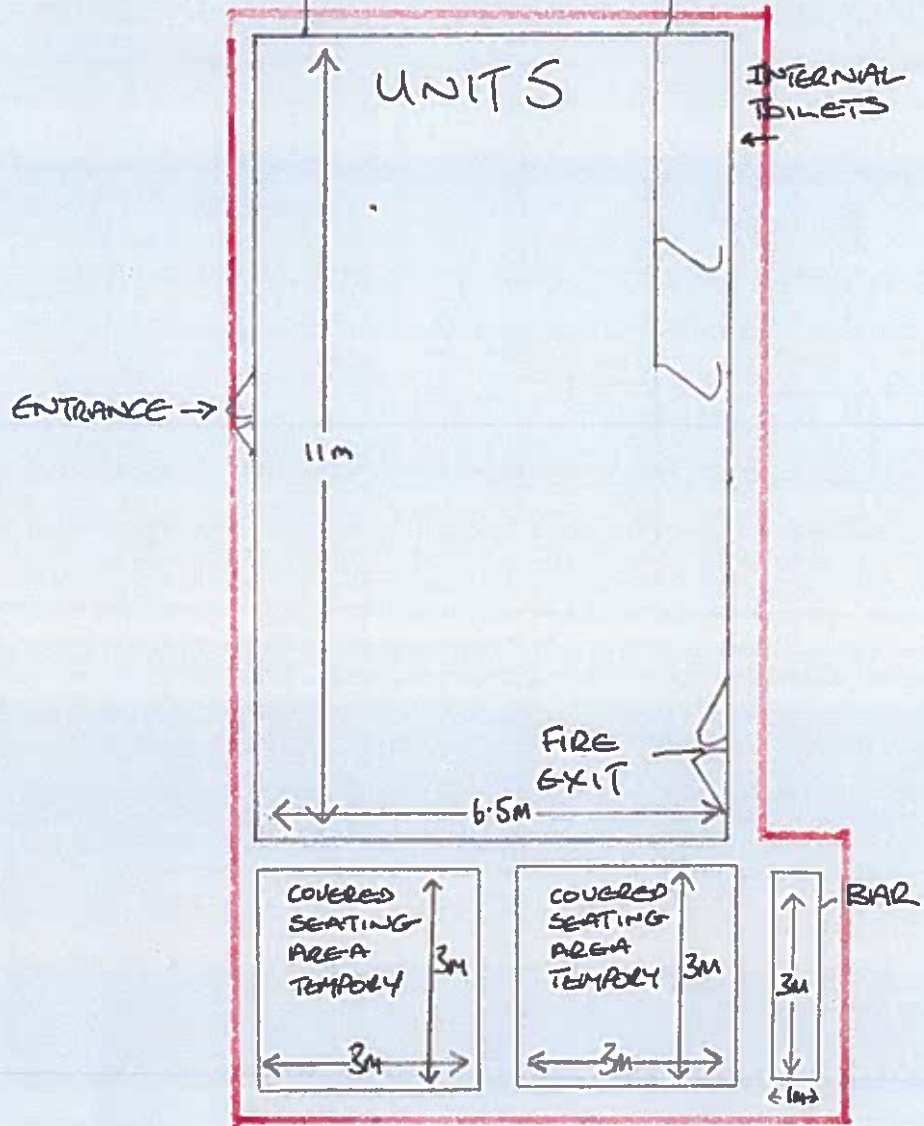
Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 Next >

06/10/2020

1/100 SCALE
UNIT 5
MAYFIELDS FARM
SHEERING ROAD
HARLOW
ESSEX
CM17 0JP

UNIT 4



Notes: KEY

UNITS 1-3

UNIT 4

UNITS 5

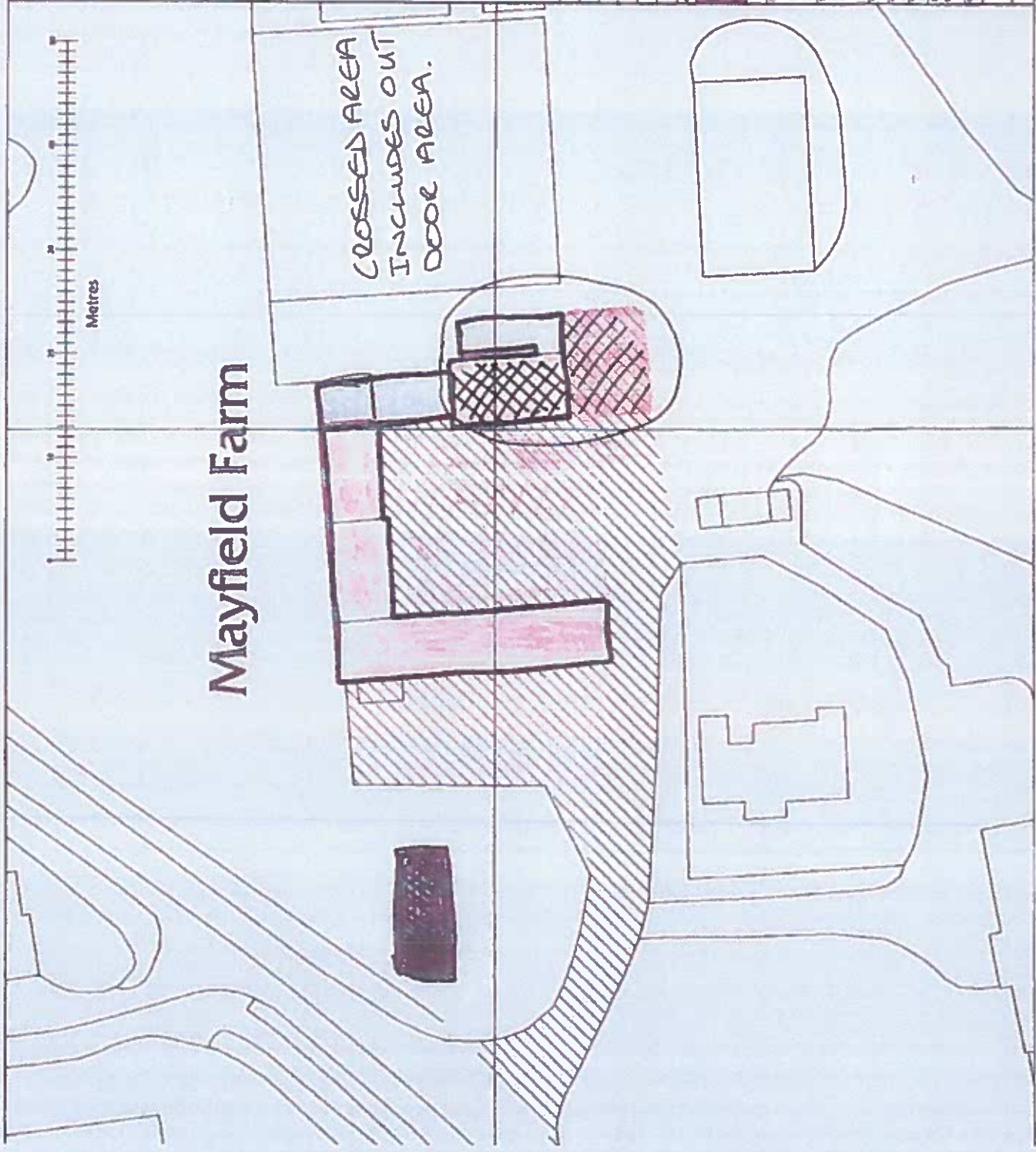
PARKING JUST FOR BAKERY + CAFE

SHARED PARKING



Mayfield Farm

CROSSED AREA INCLUDES OUT DOOR AREA.



SWORDERS

BUILDINGS AT MAYFIELDS FARM

UNITS 1, 2, & 3 THE BAKERY

Area	1	2	3	4	5
CA					
BA					
RE					
DR					

Consent of individual being specified as Premises Supervisor

Name of premises supervisor Jason Drage of

Hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for a premises license for Churchgate Farm foods at Unit 5 Mayfields Farm, sheering road, harlow essex, cm17 0jp.

And any premises license to be granted or varied in respect of this application made by Jason Drage concerning the supply of alcohol at Unit 5 mayfields farm, sheering road, harlow, essex cm17 0jp.

Personal license

Licensing authority Harlow Council

Signed

Name Jason Drage

Date 05/10/2020

The Order came into effect on 8th October 2020 or until the works have been completed, whichever is the earlier.

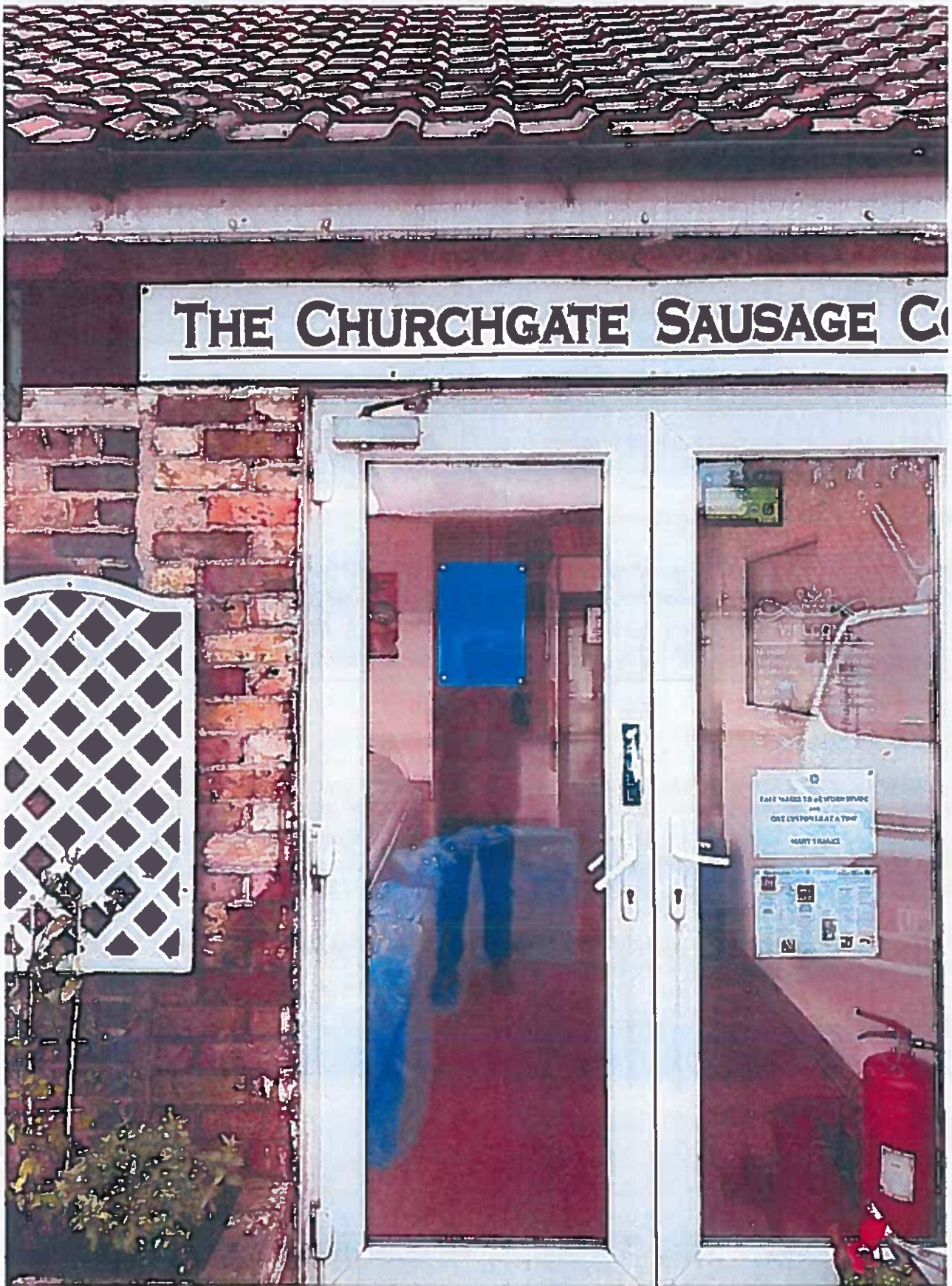
Notice of Application for a New Premises License under the Licensing Act 2003

Notice is given this day 7th October 2020 that Churchgate Farm Foods of Unit 5 Mayfields Farm Sheering Road, Harlow, Essex, CM17 0JP has applied to the Licensing office of Epping Forest District Council for a Premises Licence in respect of Unit 5 Mayfields Farm, Sheering Road, Harlow, Essex, CM17 0JP. The proposed licence is for: The Sale by Retail of Alcohol Monday to Saturday 09.00 – 23.00, Sunday 10.00 – 14.00 on and off the premises. The Provision of Recorded Music Saturday 10.00 – 16.00, Sunday 10.00 – 14.00 indoors only. The register of licensed premises is maintained at the Licensing Office of Epping Forest District Council Civic Offices, High Street, Epping, Essex, CM18 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).



Kind Regards

Jason Drage



Debbie Houghton

From: Garry <
Sent: 10 October 2020 16:23
To: Licensing
Subject: Representation to a License application made on 7 October 2020

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.

Dear Sirs,

I have received notification of an application for the sale of Alcohol and the provision of Recorded Music outside the premises of The Churchgate Sausage Company, Mayfield Farm, 136 Sheering Road, Sheering, Harlow, Essex CM17 0JP.

I wish to state my objections to the application for the following reasons;

The premises is housed in a small courtyard which is shared with The Mayfield Farm Bakery. The Bakery is very popular and the staff has been very responsible in applying social distancing rules during the current COVID 19 pandemic. This has meant only one person at a time entering the bakery and other customers queueing at a safe distance in the courtyard. It would not be right to have the Sausage shop customers congregating in the courtyard eating, drinking and listening to recorded music after their purchases.

The Bakery has a small café with 4 benches situated in the courtyard. This attracts families, passing cyclists and walkers whom stop for light refreshments (coffee/snack) and a chat. It would not be safe to have the Sausage shop customers also socialising in the same space. Particularly having to listen to recorded music. The Bakery and Sausage shops are situated in a small quiet residential area. The Bakery closes at 4pm and does not impinge on the lives of local residents. Having a venue staying open until 23.00 on a Saturday and 10.00pm On a Sunday would have an adverse effect on the peace of the neighbourhood. The residents in the main are Senior Citizens who I feel would not appreciate having to listen to recorded music.

The entrance to the farm is on an incline and is directly opposite to 6 residential properties. Should vehicles leave the farm after dark, headlights will be directed at bedroom windows.

I appreciate being given to opportunity to express my opinions on the proposal.

Yours faithfully,

G .Slark

*Sheering Road
Sheering
Harlow*

Debbie Houghton

From: Peter Barnes <
Sent: 10 October 2020 18:45
To: Licensing
Subject: Licence Application for Churchgate Farm Foods Limited
Attachments: Report of Environmental Impact of Off-Licences on Residential Areas..pdf

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.

Dear Sirs

I have received a letter from you dated 7 October 2020 regarding an Alcohol Licence Application made by Churchgate Farm Foods Ltd for its premises at Mayfield Farm, 136 Sheering Road, Harlow, Essex CM17 0JP.

My name is Peter Barnes, and I live at Sheering Road, Harlow, Essex and my house is directly opposite to the entrance to Mayfield Farm.

I am not quite sure what the 'provision of recorded music' means, and I therefore would rather not comment on that at the moment, however in respect of the proposal for an alcohol licence on the premises and an alcohol off-licence to be allowed at the Churchgate Sausage Company premises at Mayfield Farm, I must and do make a strong representation against such a Licence being granted.

Of particular concern is the fact that the proposed hours of business of the on-licence and off-licence are from 9.00 am to 11.00 pm from Monday to Saturday inclusive.

In my view, allowing such an on-licence and off-licence to exist at all will almost inevitably result in many problems, and these problems will be exacerbated by allowing an on-licence and off-licence to remain open until 11.00 pm, Monday to Saturday.

My representation against the alcohol on-licence and off-licence is on the grounds of the prevention of crime and disorder, Public Safety, the prevention of public nuisance, and the protection of children from harm.

A major Report (An Investigation into the Environmental Impact of Off-license Premises on Residential Neighbourhoods - which is attached to this e-mail) has shown that off-licences attract many forms of physical incivility, including graffiti, attacks on shop staff, intoxicated and anti-social customers, the possibility of other drug use and trade outside the premises by customers attracted to the off-licence premises, excessive noise and careless and reckless driving. In addition a major problem was found relating to detritus (including broken glass, empty plastic containers, or even drug use detritus) found lying in the residential communities nearby (which obviously was both a major Public Safety and a major environmental concern). It was found that any features that might encourage alcohol-related and/or drug related incivilities within residential communities should be removed to avoid any of partially hidden 'shelters' near off-sales premises. Another major problem was the propensity for under-age drinkers to be attracted to off-licences, and the pressure being put on adults to buy alcoholic drink for underage drinkers. It may be worth reflecting on the fact that in the Daniels Report, 2004 (referred to in the attached Report) it was stated that "In Cumnock, Ministers were told, to applause from the audience, that 'off-licenses were the single largest contributory factor' [in anti-social behaviour]".

Based upon the above, and based upon my own experience of life, my concerns regarding granting the alcohol licence requested, are therefore well founded.

In more specific terms, in respect of the proposal to have an alcohol on-licence and off-licence at Mayfield Farm, the following very important points must be taken into account.

1. Locally, Marsh Lane was well known as being a location where drug use took place in the late evenings. Now that the new Development along Gilden Way has made it more difficult for this to be carried out without being seen, the Mayfield Farm location would act like a magnet to people who wish to partake in drug use or in trading drugs.
2. Being 'out of the way' there is a great risk that anti-social behaviour will occur in or around the Mayfield Farm site. This would greatly increase the likelihood of crime and disorder, would have an effect on Public Safety, and would likely cause a public nuisance.
3. As part of the new M11 Link Road, there is due to be an enclosed acoustic barrier put in front of the properties from 119 to 127 Sheering Road, forming a new 'dead end' road. Clearly, that barrier would be a perfect concealment point for intoxicated and anti-social customers to let their steam off, for graffiti to take place, for underage drinking activities to take place, and for drug use and possibly drug trading to take place. This must not be allowed to happen.
4. The entrance to and exit from Mayfield Farm will be directly onto the new M11 Link Road, and the increased (possibly carelessly and/or recklessly driven traffic) must be a major concern regarding Public Safety. It would be an accident waiting to happen, and it would be ridiculous if an off-licence was permitted at Mayfield Farm in the knowledge of the vastly increased traffic risks.
5. The probability of drink and drug detritus will cause both major safety and environmental problems. There are many children that have moved into the new Development along Gilden Way, and if this detritus occurs (which is almost inevitable) we will not be protecting those children (or other children and/or adults) from harm.

For all of the above reasons, I strongly oppose the Licence Application that has been made by Churchgate Farm Foods Ltd in respect of its premises at Mayfield Farm.

Please acknowledge receipt of this e-mail.

Thank you.

Regards

Peter Barnes

Debbie Houghton

From: Chris Collins <
Sent: 22 October 2020 09:45
To: Licensing
Subject: Alcohol Licence Application - The Churchgate Sausage Company

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

I am writing regarding the alcohol and music licence application by The Churchgate Sausage Company at Mayfield Farm, Sheering Road, Harlow.

I live on Sheering Road, opposite Mayfield Farm and I am familiar with the operation of the Company.

In addition to the Company's main business of making and selling gourmet sausages, on occasional weekends, they operate a barbecue outside of the premises during normal shop opening times. Whilst I could understand alcohol being offered during this activity, I can see no reason whatsoever to permit the sale of alcohol seven days per week, and up to 11pm.

Mayfield Farm comprises a number of former farm buildings. It is deserted at nights. It is easy to imagine groups of intoxicated people causing mayhem there and spilling out on to what soon will be a major trunk road to the M11 both on foot and in vehicles. The current planning consent for the new M11 link road provides no pedestrian access to Mayfield Farm.

The possibility of drivers under the influence of alcohol and intoxicated pedestrian wandering into the main road would appear to constitute both a public nuisance and a serious road safety risk and I therefore object to the application.

An application for a music licence for indoors only is questionable. The premises are barely big enough for making purchases from the counter so I suspect that the intention is to play the music at sufficient volume for the 'benefit' of the customers at the barbecue and this will affect the neighbourhood.

I am pleased to say that the business appears to be thriving and I can see no justification for the granting of a licence that is likely to cause both a nuisance to the neighbourhood and a potential road safety risk.

Kind regards

Christopher Collins
Sheering Road

Debbie Houghton

From: Ronan McManus 42080692 <Ronan.McManus@essex.police.uk>
Sent: 08 October 2020 15:09
To: Debbie Houghton
Subject: RE: Proposed DPS Mr Jason DRAGE Churchgate farm Foods , Maysfield farm
Attachments: RE: Licence application

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 afternoon Debbie ,

Please see that attached conditions that have been agreed with the applicant .

I have included the email chain .

If the following conditions can be added :

- During the hours of business CCTV system operator is available who is able to replay and export recordings .
- Staff training register is maintained at the premises and made available for inspection .

If these are added Essex police have no further representations to make .

Thank you



Ronan McManus (80692)
County Licensing Officer
☎ (Ext: 406363) ☎ 07815 000889
📍 Braintree Police Station, Blyth's Meadow, Braintree. CM7 3DJ

From: Debbie Houghton <doughton@eppingforestdc.gov.uk>
Sent: 07 October 2020 13:27
To: Ronan McManus 42080692 <Ronan.McManus@essex.police.uk>
Subject: RE: Proposed DPS Mr Jason DRAGE Churchgate farm Foods , Maysfield farm

Good afternoon Ronan,

Not sure why you didn't get the whole application as everyone else did but I have attached it for you



*Miss Debbie Houghton
Licensing Officer
Licensing Team,
Commercial and Regulatory Directorate
Tel: 01992 564336 remotely working until further notice
E-mail: doughton@eppingforestdc.gov.uk*

From: Ronan McManus 42080692 [<mailto:Ronan.McManus@essex.police.uk>]
Sent: 07 October 2020 13:25
To: Debbie Houghton
Subject: RE: Proposed DPS Mr Jason DRAGE Churchgate farm Foods , Maysfield farm

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 afternoon Debbie ,

I've only had the DPS request through . I note the venue is a Harlow address , would it come through from them ?



Ronan McManus (80692)
County Licensing Officer
☎ (Ext: 406363) ☎ 07815 000889
📍 Braintree Police Station, Blyth's Meadow, Braintree. CM7 3DJ

From: Debbie Houghton <dhoughton@eppingforestdc.gov.uk>
Sent: 07 October 2020 13:15
To: Ronan McManus 42080692 <Ronan.McManus@essex.police.uk>
Subject: RE: Proposed DPS Mr Jason DRAGE Churchgate farm Foods , Maysfield farm

Good afternoon Ronan,

Is this response to the whole new application or just the fact of the DPS,
Thanks
Debbie

Miss Debbie Houghton
Licensing Officer
Licensing Team,
Commercial and Regulatory Directorate
Tel: 01992 564336 remotely working until further notice
E-mail: dhoughton@eppingforestdc.gov.uk

From: Ronan McManus 42080692 [<mailto:Ronan.McManus@essex.police.uk>]
Sent: 07 October 2020 13:12
To: Licensing
Subject: Proposed DPS Mr Jason DRAGE Churchgate farm Foods , Maysfield farm

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 afternoon ,

Re the above proposed DPS on a new application . Essex Police have no representations to make .



Ronan McManus (80692)
County Licensing Officer
☎ (Ext: 406363) ☎ 07815 000889
📍 Braintree Police Station, Blyth's Meadow, Braintree. CM7 3DJ

This email and any other accompanying document(s) contain information from Kent Police and/or Essex Police, which is confidential or privileged. The information is intended to be for the exclusive use of the individual(s) or bodies to whom it is addressed. The content, including any subsequent replies, could be disclosable if relating to a criminal investigation or civil proceedings. If you are not the intended recipient,

Debbie Houghton

From: jason@churchgatesausage.co.uk
Sent: 08 October 2020 12:17
To: Ronan McManus 42080692
Subject: RE: Licence application

Good Afternoon Ronan

These terms are acceptable to me and I will ensure they and all others are enforced, thanks for your help.

Kind Regards

Jason Drage
MD

From: Ronan McManus 42080692 <Ronan.McManus@essex.police.uk>
Sent: 08 October 2020 10:44
To: jason@churchgatesausage.co.uk
Subject: Licence application

Good morning Jason ,

Thank you for your time this morning . I have reviewed your application and my only observations were :

- During the hours of business CCTV system operator is available who is able to replay and export recordings .
- Staff training register is maintained at the premises and made available for inspection .

If these are acceptable to you can you reply to that affect please .

Thank you



Ronan McManus (80692)
County Licensing Officer
☎ (Ext: 406363) ☎ 07815 000889
📍 Braintree Police Station, Blyth's Meadow, Braintree. CM7 3DJ

This email and any other accompanying document(s) contain information from Kent Police and/or Essex Police, which is confidential or privileged. The information is intended to be for the exclusive use of the individual(s) or bodies to whom it is addressed. The content, including any subsequent replies, could be disclosable if relating to a criminal investigation or civil proceedings. If you are not the intended recipient, be aware that any disclosure, copying, distribution or other use of the contents of this information is prohibited. If you have received this email in error, please notify us immediately by contacting the sender or telephoning Kent Police on 01622 690690 or Essex Police on 01245 491491, as appropriate. For further information regarding Kent Police's or Essex Police's use of personal data please go to <https://www.kent.police.uk/hyg/privacy/> or <https://www.essex.police.uk/hyg/privacy/>. Additionally for our Terms and Conditions please go to <https://www.kent.police.uk/hyg/terms-conditions/> or <https://www.essex.police.uk/hyg/terms-conditions/>



**Essex County
Fire & Rescue Service**

Jo Turton
Chief Fire Officer / Chief Executive

Jason Drage
Churchgate Farm Foods
Unit 5 Mayfield Farm
Sheering Road
Sheering
Harlow
CM17 0JP

North West Group Service Delivery Point
Harlow Fire Station
Fourth Avenue
Harlow
CM20 1DU

Enquiries to: Geoff Marler Fire Safety Officer
T: +44(0) 1376 576800
northwestgroupsd@essex-fire.gov.uk

Our Ref: 27746
Date: 12 October 2020
Email to: jason@churchgatesasuage.co.uk

LICENSING ACT 2003

THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Premises: Unit 5 Mayfield Farm Sheering Road Sheering Harlow CM17 0JP

I refer to your recent application made under the Licensing Act 2003.

Essex Police, Fire and Crime Commissioner Fire and Rescue Authority (hereafter called "the Authority") has now audited the application and is of the opinion, taking into consideration the information submitted, that you do not anticipate any additional risk to the public as a consequence of the proposed application being approved.

As a result, the Authority does not propose to carry out an inspection of the premises at this time. You are reminded that the siting of any tables, chairs etc. should not obstruct any Fire Hydrants or signage indicating their whereabouts, nor should any means of escape doors or escape routes be obstructed.

It is brought to your attention that these premises come under The Regulatory Reform (Fire Safety) Order 2005 (The Order) and have now been entered on the Service Risk Based Inspection Programme. As a result, an announced audit may be carried out.

The inspection will be focused upon your site-specific fire risk assessment. You will have to demonstrate to the Inspecting Officer that you have implemented suitable and sufficient measures to satisfy the requirements of The Order.

For technical detail and guidance, you are strongly advised to purchase the guidance document from the list attached to this letter. Alternatively, these can be viewed online at <https://www.gov.uk/workplace-fire-safety-your-responsibilities/fire-safety-advice-documents>. When purchasing or installing equipment, compliance with the relevant British Standard is normally taken as being adequate. Should the issues set out in this report require major changes or costs, then you are advised to take professional advice before proceeding.

The Authority will pursue contraventions of the Order to a satisfactory conclusion: this may include enforcement action being taken proportional to the circumstances. Further, should a fire safety concern arise that is not subject to the provisions of The Order but does / will impact on the Licensing Act objective for public safety that cannot be satisfactorily resolved, it is likely to result in a request for a review of the licence being made by the Authority.

If you require further information regarding this or any other fire precautionary matter, please contact the above named Officer quoting our reference number.

Yours faithfully,

Geoff Marler
Protection

Cc: dhoughton@eppingdc.gov.uk

Report to the Licensing Sub-Committee

Date of meeting: 1st December 2020

Subject: Licensing Act 2003- Application for a Premises Licence for Quality and Excellence Ltd, 12 Forest Drive, Theydon Bois, Epping, Essex, CM16 7EY



**Epping Forest
District Council**

Responsible Officer: Debbie Houghton, Licensing Officer (01992 564336)

Democratic Services Officer: V Messenger (01992 564265)

Decisions Required:

- (1) To consider an application for a Premises Licence under the Licensing Act 2003**

Report:

Application

An application has been made by Quality and Excellence Ltd, of, 12 Forest Drive, Theydon Bois, Epping, Essex, CM16 7EY for a new premises licence at 12 Forest Drive, Theydon Bois, Epping, Essex, CM16 7EY.

The application is for the following licensing activities,

- 1 The Sale by Retail of Alcohol**

Monday to Friday, 08.00 – 17.00, Saturday 08.00 – 16.00 **off sales only.**

- Opening Times of the premises**

Monday to Saturday 06.00 – 17.00

- 2** The application was received on the 12th October 2020.

The Operating Schedule sets out conditions which will be attached to the licence if this application is granted.

- 3** When considering an application for a licence the licensing authority must have regard to steps that are appropriate to promote of the licensing objectives.

These are—

- (a) the prevention of crime and disorder;
- (b) public safety;
- (c) the prevention of public nuisance; and
- (d) the protection of children from harm.

- 4** It must also have regard to its Statement of Licensing Policy and any guidance issued by the Secretary of State.

Consultation

- 5** The Responsible Authorities have all received a copy of the application, it was also advertised at the premises and in a local newspaper. A copy of the Blue Notice and Newspaper advert is attached to this report.

- 6** All residences and businesses within 150 meters radius of the premises were individually consulted.

- 7 The authority has received 1 representation from a resident, please see email attached.
- 8 There was a response from Essex Police who having agreed recommendations with the applicant a copy of the email and recommendations are attached to this report. There was also a response from the Child Safeguarding with recommendations submitted and agreed by the applicant, emails attached, Essex Fire and Rescue responded with no comments, see letter of response attached, and the Parish Council have also responded, the email is attached with this report.
- 9 The Objections relates to the Prevention of Crime and disorder, Prevention of Public Nuisance, and Public Safety and The Protection of Children from Harm.

Guidance Issued by the Secretary of State

- 10 The Licensing Act 2003 provides that the licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182.
- 11 Sections 2.15 to 2.21 of the Guidance are relevant to this application.

Options

In determining this application, the Sub-Committee may take any of the following steps as it considers necessary for the promotion of the licensing objectives, namely:

- (a) to grant the licence as applied for subject to
 - the conditions mentioned in the Operating Schedule modified as the Sub-committee considers necessary for the promotion of the licensing objectives, and
 - the mandatory conditions specified in the Licensing Act 2003, or
- (b) to exclude from the scope of the licence any licensable activities to which the application relates, or
- (c) refuse to specify a person as the premises supervisor, or
- (d) reject the application

Determination

The Sub-committee is asked to determine the application having regard to

- (a) the content of this report and representations
- (b) any additional information obtained from the hearing
- (c) the Council's statement of licensing policy
- (d) Guidance issued by the Secretary of State, and
- (e) the steps appropriate to promote the licensing objectives.

Appeal

If any party is aggrieved with the decision they can appeal to Magistrates court. The appeal period is 21 days from notification of the decision.

Background Papers Used In Preparing This Report:

- The Licensing Act 2003
<http://www.legislation.gov.uk/ukpga/2003/17/contents?view=plain>
- The Secretary of State's Guidance issued under Section 182 Licensing Act 2003
- Epping Forest District Council's statement of licensing policy.
<http://www.eppingforestdc.gov.uk>

Attached documents

- Application for a Premises Licence
- Plan of the premises
- Newspaper advert and Public Notice
- Copies of the representation in the form of emails
- Copy of agreed conditions by Essex Police
- Copy of response from the Essex Fire and Rescue, Child Safeguarding Team and the Parish Council

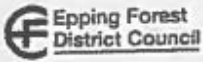
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**Application for a premises licence
Quality and Excellence Ltd**

**Bundle for hearing on
1st December 2020**

Application for the premises licence

W202037386



Epping Forest
Application for a premises licence
Licensing Act 2003

For help contact
licensing@eppingforestdc.gov.uk
Telephone: 01992 564000

* required information

Section 1 of 21

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

Your reference 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
* Family name
* E-mail
Main telephone number
Other telephone number

Include country code.

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

Are you:

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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

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

Note: completing the Applicant Business section is optional in this form.

Registration number
Business name
VAT number
Legal status

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

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

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

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- 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

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 21

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

Mark Scrace

Details

Registered number (where applicable)

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

Continued from previous page...

Company Director

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth

* Nationality Documents that demonstrate entitlement to work in the UK

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? / /
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

Provide a general description of 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.

Our Butchers Shop is located in the middle of a parade of shops. the shop is covered by CCTV inside and out. it also has a high level of security to stop intruders. our reason for selling Alcohol is to launch a new product range within the shop. the idea is to have a meal in a box accompanied by a bottle of wine. the concept is to provide the customer with all the ingredients to cook a restaurant quality meal at home. we would also be looking to sell Wine over the counter to accompany our meats.

Continued from previous page...

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

Section 6 of 21

PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

Yes

No

Section 7 of 21

PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

Yes

No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

Yes

No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

Yes

No

Section 10 of 21

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Yes

No

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

Yes

No

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

Continued from previous page...

Section 13 of 21

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

See guidance on regulated entertainment

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

Yes No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Section 15 of 21

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.

During our busy Christmas period where the shop will be open to 18:00 and depending on how Christmas falls if we are open for collections on the Sunday before Christmas.

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

Name

First name

Family name

Date of birth

dd mm yyyy

Continued from previous page...

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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 16 of 21

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.

Not Applicable

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

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...

TUESDAY

Start 06:00

End 17:00

Start

End

WEDNESDAY

Start 06:00

End 17:00

Start

End

THURSDAY

Start 06:00

End 17:00

Start

End

FRIDAY

Start 06:00

End 17:00

Start

End

SATURDAY

Start 06:00

End 17:00

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.

only on the run up to Christmas we will be open on the last Sunday before Christmas. and during the annual Christmas market where the shop is open to 21:00

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 18 of 21

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)

Continued from previous page...

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

our aim is to provide an additional product to our current range of products in a way that adheres to the four licensing objectives.

b) The prevention of crime and disorder

At first our Alcohol would not be on display as it would be added to the meal kits when sold. when we do decided to have it on display it will be on a bespoke shelving unit behind our main counter which is out of reach of the general public. the whole premises is covered CCTV this can be upgraded if found not to cover enough of the shop.

c) Public safety

The alcohol is for home consumption only and most of our meal kits will be delivered direct to the customers home. this would only be left if signed for by someone over 18 years of age. we would also operate a Think 25 campaign in the shop.

d) The prevention of public nuisance

If we find selling the Alcohol in the shop becomes an issue. i would remove it from sale and only sell it with the meal kits.

e) The protection of children from harm

as we wont be selling Alcohol for immediate consumption and most of our sales will be with our meal kits, children shouldn't be in harms way. also being a butchers we don't get many children in the shop on their own, more often than not they are accompanied by an adult.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

Continued from previous page...

- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £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

Band D - £87001 to £12500 £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 30000-39000 £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 (£)

190.00

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

Address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

DECLARATION

[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 the UK. 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, if appropriate

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	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
 2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/epping-forest/apply-1> to upload this file and continue with your application.
- Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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

DPS Consent

Epping Forest District Council

Consent of individual to being specified as premises supervisor

I Mark Scrace.....(insert name of prospective premises supervisor)

Of [REDACTED].....
.....
.....
(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 variation of designated premises supervisor

by Mark Scrace.....(name of applicant)

relating to premises licence(number of existing licence if any)

for Quality and Excellence Ltd
12 Forest Drive, Theydon Bois, Essex, CM16 7EY.....
.....
(name and address of premises to which application relates)

and any premises licence to be granted or varied in respect of this application made by the above applicant concerning the supply of alcohol at the above named premises.

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

Personal Licence Number..... To be issued.....(insert personal licence number, if any)

Personal licence issuing authority Epping Forest District Council.....
(insert name, address and telephone number of issuing authority, if any)

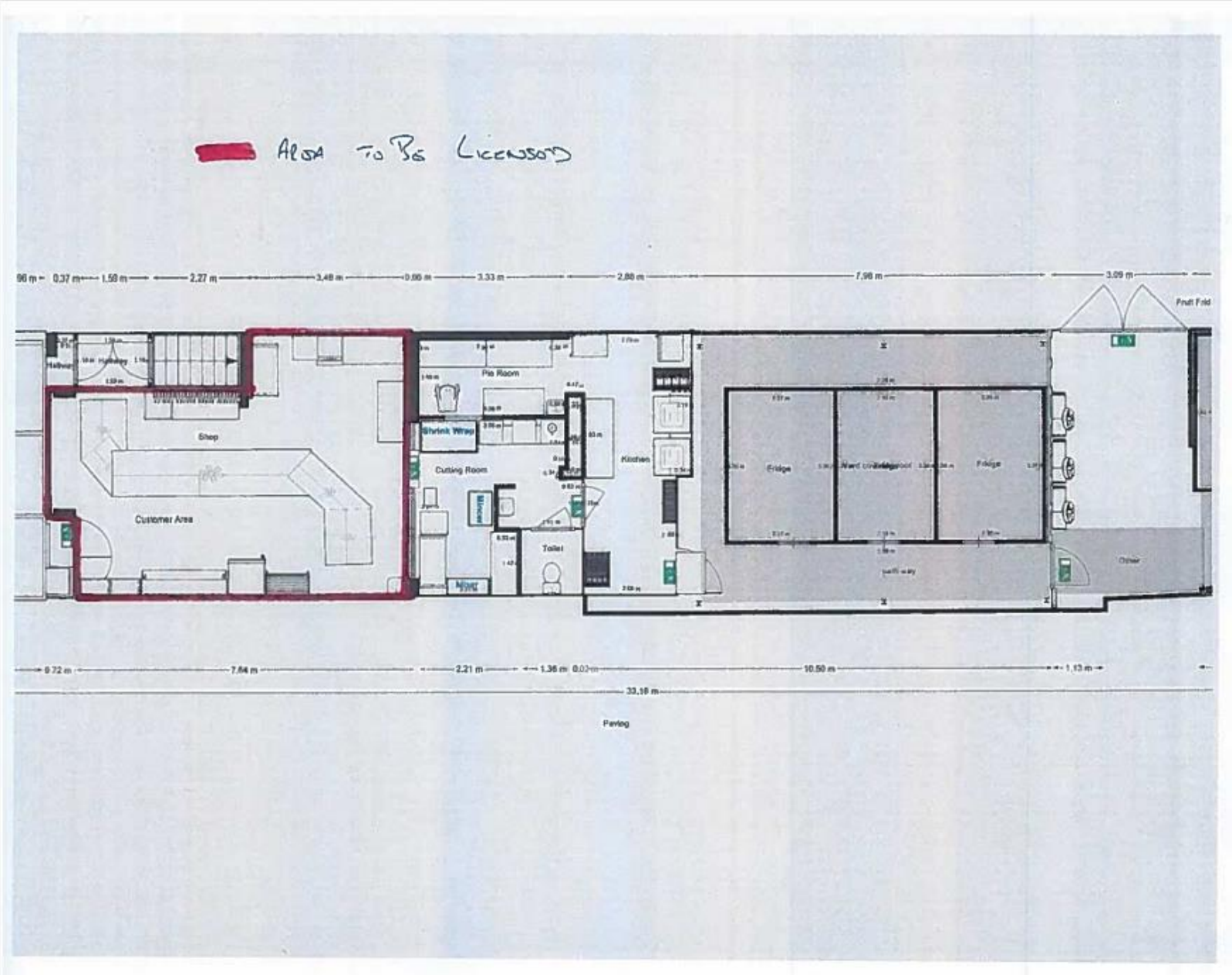
Signed [REDACTED].....

Print Name..... Mark Scrace

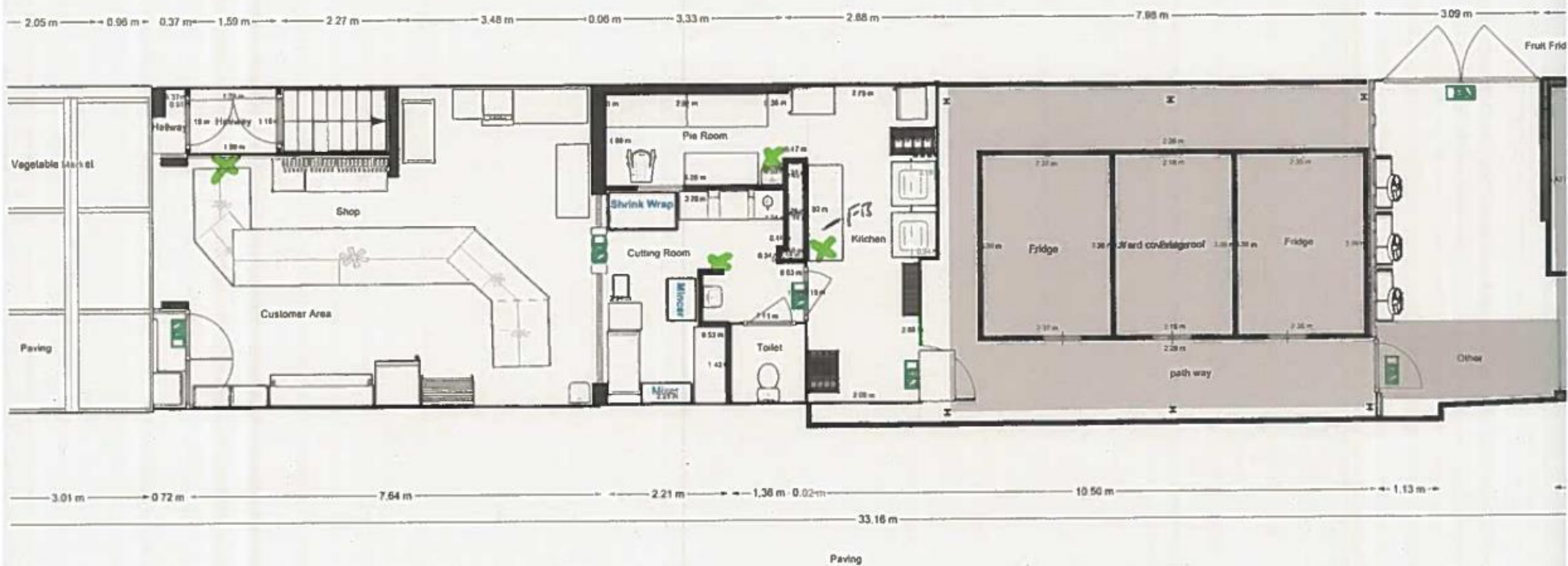
Dated..... 28th September 2020

Plan of the premises

Also to be Licensed



X FIRE EXTINGUISHER + FIRE BLANKET







Location map

AI let view



Imagery ©2020 The GeoInformation Group, Map data ©2020 5 m



Quality & Excellence Family Butchers and Pie makers

5.0 ★★★★★ (10)
Meat wholesaler



Directions



Save



Nearby



Send to your phone



Share

✓ Takeaway



12 Forest Dr, Theydon Bois, Epping CM16 7EY

<https://www.google.com/maps/place/Quality+%26+Excellence+Family+Butchers+and+Pie+makes/@51.6718503,0.1017758,43m/data=!3m1!1e3...> 1/3



Map data ©2020 20 m



Quality & Excellence Family Butchers and Pie makers

5.0 ★★★★★ (10)
Meat wholesaler

- Directions
- Save
- Nearby
- Send to your phone
- Share

✓ Takeaway >

📍 12 Forest Dr, Theydon Bois, Epping CM16 7EY

<https://www.google.com/maps/place/Quality+%26+Excellence+Family+Butchers+and+Pie+makers/@51.8719133,0.1009921,19z/data=!4m8!1m2...> 1/3

Copy of blue notice

Example: Must be on Blue Paper.

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

Notice is given this day (12/10/2020) that (Mark Scrase) of
(42 River Drive, RM14 1AS) has applied to the Licensing
office of Epping Forest District Council for a Premises
Licence in respect of (Quality and Excellence Ltd, 12
Forest Drive, Theydon Bois, Essex, CM16 7EY)

The proposed licence is for (retail sale of Alcohol to
complement our existing products, from Monday -
Saturday 8am - 5pm)

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)

Public Notices

Essex County Council

(Epping Forest District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) (Amendment No. 3) Order 2020

Notice is hereby given that Essex County Council has made the above Order under Sections 1(1), 2(1), 3(1), 3(2), 4(3), 4(2), 32, 33, 35, 45, 46, 49 and 53 and Parts B and IV of Schedule 9 of the Road Traffic Regulation Act 1984.

Effect of the order:

To introduce No Waiting at Any Time restrictions on the following lengths of Wilkings Road and Sandford Avenue: Loughton in the District of Epping Forest:

Wilkings Road: EAST SIDE: From a point approximately 25 metres north-east of the northern kerb side of Sandford Avenue, north-east for a distance of approximately 29 metres.
 NORTH EAST SIDE: From a point approximately 137 metres north-west of its junction with The Broadway, north-west for a distance of approximately 40 metres.
 SOUTH WEST SIDE: From a point approximately 120 metres north-west of its junction with The Broadway north-west for a distance of approximately 36 metres.

WEST SIDE:

- i. From the southern enclosed kerb line with Sandford Avenue, in a westerly direction for approximately 10 metres.
- ii. From the northern enclosed kerb line with Sandford Avenue, in a north westerly direction for approximately 57.5 metres.

SOUTH SIDES: From a point in line with the northern property boundary of number 268 Wilkings Road, north-east for approximately 30 metres.
Sandford Avenue: BOTH SIDES: From its junction with Wilkings Road, west for a distance of approximately 10 metres.

This Order will be incorporated into The Essex County Council (Epping Forest District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) Consolidation Order 2019 by subsequent revision number 10440 995 revision 9 to revision 1.

Date of operation: The Order will come into operation on 31st October 2020.

Further details: If you need to view a hard copy of the order and plans, please call 07793 796401 or 07545 059683 to arrange a suitable time to inspect the documents.

Documents can be made available for inspection 8.30am-5.30pm Mon-Thurs and 8.30am-5pm on Friday at Essex County Council, County Hall 5, block main reception, Market Road, Chelmsford if you require following the current social distancing restrictions. Alternatively documents can be posted to you upon request.

Application to the High Court: Anyone who wishes to question the validity of the Order or any provision contained in it on the grounds that it is not within the powers conferred by the Road Traffic Regulation Act 1984 or on the grounds that any requirement of the Act, or any instrument made under it, has not been complied with in relation to the Order, may within six weeks from the date of the making of the Order apply to the High Court for this purpose.

(Horseshoe Hill/Capitall Green/Cross Hill, Waltham Abbey) (Temporary Prohibition of Traffic) & (Seawardstone Road, Waltham Abbey) (Temporary Suspension of 7.5 Tonne Weight Limit) Order 2020

Notice is hereby given that the Essex County Council has made the above Order under section 14(1) of the Road Traffic Regulation Act 1984.

Effect of the order:

1. To temporarily close that length of Horseshoe Hill/Capitall Green/Cross Hill, Waltham Abbey in the District of Epping Forest from the junction with Pok Hill to the junction with High Road a distance of approximately 2895m.
2. To temporarily suspend the 7.5 tonne weight restriction on that length of Seawardstone Road, Waltham Abbey from its junction with Sun Street, Crooked Mile and Marlowe Avenue generally southwards for a distance of approximately 430m to its junction with Carthelme Road, as detailed in Epping Forest District (Seawardstone Road, Farm Hill Road, Honey Lane and Bramstock Hill Road, Waltham Abbey) 7.5 Tonne Weight Restriction Order 2002 for the duration of the above closure only.

The closure is scheduled to commence on 28th October 2020 for 5 days, or where stated on a valid permit 07201E0227744 - Essex County Council. The scheduled dates may vary for these works with appropriate signs showing and/or displayed on site networks. The closure is required for the safety of the public and work force while the clearance, subsoil and signage installation works are undertaken by Essex County Council.

An alternative route is available via High Road, Wake Acre Roundabout, Jacks Hill, Woodrover Hill, Honey Lane, Villarsker Roundabout, Dowling Way, Seawardstone Road Roundabout, Seawardstone Road, Beechdale Walk, Crooked Mile, Cranford Mile Roundabout, Parklands, Paterwisher Hill, Uxbridge Road, Horseshoe Hill and vice versa.

The Order came into effect on 15th October 2020 and may continue in force for 18 months or until the works have been completed, whichever is the earlier.

LETTERS OF APPOINTMENT FOR PROPOSED LICENSING

NOTICE OF APPLICATION FOR PROPOSED LICENSING
 NOTICE IS GIVEN THAT THE LOCAL AUTHORITY has received an application for the grant of a premises licence for the premises at Horseshoe Hill, Waltham Abbey, Essex, CH64 7JF for the sale of alcohol for consumption on the premises.
 The application was received on 12/10/2020 and the Licensing Committee will meet on 22/10/2020 at 10:00 am to consider the application.
 Any person who wishes to make a representation in relation to the application, should contact the Licensing Department, Chelmsford City Centre, The Water Gardens, Heron, Essex, CM2 9BQ by 10:00 am on 19/10/2020. Details of the public hearing will be published in the local newspaper.
 The application and a notice of the application can be inspected on the Council's website www.essex.gov.uk or by appointment at the Council's offices during office hours.
 It is an offence under section 138 of the Licensing Act 2003 to knowingly or recklessly make a false statement in an application for a premises licence and the maximum penalty for doing so is a fine of £5,000.
 Thomas & Thomas, Partners LLP, 88, Molesworth Street, London EC2M 6EP www.tandt.com

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

Notice is given this day 12/10/2020 that Mark Scroze of 12 Forest Drive, Theydon Gals, Essex, CM15 7ET has applied to the Licensing office of Epping Forest District Council for a Premises Licence in respect of Quality and Confidence Ltd 12 Forest Drive, Theydon Gals, Essex, CM15 7ET. The proposed licence is for retail sale of alcohol to accompany our existing products, from Monday - Friday 9am - 5pm, Saturday 9am - 4pm and Sunday 10am - 4pm. The register of licensed premises is maintained at the Licensing Office of Epping Forest District Council, Civic Offices, High Street, Epping, Essex, CM19 4BB. Applications for pre-licence inspection may be requested 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 of summary conviction (maximum £5000).

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Objection from Danielle Fox

Debbie Houghton

From: Danielle <[REDACTED]>
Sent: 04 November 2020 14:48
To: Licencing
Subject: FW: Quality & Excellence,12 Forest Drive,Theydon Bois CM16 7EY

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.

----- Original message -----
From: Danielle <[REDACTED]>
Date: 04/11/2020 12:48 (GMT+00:00)
To: licencing@eppingforestdc.gov.uk
Subject: Quality & Excellence,12 Forest Drive,Theydon Bois CM16 7EY

Dear Sirs,

I refer to your Notification of Consultation letter re the above premises' application to sell Alcohol.

The proposal states that the intention is to sell Alcohol between 8am and 5pm Monday to Friday and 8am to 4pm on Saturdays.

However, the butchers are open from 6am, there would therefore be an opportunity for customers to request the purchase of alcohol at an unreasonable hour.

The Village shopping centre here in Forest Drive is busy, but a quiet area, with flats above all shops, I do not believe that any resident would consider the sale of alcohol here necessary in any respect, when we have Tesco Express just round the corner, selling alcohol in a much less residential setting.

I object to this application on all four of the grounds on which I may make a representation :

Having an off licence at Quality & Excellence could certainly have an adverse effect on crime and disorder, public safety, cause public nuisance and could result in not being able to protect children from harm.

Yours faithfully,

Danielle Fox

[REDACTED] Drive
Theydon Bois
[REDACTED]

Debbie Houghton

From: mark scrace [REDACTED]
Sent: 26 October 2020 08:08
To: Ronan.McManus
Subject: Re: Premises Licence application

Good morning Ronan
Sorry for the delay in replying. I was putting those measures we discussed into place.
They are all now done.
Kind regards Mark

On Wed, 14 Oct 2020, 14:38 Ronan McManus 42080692, <Ronan.McManus@essex.police.uk> wrote:

Good afternoon sir ,

Thank you for your time this afternoon , having reviewed your application with you agreed the following conditions should be added :

Under Crime & disorder :

- CCTV installed that covers all parts of the public area
- CCTV footage retained for 31 days
- Persons on duty will have the ability to down load CCTV & review footage if requested by Police or other agency .
- Alcohol will only be sold in premises and not for delivery.

Under Protection of children from harm

- We will utilise the Challenge 25 scheme
- Have appropriate Challenge 25 signage on display at the premises .
- Approved Photo ID (passport , driving Licence , military ID) will be only acceptable forms of identification.
- Staff training register will be maintained at the premises and made available to Police or local authority licensing officers .
- Register of refusals to sell alcohol will be maintained at the premises and made available to Police or local authority licensing officers .

If you agree with the above conditions as discussed please reply to this email and I will update the local authority .



Ronan McManus (80692)

County Licensing Officer

☎ (Ext: 406363) ☎ 07815 000889

📍 Braintree Police Station, Blyth's Meadow, Braintree. CM7 3DJ

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Debbie Houghton

From: Ronan McManus 42080692 <Ronan.McManus@essex.police.uk>
Sent: 26 October 2020 09:34
To: Licensing
Subject: Premises application , Quality & Excellence Butchers , 12 Forest Drive , Theydon Bois
Attachments: Re: Premises Licence application

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,

Regarding the premises licence at the above premises .

I have been contact with the applicant and raised concerns about CCTV & Challenge 25. The following conditions were agreed I have attached the email chain .

Can the following conditions be added to the application Essex Police have no representations .

Under Crime & disorder :

- CCTV installed that covers all parts of the public area
- CCTV footage retained for 31 days
- Persons on duty will have the ability to down load CCTV & review footage if requested by Police or other agency .
- Alcohol will only be sold in premises and not for delivery.

Under Protection of children from harm

- We will utilise the Challenge 25 scheme
- Have appropriate Challenge 25 signage on display at the premises .
- Approved Photo ID (passport , driving Licence , military ID) will be only acceptable forms of identification.
- Staff training register will be maintained at the premises and made available to Police or local authority licensing officers .
- Register of refusals to sell alcohol will be maintained at the premises and made available to Police or local authority licensing officers .



Ronan McManus (80692)
County Licensing Officer
☎ 101 (Ext: 406363) 📞 07815 000889
📍 Braintree Police Station, Blyth's Meadow, Braintree. CM7 3DJ

This email and any other accompanying document(s) contain information from Kent Police and/or Essex Police, which is confidential or privileged. The information is intended to be for the exclusive use of the individual(s) or bodies to whom it is addressed. The content, including any subsequent replies, could be disclosable if relating to a criminal investigation or civil proceedings. If you are not the intended recipient, be aware that any disclosure, copying, distribution or other use of the contents of this information is prohibited. If you have received this email in error, please notify us immediately by contacting the sender or telephoning Kent Police on 01622 690690 or Essex Police on 01245 491491, as appropriate. For further information regarding Kent Police's or Essex Police's use of

Debbie Houghton

From: Sarah-Jane <quality.excellencebutchers@gmail.com>
Sent: 26 October 2020 22:09
To: LicenceApplications@essex.gov.uk; Debbie Houghton
Subject: Fwd: Mark Scrace Quality and Rexellance
Attachments: Challenge 25 outline 2020.docx

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 Evening

Thank you for your email raising your concerns. Our viewpoint remains that the likelihood of children entering the premises to attempt to purchase alcohol is very low HOWEVER we always intended to put measures in place to ensure should they attempt it we would have the correct procedures in place to ensure that this could not happen. The procedures in place include an active think25 campaign within the premises. This will include all staff training for identifying possible underage attempts at purchasing alcohol.

Training will be given by a former police officer on identifying genuine ID and the ability to identify fraudulent ID. A record book will be kept of any rejected attempted purchases.

CCTV is in place and available for viewing to the appropriate authorities within safeguarding parameters of need and authority.

All Alcohol will be in a display cabinet that is NOT accessible to any customer regardless of age.

Please find attached some of the scheme paperwork we are putting in place. It is not possible to send you all of it because of the size of the attachment would not allow it to be sent by email

If you have any further questions please do not hesitate to contact us

Kind Regards

Sarah Jane Scrace	Mark Scrace
Managing Director	personal licence applicant
Quality and Excellence Ltd	company director

On Wed, 14 Oct 2020 at 11:55, Licence Applications CYP <LicenceApplications@essex.gov.uk> wrote:

We have received your licence application with regards to the above premises however the following queries have been raised by the LADO:

- I would ask that whilst the applicant does not consider it likely that children/young people will be using/entering the shop because of its trade that they still apply challenge 25 and complete the required section in relation to child protection and proposed training/ actions they will provide staff with in the event that someone under age attempts to purchase their goods.

The deadline to receive your response is 4/11/20. If you either fail to respond within this timeframe or in the event that your response is not deemed satisfactory on a safeguarding basis, we will have no alternative but to inform the Licencing Office that the application is not approved.

When you respond to this email, please also send a copy to the Licensing Officer at the District Council, as above.

Local Authority Designated Officer (LADO)
FAO: Licensing
Quality Assurance & Safeguarding Service
Family Operations
70 Duke Street
Chelmsford
Essex CM1 1JP
Tel: 0333 013 9797 Email: LicenceApplications@essex.gov.uk

Regards

Sent on behalf of Rebecca Scott LADO

--
Quality and Excellence Ltd
Award Winning Family Butchers and Pie Makers
Established 1996
www.qualityandexcellence.co.uk

12 Forest Drive
Theydon Bois
Essex
CM16 7EY
<https://w3w.co/faded.lazy.pines>
01992 813283

--
Quality and Excellence Ltd
Award Winning Family Butchers and Pie Makers
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12 Forest Drive
Theydon Bois
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CM16 7EY
<https://w3w.co/faded.lazy.pines>
01992 813283

CHALLENGE 25 CAMPAIGN

Quality and Excellence Ltd

12 Forest Drive

Theydon Bois

Essex

Cm16 7EY

The licensing Act 2003 introduced mandatory conditions on every alcohol license, including one that requires all premises to have a policy in place in order to prevent underage sales.

Challenge 25 simply requires that every person buying an age restricted product such as alcohol, who looks under the age of 25, is challenged to produce a valid ID. In order to adopt Challenge 25 we will be following the following points.

Advertising Challenge 25.

Staff training and support.

Record keeping.

Clear guidelines on what ID is acceptable.

CHALLENGE 25 CAMPAIGN

Training:

It is important to have a program in place to regularly train staff about the Challenge 25 Scheme. This should include who to challenge and how. This will help to ensure that the staff are confident in making challenges and that the policy is consistently applied. This will be achieved using the following format.

A combination of group training, one to one and where possible using online support.

Training should include a short test to see if staff have understood the requirements of the Challenge 25 Campaign. See work sheet oct2020T

Advertising:

The displaying of Challenge 25 posters around the shop. Using our till system to prompt staff about the challenge 25 when selling alcohol and also using the till POS system to show the Challenge 25 campaign. See work sheet oct2020ADVERT

Support Staff:

Challenge 25 only works if the staff have confidence that the decisions they make will not be undermined. It is therefore important to ensure difficult decisions staff have made are not challenged or overturned. See work sheet oct2020S5

Keep Record:

Records will be kept of all failed attempts to buy alcohol when ID hasn't been provided for those that look under 25. See work sheet oct2020KR

Acceptable ID:

The following ID will be accepted and will be displayed in the shop. Should also be aware of fake ID.

Passports, Drivers License, Military ID and Pass approved Cards. See work sheet oct2020ID

Debbie Houghton

From: parishclerk@theydonbois-pc.gov.uk
Sent: 06 November 2020 15:31
To: Debbie Houghton
Subject: FW: New Application for a Premises Licence: Mark Scrace, Quality and Excellence, 12 Forest Drive, Theydon Bois, Epping, Essex, CM16 7EY

Importance: High

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.

To: Debbie Houghton
Licensing Officer, Licensing Team
Epping Forest District Council

Email: dhoughton@eppingforestdc.gov.uk

3rd November 2020

Dear Ms Houghton,

Application for a Premises Licence at 'Quality and Excellence', Forest Drive, Theydon Bois: Sale by Retail of Alcohol, Off Sales Only

With respect to the above application, which was considered by the Planning Committee of Theydon Bois Parish Council at its meeting on 22nd October 2020, this is to confirm that the Committee raised no objection to the application, provided that this solely relates to the sale by retail of alcohol for off sales only (ie. with no consumption allowed on site).

Yours sincerely,

Mrs Caroline Carroll,
Clerk to the Council

Cc Cllr Peter Gooch, Chairman, TBPC

From: Debbie Houghton <dhoughton@eppingforestdc.gov.uk>

Sent: 12 October 2020 11:13

To: Epping District Council Licensing Committee <licensing@eppingforestdc.gov.uk>; Debbie Houghton <dhoughton@eppingforestdc.gov.uk>; Peter Gooch <pgooch@eppingforestdc.gov.uk>; Caroline Carroll <ccarroll@eppingforestdc.gov.uk>



Response from Essex County Fire & Rescue Service



Essex County Fire & Rescue Service

Jo Turton
Chief Fire Officer / Chief Executive

Mr Mark Scrace,
Quality & Excellence Butchers
12 Forest Drive
Theydon Bois
Epping
CM16 7EY

South West Group Service Delivery Point
Basildon Fire Station
Broadmayne
Basildon
SS14 1EH

Enquiries to: Protection Officer Angus Neale
T: +44(0) 1376 576700
southwestgroupsdp@essex-fire.gov.uk

Our Ref: 27876
Your Ref: N/A
Date: 12th October 2020

Dear Sir,

LICENSING ACT 2003

THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Premises: Quality & Excellence Butchers, 12 Forest Drive, Theydon Bois Epping CM16 7EY

Receipt is acknowledged of the above consultation(s), which will be audited by the Essex Police, Fire and Crime Commissioner Fire and Rescue Authority.

Should there be any significant concerns regarding the application(s) you will be notified in due course.

Please quote our reference number in any future correspondence.

Yours faithfully

C A Neale
Protection

Cc. licensing@eppingforestdc.gov.uk

Our vision is to make Essex a safe place to live, work and travel

ECFRS/723829
LI

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Report to the Licensing Sub Committee

Date of meeting: Tuesday 1st December 2020

Subject: Application for a New Premises Licence in respect of Café Caribbean, 262 High Road, Loughton, Essex, IG10 1RB



**Epping Forest
District Council**

Responsible Officer: Handan Ibrahim, Licensing Compliance Officer (01992 564153)

Democratic Services: V Messenger (01992 564265)

Decisions Required:

To determine the application for a new Premises Licence under the Licensing Act 2003

Report:

Application

1. An application has been made by Café Caribbean (Loughton) Ltd for a new premises licence at 262 High Road, Loughton, IG10 1RB. The application is for a café/restaurant serving Caribbean food. The applicant is applying for the following:

Supply of Alcohol (both on & off the premises)

Monday to Thursday 11:00 to 23:00
Friday and Saturday 11:00 to 00:00
Sunday 11:00 to 23:00

Provision of Live Music

Friday and Saturday 23:00 to 00:00

Provision of Recorded Music

Friday and Saturday 23:00 to 00:00

Provision of Late Night Refreshment

Monday to Thursday 23:00 to 23:30
Friday and Saturday 23:00 to 00:30
Sunday 23:00 to 23:30

Hours Premises will be open to the public

Monday to Thursday 11:00 to 23:30
Friday and Saturday 11:00 to 00:30
Sunday 11:00 to 23:30

2. The application was received on the 9th October 2020.
3. The Operating Schedule sets out conditions which will be attached to the licence if this application is granted.

Licensing Act 2003

4. When considering an application for a licence the licensing authority must have regard to steps that are appropriate to promote of the licensing objectives.
These are—
 - (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. It must also have regard to its Statement of Licensing Policy and any guidance issued by the Secretary of State.

Consultation

6. The Responsible Authorities have received a copy of the application. It was also advertised at the premises and in a local newspaper.
7. All residences and businesses within 150 meters radius of the premises were individually consulted.
8. The authority has received 1 representation from Cllr. Judy Jennings, 1 representation from Loughton Town Council, 1 representation from Chris Smith, Environmental Enforcement Officer, 1 representation from Loughton Residents Association Plans Group and 9 representations from local residents, which are also attached. The representation received from Jyoti Lakhani attached audio files, please disregard the reference to these files, as the audio relates to a different premises and is not relevant to this application. Responses have been received from Trading Standards, Essex Fire Service and Essex Police and they have no comments.
9. The objections relate to the prevention of crime and disorder and the prevention of public nuisance.

Guidance Issued by the Secretary of State

10. The Licensing Act 2003 provides that the licensing authority must 'have regard to guidance issued by the Secretary of State under section 182.
11. Sections 2.1 to 2.6 and 2.15 to 2.21 of the Guidance are relevant to this application

Options

In determining this application, the Sub-Committee may take any of the following steps as it considers necessary for the promotion of the licensing objectives, namely:

- (a) to grant the licence as applied for subject to
 - the conditions mentioned in the Operating Schedule modified as the Sub-committee considers necessary for the promotion of the licensing objectives, and
 - the mandatory conditions specified in the Licensing Act 2003, or
- (b) to exclude from the scope of the licence any licensable activities to which the application relates, or
- (c) refuse to specify a person as the premises supervisor, or
- (d) reject the application

Determination

The Sub-committee is asked to determine the application having regard to

- (a) the content of this report and representations
- (b) any additional information obtained from the hearing
- (c) the Council's statement of licensing policy
- (d) Guidance issued by the Secretary of State, and
- (e) the steps appropriate to promote the licensing objectives.

Appeal

If any party is aggrieved with the decision they can appeal to Magistrates court. The appeal period is 21 days from notification of the decision.

Background Papers Used In Preparing This Report:

- The Licensing Act 2003
<http://www.legislation.gov.uk/ukpga/2003/17/contents?view=plain>
- The Secretary of State's Guidance issued under Section 182 Licensing Act 2003
- Epping Forest District Council's statement of licensing policy.
<http://www.eppingforestdc.gov.uk>

Attached documents

- Application for premises licence
- Plan of the premises
- Newspaper advert
- Blue Notice
- Map of the area
- Representation from Cllr Judy Jennings
- Representation from Loughton Town Council
- Representation from Chris Smith, Environmental Enforcement Officer
- Representation from Loughton Residents Association Plans Group
- 9 representations from local residents

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* required information

Section 1 of 21

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

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

Yes No

Applicant Details

* First name

* Family name

* E-mail

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 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.

Applying as an individual

Applicant Business

Is the applicant's business registered in the UK with Companies House? Yes No Note: completing the Applicant Business section is optional in this form.

Registration number

Business name If the applicant's business is registered, use its registered name.

VAT number Put "none" if the applicant is not registered for VAT.

Legal status

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

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

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business	<input type="text" value="Licensing Agent"/>	
Home country	<input type="text" value="United Kingdom"/>	The country where the headquarters of your business is located.
Agent Registered Address		Address registered with Companies House.
Building number or name	<input type="text" value="134 The Barracks"/>	
Street	<input type="text" value="South Road"/>	
District	<input type="text" value="White Cross"/>	
City or town	<input type="text" value="LANCASTER"/>	
County or administrative area	<input type="text"/>	
Postcode	<input type="text" value="LA1 4XQ"/>	
Country	<input type="text" value="United Kingdom"/>	

Section 2 of 21

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	<input type="text" value="Café Caribbean, 262"/>
Street	<input type="text" value="High Road"/>
District	<input type="text"/>
City or town	<input type="text" value="LOUGHTON"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text" value="IG10 1RB"/>
Country	<input type="text" value="United Kingdom"/>

Further Details

Telephone number	<input type="text"/>
Non-domestic rateable value of premises (£)	<input type="text" value="21,090"/>

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- 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

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 21**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

Details

Registered number (where applicable)

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

Continued from previous page...

Private Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality Documents that demonstrate entitlement to work in the UK

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? / /
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

Provide a general description of 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.

Café/restaurant serving Caribbean Food

Continued from previous page...

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

Section 6 of 21

PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

Yes No

Section 7 of 21

PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

Yes No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

Yes No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 21

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

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...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the performance of live music take place indoors or outdoors or both?

- Indoors Outdoors Both

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

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.

State any seasonal variations for the performance of live music

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 performance of live music 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.

Continued from previous page...

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

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.

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

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

Indoors Outdoors Both

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

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.

Continued from previous page...

State any seasonal variations for playing recorded music

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 playing of recorded music 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 12 of 21

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

- Yes No

Section 13 of 21

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

See guidance on regulated entertainment

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

- Yes No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

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...

WEDNESDAY

Start 23:00

End 23:30

Start

End

THURSDAY

Start 23:00

End 23:30

Start

End

FRIDAY

Start 23:00

End 00:30

Start

End

SATURDAY

Start 23:00

End 00:30

Start

End

SUNDAY

Start 23:00

End 23:30

Start

End

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

Indoors

Outdoors

Both

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

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.

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 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.

Continued from previous page...

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

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.

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

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.

Continued from previous page...

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

Date of birth / /

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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?

Continued from previous page...

- 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 16 of 21

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.

N/A

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

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 18 of 21

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.

Consideration of the Epping Forest District Council Licensing policy and have been carried out to ensure the promotion of the four licensing objectives

b) The prevention of crime and disorder

A camera CCTV system is in place covering all public areas of the premises
The CCTV system shall continuously record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings will be stored for a minimum of 31 days and can be accessed and downloaded immediately when requested by the police or other authorised officer
There will always be at least one person present whilst the premises is open to the public who is able to operate and download images from the CCTV
An incident log shall be kept at the premises, and made available on request to the police or an authorised officer, which will record the following:

- o All crimes reported to the venue
- o Any complaints received
- o Any incidents of disorder
- o Any faults in the CCTV system

Continued from previous page...

- o Any visit by a relevant authority or emergency service
- o All ejections of patrons
- o All seizures of drugs or offensive weapons
- o Any refusal of the sale of alcohol

c) Public safety

The premises will be maintained in a safe manner at all times
All exits will be kept unobstructed, easy to open and clearly signed

d) The prevention of public nuisance

Sales of alcohol for consumption off the premises will only be supplied with, and ancillary to, a take-away meal
All refuse will be disposed of in an appropriate manner. Staff will be instructed to maintain all external areas in a clean and presentable manner at all times
Notices will be displayed asking patrons to leave the premises quietly and to have respect for local residents
Substantial food and non-intoxicating beverages, including drinking water, shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises
No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance
No fumes, steam or odours shall be emitted from the licensed premises so as to cause a nuisance to any persons living or carrying on business in the area where the premises are situated
Staff shall monitor customers smoking outside the premises on a regular basis and ensure patrons do not cause a public nuisance
No deliveries to the premises shall take place between 23:00 and 07:00 on the following day
No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 23:00 hours and 07:00 hours on the following day

e) The protection of children from harm

A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of ID are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS hologram
The premises will operate a "No ID, No Sale" policy at all times for persons who look under 25
Staff will be trained in the understanding of this policy and training records maintained for inspection if requested by the police or any other responsible authority
A record shall be kept detailing all refused sale of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of the Council at all times whilst the premises is open

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £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

Band D - £87001 to £12500 £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 30000-39000 £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 (£)

190.00

DECLARATION

1

Continued from previous page...

[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 the UK. 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, if appropriate

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

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/epping-forest/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

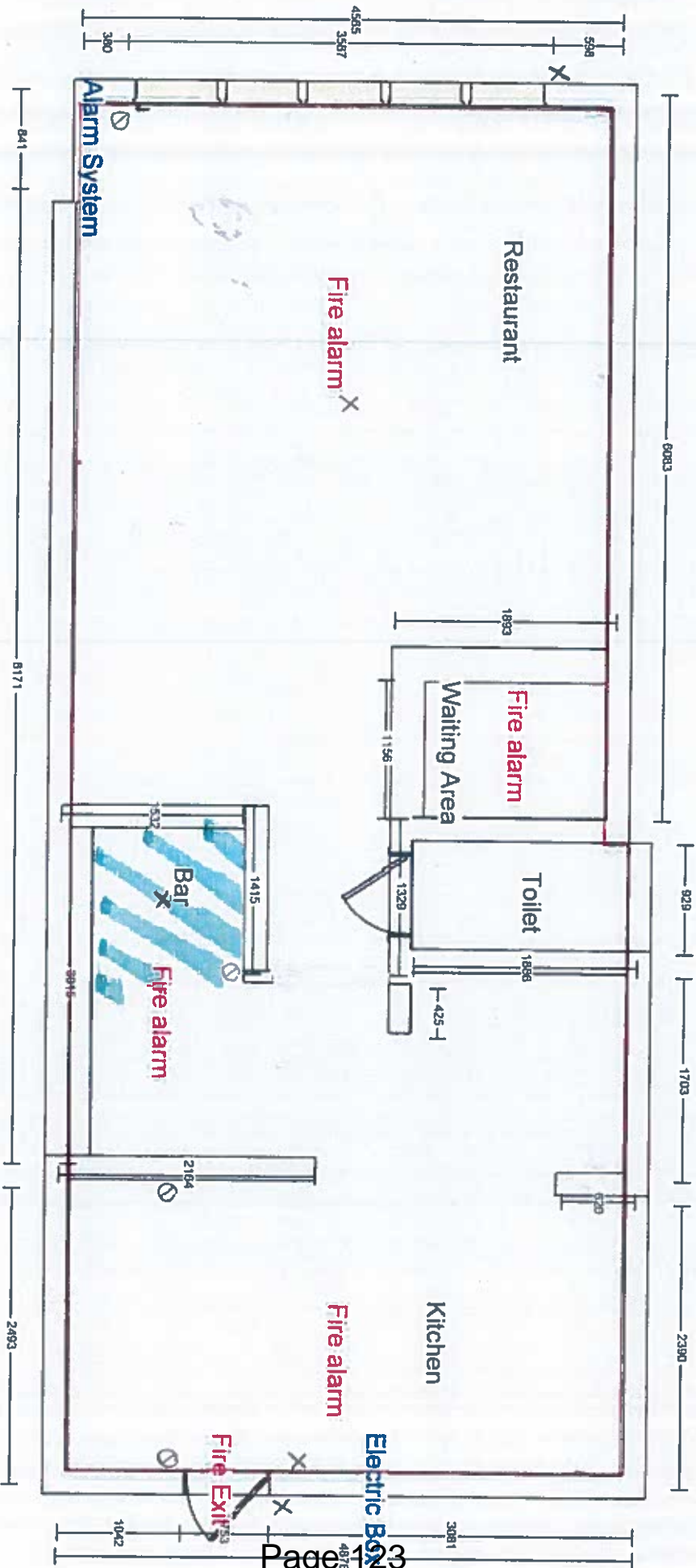
IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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

OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 Next >



KEY
 X - CCTV
 ⊗ - FIRE EXTINGUISHER
 - - UNUSABLE AREA
 - BIFOLD DOORS / MAIN ENTRANCE

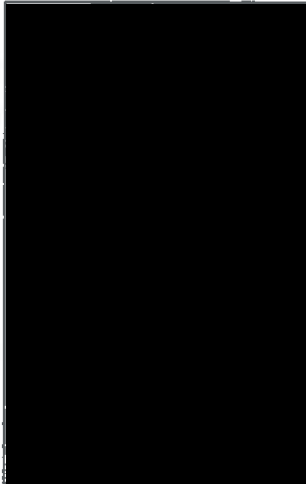
- ALCOHOL STORAGE

Please consult the quotation for a list of items to be supplied. The drawing is a computer representation of layout and dimension, details should be checked by the installer/contractor. Please also ensure a Gas Safe registered engineer is engaged with regards to any gas appliances. Check with your installer/contractor for more information.

Contract Plan No: 20092281451
 Designed By: Adam Hewitt-Malkin
 Designed On: 24/6/20

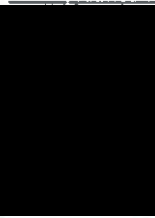
Customer: STEPHEN ANDREW EDWARD HOUSE
 Phone:
 Range Designed: Alameda Arduana White

Announcements - Public Notices



Notice of Application for a New Premium Licence under the Licensing Act 2003

Notice is given that on Friday 10 October 2020 that Carl Cartman (Applicant) Ltd of The Coach House 1 Hoveden Road HESGATE NR7 7JZ has applied to the Licensing Officer of Epping Forest District Council for a Premium Licence in respect of Cafe Cartman, 282 High Road (L14) EPPING ES10 1TB. The proposed licence is for Sale of Alcohol by Retail (on 4 off sales): Sunday to Thursday 11.00 - 23.00, Friday & Saturday 11.00 - 00.00 Late Night Refreshments: Sunday to Thursday 11.00 - 23.00, Friday & Saturday 11.00 - 00.00 Late & Refreshed Music: Friday & Saturday 23.00 - 00.00. The holder of licensed premises is authorised at the Licensing Office of Epping Forest District Council, Oak, Chesham High Street, Chesham, Bucks HP8 4SE. Applications for premium licences may be inspected at the office during office hours. Anyone wishing to oppose the application must give written notice to the Licensing Officer within 28 days of the notice. It is an offence to knowingly or recklessly to make a false statement in connection with an application which could lead to a fine on summary conviction (maximum £5000). Applicant's Agent: Knight Training (UK) Ltd, 6200 888 7420 info@knighttraining.co.uk knighttraining



Working together to help businesses grow



EPPING FOREST Guardian

To discuss your requirements:
020 8884 7420
 saleseast@localiq.co.uk
 eppingforestguardian.co.uk
 guardian-series.co.uk
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**Notice of Application for a New Premises Licence
under the Licensing Act 2003**

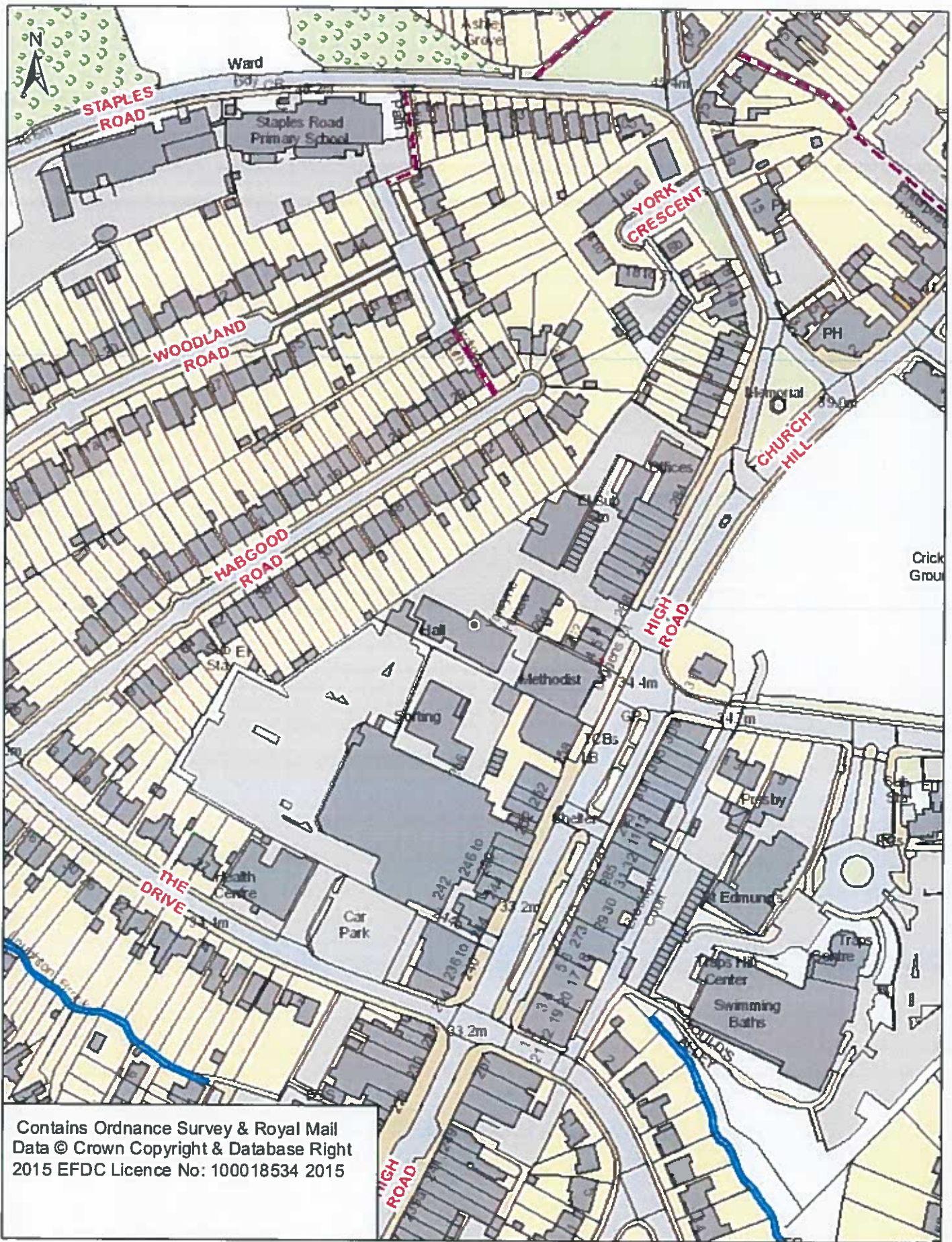
Notice is given this day Friday 9th October 2020 that Café Caribbean (Loughton) Ltd of The Coach House, 1 Howard Road, REIGATE, RH2 7JE has applied to the Licensing office of Epping Forest District Council for a Premises Licence in respect of Café Caribbean, 262 High Road, LOUGHTON, IG10 1RB

The proposed licence is for
Sale of Alcohol by Retail (on & off sales): Sunday to
Thursday 11:00 – 23:00, Friday & Saturday 11:00 – 00:00
Late Night Refreshment: Sunday to Thursday 11:00 –
23:30, Friday & Saturday 23:00 – 00:30
Live & Recorded Music: Friday & Saturday 23:00 – 00:00

The register of licensed premises is maintained at the
Licensing Office of Epping Forest District Council, Civic
Office, 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)

Applicant's Agent: Knight Training (UK) Ltd
0330 999 3199 info@knighttraining.co.uk
knighttraining



Handan Ibrahim

From: Denise Bastick
Sent: 21 October 2020 10:38
To: Handan Ibrahim
Subject: FW: New Premises Licence Application - Cafe Caribbean, 262 High Road, Loughton, IG10 1RB

From: Cllr.J Jennings <cllr.jjennings@eppingforestdc.gov.uk>
Sent: 09 October 2020 13:31
To: Denise Bastick

Subject: Re: New Premises Licence Application - Cafe Caribbean, 262 High Road, Loughton, IG10 1RB

Dear Denise

I have a very strong objection to this application on the grounds of noise and disturbance to residential dwellings This premises is directly below and behind flats and houses and is in a more residential part of the High Road. The opening hours refreshment licence and particularly the music, live and piped until half past midnight and on Friday and Saturday and to half past eleven on Sunday evening are quite unacceptable and will be detrimental to the mental health and well being of the residents

Regards
Judy Jennings
Councillor St Mary's Ward

Get [Outlook for iOS](#)

From: Denise Bastick <dbastick@eppingforestdc.gov.uk>
Sent: Friday, October 9, 2020 11:02:13 AM
To:

Subject: New Premises Licence Application - Cafe Caribbean, 262 High Road, Loughton, IG10 1RB

Good morning,

We have received an application for a new premises licence for the above address for a café/restaurant serving Caribbean Food.

The applicant is asking for the following licensable activities:

Supply of Alcohol (both on & off the premises)

Monday to Thursday 11:00 to 23:00

Friday and Saturday 11:00 to 00:00

Sunday 11:00 to 23:00

Provision of Live Music

Friday and Saturday 23:00 to 00:00

Provision of Recorded Music

Friday and Saturday 23:00 to 00:00

Provision of Late Night Refreshment

Monday to Thursday 23:00 to 23:30

Friday and Saturday 23:00 to 00:30

Sunday 23:00 to 23:30

Hours Premises will be open to the public

Monday to Thursday 11:00 to 23:30

Friday and Saturday 11:00 to 00:30

Sunday 11:00 to 23:30

Please note that I have attached an un-redacted copy of the application, DPS consent and premises plan. The application contains personal and sensitive information and therefore is not for public viewing.

Councillor Judy Jennings, Councillor Howard Kauffman and County Councillor Chris Pond have also been included as interested parties.

The consultation will commence on 9th October 2020 and end on 5th November 2020. Please let me have any comments or objections by that date.

Kind Regards

Denise Bastick

Licensing Compliance Officer

Commercial and Regulatory Service Directorate

dbastick@eppingforestdc.gov.uk

Tel: 01992 564334

Working hours Wednesday – Friday

Please contact Mrs Handan Ibrahim, Licensing Compliance Officer

hibrahim@eppingforestdc.gov.uk Tel: 01992 564153

Monday – Wednesday

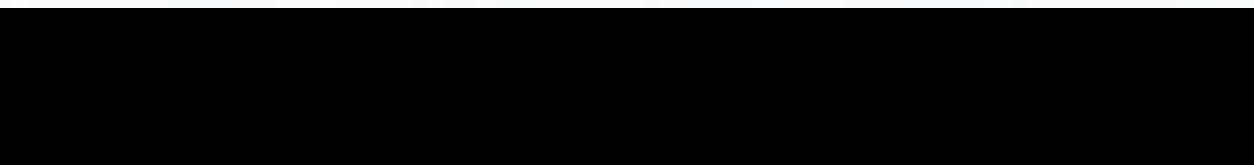
Handan Ibrahim

From: Debra Paris <Debra.Paris@loughton-tc.gov.uk>
Sent: 20 October 2020 16:37
To: Handan Ibrahim; Denise Bastick
Subject: Licensing Applications Re: New Breed Bottle Shop, 287 High Road, Loughton, IG10 1AH. & Café Caribbean (Loughton) Ltd., 262 High Road, Loughton, IG10 1RB.

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.

Dear Handan/Denise

Please find below the comments of the Planning & Licensing Committee following its meeting on 19 October 2020:



4.2 Notice of application for a new premises licence under the Licensing Act 2003 in respect of Café Caribbean (Loughton) Ltd., 262 High Road, Loughton, IG10 1RB.

The Committee OBJECTED to this application on the following grounds:

- i) The prevention of crime and disorder
- ii) The prevention of public nuisance.

The position of the premises below and in front of residential properties has the potential to disturb the living conditions of these properties.

Members suggested that hours for all activities are only in line with the rest of licensed premises in the High Road and that music is only played after 9pm inside with the folding doors closed so as not to cause a public nuisance. For the same reasons there should be no provision of late-night refreshment.

I would be most grateful if you could acknowledge receipt of this email.

Kind regards
Debra

Debra Paris
Planning and Licensing Committee Clerk Loughton Town Council
Loughton Library & Town Hall, Traps Hill, Loughton, IG10 1HD
Tel: 020 8508 4200
Fax: 020 8508 4400
E-mail contact@loughton-tc.gov.uk
Web: www.loughton-tc.gov.uk

We are currently operating a skeleton staff in the office, with some staff working remotely, therefore response times may be longer than usual. We appreciate your patience and understanding,

Knitted Poppy Appeal

Please contact us if you would like a poppy pattern for our Remembrance display



Handan Ibrahim

From: Christopher Smith
Sent: 21 October 2020 14:27
To: 'chris@knighttraining.co.uk'
Cc: Denise Bastick; Handan Ibrahim
Subject: WK/202037562 - New Premises Licence Application - Cafe Caribbean, 262 High Road, Loughton

M3PPRef: WK/202037562
M3PPUnique: 000000001BFD40F92E29DB429B3E567BBAEB3F1F07007CAADED4771C84498FBB707361F2622000000943A8300004896016DD8768240A651A88171196D3A000004BD77210000

Dear Chris,

I have been looking over the new premises application for the Café Caribbean, 262 High Road, Loughton.

The application has given me concerns in relation to the noise from both live music and recorded music until the hours you have requested and it causing annoyance/nuisance to nearby noise sensitive properties so I feel that I will need to make a representation.

I can not agree to the application without adding some conditions that would ensure these noise sensitive properties are protected from noise that the premise may make, I hope that we can agree on the conditions.

I would like to propose the following conditions to the premises licence:

1. Doors and windows are to be closed from 21.00hours and whilst live music is being played. This is to control the escape of both people noise and live music.

Reason: To ensure that any music from the licensed premises does not cause a public nuisance.

2. The premises shall be adequately insulated or the sound level adjusted, to ensure that noise from music (live or recorded) or amplified is inaudible inside any adjoining premises. This is to control the escape of music to adjoining properties.

Reason: To ensure that any music and amplified sound from the licensed premises does not cause a public nuisance.

3. An appropriate automatic noise control device must be used for any amplified sound. The device should be set so that the volume of any amplified sound emanating from the premises does not cause a public nuisance. The Premises Supervisor can ensure that any amplified music from the premises does not cause a public nuisance by ensuring that amplified sound is inaudible at the boundary of any properties where the occupiers are likely to be sensitive to noise.

Reason: To ensure that any amplified sound from the licensed premises does not cause a public nuisance and the applicant has an effective method to adequately control the level of amplified sound and music in order to prevent public nuisance.

4. The Premises Supervisor (or representative) shall monitor the volume of music emanating from the premises and adjust the volume to ensure that any amplified sound or other music from the licensed premises does not cause a public nuisance. The Premises Supervisor (or representative) can ensure

that music from the premises does not cause a public nuisance by ensuring that the music is inaudible at the boundary of any properties where the occupiers are likely to be sensitive to noise.

Reason: To ensure that any music and amplified sound from the licensed premises does not cause a public nuisance.

Please come back to me with your thoughts and if you agree to the conditions then I will inform our licensing team so they can be added to the Premises Licence.

Regards

Chris Smith
Environmental Enforcement Officer
Community and Partnerships Directorate
Epping Forest District Council
High Street
Epping
CM16 4BZ

01992 564160
csmith@eppingforestdc.gov.uk



Loughton Residents Association Plans Group



Loughton
Essex [redacted]
5 November

2020
Epping Forest District Council
Licensing Unit Civic Offices
High Street
Epping
Essex
CM16 4BZ

Dear Sir

LICENSING APPLICATION, Café Caribbean 262 High Road Loughton IG10 1RB

We object to this application on the basis of the prevention of public nuisance.

Under the provisions relating to the prevention of public nuisance, we object to the supply of alcohol, both on and off the premises up to 00.00am on Friday and Saturday evenings because of the disturbance this would inevitably cause to residents nearby.

We think that 23.00 is the latest the Café Caribbean should be providing alcohol every evening. Even if the premises are well-sound-proofed, the noise of such customers (and their vehicles) leaving late at night, at a time when other daytime noises are much reduced, would obviously disturb residents.

Also on the grounds of the prevention of public nuisance we also object to the playing of live and recorded music to midnight on Friday and Saturday and to the provision of late night refreshment to 23.30 on Monday to Thursday and Sundays, and until 00.30 on Fridays and Saturday. We think that 23.00 is the latest that the Cafe Caribbean should be playing music and providing refreshment.

Yours faithfully



Judith Walker
for Loughton Residents Association Plans Group

Handan Ibrahim

From: Sarah Rosenbloom [REDACTED]
Sent: 15 October 2020 09:04
To: Licensing
Subject: Cafe Caribbean

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.

Hi there

We are emailing regarding a letter we received in the post re cafe Caribbean in Loughton. Ref WK/202037100

The representation we are concerned about a number of issues relating to the following Prevention of public nuisance. If this premises can remain open till midnight around a very residential area where we live on Habgood Road the noise pollution of being coming and going with the service of alcohol I find extremely concerning.

Kind regards
Sarah Trenam
[REDACTED] habgood road
Loughton

Handan Ibrahim

From: Tim Williams [REDACTED]
Sent: 18 October 2020 20:57
To: Licensing
Subject: Representation AGAINST the licensing application for Cafe Caribbean (Loughton) Ltd

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.

To The Licensing Team, Epping Forest District Council,

I would like to make a representation AGAINST the licensing application for the supply of alcohol (until 2300 Sunday-Thursday and until 0000 Friday and Saturday), provision of live and recorded music (on Friday and Saturday nights until 0000) and the provision of late night refreshment (until 2330 Sunday-Thursday and until 0030 on Fridays and Saturdays) at Cafe Caribbean, 262 High Road, Loughton, IG10 1RB.

I am the occupant of [REDACTED] Brooklyn Court, High Road, [REDACTED] which is less than 100 metres from the venue in question, and I am deeply concerned that if this licence is granted, a public nuisance will occur as people leaving the venue late at night will create a lot of noise that will affect my ability to sleep and interfere with my rights to quiet enjoyment of my property. This additional noise will augment the existing noise that I am exposed to from passing traffic and people walking along the High Road. I am also concerned that the supply of alcohol at this venue could lead to an increase in anti-social behaviour and other crime in the nearby area.

If any further detail is required then I am happy to be contacted by email [REDACTED] or by phone [REDACTED].

Best wishes,
Tim Williams

Tim Williams MA VetMB PhD AFHEA FRCPath DipECVCP MRCVS
EBVS European Veterinary Specialist in Clinical Pathology
RCVS Recognised Specialist in Veterinary Pathology (Clinical)

Senior Lecturer in Clinical Pathology
University of Cambridge
Department of Veterinary Medicine
Madingley Road
Cambridge
CB3 0ES
United Kingdom

Director of Studies in Veterinary Medicine
Fitzwilliam College, Cambridge

[REDACTED]

Handan Ibrahim

From: Simon Kestenbaum [REDACTED]
Sent: 17 October 2020 15:49
To: Licensing
Subject: Cafe Caribbean Loughton limited

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.

Dear Sir/Madam,

I am writing to notify you of my objection for extending the licensing hours at Cafe Caribbean.

Loughton High Street has a problem with late night nuisance from revellers and people who have drunk too much at bars and pubs.

if more venues are to offer late night drinking and entertainment this would exacerbate the problem further.

I'm concerned about increased crime, noise and nuisance.

Kind regards,

Simon Kestenbaum

[REDACTED] Habgood Rd, Loughton [REDACTED]

Denise Bastick

From: Contact Us
Sent: 29 October 2020 10:44
To: Licensing
Subject: FW: Cafe Caribbean License Application
Attachments: Cafe Caribbean let 29.10.20.docx

From: Chris Beament [REDACTED]
Sent: 29 October 2020 09:59
To: Contact Us <ContactUs@eppingforestdc.gov.uk>; contact@loughton-tc.gov.uk
Cc: Church Office <administrator@loughtonmethodist.org.uk>
Subject: Cafe Caribbean License Application

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.

Dear Sir

Please find attached our comments regarding the above license application.

Would you please ensure this communication is passed on to the relevant people involved.

Thanking you in anticipation
Yours sincerely

Chris Beament
on behalf of
Loughton Methodist Church



Epping Forest District Council
Licensing Unit Civic Offices
High Street
Epping
Essex CM16 4BZ

29th October 2020

Dear Sir

Re Café Caribbean License Applications

I am writing to object to the current Café Caribbean (Loughton) Ltd license applications by way of extending their opening hours to the public and providing Late Night Refreshment, Late Night Live and Recorded Music and supply of Alcohol both on and off the premises beyond 22:00.

We are their neighbours at 260 High Road and although since opening they are good neighbours we are concerned about any increased litter on our forecourt if a takeaway service is provided along with any increased noise in the vicinity.

Parking is extremely limited around the High Road. In non-covid times the Church car park is well used by users of our premises, and insufficient to meet our needs at peak times. We are therefore concerned about any non-authorized parking caused by this application particularly if there is any take away activity.

Loughton Methodist Church is community minded and therefore consideration should be given to the whole of the community and not to a part in isolation.

Late night drinkers fuelled with alcohol are not the quietest of people and in recent years premises providing late night alcohol at the other end of the High Road have been the cause of crime and disorder as well as issues around public nuisance and public safety.

The café has a noisy extractor fan and this will be in operation longer and will extend to the emission of food odours. This is unwelcome news to anyone living in the immediate area and in particular the flats above the café.

Minister: Rev Sue Creighton

Church Manager: Cat Davies Tel: 020 85023071 **email:** administrator@loughtonmethodist.org.uk
260 High Road, Loughton IG10 1RB www.loughtonmethodist.org.uk
Charity Commission No. 1126831



Closing at 22:00 is the neighbourly thing to do. It is a café so other measures worthy of consideration are consumption only on the premises and a delivery service.

In these current Covid times the spirit of the government's message is to curtail and minimise human interaction rather than encourage more of it with longer opening hours.

Thank you for the opportunity to make representations and I hope that you will consider the balanced points made above when considering the Café Caribbean license applications.

With kind regards

Chris Beament
Property Chairman at
Loughton Methodist Church

Minister: Rev Sue Creighton

Church Manager: Cat Davies Tel: 020 85023071 **email:** administrator@loughtonmethodist.org.uk

260 High Road, Loughton IG10 1RB www.loughtonmethodist.org.uk

Charity Commission Reg. No. 1126831

Denise Bastick

From: John Dessauer [REDACTED]
Sent: 29 October 2020 16:13
To: Licensing
Subject: Register of Licence application received for Café Caribbean (Loughton) Ltd., 262 High Road, Loughton, IG10 1FB
Attachments: Caribbean application.docx

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.

I attach representation in reference to the above,

John Dessauer
[REDACTED] Hollyoak House
[REDACTED] High Road
Loughton
[REDACTED]

Register of licence applications received

Date application received: 9th October 2020

Applicant Name: Café Caribbean (Loughton) Ltd.

Address of Premises: 262 High Road, Loughton, IG10 1FB

I write to ask that the licensable activities asked for in the above application be amended. In doing so I accept that the Café Caribbean restaurant is in itself an acceptable establishment. I am however opposing the opening times applied for as I would maintain that the hours applied for would increase late night noise, rowdiness and general anti-social behavior. Men urinating in public nearby have also been noted in recent weeks and an increase in such behavior would be likely. This would no doubt be caused by the number of eating houses in the immediate area and such behavior would be increased by any such increased opening hours and this includes the Café Caribbean.

Below I suggest opening which hours should be imposed in order to prevent noise and nuisance to nearby residences, including recently opened retirement apartments.

Supply of Alcohol (both on & off the premises)

Monday to Thursday 12.00pm to 10.30pm

Friday & Saturday 12.00pm to 11.30pm

Sunday 12.00pm to 10.30pm

Provision of Live Music

Friday & Saturday NO

Provision of Recorded Music NO

Provision of Late Night Refreshment

Monday to Thursday NO

Friday & Saturday NO

Sunday NO

Hours Premises will be open to the public

Monday to Thursday 11.00am to 10.30pm

Friday & Saturday 11.00am to 11.30pm

Sunday 11.00am to 10.30pm

I believe the above opening hours would be acceptable and allow the Café Caribbean and local residents to live in harmony.

PTO

John Dessauer

████ Hollyoak House, █████ High Road,

Loughton, █████

[REDACTED]
[REDACTED] **Pump Hill**
Loughton
Essex [REDACTED]

Tel: [REDACTED]
[REDACTED]
[REDACTED]

25 October 2020

The Licensing Team
Epping Forest District Council
Civic Offices
High Street
Epping
Essex
CM16 4BZ

Dear Sirs

APPLICATION BY CAFE CARIBBEAN (LOUGHTON) LTD

I own Flat No [REDACTED] Diggins Court, 262 High Road, Loughton IG10 1RB and am writing to object to this Licence Application for the following reasons.

1 SUPPLY OF ALCOHOL (BOTH ON AND OFF PREMISES)

The Applicant is applying to supply alcohol on Friday and Saturday up until midnight meaning that people will be able to walk in and buy off sales to drink on the street. The supply of alcohol should not be available after 11pm.

2 PROVISION OF LIVE AND RECORDED MUSIC ON FRIDAY AND SATURDAY BETWEEN 11PM AND MIDNIGHT

This will create a nuisance to the occupants of the flats above the premises and if granted provision should be made for speakers to be free standing not mounted on walls as the boom boom of the bass travels to the properties above as has already been experienced. The premises should be professionally sound proofed and music should stop and 11pm.

3 PROVISION OF LATE NIGHT REFRESHMENT

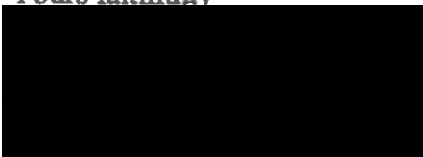
As the premises is in a residential block the extension to the late night hours should not be granted especially on Fridays and Saturdays to 12.30am as the residents will be trying to sleep. By the time the Cafe has cleared up it will be close to 1am which is totally unacceptable. 11 pm should be the latest.

4 HOURS PREMISES WILL BE OPEN TO THE PUBLIC

As stated in the above comments 11 pm is the latest the Cafe should be open until and the extension after 11 pm should not be granted,

There is no parking available for the premises. The car park at the rear is all allocated to the residents of Diggins Court and Von Ryan House and not available to the public.

Yours faithfully

A large black rectangular redaction box covering the signature of Peter Spratt.

Peter Spratt

THE LICENSING TEAM
EPPING FOREST DISTRICT COUNCIL
CIVIC OFFICES
HIGH STREET
EPPING
ESSEX
CM16 4BZ

26TH OCTOBER - 2020

DEAR SIRS,
WE LIVE AT NUMBER [REDACTED] DIGGINS COURT IG10 1RB
AND AM WRITING TO OBJECT
TO THIS LICENCE APPLICATION
FOR THE FOLLOWING REASONS
WE BOTH OBJECT THAT 12-00PM IS TOO LATE
FOR THE MUSIC TO END, AND THE NOISE OF THE PEOPLE COMING
OUT, AND THEY WILL BE STANDING AROUND BEING A NUISANCE
WITH DRINKING AND ALCOHOL.
AND BY THE TIME ALL THE PEOPLE GO HOME, THEN THEY HAVE TO
CLEAR UP IN THE CAFE WHICH WOULD BE GONE 1-00PM.
AND THEN IN THE SUMMER, THEY WILL HAVE THE FRONT DOORS OPEN
AND THEY WILL BE SITTING OUTSIDE, AND THIS IS NOT ACCEPTABLE
WE BOTH HAVE NO PROBLEM
FOR THE CAFE CARIBBEAN (HOUGHTON) LTD
TO SHUT AT 11-00PM SHOULD BE THE LATEST
AS US AND RESIDENTS WILL BE TRYING TO SLEEP.

YOURS FAITHFULLY
D. Richardson

[REDACTED]

Received 30.10.2020

Mob: [REDACTED]

[REDACTED] Duggens Court
262 High Road
Loughton
Essex [REDACTED]

28 October 2020

Your Ref: WK/202037100

Epping Forest District Council
licensing unit civic Offices
High Street
Epping
Essex CM16 4BZ

Dear Sirs,

Re: Licence Application from Café Caribbean (Loughton) Ltd.
Re: The Prevention of public nuisance

My flat is immediately above the cafe so I am concerned about any extended closing hours. Unfortunately the block is not very soundproof and from my past experience any music downstairs tends to get louder as the evening progresses.

Another problem arises when customers leave the premises - they gather outside waiting for taxis etc. and can be extremely noisy! With late closing - especially 00.30 - this could mean it might be 1am before it is quiet again.

Finally I must say that the owners of Café Caribbean are great people and I sincerely hope their restaurant goes from strength to strength.

Yours faithfully

Sheila Brook (MMS)

Denise Bastick

From: jyoti lakhani [REDACTED]
Sent: 25 October 2020 17:27
To: Licensing
Subject: Cafe Caribbean Licensing Permission/ objection
Attachments: Voice 002.m4a; Voice 003.m4a

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.

Hi I recieved a note saying that cafe Caribbean has requested application for a right to supply alcohol, music, and late night refreshments. Id like to object to all. I live behind the restaurant and its definitely a nuisance, you've given permission to other restaurants i.e turquoise grill and the noise and drunken behaviour from its visitor's is appalling (see attachment).

This is a residential area and should be treated as one, but with noise from the music and its visitor's soo loud it's really problematic. The restaurants always go above the hours they suggest so much so I've called the police on 2 ocassions.

This is really unfair, and this restaurant is soo much smaller which will mean people hanging around outside etc... its just not acceptable. Id urge you to please not grant this permission.

Denise Bastick

From: Denise Bastick
Sent: 05 November 2020 14:13
To: jyoti lakhani
Cc: Handan Ibrahim; Kim Tuckey
Subject: RE: Cafe Caribbean Licensing Permission/ objection

Good afternoon

I have had an opportunity to discuss your representation with my manager, Mrs Kim Tuckey. Initially my manager could not open the audio files. However, after closer inspection, it appears that they relate to noise from another premises. Each application must be treated on its own merit and it is not permissible to use evidence from another premises to make a representation against another application.

My manager has agreed to accept your written representation, but the audio files are not permissible.

Kind regards.

Denise Bastick
Licensing Compliance Officer
Commercial and Regulatory Service Directorate
dbastick@eppingforestdc.gov.uk
Tel: 01992 564334
Working hours Wednesday – Friday

Please contact Mrs Handan Ibrahim, Licensing Compliance Officer
hibrahim@eppingforestdc.gov.uk Tel: 01992 564153
Monday – Wednesday

From: jyoti lakhani <jklakhani@gmail.com>
Sent: 05 November 2020 13:15
To: Denise Bastick <dbastick@eppingforestdc.gov.uk>
Subject: Re: Cafe Caribbean Licensing Permission/ objection

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Please can you confirm whether my objection has been registered.

On Thu, 5 Nov 2020, 13:13 Denise Bastick, <dbastick@eppingforestdc.gov.uk> wrote:

Good afternoon

Unfortunately, as previously stated, we cannot accept the audio files. This is due to technical issues with the Zoom meeting and also, even if this were possible, the audio files would need to be verified by our Environmental Noise Team.

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