

\* 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

Include country code.

Other telephone number

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.

*Continued from previous page...*

**Your Address**

Address official correspondence should be sent to.

* Building number or name	<input type="text" value="6"/>
* Street	<input type="text" value="Bradwell Road"/>
District	<input type="text"/>
* City or town	<input type="text" value="Buckhurst Hill"/>
County or administrative area	<input type="text"/>
* Postcode	<input type="text" value="IG9 6BY"/>
* 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="6"/>
Street	<input type="text" value="Bradwell Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Buckhurst Hill"/>
County or administrative area	<input type="text" value="Essex"/>
Postcode	<input type="text" value="IG9 6BY"/>
Country	<input type="text" value="United Kingdom"/>

**Further Details**

Telephone number	<input type="text" value=""/>
Non-domestic rateable value of premises (£)	<input type="text" value="0"/>

## 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

### INDIVIDUAL APPLICANT DETAILS

#### Applicant Name

Is the name the same as (or similar to) the details given in section one?

- Yes  No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes  No

Continued from previous page...

### Current Residential Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes  No

Building number or name	<input type="text" value="6"/>
Street	<input type="text" value="Bradwell Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Buckhurst Hill"/>
County or administrative area	<input type="text" value="Essex"/>
Postcode	<input type="text" value="IG9 6BY"/>
Country	<input type="text" value="United Kingdom"/>

### Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes  No

E-mail	<input type="text" value="[REDACTED]"/>
Telephone number	<input type="text" value="[REDACTED]"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text" value="[REDACTED]"/> / <input type="text" value="[REDACTED]"/> / <input type="text" value="[REDACTED]"/> dd mm yyyy
* Nationality	<input type="text" value="[REDACTED]"/>
Right to work share code	<input type="text"/>

[Documents that demonstrate entitlement to work in the UK](#)

[Right to work share code if not submitting scanned documents](#)

## 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

**Continued from previous page...**

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

I intend to use the premise to distribute online sales of wine. The intention would be to store a modest amount of wine securely in my kitchen, located on the ground floor, with secure side gate entry for transporting to the car for the deliveries. The premise layout from entry at the front door is a straight line to the kitchen, with a separate room to the right of the entrance. This is a private residency with no young children or vulnerable individuals on site.

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](#)

*Continued from previous page...*

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?

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

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

Continued from previous page...

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.

This is an online cheese and wine hamper business (or re-fill box), there are no seasonal considerations at this time as the distribution of the hampers will be driven by the those wishing to purchase the items online from myself.

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.

There are no variations to consider at this stage.

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

*Continued from previous page...*

**Enter the contact's address**

Building number or name	<input type="text" value="6"/>
Street	<input type="text" value="Bradwell Road"/>
District	<input type="text" value="Buckhurst Hill"/>
City or town	<input type="text" value="Essex"/>
County or administrative area	<input type="text" value="Epping"/>
Postcode	<input type="text" value="IG9 6BY"/>
Country	<input type="text" value="United Kingdom"/>
Personal Licence number (if known)	<input type="text" value=""/>
Issuing licensing authority (if known)	<input type="text" value="Epping Forest District Council"/>

**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.

There will not be any kind of adult entertainment, services or activities on the premises and the site is purely to distribute off license sales of alcohol from online sales.

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

WEDNESDAY

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

THURSDAY

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

FRIDAY

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

SATURDAY

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

SUNDAY

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

State any seasonal variations

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

The premises will not be open to the public at anytime of the day on any day of the calendar week. Including any public holidays.

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.

The premises will not be open to members and guests at anytime of the day on any day of the calendar week. Including any public holidays.

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**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.

The premises is to be used purely for distribution of off license sales of alcohol as part of an online business, targeted at sophisticated adults who have an interest in UK sourced wine and cheeses to consume in their own premises. The retail price point is set a level that reduces the risk of those under the age of 18 from use their disposable income on my products. Age of my customers will be verified at the point of order and the type of products is not usually popular with younger members of society.

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

The premises is alarmed and secure from potential intruders. The premises will also not be open to the public, members or guests to encourage the prevention of crime and disorder. In addition the premises will not be use for collection services, customers will only ever be able to choose delivery service.

**c) Public safety**

The premises is alarmed and secure from potential intruders. The premises will also not be open to the public, members or guests to encourage the prevention of crime and disorder. In addition the premises will not be use for collection services, customers will only ever be able to choose delivery service.

**d) The prevention of public nuisance**

The premises is alarmed and secure from potential intruders. The premises will also not be open to the public, members or guests to encourage the prevention of crime and disorder. In addition the premises will not be use for collection services, customers will only ever be able to choose delivery service.

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

The retail price point is set a level that reduces the risk of those under the age of 18 from using their disposable income on my products. Age of my customers will be verified at the point of order and the type of products is not usually popular with younger members of society. In addition to the point order verification, any deliveries accepted by someone suspected as being under 21 will be required to show evidence of the purchasers permission to accept such delivery. (Advised up front as part of the delivery terms and conditions)

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**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.

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### **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](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 your 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 (£)

100.00

**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

\* 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"/>

**Consent of individual to being specified as premises supervisor**

Natassia Kourousi

I .....  
*[full name of prospective premises supervisor]*

of

6 Bradwell Road  
Buckhurst Hill  
Essex  
IG9 6BY

.....  
*[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

The new premises license application for 6 Bradwell Road, Buckhurst Hill, IG9 6BY

.....  
*[type of application]*

by

Natassia Kourousi

.....  
*[name of applicant]*

relating to a premises licence N/A  
.....  
*[number of existing licence, if any]*

for

Natassia Kourousi  
6 Bradwell Road, Buckhurst Hill, IG9 6BY

.....  
*[name and address of premises to which the application relates]*

and any premises licence to be granted or varied in respect of this application made by

Natassia Kourousi

-----  
*[name of applicant]*

concerning the supply of alcohol at

Natassia Kourousi  
6 Bradwell Road, Buckhurst Hill, IG9 6BY

-----  
*[name and address of premises to which application relates]*

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

██████████

-----  
*[insert personal licence number, if any]*

Personal licence issuing authority

Epping Forest District Council

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

Signed

████████████████████

Name (please print)

Natassia Kourousi

Date

07/04/2021

**NOTES**

- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DRAWINGS, DETAILS, SCHEDULES AND SPECIFICATIONS. R.C.A. TO BE NOTIFIED IF ANYTHING ON SITE DIFFERS TO THIS DRAWING. DO NOT SCALE FROM THIS DRAWING. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO COMMENCEMENT OF WORKS. ALL TEMPORARY WORKS TO CONTRACTORS DETAILS AND DESIGN.
- STEELWORK**  
 ALL STEELWORK TO BE GRADE S 275 JR (WHERE INTERNAL) AND S 275 J0 (WHERE EXTERNAL) IN ACCORDANCE WITH BS EN 10025. ALL HOLLOW SECTIONS TO BE HOT ROLLED GRADE S355 "CELSIUS" UNLESS NOTED OTHERWISE. ALL STEELWORK TO BE INSTALLED IN ACCORDANCE WITH BS5950. ECCENTRICALLY LOADED BEAMS TO HAVE ENDS FULLY BUILT UP PRIOR TO FLOORWALL LOADING FROM ABOVE. TEMPORARY PROPPING MAY BE REQUIRED WHERE ECCENTRIC LOADS OCCUR. IF ANY DOUBT PLEASE CONSULT WITH THE DESIGNER. ALL TEMPORARY PROPPING TO GIVE CORRECT FIRE RATINGS TO CORRECT BRACING SYSTEMS TO GIVE EXTERNAL EXPOSED STEELWORK TO BE GALVANISED. GENERALLY STEELWORK TO BE FINISHED WITH ZINC PHOSPHATE PRIMER. ALL CONNECTIONS TO BE INSTALLED IN ACCORDANCE WITH BS5950. ALL STEEL BEAMS TO SIT ON 450 x WALL THICKNESS x 215 DEEP CONCRETE PADSTONES UNLESS NOTED OTHERWISE WHERE POSSIBLE. WHERE HOLDING DOWN BOLTS MAY BE REQUIRED, R.C.A TO ADVISE. LONGER BEAMS MAY REQUIRE SPLICING TO ENABLE SAFE HANDLING. R.C.A TO BE CONTACTED SHOULD SPLICE CONNECTION BE REQUIRED. SITE MEASUREMENTS TO BE TAKEN BY CONTRACTOR PRIOR TO ORDERING OF STEEL.  
**3. TIMBER**  
 ALL TIMBER TO BE INSTALLED IN ACCORDANCE WITH BS5268 AND NHBC STANDARDS. LATERAL RESTRAINT STRIPS REQUIRED TO WALLS PARALLEL TO JOISTS AND TIMBER ROOF SPANS. STRIPS TO BE A MAXIMUM 25mm GAP APART AND TO BE FULLY CONTACTED TO THE WALLS. ALL TIMBER TO BE BS1078 & BS1030. SOLID BLOCKING TO BE USED WHERE JOISTS ARE NOTCHED INTO STEEL BEAMS. ALL JOISTS TO BE DOUBLED UNDER PARTITIONS UNO. HERRINGBONE BRACING/SOLID BLOCKING REQUIRED PERPENDICULAR TO JOIST SPANS AS FOLLOWS:-  
 Up to 2.5m Span None Required  
 2.5m - 4.5m Span 1 row required mid span  
 Over 4.5m Span 2 rows required equally spaced

CDM REGULATIONS 2007. MEMBER SIZES AND DIMENSIONS HAVE BEEN DESIGNED IN ORDER TO SHIP TO THE DESIGN REQUIREMENTS OF THE PROJECT. CONTRACTOR TO BE RESPONSIBLE FOR THE PROTECTION OF EXISTING SERVICES. ALL INSTALLATION OF STRUCTURE WHICH CANNOT BE REMOVED AT THE DESIGN STAGE. CONTRACTOR MUST BE SUITABLY EXPERIENCED IN ALL ASPECTS OF HANDLING AND LIFTING. ALL TEMPORARY WORKS MUST COMPLY WITH CURRENT LEGISLATION. REFERENCE MUST ALWAYS BE MADE TO THE SEPARATE R.C.A RISK ASSESSMENT DOCUMENT.

PLEASE NOTE THAT ADDITIONAL CHANGES MAY BE NOTED IN THE REVISION BOX BELOW.

Rev. Date By Description App.

A 10.08.16 NMA Foundation Plan added

Project 6, Bradwell Road, Buckhurst Hill

Title Ground Floor Plan, First Floor Plan & Structural Details

Client Natassia Kourousi

Scale 1:50, 1:25 & 1:10 @ A1 Drawn By C.Silva

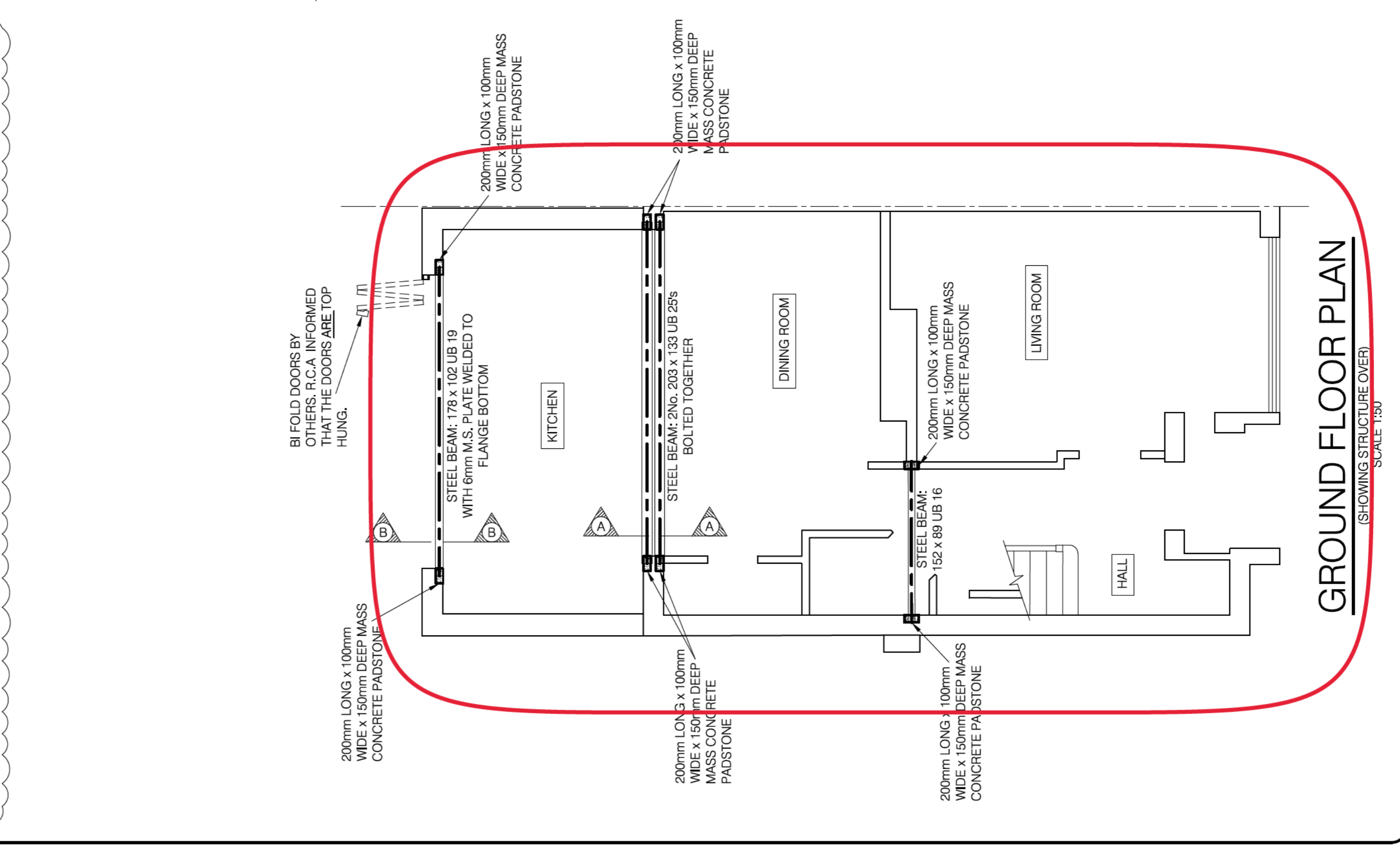
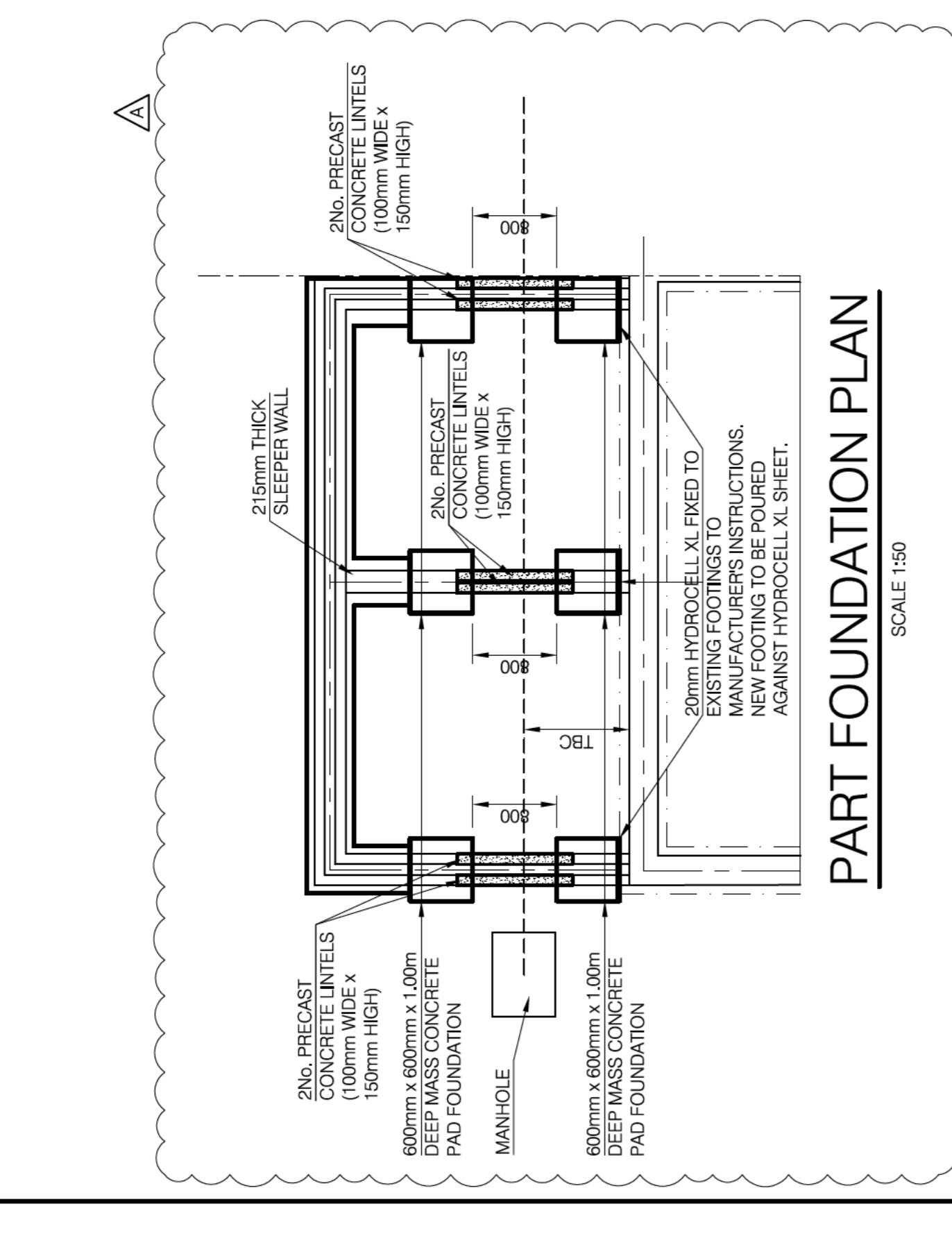
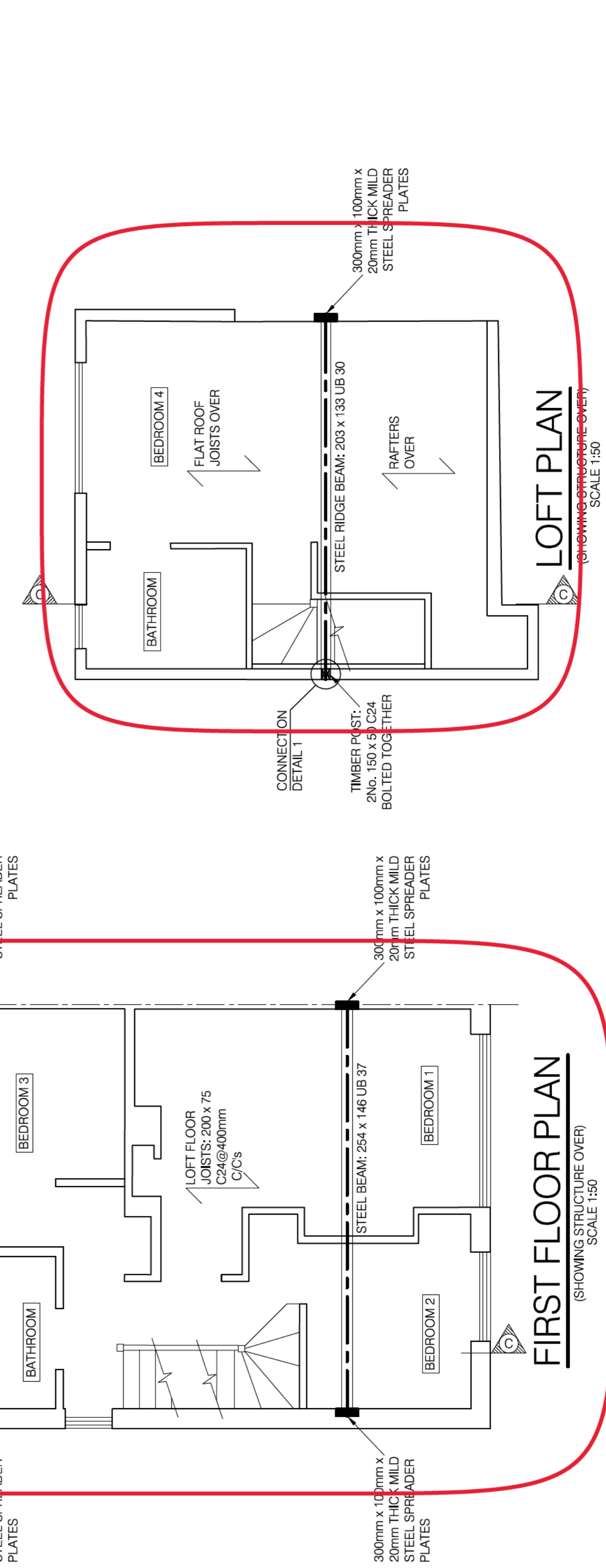
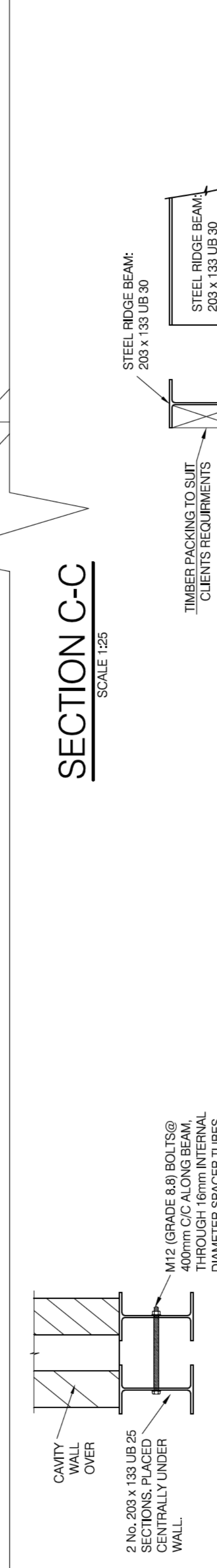
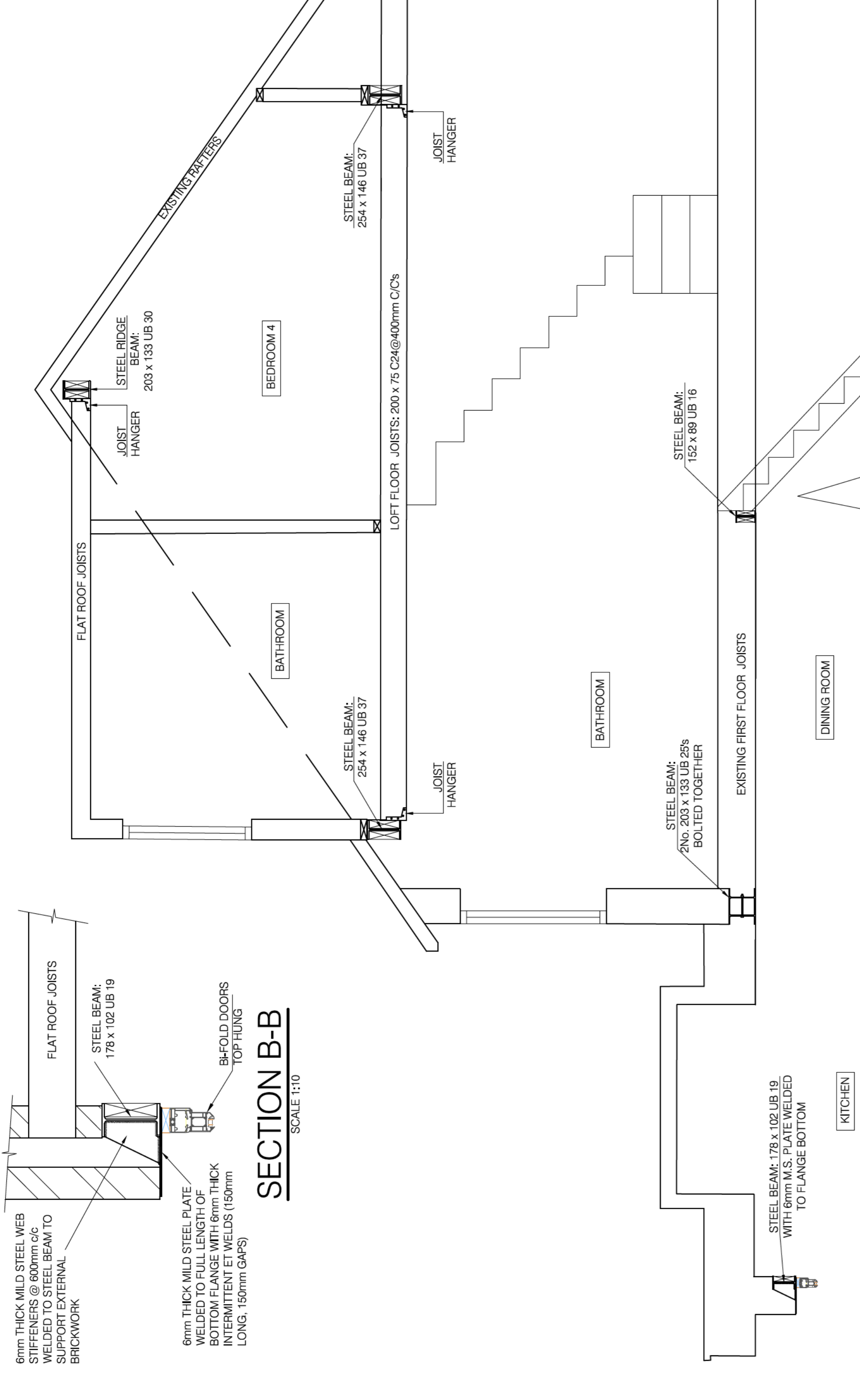
Date Jun - 2016 Approved I.D.

2nd Fl., Unit 1, Birchmead Industrial Estate, Stansted Road, Chelmsford, CM2 2RH. Tel: 01275 506724 Fax: 01275 506724 Email: info@rcastructures.co.uk Internet: www.rcastructures.co.uk

**RCA STRUCTURES**

**The Institution of Structural Engineers**

DRG No. 17681/01 Rev. A





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

Notice is given this day 8<sup>th</sup> May 2021 that Natassia Kourousi of 6 Bradwell Road, Buckhurst Hill, IG9 6BY has applied to the Licensing office of Epping Forest District Council for a Premises Licence in respect of 6 Bradwell Road, Buckhurst Hill, IG9 6BY

The proposed licence is for the sale of alcohol for consumption off the premises Monday to Sunday 07:00-22:00

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)

Legal Notices

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

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**Peter Jones**

---

**From:** Duncan Forsyth  
**Sent:** 20 April 2021 11:03  
**To:** Peter Jones  
**Subject:** RE: New Premises Licence Application - 6 Bradwell Road, Buckhurst Hill

No comments or reps for the licence

---

**From:** Peter Jones [REDACTED]  
**Sent:** 08 April 2021 14:24  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** New Premises Licence Application - 6 Bradwell Road, Buckhurst Hill

Good morning,

Please find attached an application for a Premises Licence in respect of 6 Bradwell Road, Buckhurst Hill. The application was received 7<sup>th</sup> April 2021.

The consultation starts today, 8<sup>th</sup> April 2021 and ends at midnight on **5<sup>th</sup> May 2021**

Any representations or comments need to be submitted within this time period to [licensing@eppingforestdc.gov.uk](mailto:licensing@eppingforestdc.gov.uk)

This application is for The sale of alcohol OFF the premises Monday to Sunday 07:00-22:00.

**This is an unredacted copy of the application and should not be disclosed to third parties.**

Kind regards

**Mr Peter Jones MIOL, ABII**

Licensing Officer  
Licensing Team  
Commercial and Regulatory Directorate



**Peter Jones**

---

**From:** Brian Stalabrass  
**Sent:** 12 April 2021 11:33  
**To:** Peter Jones  
**Cc:** Katarzyna Bray  
**Subject:** RE: New Premises Licence Application - 6 Bradwell Road, Buckhurst Hill  
**Attachments:** Food Registration Form 2017.doc

Hi Peter,  
We would have no objections or representations with respect to this application.  
I assume conditions will be put on limiting the use for that which the application is made?  
If they have not already registered as a food business then they would need to complete the attached form.  
Would it be possible for you to forward to the applicant please? They can return it to  
[environmentalhealth@eppingforestdc.gov.uk](mailto:environmentalhealth@eppingforestdc.gov.uk)

Regards  
Brian

**Brian Stalabrass, EHO**  
**Environmental Health Team Manager – Commercial and Air Quality**

Tel [REDACTED]  
e-mail [REDACTED]

---

**From:** Peter Jones [REDACTED]  
**Sent:** 08 April 2021 14:24  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** New Premises Licence Application - 6 Bradwell Road, Buckhurst Hill

Good morning,  
Please find attached an application for a Premises Licence in respect of 6 Bradwell Road, Buckhurst Hill. The application was received 7<sup>th</sup> April 2021.

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This application is for The sale of alcohol OFF the premises Monday to Sunday 07:00-22:00.

**This is an unredacted copy of the application and should not be disclosed to third parties.**

Kind regards



**Peter Jones**

---

**From:** Zara Seelig  
**Sent:** 19 April 2021 15:17  
**To:** Licensing  
**Cc:** Graham Courtney  
**Subject:** RE: New Premises License Application - 6 Bradwell Road, Buckhurst Hill

Dear Peter,

Following the below notification of consultation on the application for 6 Bradwell Road, Buckhurst Hill, the only comments we would make is that it's a residential dwelling with no permission for a change of use for sales to the public or storage of goods beyond that used for domestic purposes.

Regards,

**Zara Seelig**

Planning Officer  
Development Management  
Planning Services  
Epping Forest District Council  
Tel No: [REDACTED]

**From:** Peter Jones [REDACTED]  
**Sent:** 08 April 2021 14:24  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** New Premises Licence Application - 6 Bradwell Road, Buckhurst Hill

Good morning,

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This application is for The sale of alcohol OFF the premises Monday to Sunday 07:00-22:00.

**This is an unredacted copy of the application and should not be disclosed to third parties.**

Kind regards

## Peter Jones

---

**From:** Mailbox - South West Group SDP [REDACTED]  
**Sent:** 09 April 2021 08:48  
**To:** natassia.kourous [REDACTED]  
**Cc:** Peter Jones  
**Subject:** 6 Bradwell Road Buckhurst Hill 09-04-21 Licensing L1 CFR1D8C  
**Attachments:** CFR1D8C.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 Morning.

Please find attached correspondence from Essex County Fire and Rescue Service.

Should you have any queries in relation to this matter, please refer to contact details provided within the correspondence.

Regards,

Anita Warwick

---

Admin Team (South West)  
Essex County Fire and Rescue Service  
South West Group Service Delivery Point  
Basildon Fire Station  
Broadmayne  
Basildon [REDACTED]  
Tel: [REDACTED]  
E-mail: [REDACTED]

 Please consider the environment before printing this e-mail

Want to stay up to date with Essex County Fire and Rescue Service news, events, emergency bulletins and job vacancies? Visit [www.essex-fire.gov.uk/signup](http://www.essex-fire.gov.uk/signup) to subscribe to our newsletters. This communication may contain personal and confidential information that is protected by the Data Protection Act 2018. If you are not the named addressee, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by email if you have received this email by mistake and delete this email from your system. Copyright in this communication either belongs to Essex Police, Fire and Crime Commissioner Fire and Rescue Authority or such use has been approved by the copyright holder.



Essex County  
Fire & Rescue Service

Jo Turton  
Chief Fire Officer / Chief Executive

Ms Natassia Kourousi  
6 Bradwell Road  
Buckhurst Hill  
Essex  
IG9 6BY

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

Enquiries to: Susan Askew Fire Safety Officer

Our Ref: 69502  
Your Ref: N/A

Date: 8 April 2021

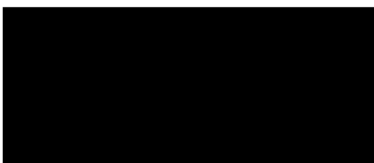
**LICENSING ACT 2003**  
**THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005**  
**Premises: 6 Bradwell Road Buckhurst Hill IG9 6BY**

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



Susan Askew  
Protection  
CC Licensing Epping Forest District Council

**Peter Jones**

---

**From:** Licensing Epping and Brentwood [REDACTED]  
**Sent:** 13 April 2021 10:52  
**To:** Licensing  
**Subject:** FW: EPP Application Received - Premises Licence  
**Attachments:** Email agreed conditions chain 6 Bradwell.pdf

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---

Good morning ,

Re the premises licence application , I have been in negotiations with the applicant and the attached conditions have been agreed.

Can these be added to the application – in which case Essex Police have no further representations to make .

Thank you



**Ronan McManus (80692)**  
County Licensing Officer

 [REDACTED] [REDACTED]  
 Braintree Police Station, Blyth's Meadow, Braintree. [REDACTED]

---

**From:** Licensing Applications Essex [REDACTED]  
**Sent:** 08 April 2021 14:52  
**To:** Licensing Epping and Brentwood [REDACTED]  
**Subject:** EPP Application Received - Premises Licence

The below application has been received at this office and has been placed onto Bacchus.

Should you wish to object to this application please contact the Licensing Authority directly.

**APPLICATION SUMMARY BELOW**

## Ronan McManus 42080692

---

**From:** Natassia Kourousi <natassia.kourousi@...>  
**Sent:** 12 April 2021 13:56  
**To:** Ronan McManus 42080692  
**Subject:** Re: EXTERNAL - Re: Licensing application

Good afternoon Ronan,

Yes, off sales only.

I can confirm that I agree to the below conditions as set out in proposed conditions in previous correspondence.

1. All orders to be made to the business via telephone or online. Records of orders to be produced to police or council officers if required.

2. Age verification process in place at the point of purchase.

3. Alcohol will not be delivered to any person other than at a residential or business address given. It will not be delivered to persons in the vicinity or in a park, street or similar location.

4. At the point of delivery there must be age verification process in place (Challenge 25). To include any third-party delivery services used.

5. A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory

age verification requirement **and** is either a:

- Proof of age card bearing the PASS Hologram;
- Photocard driving licence;
- Passport; or
- Ministry of Defence Identity Card.

6. All delivery sales of alcohol must be paid for at the time of ordering. Payment shall be made by debit or credit card, or electronic payment such as Paypal, Apple Pay, Android Pay, etc. No payment should be made at the door.

7. All staff engaged in the sale or supply of alcohol (including delivery drivers) shall have received training in relation to the protection of children from harm (including under-age sales), how to recognise drunkenness and the duty not to serve drunk persons. Training to be entered onto a training register and maintained at the premises.

Refresher training shall be carried out at least every six months.

Training records shall be kept on the premises (or otherwise be accessible on the premises) for a minimum of 12 months and made immediately available to police, trading standards or licensing authority staff upon reasonable request.

8. This application is for Off Sales only.

Kind regards,  
Natassia

On 12 Apr 2021, at 12:41, Ronan McManus 42080692 [REDACTED] wrote:

Good afternoon Natassia ,

Could I ask that you attach the conditions you agree with so I may have a record of what you agreed to .

Can you also confirm this is for off sales only ?

**Ronan McManus (80692)**

County Licensing Officer

<image001.jpg>



Braintree Police Station, Blyth's Meadow, Braintree. [REDACTED]

---

**From:** Natassia Kourousi <[natassia.kourousi](mailto:natassia.kourousi)> [REDACTED]

**Sent:** 09 April 2021 13:11

**To:** Ronan McManus 42080692 [REDACTED]

**Subject:** EXTERNAL - Re: Licensing application

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

Hello Ronan,

Thank you for your time today.

Yes I agree to the attached conditions. Please see attached my floor plans, highlighted in red are the areas of the premises where I wish to be covered by the license.

Kind regards,  
Natassia

On 9 Apr 2021, at 13:07, Ronan McManus 42080692

[REDACTED] wrote:

Good afternoon Natassia ,

Thank you for your time this afternoon, I have attached proposed conditions that we spoke about .

Could I ask that you read through these conditions again and if you agree could you email your agreement to me .

In addition could you re-attach your premises plan highlighting in red the area of your premises that you seek to licensed .

Should you have any questions please don't hesitate to contact me .

Thank you

**Ronan McManus (80692)**

County Licensing Officer

<image001.jpg>



[Redacted contact information]



Braintree Police Station, Blyth's Meadow, Braintree. [Redacted address]

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## Peter Jones

---

**From:** Liz Petyt-Start [REDACTED]  
**Sent:** 19 April 2021 12:44  
**To:** Peter Jones  
**Cc:** Office  
**Subject:** RE: New Premises Licence Application - 6 Bradwell Road Buckhurst Hill

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---

Dear Peter

Your comments are noted and accepted and the application understood. I have expanded on the objection to make the representation.

The BHPC Planning and Environment Committee considered this application at its meeting on 15<sup>th</sup> April 2021, it would like to make a representation as follows:-

**Objection** – i) Completely inappropriate to operate the sale of alcohol off premises from a residential property.  
ii) This type of business should have C3 planning permission and would be better suited to an appropriate commercial unit than a house.  
iii) Detrimental to the immediate residential properties with commercial deliveries and distribution from a residential house.  
iv) Proposed hours of business and the impact of the operations thereof will have a detrimental effect – noise and light pollution from increased traffic to/from the property

---

**From:** Peter Jones [REDACTED]  
**Sent:** 19 April 2021 10:20  
**To:** Liz Petyt-Start [REDACTED]  
**Cc:** Office [REDACTED]  
**Subject:** RE: New Premises Licence Application - 6 Bradwell Road Buckhurst Hill

Good morning, and thank you for your email.

Unfortunately I can not accept this representation as it does not provide enough detail of the objection, or the objectives it undermines.

I would like to make you aware that this isn't a traditional 'off-licence'. The applicant will be operating a mail order business; taking orders over the internet for hampers, cheese & wine; and they delivering them. There will be no members of the public coming and going as it will not be open to them.

I hope this addresses your immediate concerns; if however you still wish to make a representation, please do so detailing the objective/s being undermined and full reasons.

Kind regards,

Peter

**Mr Peter Jones MIOL, ABII**



Licensing Officer  
Licensing Team  
Commercial and Regulatory Directorate



---

**From:** Liz Petyt-Start [REDACTED]  
**Sent:** 16 April 2021 11:17  
**To:** Licensing [REDACTED]  
**Cc:** Office [REDACTED]  
**Subject:** New Premises Licence Application - 6 Bradwell Road Buckhurst Hill

**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 Licensing

The BHPC Planning and Environment Committee considered this application at its meeting on 15<sup>th</sup> April 2021, it would like to make a representation as follows:-

**Objection** - Completely inappropriate to be operating this business from a residential property. The applicant should be making efforts to hire/rent commercial premises and not run this business from a residential property. Detrimental to the immediate properties with the comings and goings to the property from a residential house.

*Epping Forest District Council*  
www.eppingforestdc.gov.uk



Safer spaces is a council-led programme to help kickstart the local economy and reopen high streets in the Epping Forest district [Click Here to have your say on social distancing and safer spaces](#)



Our employees are working from home and have access to emails and telephones. We are doing everything we can to support our residents and local businesses. To avoid risk of cross-contamination please don't send items and correspondence through the post unless absolutely necessary. For up to date information and service updates go to our website at [www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk). **Stay alert. Control the virus. Save lives.**

## Peter Jones

---

**From:** Pat Kavanagh [REDACTED]  
**Sent:** 20 April 2021 18:41  
**To:** Peter Jones  
**Subject:** Re: Personal information re 6 Bradwell Road Buckhurst Hill

**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 would like my representation to remain without my house number, although I am happy to be named. I do not see the necessity or any good reason why the applicant should contact me on a one to one basis and I do not want them to have my email address etc. I find this quite a frightening prospect and wonder if other residents feel the same. My life experience has shown me that people can be very pushy or even bullying when their own interests ( especially monetary) are concerned.

Thank you for your reply  
P Kavanagh

Sent from my iPad

On 20 Apr 2021, at 15:11, Peter Jones [REDACTED] wrote:

Good afternoon,

The letter sent, was advising of the application and the consultation period; this letter is not a requirement by law, but something this council undertakes out of courtesy to its residents, and goes to addresses within 150 metres of the proposed licensed premises.

That letter does not give any indication that anonymous responses will be accepted; however, given your comments, I will pass to my manager to consider amending the letter so it is clear that persons making representations need to be identifiable by way of name and address details.

Your door number will be redacted for the purposes of the public report; but the applicant are able to request those details so they can make contact in order to address your concerns. If you wish to remain anonymous; then your representation will be removed.

Unless you advise otherwise, your representation will remain.

Kind regards,

Mr Peter Jones MIOL, ABII  
Licensing Officer  
Licensing Team  
Commercial and Regulatory Directorate  
[REDACTED]

-----Original Message-----

From: Pat Kavanagh [REDACTED]  
Sent: 20 April 2021 13:33  
To: Licensing [REDACTED]  
Subject: Personal information re 6 Bradwell Road Buckhurst Hill

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I have made an earlier representation regarding the application for the above address ( license) Following this I was informed I have to submit my address details to the applicant This is troubling to me and not just for confidentiality reasons Local residents were invited to respond on the application anonymously by a hand delivered letter. I am more than happy to give proof of residence to officials concerned but am wary about the applicant having my address They are unknown to me and I know this is unlikely but there is a remote possibility they may take exception to any negative result. Living so close and having my home address details seems unnecessary and not a good use of personal information Their immediate neighbours of course, have no choice in the matter but I would prefer my private details to remain that, private Many thanks for your consideration

P Kavanagh [REDACTED] Boxted Close

Sent from my iPad

[<0.jpg>](#)

Safer spaces is a council-led programme to help kickstart the local economy and reopen high streets in the Epping Forest district [Click Here to have your say on social distancing and safer spaces](#)

[<1.png>](#)

Our employees are working from home and have access to emails and telephones. We are doing everything we can to support our residents and local businesses. To avoid risk of cross-contamination please don't send items and correspondence through the post unless absolutely necessary. For up to date information and service updates go to our website at [www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk). **Stay alert. Control the virus. Save lives.**

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## Peter Jones

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**From:** Pat Kavanagh [REDACTED]  
**Sent:** 19 April 2021 20:24  
**To:** Peter Jones  
**Subject:** Re: Re Sale of alcohol 6 Bradwell Road

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[REDACTED] Boxted Road, [REDACTED]

Sent from my iPad

On 19 Apr 2021, at 14:30, Peter Jones [REDACTED] wrote:

Good afternoon,

Thank you for your email. Before we can accept your representation we require your address as representations cannot be anonymous.

Once this has been received and the consultation period ends on 05/05/2021; you will receive a formal invitation to attend a hearing that will be arranged with the Licensing Sub-committee. A copy of your email will form part of the public agenda and will be sent to the applicant.

Kind regards,

Mr Peter Jones MIOL, ABII  
Licensing Officer  
Licensing Team  
Commercial and Regulatory Directorate

[REDACTED]

-----Original Message-----

**From:** Pat Kavanagh [REDACTED]  
**Sent:** 17 April 2021 18:21  
**To:** Licensing [REDACTED]  
**Subject:** Re Sale of alcohol 6 Bradwell Road

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Representation

1) a Public safety.

There has already been an increase in traffic since covid 19 restrictions. Bradwell Road lies parallel to the local recreation grounds . The grounds are well used and considering this is a suburban area there is substantial through traffic and parking of visitors vehicles.A business operating here will generate more traffic with pollution and the risks of accidents b. Number 6 is very near a bend in the road and two roads lead out into the bend, Boxted close and a parallel road on the other side of

Bradwell road.( more or less a hidden road known mainly to locals) This is already difficult to negotiate given the increase in traffic c. This is a main thoroughfare for school children as a primary school is quite near. Only the main road has lollipop facilities and increased traffic along this road between the hours of 7am and 22.00 also increases accident risks to children, not to mention increased pollution I am aware this is outside the limits of the act but we have to put up with increased traffic due to home deliveries already. I wonder why people cannot conduct business in premises more suitable to this Many thanks Ms P Kavanagh

Sent from my iPad

<0.jpg>

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<1.png>

Our employees are working from home and have access to emails and telephones. We are doing everything we can to support our residents and local businesses. To avoid risk of cross-contamination please don't send items and correspondence through the post unless absolutely necessary. For up to date information and service updates go to our website at [www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk). **Stay alert. Control the virus. Save lives.**

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21<sup>st</sup> April 2021

**Epping Forrest District Council**

**Civic Office, 323 High Street**

**Epping**

**CM16 4BZ**

To whom it may concern,

**Writing to oppose the suggested opening of an off license**

I am writing to you to strongly oppose this application because I do not like the idea of a house selling alcohol from seven in the morning till ten at night. Below I have listed some of the reasons I strongly oppose this idea:

1. I think the crime would go up as you would get every Tom, Dick, and Harry buying from here and this house has already been burgled twice.
2. 2 there will also be a lot of cars coming round here and the residents have enough trouble parking without have all the extra cars stopping here.
3. 3. There would also be a lot of extra noise from rowdy boys buying drinks and then perhaps taking it over the fields so there is going to be so many extra people in our very quiet street that the residents don't want.
4. 4 also there are small children around here which could be in danger with all the extra cars coming round to buy drink. I have lived here for 51 years and I have never heard of anything so stupid as to make a house an off licence and myself personally do not want it so I don't really want no 6 to get a licence.

I really hope all the other residents are against it as I am there is an off licence up by the shops so we don't want another one. Please consider this in your decision making over the off license.

Yours sincerely,

Mrs Barbara Kenyon

Barrow Road  
Buckhurst Hill, Essex

## Peter Jones

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**From:** linb540 [REDACTED]  
**Sent:** 24 April 2021 16:03  
**To:** Licensing  
**Subject:** Licensing application WK/202112948

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To whom it may concern

This letter is in regards to the application of a licence to sell alcohol from 6 Bradwell Road Buckhurst Hill Essex IG9 6BY

Firstly it has to be noted that I wholeheartedly object to this licence being issued. This is due to the following.

1. This is a residential area where children play in the street. This licence to sell off the premises will bring people into our area that are intoxicated which in my opinion is a risk to their safety.
2. Being a residential street there is no parking for such an 'off licence' this in its self will cause a public nuisance due to heavier traffic flow and residents of the street not being able to park their vehicles. Also this is a safety issue as drivers under the influence of alcohol will be more prevalent in the area.
3. Being a residential street we do not have adequate bins for litter that an off licence will naturally bring.

As you can see I strongly object to this application

Yours Sincerely

Mrs Linda Rowlands

[REDACTED] Boxted Close  
Buckhurst Hill  
Essex  
[REDACTED]

Sent from my Galaxy

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

18<sup>th</sup> April 2021

To whom it may concern,

I hope this letter finds you well.

I'm writing this letter in objection to the registration made on behalf of Natassia Kourousi for The Sale of Alcohol.

I'm appealing on the grounds of the prevention of crime and disorder, the prevention of public nuisance and protection of children from harm.

The nature of where Bradwell Road lies is across a public park that attracts many visitors. Despite the fact the applicant wishes to sell alcohol for consumption off premises, especially during the warmer seasons, I can only assume that the alcohol will be consumed very close to our neighbourhood, in our public park. As a neighbourhood, our young children enjoy playing in the park as they are in close sight all the time, leading on from our gardens. We do not want to stop our children from enjoying their time in the park they have been playing in for years because there are adults consuming alcohol from the applicant.

Secondly, the consumption of alcohol can lead to public nuisance, as well as disorder. We are a quiet neighbourhood with the majority of our neighbours being elderly, we have never had problems with noise, and would like to keep it this way. Our roads are without permit, so we attract a lot of visitors that want to visit the park, and on the warmer days, and every weekend, it's near impossible to find parking in our own road, we don't want to add to that by increasing the number of visitors that will be congesting our road and lead to more parking issues.

Our neighbourhood is very vulnerable to burglaries unfortunately with my home being broken into four times alone within year. We attract a lot of crime as we live close to a park and vigilantes feel comfortable doing so as they can disappear into the night after committing crimes. *'The largest category was Anti Social Behaviour, followed by Violent Crime. Below are these incidents broken down by category,' statistics according to ilivehere.co.uk.*

We really do not want to add to this with one of our homes in our neighbourhood becoming a point of sale for alcohol, and attract further anti social behaviour.

There are nearby shops within a 1 minute walking distance that already sell alcohol, the nature of the applicants business could also offer deliveries, as opposed to bringing it into a quiet, children and elderly filled neighbourhood.

Thank you for taking the time to consider our appeal, we hope to hear from you very soon.

Kind regards,

Mr Hasan Dagli

BRADWELL ROAD

BUCKHURST HILL ESSEX



## Peter Jones

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**From:** Martin Gale [REDACTED]  
**Sent:** 04 May 2021 21:46  
**To:** Licensing  
**Subject:** Objections to application for licence for sale of alcohol - 6 Bradwell Road Buckhurst Hill IG9 6BY  
**Attachments:** Objection to off licence No6.rtf

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Please find attached letter which details my objections

Elaine Griffiths  
[REDACTED] Bradwell Road [REDACTED]

Bradwell Road Buckhurst Hill Essex

Dear Sirs

**Objections to Application 6 Bradwell Road THE SALE OF ACHOHOL (FOR CONSUMPTION OFF PREMISES)  
MONDAY-SUNDAY 0700 -2200**

Excessive business hours

Already Off Licence premises in local area ( Loughton Way)

Residential property in quiet road with limited parking completely unsuitable for proposed business

Deliveries and collections will mean extra activity by vehicles and pedestrians including parking by vehicles

Deliveries and collections will cause extra noise

In the case of vehicles this will cause extra pollution

Vehicles will cause extra hazard to children and parents going on foot to and from nearby Whitebridge school and to dog walkers and others accessing nearby Roding valley fields

Premises are located close to the junction of Bradwell Road – Rous Road – Boxted Close plus access road to rear of Bradwell Road

Any storage of alcohol on or near premises will cause fire hazard

Any storage of alcohol on or near premises will encourage undesirable interest

Yours faithfully

Elaine Griffiths

4<sup>th</sup> May 2021