



**Epping Forest**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[licensing@eppingforestdc.gov.uk](mailto: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

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

Mr.Murat

\* Family name

Dogan

\* 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

\* 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

#### 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?

☐ 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.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

### Applicant Contact Details

Are the contact details the same as (or similar to) those 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.

E-mail

Telephone number

Other telephone number

\* Date of birth

dd mm yyyy

\* Nationality

British

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?

27

dd

08

mm

2017

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.

Cafe Restaurant

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**

*Continued from previous page...*

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

##### WEDNESDAY

Start

End

Start

End

##### THURSDAY

Start

End

Start

End

##### FRIDAY

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...

SATURDAY

Start 10:00

End 22:30

Start

End

SUNDAY

Start 10:00

End 22:30

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.

N/A

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.

N/A

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

Name

First name

Mrs.Sibel

Family name

Yildiz

Date of birth

Continued from previous page...

**Enter the contact's address**

Building number or name

Street

District

City or town

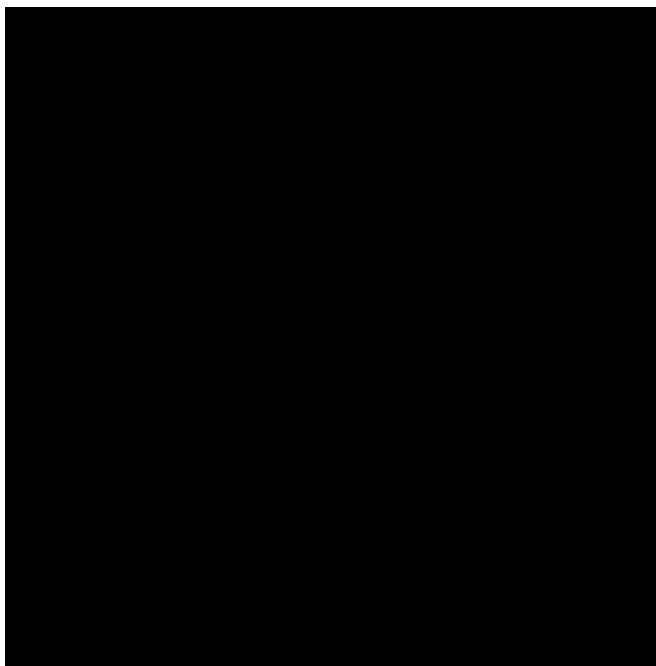
County or administrative area

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.

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.



Continued from previous page...

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.

N/A
-----

**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.

The standard practices listed below will be maintained at all times. All responsible steps will be taken to ensure that the premises will have a positive impact upon the local environment and it is resident at all times.

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

The applicant will take all reasonable steps to ensure that crime and/disorder does not occur on the premises. Any incidences of a criminal nature that may occur on the premises will be reported to the police. CCTV system shall be installed and maintained inside and outside the premises.

**c) Public safety**

Appropriate fire procedures are in place including fire extinguishers (HRO and CO2), internally illuminated fire exit sign, a smoke detector and emergency lighting and emergency exits will remain clearly marked at all times. Emergency escape routes will be kept free of obstruction at all times.

**d) The prevention of public nuisance**

All customers are asked to respect neighbours and leave quietly. Notices will be clearly and prominently displayed to remaining customers leave quietly. Trade refuse agreement to be arranged and maintained at all times.

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

The licensee and staff will ask person who appears to be under age of 18 or photographic ID such as proof of age cards, the connections card and citizen card, photographic driving licence or passport, an official identity card issued by HM forces or by EU country, bearing the photograph and date of birth of bearer. 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 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...*

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 (£)

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

\* Capacity

\* Date  /  /   
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"/>



# Epping Forest District Council

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

1 MRS. SIBEL YILDIZ.....(insert name of prospective premises supervisor)

Of

(home address of prospective premises supervisor)

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

by Mr MURAT DOGAN (name of applicant)

relating to premises licence N/A.....(number of existing licence if any)

for POPPY'S CAFE

309 HIGH STREET, EPPING  
CM16 4PA

(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 [REDACTED]...(insert personal licence number, if any )

Personal licence issuing authority .....  
(Insert name, address and telephone number of authority, if any)

Signed.....

Print Name...SIBEL...YILDIZ...

Dated.....29/07/2017.....



GROUND FLOOR PLAN  
1989-1990

- EXIT SIGN
- CCTV
- SMOKE DETECTOR
- Emergency LIGHTING
- Alcohol
- WC AREA
- AMBIT OF LICENSED PREMISES

Pepper Cafe  
308 High  
Street, Epping CM18  
7DA

GROUND FLOOR PLAN

REF NO PG-259717-1

SCALE 1/100g	DATE 25/07/2017
--------------	-----------------

Leiberman Law

4 The Order will come into operation on 21 August 2017 and it is anticipated that the works will be completed within two weeks. However the Order will remain in force for 18 months to be reintroduced should further works be necessary.

5. The restrictions specified in paragraph 2 above shall apply only during such times and to such extent as shall from time to time be indicated by traffic signs prescribed by the Traffic Signs Regulations and General Directions 2016.

02 AUGUST 2017

Mike Barton  
Highway Improvement Manager  
Place Department

ROAD TRAFFIC REGULATION ACT, 1984,  
SECTION 14 AS AMENDED  
THE ROAD TRAFFIC (TEMPORARY RESTRICTIONS) ACT 1981

**AND ALL OTHER ENABLING POWERS  
ADDINGTON ROAD AND UPPER SELSDON ROAD, CROYDON  
TEMPORARY PROHIBITION OF VEHICULAR TRAFFIC**

1. Croydon Council, HEREBY GIVE NOTICE that to facilitate gas main replacement works, they have made an Order the effect of which will be to temporarily prohibit vehicular traffic movements in Addington Road and Upper Saladon Road, Croydon.

2. Whilst the said works are taking place:

- (i) Vehicles proceeding in Addington Road will be prohibited from turning right into Upper Seledon Road;
  - (ii) Vehicles proceeding in Upper Seledon Road will be prohibited from turning right into Addington Road;
  - (iii) Any other traffic management measures required to facilitate the work in progress will be introduced as and when necessary.
3. Whilst the Order remains in force the alternative route for traffic will be

either via Addington Road, Senderstead Hill (roundabout) and Addington Road to Upper Seledon Road, or via Upper Seledon Road, Addington Road, Seledon Park Road, the roundabout at the junction with Gravel Hill and Addington Road to Upper Seledon Road.

The Order will come into operation on 03 August 2017 and it is anticipated that the works will be completed within two weeks. However the Order will remain in force for 18 months to be reintroduced should further works be necessary.

6. The restrictions specified in paragraph 2 above shall apply only during such times and to such extent as shall from time to time be indicated by traffic signs prescribed by the Traffic Signs Regulations and General Directions 2016.

02 AUGUST 2017

**Mike Barton**  
Highway Improvement Manager  
Pierce Department

**CROYDON**  
www.croydon.gov.uk

## Announcements - Public Notices

APPLICATION FOR PREMISES  
LICENCE/VARIATION TO  
PREMISES LICENCE UNDER  
THE LICENSING ACT 2003

[illegible]

## Announcements

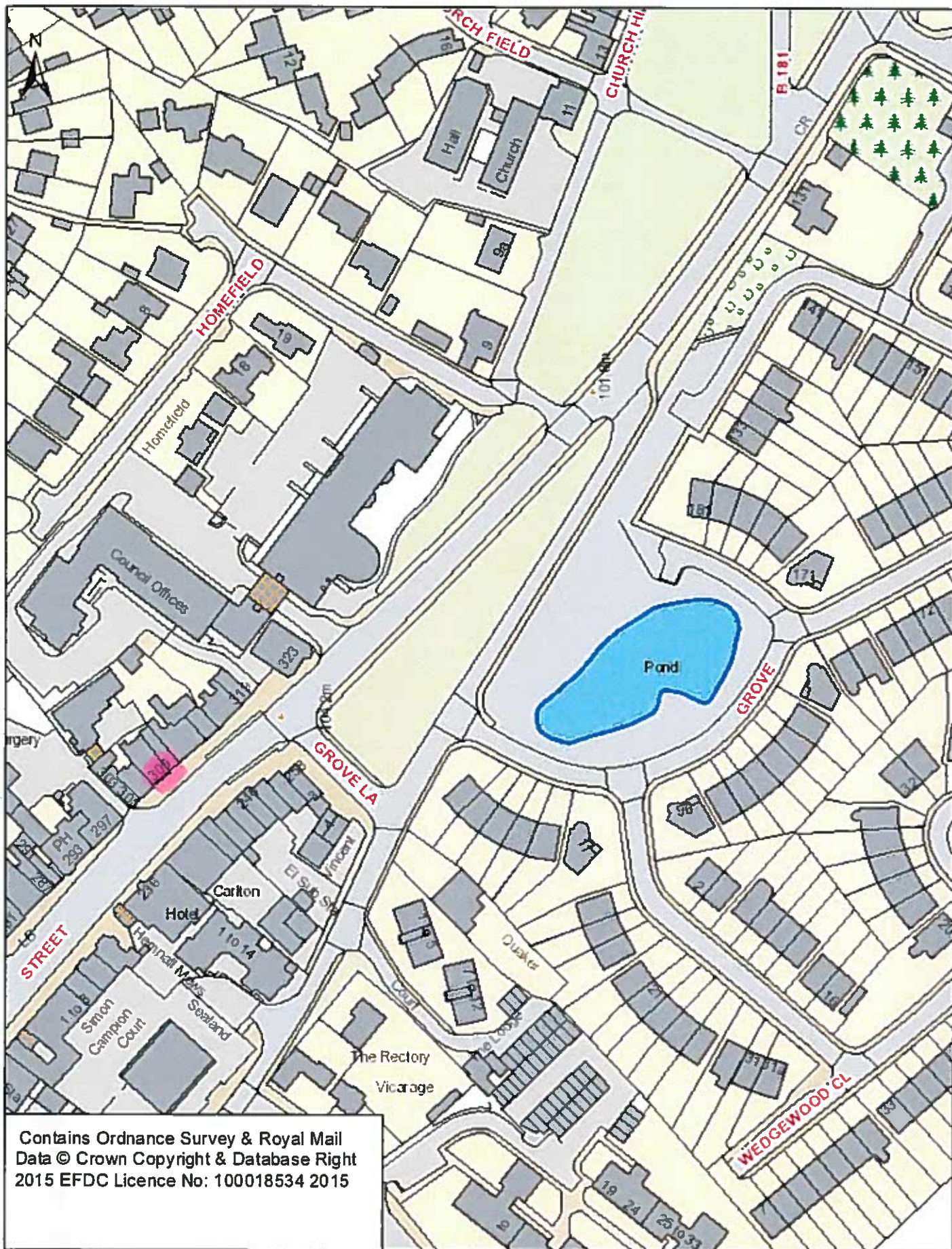
# LEAFLET LIBRARY: THE EASY WAY TO DESIGN YOUR LEAFLETS



←ZOOM-IN→

ZOOMINLEAFLETS.CO.UK 0845 1999 830





**Nuala Clark**

---

**From:** Beverley Rumsey <[REDACTED]>  
**Sent:** 29 August 2017 14:04  
**To:** Nuala Clark; Geraldine Vallis; Cohan Zedek  
**Subject:** Re: Poppy's

**Importance:** High

Dear Nuala

Thank you for this information.

I will need Mr Zedek's acceptance of the Town Council's suggestions, in writing, by 4th September to go on our agenda.

Kind regards  
Beverley

Beverley Rumsey  
Town Clerk  
**Epping Town Council**

Epping Hall | St Johns Road | Epping | CM16 5JU | Tel: 01992 579444

Follow us on twitter: [@eppingtwn](https://twitter.com/eppingtwn)

---

**From:** Nuala Clark <[nclark@eppingforestdc.gov.uk](mailto:nclark@eppingforestdc.gov.uk)>  
**Date:** Tuesday, 29 August 2017 13:05  
**To:** Beverley Rumsey <[brumsey@eppingtwnccouncil.gov.uk](mailto:brumsey@eppingtwnccouncil.gov.uk)>, Geraldine Vallis <[gvallis@eppingtwnccouncil.gov.uk](mailto:gvallis@eppingtwnccouncil.gov.uk)>  
**Cc:** "Cohan Zedek" <[REDACTED]>, [REDACTED]  
**Subject:** Poppy's

Good afternoon Ms Rumsey and Vallis,



I understand from Mr Zedek that you appear to have discussed the situation with him and that he has advised that his clients will accept your new suggested timings, in this event you will need to formally withdraw your objection. I understand that this will be discussed at the next meeting on the 12.9.2017, please let me have your response before the 19.9.2017

I will also require a formal acceptance from Mr Zedek that he has accepted your conditions on his client's behalf.

Kind regards

Mrs N Clark  
Licensing Compliance Officer  
Tel: 01992 564340  
E-mail: [nclark@eppingforestdc.gov.uk](mailto:nclark@eppingforestdc.gov.uk)

#### DISCLAIMER

This email is for the use of the intended recipients only. Any opinion or advice it contains is that of the sender and does not bind the authority in any way. If you have received it in error, please notify the sender immediately and then delete the message. If you are not the intended recipient you must not use, disclose, copy or distribute this email. We have taken precautions to minimise the risk of transmitting software viruses, but we advise that you carry out your own virus checks on an attachment to this message. We cannot accept liability for any loss or damage caused by software viruses.

Internet email is not a secure communication medium,  
and we advise that you observe this lack of security when emailing us.

Epping Forest District Council  
[Postmaster@Eppingforestdc.gov.uk](mailto:Postmaster@Eppingforestdc.gov.uk)

**Nuala Clark**

---

**From:** Geraldine Vallis <gvallis@eppingtowncouncil.gov.uk>  
**Sent:** 23 August 2017 15:41  
**To:** Nuala Clark  
**Cc:** [REDACTED] Beverley Rumsey  
**Subject:** Re: New Premises Licence Application Poppys 309 High Street Epping CM16 4DA - feedback from ETC Members

Hi Nuala

Many thanks for letting us know, that's great.

Kind Regards

Geraldine

Geraldine Vallis  
Planning & Events Officer  
Epping Town Council  
Epping Hall | St Johns Road | Epping | CM16 5JU | Tel: 01992 579444 [www.eppingtowncouncil.gov.uk](http://www.eppingtowncouncil.gov.uk) Follow us on twitter: @eppingtown My  
work days are Tues, Weds Thurs Fri 9am to 5pm

On 23/08/2017, 15:30, "Nuala Clark" <nclark@eppingforestdc.gov.uk> wrote:

Good afternoon Geraldine,

I can confirm that the Town Council Planning section has made a relevant representation. You will receive a formal invitation to attend the hearing that will be scheduled at the end of the consultation on 26.8.2017.

Kind regards

Nuala

Mrs N Clark

Licensing Compliance Officer  
Tel: 01992 564340  
E-mail: [nclark@eppingforestdc.gov.uk](mailto:nclark@eppingforestdc.gov.uk)

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

From: Geraldine Vallis [<mailto:gvallis@eppingtowncouncil.gov.uk>]  
Sent: 23 August 2017 14:02  
To: Nuala Clark  
Cc: Licensing  
Subject: Re: New Premises Licence Application Poppys 309 High Street Epping CM16 4DA - feedback from ETC Members

Hi Nuala

Thanks for sending the copy of the letter regarding making an objection to a consultation. Sorry for the delay in getting back to you.

Following our Planning Committee meeting recently when the Poppys consultation was discussed with our Members, Epping Town Council would like to make a representation objection against the application under the Licensing Act 2003 on the grounds of the licensing objective regarding the prevention of public nuisance.

The reasons for this representation objection are that the hours for the sale of alcohol from 10am are too early from Monday to Sunday and it is suggested that it is changed to 11am until close of business from Monday to Saturday and 12 noon on Sundays until close of business and secondly, the comment that the licence should stipulate that alcohol is to be only sold when food is ordered.

Hope this is okay, please can you let me know.

Many thanks

Kind Regards

Geraldine

Geraldine Vallis  
Planning & Events Officer  
Epping Town Council  
Epping Hall | St Johns Road | Epping | CM16 5JU | Tel: 01992 579444 [www.eppingtowncouncil.gov.uk](http://www.eppingtowncouncil.gov.uk) Follow us on twitter: [@eppingtown](https://twitter.com/eppingtown) My  
work days are Tues, Weds Thurs Fri 9am to 5pm



Nuala Clark

---

**From:** Licensing Epping and Brentwood <[REDACTED]>  
**Sent:** 03 August 2017 14:27  
**To:** Licensing  
**Cc:** Cohan Zedek  
**Subject:** RE: Poppy's Cafe, 309 High Street, Epping  
**Attachments:** Poppy's Cafe, 309 High Street, Epping - Application for Premises Licence

Good afternoon,

Further to the below email from the agent dealing with the application, all recommended conditions (attached email) have been accepted. As such Essex police make no representations.

Peter

Peter Jones MIOL, ABII (7706)  
Epping & Brentwood Licensing Officer  
Epping Forest & Brentwood Local Policing Hub West LPA [REDACTED]

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

**From:** Cohan Zedek [REDACTED]  
**Sent:** 03 August 2017 13:45  
**To:** Licensing Epping and Brentwood  
**Subject:** Poppy's Cafe, 309 High Street, Epping

Dear Peter,

I'm agent behalf of Mr. Murat Dogan, we received your e-mail, which is regarding conditions you requested, My client happy to accept all conditions you request, All conditions will be done if licence granted.  
For any future informations please do not hesitate to contact to me, Many Thanks for your co-operation.

Kindly Regards,

Cohan Zedek(agent)

**Nuala Clark**

---

**From:** Licensing Epping and Brentwood  
**Sent:** 03 August 2017 13:20  
**To:** [REDACTED]  
**Cc:** Licensing  
**Subject:** Poppy's Cafe, 309 High Street, Epping - Application for Premises Licence

Dear Mr Dogan,

I write with reference to your application for a Premises Licence at Poppy's Café, 309 High Street, Epping.

The premises is in a busy High Street, in close proximity to residential dwellings. It is the concern of Essex Police that the premises without appropriate measures, could increase the likelihood, of Crime, Disorder, and Public Nuisance.

Although the hours applied for are not excessive, The measures offered by yourself to promote the licensing objectives are not comprehensive enough, to negate my concerns.

I therefore submit my recommendations below to you for consideration. Should you be agreeable to having these attached to the Premises Licence if granted, Essex Police will not make a formal representation. Please advise by return email, to myself and the Licensing Authority via email to advise whether you accept these or not.

#### **Prevention of Crime & Disorder**

1. The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:
  - i. CCTV will be provided in the form a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition;
  - ii. CCTV cameras shall cover (all public areas including all entrances and exits);
  - iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of 31 days;
  - iv. At all times, whilst the premises is open for licensable activities, there are members of staff able to immediately provide viewable copies of recordings to the police or licensing authority staff upon reasonable request;
  - v. The recording equipment and data storage devices shall be kept in a secure environment and fitted with security functions (such as passwords) to prevent recordings being tampered with;

- vi. An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant: in the event of any failings these are to be recorded immediately.

## **Prevention of Public Nuisance**

2. The premises must operate as a restaurant:
- i. In which customers must be seated at a table;
  - ii. Which provides substantial table meals that are prepared on the premises and are served and consumed at the table;
  - iii. Which do not provide any take away service of food or drink for immediate consumption; and
  - iv. Where alcohol must not be sold, supplied, or consumed on the premises otherwise than to persons who are taking substantial table meals and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.
3. Service of alcohol shall be by waiter/waitress only.

## **Protection of Children from Harm**

4. 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:
- Passport;
  - European Union photocard driving licence;
  - Ministry of Defence Identity Card;
  - Proof of age card bearing the PASS Hologram;
  - National identity card issued by a member of the European Economic Area or Switzerland; or
  - Biometric immigration document.
5. The premises shall clearly display signs at the point of sale and in areas where alcohol is displayed advising customers that a Challenge 25 policy is in force.

Kind regards,

Peter

**Peter Jones MIOl, ABII (7706)**

Epping & Brentwood Licensing Officer  
Epping Forest & Brentwood Local Policing Hub  
Wesli PA

# Essex County Fire & Rescue Service



Mr Adam Eckley, MBA, M.I.Fire.E  
Acting Chief Fire Officer and Acting Chief Executive

Mrs N Clark  
Licensing Compliance Officer  
Epping Forest District Council,  
Civic Offices, High Street,  
EPPING,  
Essex. CM16 4BZ

WEST AREA COMMAND  
Harlow Service Delivery Point  
Fourth Avenue  
HARLOW  
CM20 1DU  
☎ 01376 576800  
✉ [westareacommand@essex-fire.gov.uk](mailto:westareacommand@essex-fire.gov.uk)

Date: 3<sup>rd</sup> August 2017  
Our Ref: CAS - 604587  
Your Ref:  
Enquiries to: Sub Officer Alison Loades

Dear Madam

## **LICENSING ACT 2003**

### **THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005**

**Premises: Poppy's 309 High Street Epping Essex CM16 4DA**

Receipt is acknowledged of the above consultation, which will be audited by the Essex Fire Authority (The Authority).

Should there be any significant concerns regarding the applications you will be notified in due course.

Yours faithfully



Alison Loades  
Fire Safety Officer

Nuala Clark

---

**From:** Alison Johnson <[REDACTED]>  
**Sent:** 07 August 2017 10:02  
**To:** Nuala Clark  
**Subject:** Re: Poppy's coffee shop

Dear Nuala.

Thank you for your email.

My reason for against the application.

The prevention of public nuisance;

Increase in noise, anti-social behaviour, will all have an impact on those living in and around Epping high street and nearby house in surrounding area.

Kind regards.

Allison

Sent from my iPhone

> On 7 Aug 2017, at 07:58, Nuala Clark <[nclark@eppingforestdc.gov.uk](mailto:nclark@eppingforestdc.gov.uk)> wrote:  
>  
> > God morning Ms Johnson,  
>  
> > Thank you for your email, unfortunately the fact that we already have other licenced premises in that part of the high street would not prevent  
> another premises obtaining an alcohol licence.  
>

FAO  
Licencing

[REDACTED] BUTTERCROSS LANE EPPING  
[REDACTED] ESSEX [REDACTED]  
[REDACTED]

Epping Forest District Council  
Neighbourhoods Directorate  
Civic Offices  
High Street  
Epping Essex  
CM16 4BZ

22<sup>nd</sup> August 2017.

Dear Sirs

**Re: Premises Licence Application Under the Licensing ACT 2003**

**Applicant Name Murat Dogan Esq. Poppys Coffee Shop**

**309 High Street Epping CM16 4DA**

Further to your letter and enclosures dated the 31<sup>st</sup> July, we would like to make the following observations regarding this application.

There are already 23 outlets in the High Street whereby alcohol can be purchased and these are:

The Duke of Wellington Public House

No 51 News Agents

No 73 Swan Chinese Restaurant

No. 75 Raj Indian Restaurant

Tescos

74/76 the Lazeppe Restaurant

No 82 Resto Bistro

No 83 Epping News

No.131 Lau Nan Thai Restaurant

No.133 Indian Restaurant

Speak Easy Bar

Zaika Indian Restaurant

Sausaki Bar – Cottis Lane

Wine Rack

The George & Dragon Public House

Marks & Spencer

Pizza Express

No.261 Wildwood Restaurant

McColls Post Office & News Agent

Prezzo Restaurant

The Black Lion Public House

Pivay Restaurant

No.256 Food & Wine Shop



*The above outlets, in our opinion, are more than enough to satisfy the needs of Epping Residents to enable them to purchase alcohol.*

*Having regard to the foregrounds whereby representation may be made in respect of the application :*

- 1. The further facility for the purchase of alcohol would<sup>do</sup> nothing to assist in the prevention of crime and disorder and could lead to an increase.*
- 2. The sale of alcohol from these premises will not improve public safety.*
- 3. To provide a further outlet for the sale of alcohol can only result in an increase in public nuisance.*
- 4. It is only too easy to obtain alcohol in Epping and this further outlet will not provide additional protection for the safety of, not only, children but the populace in general.*

*For the above reasons, therefore, we confirm our objections to this application in respect of a Premises Licence for the Sale of Alcohol.*

*Yours faithfully*



MRS. A.M. CLARKE