



Licensing Sub-Committee Tuesday, 4th February, 2014

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

**Council Chamber, Civic Offices, High Street, Epping
on Tuesday, 4th February, 2014
at 10.30 am .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

Jackie Leither (Direct Line 01992 564756)
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors L Leonard (Chairman), P Keska, A Mitchell MBE and Mrs M Sartin

PLEASE NOTE THE START TIME OF THE MEETING

**THERE WILL BE A BRIEFING FOR THE SUB COMMITTEE AT 10AM IN THE
MEMBERS' ROOM**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**

(Assistant to the Chief Executive) To declare interests in any item on this agenda.

- 3. PROCEDURE FOR THE CONDUCT OF BUSINESS (Pages 5 - 12)**
- 4. EXCLUSION OF PUBLIC AND PRESS**

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Paragraph Number	Information Paragraph Number
5	Application for a Hackney Carriage Driver's Licence – Mr Naseem Saed		1
6	Existing Driver Renewal Suspend or Revoke – Mr Raza		1

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

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

5. APPLICATION FOR A HACKNEY CARRIAGE DRIVER'S LICENCE - MR NASEEM SAED (Pages 13 - 14)

(Director of Corporate Support Services) To consider the attached report.

6. EXISTING DRIVER RENEWAL SUSPEND OR REVOKE - MR RAZA (Pages 15 - 16)

(Director of Corporate Support Services) To consider the attached report.

7. INCLUSION OF PUBLIC AND PRESS

To invite the public and press back into the meeting for the remaining items of business.

8. APPLICATION FOR NEW PREMISES LICENCE - MAJESTIC WINE WAREHOUSE LIMITED (Pages 17 - 54)

(Director of Corporate Support Services) To consider the attached report.

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PART 3(2) - RESPONSIBILITY FOR COUNCIL FUNCTIONS

APPENDIX 5

LICENSING COMMITTEE – TERMS OF REFERENCE

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

**PART 3(2) -
RESPONSIBILITY OF
FUNCTIONS (LICENSING
COMMITTEE)**

APPENDIX 5 (ANNEX 1)

LICENSING ACT 2003 – LIST OF FUNCTIONS AND DELEGATED AUTHORITY

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

event notice			
All policy matters except the formulation of the statement of licensing policy	All cases		

RESPONSIBILITY

**PART 3(2) –
FOR FUNCTIONS
LICENSING COMMITTEE
APPENDIX 5 (ANNEX 2)**

LIST OF STATUTORY POWERS

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

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

**PART 3(2) – RESPONSIBILITY
FOR FUNCTIONS**

**APPENDIX 5
(ANNEX 3)**

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

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

1. General Conduct

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

2. Declarations of Interest

- 2.1 Members of the Committee are subject to the Council's Code of Conduct and to advice from the Standard Board for England, details of which will be provided to those members.

3. Participation in the Hearing

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

3.4 In the case of any hearing pursuant to the summary review procedure under the Violent Crime Reduction Act 2006, the membership of any Sub-Committee adjudicating on such a review shall comprise any three members drawn from the Licensing Committee subject to the proviso that no member should serve more than one hearing.

4. Attendance of the Public

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

5. Natural Justice

5.1 There are two elements to natural justice:

(a) Fairness

(i) All persons affected by the decision or in the case of matters associated with the Licensing Act 2003, those named as responsible authorities and interested parties in the Act, will be allowed a hearing before a decision is made.

(ii) Only objectors who can show clearly that they are affected by a decision shall be afforded the right to be heard or, in the case of hearings under the Licensing Act 2003, only those named in the Act as responsible authorities or interested parties.

(iii) All information shall be made available, where possible in advance, to the applicant and the Committee.

(iv) All members of the Committee shall be present throughout the hearing of a particular application. Where a member arrives late or leaves during a hearing of a particular application, that member shall play no part in the decision-making process. Where an application is adjourned it shall be continued by the same members only, and no others.

(v) The Committee shall have discretion in respect of 'late' objections. Such objections shall be clearly marked on the agenda as such and the Committee shall decide on their acceptability. The applicant shall be advised of any late objections. In the case of representations made in relation to the Licensing Act 2003 applications, these shall only be accepted in accordance with the relevant statutory provisions.

(b) Prevention of Bias

(i) The rules on the declarations of interest shall be firmly applied.

(ii) If the Committee moves into private session to consider its decision, it shall be accompanied only by its advising officers, none of whom shall

have taken a substantive part in the hearing, and shall play no substantive part in the decision-making process.

6. General Procedures for Hearings

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

- (a) There shall be no recommendation from officers on the agenda;
- (b) The Committee shall be supplied with copies of all relevant documentation and the process and order of procedure shall be as follows:
 - (i) The Chairman will open the meeting and introduce persons as appropriate asking applicants and representatives to identify themselves.
 - (ii) The Chairman will outline the procedure to be followed.
 - (iii) The Lead Officer will outline the matter in hand.
 - (iv) The applicant or representative will present his/her case, with or without witnesses, and be questioned by members or any objectors/persons making representations present.
 - (v) Any objectors/persons making representations may then present their objections/representation, with or without witnesses, and be questioned by members or the applicant/s or their representative.
 - (vi) The objectors/persons making representations may make a final statement (without introducing new issues).
 - (vii) Finally, the applicant has the right to make a final statement (without introducing new issues).
 - (viii) All evidence/disclosures are to be made in the presence of all persons, unless someone voluntarily excuses themselves from the proceedings.
 - (ix) Committee members shall restrict themselves to questions and not discussion or comment.
 - (x) The applicant, objectors/persons making representations shall be allowed to ask officers questions of a technical/factual nature at any time during the proceedings.
 - (xi) An adjournment should be granted where to do otherwise would deny a fair hearing.
 - (xii) The Committee may resolve to decide upon the application in private session, however, if it becomes necessary to recall anyone

for additional information, everyone shall be invited to return to the Hearing.

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

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Report to the Licensing Sub-Committee

Date of meeting: 04 February 2014

**Subject: Majestic Wine Warehouse Ltd, Unit 2, Station Road,
Loughton, Essex, IG10 1AA**

**Responsible Officer: Kim Tuckey (01992 564034)
Senior Licensing Officer**

Democratic Services: Jackie Leither (01992 564756)



**Epping Forest
District Council**

Decisions Required:

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

Report:

Application

1. An application has been made by Majestic Wine Warehouse Ltd for a new premises licence for the above premises. The application was received on the 23rd December 2013 and is attached to this report. The application sets out the relevant licensing activities applied for and times requested.
2. The Operating Schedule sets out conditions which will be attached to the licence if this application is granted.

Licensing Act 2003

3. When considering an application for a licence the licensing authority must have regard to steps that are appropriate to promote of the licensing objectives. These are—
 - (a) the prevention of crime and disorder;
 - (b) public safety;
 - (c) the prevention of public nuisance; and
 - (d) the protection of children from harm.
4. It must also have regard to its Statement of Licensing Policy and any guidance issued by the Secretary of State.

Consultation

5. The Responsible Authorities have received a copy of the application; it was properly advertised at the premises and in a local newspaper.
6. The authority received a no representations letter from the Quality Assurance and Safeguarding Service (Essex County Council)
7. The authority received an email and letter from Essex Police stating that they have no representations to make - should the applicant be willing to agree to the conditions they have suggested in the letter, the applicant has agreed in writing.
8. The authority has received five representations in total; from Loughton Town Council, Mr & Mrs Regueiro, Mr F Tisi, John Mahoney (Loughton Club) and Mr & Mrs Winwood.

9. The Objections relate to; the prevention of crime and disorder, public safety, the prevention of public nuisance and the protection of children from harm.

Guidance Issued by the Secretary of State

10. The Licensing Act 2003 provides that the licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182.
11. Sections 2.1 – 2.35 of the Guidance are relevant to this application.

Options

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

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

Determination

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

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

Appeal

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

Background Papers Used In Preparing This Report:

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

Attached documents

- Application for premises licence
- Plan
- Newspaper notice
- Email and letter from Essex Police
- Letter from agent confirming agreement to conditions
- No rep letter from the Quality Assurance and Safeguarding Service
- Representation from Loughton Town Council

- Representations from Mr & Mrs Regueiro
- Representation from Mr F Tisi
- Representation from John Mahoney (Loughton Club)
- Representation from Mr & Mrs Winwood
- Map showing the area

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**Application for a premises licence to be granted
under the Licensing Act 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.
If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.
You may wish to keep a copy of the completed form for your records.

I/We Majestic Wine Warehouses Ltd.

(Insert name(s) of applicant)

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

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description Majestic Wine Warehouse, Unit 2, Station Road, (part of the building formerly known as Browns Garage)			
Post town	Loughton	Post code	IG10 1AA

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£0

Part 2 - Applicant Details

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

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B)
 - ii. as a partnership please complete section (B)
 - iii. as an unincorporated association or please complete section (B)
 - iv. other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post Town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes

Current postal address if different from premises address			
Post Town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

(B) OTHER APPLICANTS

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

Name Majestic Wine Warehouses Limited
Address Majestic House, Otterspool Way, Watford WD25 8WW
Registered number (where applicable) 1594599
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any) 01923 298200
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

Day	Month	Year
0	1	0
3	2	0
1	4	

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

Day	Month	Year

Please give a general description of the premises (please read guidance note1)
A ground floor retail unit of approximately 2,830 sq ft, formerly part of a garage building, which will be converted into a wine warehouse with office, staff and storage facilities, together with adjacent car parking.

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

0

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

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick yes

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of entertainment facilities:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

Provision of late night refreshment (if ticking yes, fill in box L)

Supply of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	Both	<input type="checkbox"/>
Tue			State any seasonal variations for performing plays (please read guidance note 4)		
Wed			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)		
Thur					
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Wed			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Thur					
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 4)		
Wed			<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Thur					
Fri					
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)</p>			<p><u>Please give a description of the type of entertainment you will be providing</u></p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)</p>	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<p><u>Please give further details here</u> (please read guidance note 3)</p>		
Wed					
Thur			<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)</p>		
Fri					
Sat			<p><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 5)</p>		
Sun					

I

Provision of facilities for making music Standard days and timings (please read guidance note 6)			<u>Please give a description of the facilities for making music you will be providing</u>	
			<u>Will the facilities for making music be indoors or outdoors or both – please tick</u> (please read guidance note 2)	
Day	Start	Finish	Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)	
Tue			<u>State any seasonal variations for the provision of facilities for making music</u> (please read guidance note 4)	
Wed			<u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)	
Thur				
Fri				
Sat				
Sun				

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			<u>Will the facilities for dancing be indoors or outdoors or both – please tick</u> (see guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
			<u>Please give a description of the facilities for dancing you will be providing</u>			
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)			
Mon						
Tue						
Wed						
Thur						
Fri						
Sat						
Sun						
			<u>State any seasonal variations for providing dancing facilities</u> (please read guidance note 4)			
			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment facility you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon	08.00	23.00			
Tue	08.00	23.00			
Wed	08.00	23.00			
Thur	08.00	23.00			
Fri	08.00	23.00			
Sat	08.00	23.00			
Sun	08.00	23.00			
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)		

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

Name Emma McMahon
Address
Postcode
Personal Licence number (if known)
Issuing licensing authority (if known) London Boro' of Hammersmith + Fulham

N

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

No such services.

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4)
Day	Start	Finish	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
Mon	08.00	23.00	
Tue	08.00	23.00	
Wed	08.00	23.00	
Thur	08.00	23.00	
Fri	08.00	23.00	
Sat	08.00	23.00	
Sun	08.00	23.00	

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

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

All statutory regulations will be observed.

b) The prevention of crime and disorder

The premises will be equipped with CCTV and recording equipment together with a burglar alarm. The windows will be protected by appropriate shutters.

c) Public safety

All safety equipment will be regularly checked and maintained and the staff trained to deal with emergencies.

d) The prevention of public nuisance

e) The protection of children from harm

All staff will be trained in the law relating to the sale of alcohol and to require, where necessary, appropriate proof of age. The Applicant has adopted " Challenge 25 ".

Please tick yes

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent (See guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	20 December 2013
Capacity	Solicitors to the applicant

For joint applications signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent. (please read guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13) Barry K Holland, Aaron & Partners LLP, Solicitors, Grosvenor Court Foregate St.			
Post town	Chester	Post code	CH1 1HG
Telephone number (if any)	01244 405536		
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			

CONSENT OF INDIVIDUAL TO BEING SPECIFIED AS
PREMISES SUPERVISOR

To be completed in block capitals

I EMMA MCMAHON

of

hereby confirm that I give my consent to be specified as the Designated Premises Supervisor in relation to the application for a ^{new Premises Licence} ~~Variation of Designated Premises Supervisor~~ by Majestic Wine Warehouses Limited relating to a Premises Licence

for

Unit 2, Station Rd, Loughton

and any premises licence to be granted or varied in respect of this application made by Majestic Wine Warehouses Limited concerning the supply of alcohol at the said unit 2.

I also confirm that I hold a personal licence, details of which I set out below:

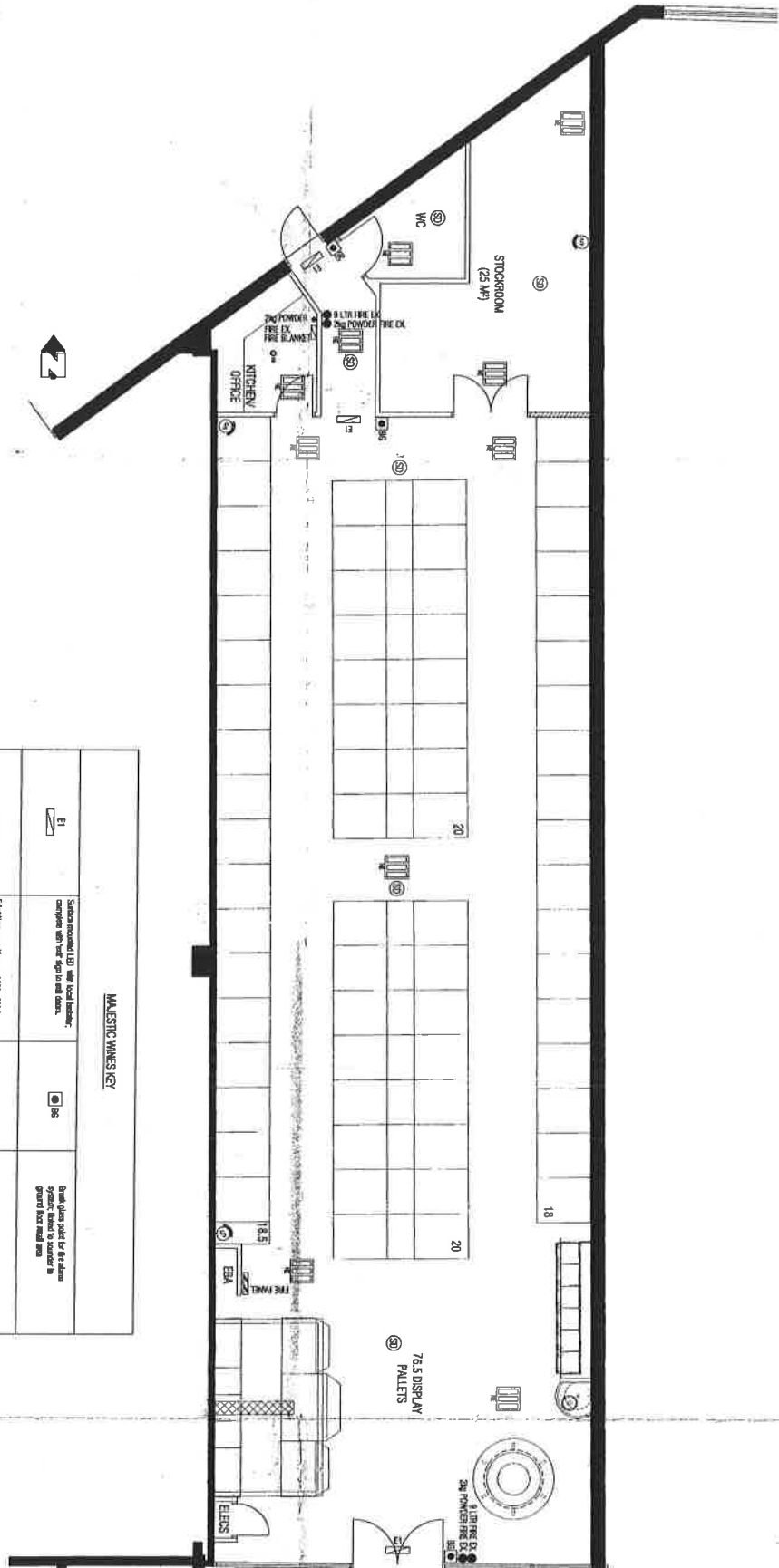
Personal Licence Number

Personal Licence Issuing Authority :- London Borough of Hammersmith & Fulham

Signed _____

Name Printed EMMA MCMAHON

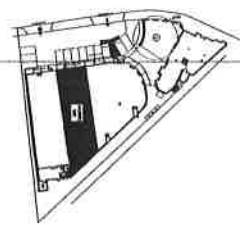
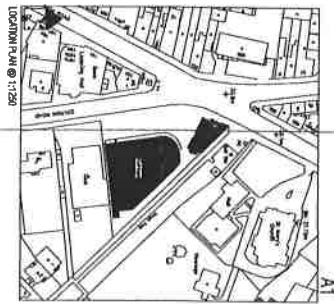
Dated 20 December 2013



MAJESTIC WINES KEY

	Surface mounted LED with local battery, equipped with a plug in the down.		Grid system grid for fire alarm system, linked to sounder in ground floor retail area.
	Extinguisher - see schedule part 1000 3 for details. Extinguishers to be supplied in relevant areas, with appropriate signage, safety post.		Fire alarm sounder
	Smoke Detector		Fire Extinguisher
	Fire blanket		Fire panel

NOTE
 ALL FIRE FIGHTING EQUIPMENT TO BE SUPPLIED & FITTED
 IN ACCORDANCE WITH RELEVANT BRITISH STANDARDS



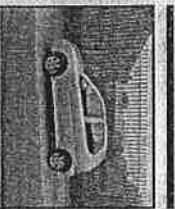
0 1000 2000 3000 4000
LINEAR SCALE IN MILLIMETRES

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D.Ranger Motors

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D.Ranger Motors.
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Public Notices



Epping Forest District Council

Planning applications affecting a Conservation Area or Setting of a listed building

EPPF/241/13 185 High Street, Ongar CM5 9AA. Erection of a four bedroom dwelling with attached garage and basement and **EPPF/242/13** New proposed second floor over former bank premises (inc raising roof) conversion to ground floor retail unit, and 2 x two bed flats above. **EPPF/280/13** Saint Clements Vicarage Lane West, North Weald CM16 6AL. Two storey car lodge.

Works to Listed Buildings

EPPF/252/13 Dyers Stamford Rivers Road Ongar CM5 9BT. Alterations to house windows and side extension.

Removal and replacement of existing garage with a cart lodge style garage. Removal of Conservatory. **EPPF/264/13** Saint Clements Vicarage Lane West North Weald CM16 6AL. Conservatory. **EPPF/265/13** North Weald Airfield Merlin Way North Weald CM16 Erection of 2 Airmax SGH2 antennas on the Control Tower.

Comment online at www.eppf.gov.uk/Plan, or in writing to Director of Planning, Epping Forest District Council, Civic Offices, High Street, Epping, CM16 4BZ by: 10/01/13

For householder applications, make comments clear and full, because there is no opportunity again if it becomes an appeal.

Public Notices

APPLICATION FOR A PREMISES LICENCE UNDER THE LICENSING ACT 2003

Notice is given that on 26 December 2013 Majestic Wine Warehouse Limited at Ockendon Way, Waltham, W126 8NW applied to The Licensing Office of Epping Forest District Council for a Premises License in respect of part of the former Brown Garage building (to be known as Majestic Wine Warehouse), Unit 2, Station Road, Louisa Park, Essex, IG12 1AA. The proposed licence is for the sale of alcohol for consumption on the premises between the hours of 09:00 and 23:00 daily. The register of licensed premises is maintained at the Licensing Office of Epping Forest District Council (Civic Offices, High Street, Epping, Essex, CM16 4BZ). Application for premises licence 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 for anyone knowingly or recklessly to make a false statement in connection with a Licence Application. The maximum fine on summary conviction is £5000.00. Dated this 23 day of December 2013
Barry K Holland, Aaron & Partners
Solicitors to the Applicant, Charter CH1 1HG

Goods Vehicle Operator's Licence

Mr Breffni J O'Reilly, trading as Gilbally Utility Grab Services, Ltd, of 8 Walton Gardens, Waltham Abbey, Essex EN9 1BL is applying for a licence to use The Breaches, Galley Hill Road, Waltham Abbey, Essex EN9 2JG as an operating centre for 6 goods vehicles and 2 trailers. Owners or occupiers of land (including buildings) near the operating centre who believe that their use or enjoyment of that land would be affected, should make written representations to the Traffic Commissioner at Hillcrest House, 386 Harbottle Lane, Leeds LS9 6NF stating their reasons, within 21 days of this notice. Representatives must at the same time send a copy of their representations to the applicant at the address given at the top of this notice. A guide to making representations is available from the Traffic Commissioner's Office.

Sarah Kits

From: Peter Jones <Peter.Jones@essex.pnn.police.uk>
Sent: 08 January 2014 09:10
To: Barry K. Holland
Cc: Sarah Kits (GCSX)
Subject: Premises Licence Application - Majestic Wine Warehouse, Loughton
Attachments: ATT00001.txt

Good Morning Barry,

Further to our conversation yesterday, I would like to propose the following conditions in relation to CCTV.

CCTV shall be installed and maintained. The CCTV shall cover the internal and external of the building, including all entry & exit points enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available upon lawful request of Police or authorised council officer.


A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open to the public. This staff member must be able to show Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.


Please let me know if your client is happy to have these conditions attached to the premises licence.

Kind Regards

Peter Jones ABII (7706)


Epping & Brentwood Licensing Officer
West LPA

 Tel. 01279 625405 or 101 (Ext. 318175)

 Fax. 01279 625440 (Int. 318335)

 Peter.Jones@essex.pnn.police.uk

 www.essex.police.uk

 Epping Police Station
230 High Street
Epping
CM16 4AP

To find out what is happening in your neighbourhood and all about your local neighbourhood policing team visit www.essex.police.uk/yourarea and enter your postcode.



Licensing Department, Epping Police Station
230 High Street, Epping, CM16 4AP
Telephone 01279 625 405 Facsimile: 01279 625 440
Website: www.essex.police.uk Email: Peter.Jones@essex.pnn.police.uk

Mrs Kim Tuckey
Licensing Department
Epping Forest District Council
Civic Offices
High Street
Epping
CM16 4BZ

13 January 2014

Dear Kim,

LICENSING ACT 2003 – GRANT OF PREMISES LICENCE SECTION 17
NEW PREMISE: Majestic Wine Warehouse, Loughton
DPS: Emma McMahon
APPLICANT: Majestic Wine Warehouses Ltd via Aaron & Partners

Further to the above application for the Grant of a Premises Licence received on 23 December 2014. I can now confirm that all my checks have been carried out and can confirm that having consulted with the applicants' agent; and following agreement to the attached conditions being inserted onto the Premises Licence; Essex Police will not be making any representations or objections to this application in respect of the licensing objectives.

I trust the aforementioned will assist and look forward to receiving a copy of the Licence, if/when processed, in due course.

Yours sincerely,

Mr Peter Jones ABII
Epping & Brentwood Licensing Officer
West LPA

Enc.

Cc. **Mr B Holland**
Aaron & Partners LLP
5-7 Grosvenor Court
Foregate Street
Chester
Cheshire
CH1 1HG

Majestic Wine Warehouse, Loughton – Agreed Conditions

CCTV shall be installed and maintained. The CCTV shall cover all entry & exit points and till area enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available upon lawful request of Police or authorised council officer.

A staff member from the premises who is conversant with the operation of the CCTV system will be available to show Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.



AARON & PARTNERS LLP

SOLICITORS

Ms Sarah Kits
Licensing Department
Epping Forest District Council
Civic Offices
High Street
Epping
CM16 4BZ

Our Ref: BKH.DPG.MAJ12.51

Your Ref:

Date: 14 January 2014

Dear Sarah

Majestic Wine Warehouses Limited - Application for New Premises Licence at Unit 2, Station Road, Loughton, Essex, IG12 1AA

I confirm that I have reached agreement with Peter Jones, the Epping & Brentwood Licensing Officer, and would be grateful if you would add to the licence the agreed condition set out below. I understand Peter is writing to you in similar terms and for the avoidance of doubt I am sending him a copy of this letter.

"CCTV shall be installed and maintained. The CCTV shall cover all entry and exit points and the till area enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record while the premises are open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available upon lawful request of the police or other authorised council officer. A staff member who is conversant with the operation of CCT will be available to show police or authorised council officers recent data or footage with the absolute minimum of delay when requested"

Yours sincerely

Barry K Holland

Consultant

For and on behalf of Aaron & Partners LLP

Direct dial: 01244 405536

Email: barry.holland@aaronandpartners.com

c.c. Peter Jones
Tom Holland

Grosvenor Court, Foregate Street, Chester CH1 1HG
Tel: 01244 405555 Fax: 01244 405566 DX: 19990 Chester Web: www.aaronandpartners.com

Offices also at Shrewsbury and Manchester

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Chelmsford CM1 1YS
Tel: 01245 436744 Email: LicenceApplications@essex.gov.uk



Sarah Kits
Licensing Compliance Officer
Epping Forest District Council

Our ref: 12-2013/11
Date: 13 January 2014

Dear Sarah

RE: Licensing Act 2003: Majestic Wine Warehouses Ltd, Unit 2, Station Road, Loughton, IG12 1AA

The licensing application received on 30th December 2013 has been assessed and we can confirm we have no objections to this licence application.

Yours sincerely

pp. Paula Stacey
Interim Service Manager, Safeguards,
Quality Assurance & Safeguarding (inc IRO) Service




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Our Ref: L1.1/VRM



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TOWN COUNCIL

1 Buckingham Court, Rectory Lane
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Facsimile: 020 8508 4400
e-mail: contact@loughton-tc.gov.uk
Web site: www.loughton-tc.gov.uk
Town Clerk: Enid K Walsh

e-mail: contact@loughton-tc.gov.uk
 extn 207

Ms Sarah Kits
Licensing Section
Epping Forest District Council
Civic Offices
Epping CM16 4BZ
(Emailed: skits@eppingforestdc.gcsx.gov.uk)

9 January 2014

Dear Ms Kits

Re: Notice of application for a new premises licence under the Licensing Act 2003 in respect of Unit 2, Station Road, Loughton IG10 1AA

The Planning and Licensing Committee considered this application at its meeting on 6 January 2014.

The Committee has asked for appropriate measures including the installation of CCTV to ensure under age sales do not take place, and to meet the licensing objective on protection of children from harm. Members are also seeking a time limit on the sale of alcohol (off the premises) from 08.00 to 22.00 hours Monday to Saturday, and 08.00 to 20.00 hours on Sundays to avoid disturbance to nearby residents.

I would be grateful if you would let me know when a decision is made on this application.

Yours sincerely

Vivienne Messenger
Planning Committee Clerk

Sarah Kits

From: Alano Regueiro
Sent: 28 December 2013 18:14
To: Licensing
Subject: Re: Majestic Wine Warehouses Limited application for off-license

Re: Majestic Wine Warehouses Limited application for off-license

Objection to late hours (after 8pm) of sale of alcohol off the premises

Grounds: The prevention of public nuisance in the evening (after 8pm) and also public safety as drunks tend to congregate near off licenses after 8pm

We object to the Off-license operating after 8pm on weekdays and weekends.

We are fine with them operating from 8am through 8pm seven days/week however.

We appreciate you taking strong consideration of our views into account on this application.
Sincerely,

Alano and Amy Regueiro

Loughton, Essex

Sarah Kits

From:
Sent: 06 January 2014 18:38
To: Licensing
Subject: Re Licence application - Majestic Wine Warehouse, Unit 2, Station Road, Loughton, Essex, IG10 1AA

For the attention of
The Licensing Team.

Thank you for your notification of 23rd December, 2013 regarding the subject licence application. While I have no objection in principle to the granting of this licence, I would like to make a representation against this application for the following reason:

Although I have no problem with the proposed opening hour of 0800 hrs, I object strongly to the proposed closing hour of 2300 hrs. By allowing customers to purchase alcohol for consumption off site until this late hour in the evening, there is every likelihood that public nuisance in the vicinity will occur, thus making the prevention of crime and disorder and protection of public safety in the area a more difficult task.

Should the licence be granted, I would most strongly recommend that the closing hour be curtailed to, say, 6pm. I am sure that our Loughton Police authority, Town Council and residents would agree with my comments.

I would therefore be grateful if you could give favourable consideration to my representation. Thank you.

F. N. Tisi

Loughton,

Sarah Kits

From:
Sent: 14 January 2014 17:22
To: Licensing
Subject: Majestic Wine Warehouse

Dear Sirs,

many thanks for your letter regarding Majestic Wines Licence Application your ref ..

Loughton Club would like to object on the following grounds, we feel that a licence as early as 8am could result in anti social behaviour, parking problems (especially with unauthorised use of our private car park next door, an litter.

We would, therefore be grateful if you could take our concerns into account.

Many thanks and kind regards,

john Mahoney
Club Secretary

Sarah Kits

From: bernard winwood
Sent: 20 January 2014 16:36
To: Licensing
Subject: Consultation: Application for Premises Licence - Majestic Wine Warehouses Ltd. for Sale of alcohol OFF premises

To : The Senior Licensing Officer

UNIT 2, STATION ROAD, LOUGHTON, ESSEX, IG10 1AA -

Representation.

[1] The prevention of public nuisance

The location is in very close proximity to a public grassed area and public seating in Brook Path and the High Road. These facilities would be used for drinking alcohol and cause a public nuisance. Further, the late opening hours would exacerbate the problem.

[2] The prevention of disorder

Linked to [1] above, there is likelihood of disorderly conduct.

[3] The protection of children from harm

There are youth clubs nearby that meet at St Mary's Church. This also makes the location wrong as children would be endangered.

From : Mr. B & Mrs. A Winwood, Churchfields, Loughton, Essex,



Epping Forest District Council

Civic Offices
High Street
Epping CM16 4BZ

Majestic Wine Warehouse

Centre X: 542238.355
Centre Y: 196105.374
Width : 225.000
Angle : .000

Scale : 1:1250	Date : 21 Jan 2014	Time : 01:46:35 PM
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