



Licensing Sub-Committee Tuesday, 27th October, 2015

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, 27th October, 2015
at 10.00 am .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

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

Members:

Councillors K Angold-Stephens (Chairman), R Gadsby, H Mann and R Morgan

PLEASE NOTE THE START TIME OF THE MEETING

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

(Director of Governance) To declare interests in any item on this agenda.

- 3. PROCEDURE FOR THE CONDUCT OF BUSINESS (Pages 3 - 10)**
- 4. NEW PREMISES LICENCE - NAZEINGBURY PARADE, NAZEING ROAD,
WALTHAM ABBEY, ESSEX EN9 2JL (Pages 11 - 38)**

(Director of Neighbourhoods) To consider the attached report and documents.

- 5. 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
Nil	Nil	Nil	

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

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.

Agenda Item 3

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.

Report to the Licensing Sub-Committee

Date of meeting: 27th October 2015

**Subject: Nazeingbury Parade Nazeing Road, Waltham Abbey
Essex EN9 2JL**



**Epping Forest
District Council**

Responsible Officer: Kim Tuckey 01992 564034

Democratic Services:

Decisions Required:

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

Report: To consider a New Premises licence for the above

Application

1. An application has been made by Robert Jordon on behalf of Rashesh Patel for a Premises licence for the above premises. The application was received on the 8th September 2015 and 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, and a full consultation was carried out and an advert was placed in the local newspaper.
6. The authority has received a representation from Essex police which requested a modification of the application and as a result an agreement between Essex Police and the applicant was met. (the correspondence of which is attached)
7. The authority also received three representations from local residents.

Guidance Issued by the Secretary of State

8. The Licensing Act 2003 provides that the licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182.
9. Sections 2.14 to 2.20 & 2.21 & 2.30 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
- Letter & all correspondence from Essex Police
- Three representation's from local residents
- Map showing the area

Start Consultation 9th Sept
End Consultation 6th Oct

Application received
8th Sept 2015
Wk/20153887



Epping Forest
Application for a premises licence
Licensing Act 2003

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

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

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

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

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

Yes No

Applicant Details

* First name

* Family name

* E-mail

Main telephone number Include country code.

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Continued from previous page...

Address

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Other telephone number

Include country code.

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

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

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

* Registration number

* Business name

* VAT number

* Legal status

* Your position in the business

Home country

If your business is registered, use its registered name.

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

The country where the headquarters of your business is located.

Continued from previous page...

Agent Registered Address

Address registered with Companies House.

* Building number or name	PUMP HOUSE
* Street	OLD MEAD ROAD
District	HENHAM
* City or town	BISHOP'S STORTFORD
County or administrative area	HERTS
* Postcode	CM22 6JG
* Country	United Kingdom

Section 2 of 19

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	12
Street	NAZEINGBURY PARADE, NAZEING ROAD
District	NAZEING
City or town	WALTHAM ABBEY
County or administrative area	ESSEX
Postcode	EN9 2JL
Country	United Kingdom

Further Details

Telephone number	
Non-domestic rateable value of premises (£)	9,900

Section 3 of 19

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

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

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 19

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...

Applicant Postal Address

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

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

Yes No

Building number or name	12
Street	NAZEINGBURY PARADE, NAZEING ROAD
District	NAZEING
City or town	WALTHAM ABBEY
County or administrative area	ESSEX
Postcode	EN9 2JL
Country	United Kingdom

Applicant Contact Details

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

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

Yes No

E-mail	[REDACTED]
Telephone number	
Other telephone number	

Add another applicant

Section 5 of 19

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

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

CONVENIENCE STORE

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 19

PROVISION OF PLAYS

Will you be providing plays?

Yes

No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

Yes

No

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

Yes

No

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes

No

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PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes

No

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes

No

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes

No

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

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

Yes

No

Continued from previous page...

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes

No

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Continued from previous page...

Will the sale of alcohol be for consumption:

On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

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

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

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)

Continued from previous page...

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'.

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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.

NONE

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

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

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

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

CCTV shall be installed with 31 day recording
Staff training shall be recorded and updated every 6 months Training shall cover the requirements for ID as part of age verification, how to detect proxy sales, the consequences of underage sales (fines and punishment), DRUNKS AND STREET DRINKERS, LICENSING HOURS, and other relevant matters relating to the licensing objectives, and the responsibilities of staff
The licence holder shall ensure that a refusals register is kept on the premises and that this shall be immediately available upon request of an authorised officer. The register shall record any refused sale (including intoxicated persons, under 18's).
The refusal register shall be inspected on a regular basis (at least weekly) by the DPS and signed by the DPS that they have checked the register
At least 12 months of refusal register details shall be retained and made available upon request by an authorised officer
The premises licence holder shall ensure that a 'challenge 25' policy is adopted on the premises at all times. Signage of the 'challenge 25' policy shall be prominently displayed on the premises.
Acceptable identification accepted by the premises licence holder, DPS, or other staff members shall be a passport, photo driving licence or PASS accredited identity card
Signage shall be displayed in a prominent position on the premises requesting that customers leave quietly
Signage shall be prominently displayed warning customers of the legal penalties for purchasing alcohol for any person under the age of 18 years

Continued from previous page...

b) The prevention of crime and disorder

AS ABOVE IN A)

c) Public safety

AS ABOVE IN A)

d) The prevention of public nuisance

AS ABOVE IN A)

e) The protection of children from harm

AS ABOVE IN A)

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PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Continued from previous page...

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

* I/we understand 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.

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

ROBERT JORDAN PR RETAIL CONSULTANTS

* Capacity

AGENT

* Date

08 / 09 / 2015
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 ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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

OFFICE USE ONLY

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

< Previous [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) Next >

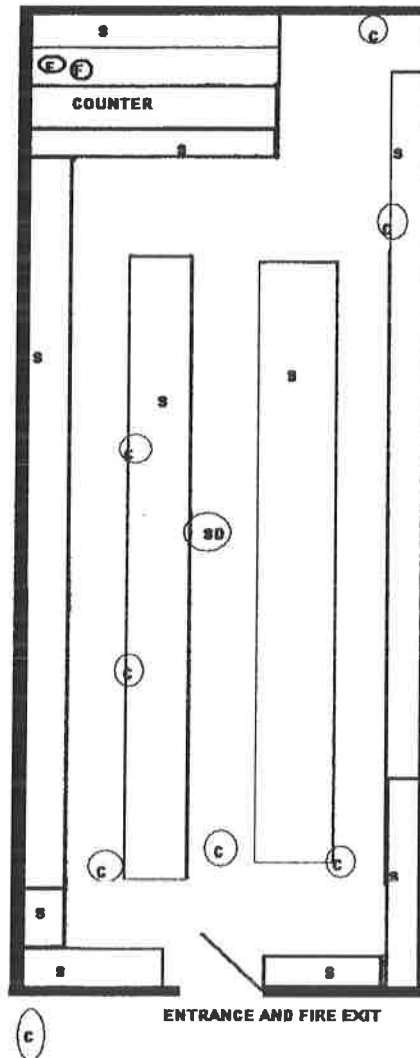
PREMISES:
12 NAZEINGBURY PARADE, NAZEING ROAD, NAZEING, WALTHAM
ABBEY, ESSEX, EN9 2JL

S DISPLAY SHELVING

C CCTV

F FIRE
EXTINGUISHER

SD SMOKE DETECTOR



SCALE 1:100

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



Licensing Department
Loughton Police Station
158 High Road
Loughton
IG10 4BE
Tel: 01279 625 405
Email: 7706@essex.pnn.police.uk
05 October 2015

Dear Mrs Tuckey,

LICENSING ACT 2003 – GRANT OF PREMISES LICENCE SECTION 17

NEW PREMISE: Nazingbury News


DPS: Rashesh Patel

APPLICANT: Rashesh Patel via PR Retail Consultants

Further to my earlier letter of the same date, I have had confirmation from the applicants they agree to the conditions proposed. Please see attached correspondence.

For that reason, and subject to those amendments, Essex Police formally withdraw their representations.

Yours sincerely,


Mr Peter Jones MIOL, ABII
Epping & Brentwood Licensing Officer
West LPA

Enc.

Cc. Mr R Jordan (via email) 

Peter Jones 42007706

From: ROBERT JORDAN
Sent: 05 October 2015 10:50
To: Peter Jones 42007706; licensing@eppingforestdc.gov.uk
Subject: Re: Nazeingbury News - Representation

Thanks for your help on this.

Applicant can agree following conditions

Application for Premises Licence: Nazeingbury News, 12 Nazeingbury Parade
Proposed conditions by Essex Police.

1. Amend the condition regarding CCTV to:

"The premises shall install and maintain a comprehensive CCTV system covering the internal and external of the premises. It will also cover all entry and exit points enabling full frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open to the public and during all times when customers remain on the premises. All recordings will be kept in an unedited format for a period of not less the 28 days with time and date stamping. Recording shall be made available immediately upon lawful request of Essex Police or other Responsible Authority. Download or export of CCTV should be in the native file format with the native player.

A staff member from the premises who is conversant with the operation of the CCTV system shall be available at all times when the premises are open to the public. This staff member must be able to show Essex Police or other Responsible Authority recent data or footage with the absolute minimum of delay."

2. The inclusion of a condition regarding the display of alcohol when sales are not permitted:

"Outside of the hours authorised for the sale of alcohol and whilst the premises are open to the public, the licence holder shall ensure that all alcohol within the premises (including alcohol behind the counter) is secured in a store room or behind grilles, screens or cabinet doors so as to deter access to the alcohol by both customers and staff."

3. Finally an additional condition to educate customers regarding the hours for alcohol availability:

"Prominent signage indicating the permitted hours for the sale of alcohol shall be displayed so as to be visible before entering the premises, where alcohol is on public display, and at the point of sale."

Robert Jordan

PR Retail Consultants Ltd

The Pump House,

Old Mead Road

Henham

Bishops Stortford

Herts CM22 6JG 01279 850753

----Original message----

From : Peter.Jones@essex.pnn.police.uk

Date : 05/10/2015 - 10:34 (GMTST)

To : licensing@eppingforestdc.gov.uk

Cc

Subject : Nazeingbury News - Representation

Good Morning,

Please find letter attached regarding the application for a premises licence at Nazeingbury News.

Kind Regards

Kim Tuckey

From: ROBERT JORDAN <
Sent: 05 October 2015 10:50
To: Peter.Jones@essex.pnn.police.uk; Licensing
Subject: Re: Nazeingbury News - Representation

Thanks for your help on this.

Applicant can agree following conditions

Application for Premises Licence: Nazeingbury News, 12 Nazeingbury Parade
Proposed conditions by Essex Police.

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A staff member from the premises who is conversant with the operation of the CCTV system shall be available at all times when the premises are open to the public. This staff member must be able to show Essex Police or other Responsible Authority recent data or footage with the absolute minimum of delay."

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3. Finally an additional condition to educate customers regarding the hours for alcohol availability:

"Prominent signage indicating the permitted hours for the sale of alcohol shall be displayed so as to be visible before entering the premises, where alcohol is on public display, and at the point of sale."

Kim Tuckey

From: Peter Jones 42007706 <Peter.Jones@essex.pnn.police.uk>
Sent: 02 October 2015 10:29
To: Licensing
Cc: RE: Nazeingbury News, 12 Nazeingbury Parade
Subject:

Good Morning Robert,

I understand the chillers are not lockable but do have blinds. For that reason I am happy to negotiate an alternative wording to point 2 which I have drafted below. It will obviously remain the responsibility of the DPS and staff to ensure alcohol is not sold outside of the licensed hours, and enforcement activity may take place to test this.

2. The inclusion of a condition regarding the display of alcohol when sales are not permitted:

“Outside of the hours authorised for the sale of alcohol and whilst the premises are open to the public, the licence holder shall ensure that all alcohol within the premises (including alcohol behind the counter) is secured in a store room or behind grilles, screens or cabinet doors so as to deter access to the alcohol by both customers and staff.”

Page 30

If you are happy with this and the original points 1 and 3 please advise, so I can respond to the council accordingly.

Many Thank

Peter Jones MIOL, ABII (7706)

Epping & Brentwood Licensing Officer
Epping Forest & Brentwood Local Policing Hub
West LPA

Tel. 101 (Ext. 313604) or 01279 625405

Peter.Jones@essex.pnn.police.uk

www.essex.police.uk

Loughton Police Station, 153 High Road, Loughton, Essex, IG10 4BE

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.



Kim Tuckey

From: Peter Jones 42007706 <Peter.Jones@essex.pnn.police.uk>
Sent: 25 September 2015 10:13
To: at.com'
Cc: Licensing
Subject: Nazeingbury News, 12 Nazeingbury Parade

Good Morning Robert,

I am the Essex Police Licensing Officer dealing with the premises licence application for Nazeingbury News.

I have gone through the application and would like you and your client to consider the following conditions.

1. Amend the condition regarding CCTV to:
"The premises shall install and maintain a comprehensive CCTV system covering the internal and external of the premises. It will also cover all entry and exit points enabling full frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open to the public and during all times when customers remain on the premises. All recordings will be kept in an unedited format for a period of not less than 28 days with time and date stamping. Recording shall be made available immediately upon lawful request of Essex Police or other Responsible Authority. Download or export of CCTV should be in the native file format with the native player.

A staff member from the premises who is conversant with the operation of the CCTV system shall be available at all times when the premises are open to the public. This staff member must be able to show Essex Police or other Responsible Authority recent data or footage with the absolute minimum of delay."

2. The inclusion of a condition regarding the display of alcohol when sales are not permitted:
"Outside of the hours authorised for the sale of alcohol and whilst the premises are open to the public, the licence holder shall ensure that all alcohol within the premises (including alcohol behind the counter) is secured in a locked store room or behind locked grilles, locked screens or locked cabinet doors so as to prevent access to the alcohol by both customers and staff."
3. Finally an additional condition to educate customers regarding the hours for alcohol availability:
"Prominent signage indicating the permitted hours for the sale of alcohol shall be displayed so as to be visible before entering the premises, where alcohol is on public display, and at the point of sale."

Should these conditions be agreed, I would not make any representations to the application.

Kind Regards,

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



Licensing Department
Director of Neighbourhoods
Loughton Police Station
and Deputy Chief Executive
158 High Road
Loughton
IG10 4BE
Enquiries to:
Tel: 01279 625 405
Email:

7706@essex.pnn.police.uk

05 October 2015

Dear Mrs Tuckey,

LICENSING ACT 2003 – GRANT OF PREMISES LICENCE SECTION 17

NEW PREMISE: Nazingbury News
DPS: Rashesh Patel
APPLICANT: Rashesh Patel via PR Retail Consultants

Further to the above application for the Grant of a Premises Licence received on 9 September 2015. I write to inform you that Essex Police make representations under prevention of crime & disorder, prevention of public nuisance and public safety and protection of children from harm.

The premises is currently a small newsagents within a shopping parade which already has a convenience store selling alcohol. It is also in close proximity to residential dwellings. By increasing the availability of alcohol there is a likelihood for increased public nuisance, crime & disorder.

It is likely that that persons may congregate in the area, and youths may frequent the store and attempt to purchase alcohol, and when refused may cause a public nuisance impacting on the residents.

The applicant has offered several measures to promote the licensing objectives, and I have attempted to negotiate additional measures that have not yet been agreed.

Should the applicant agree to the attached conditions, Essex Police will withdraw its representations.

Please advise when the Licensing Panel will be meeting to hear this so I can be in attendance.

Yours sincerely,

Mr Peter Jones MIOL, ABII
Epping & Brentwood Licensing Officer
West LPA

Cc. Mr R Jordan (via email) r

Sarah Moran

From: sandie nash
Sent: 14 September 2015 12:22
To: Sarah Moran
Subject: RE: WK/20158887

Dear Ms Moran
Thank you for your email. I'm sorry I forgot to add my mothers name & address.
Mrs Rowilson, Nazeingbury Close, [REDACTED].

If you need any further information please let ME know.

Kind regards
Mrs Nash
Wheelers Close, [REDACTED]

From: Sarah Moran
Sent: 14/09/2015 10:51
To:
Subject: RE: WK/20158887

Dear Mrs Nash,

Thank you for your email, for your representation to be valid as an 'interested party' you must ensure you include your name, 'address' and contact details, if making a representation by email.

Please be aware that the Licensing Act 2003 requires all parties that wish to make a representation against an application ensure that their name and addresses are included in the letter of representation to make it valid.

Your name and address is required so that the Licensing Authority and the applicant or their representation can validate that the person making the representation qualifies to make the representation in terms of living or working in the vicinity to the premises concerned.

With regards

Sarah Moran
Licensing Enforcement Officer
☎ 01992 564270
✉ smoran@eppingforestdc.gov.uk
www.eppingforestdc.gov.uk
Monday ~ Wednesday only

From: |
Sent: 13 September 2015 13:40
To: Licensing
Cc: yogard@hotmail.co.uk
Subject: Ref: WK/20158887

13/09/15

Good afternoon

Application in respect of a New Premises Licence for Alcohol at Nazeingbury News, 12 Nazeingbury Parade, EN9 2JL

My disabled mother lives behind the shops in Nazeingbury Parade and she received a letter regarding the above application.

I would like to object to this on her behalf.

- Why will the hours be 08.00 - **23.00!!** All the shops are shut by about 21.00.
- The long opening hours will be a public nuisance in the parade and surrounding areas for the neighbours.
- The corner shop already sells alcohol so there is no need for Nazeingbury News to sell the same.

I hope the committee will think long and hard of what the consequences could be.

Yours faithfully

Mrs S Nash

DISCLAIMER

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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

Langley Green
Nazeing
Essex

EPPING FOREST DISTRICT COUNCIL
NEIGHBOURHOODS

REC'D 30 SEP 2015

ACK

REFERRED TO

28/9/15.

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

Dear Sirs

Re :- Proposed Application - Off licence 12 Nazeingbury
Parade Nazeing Essex. EN9 2JL.

With reference to the above application, we would strongly
oppose this for the following reasons:

1) We already have an off licence in Nazeing General Store, so
therefore it is not necessary for another one, as this already creates
problems, i.e. noise & rubbish and people drinking outside the shop
& side road, causing them to use our right of way at the back
of our house in Langley Green, leaving cans & bottles and using
the area as a toilet!

These points would come under the public nuisance, crime disorder
as well as health & safety. We are always picking up cans &
bottles in the road leading to our garages behind our property. It
is also not pleasant if you have to come ago in the evening
via our right of way.

We are therefore against this application.
Yours Faithfully

MR H & MRS. M. A. Mann.

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

21 SEP 2015

Nazeing General Store
Nazeingbury Parade
Nazeing
Waltham Abbey
Essex
EN9 2JL

15th September 2015

Ref: WK/20158887

Dear Sir or Madam,

I am writing in regards to your recent letter stating the application of a new premises licence for Off sales of alcohol at Nazeingbury News. Having taken into consideration this letter carefully I would like to make a representation against the application as I believe this could potentially cause more disadvantages than advantages.

To elaborate, within the Epping Forest district, Waltham Abbey is seen to be one of the highest areas in which anti-social behaviours as well as public nuisances occur. A recent report conducted by the Epping Forest District Council (Strategic Intelligence Assessment 2014-2015) shows figures of over 3,500 anti-social behaviour incidents reported to the police involving both adults and youths. Over 1,500 of these incidents are within Waltham Abbey. As you would accept this is a fairly high figure taking into consideration how small of a town Waltham Abbey is. Similarly, public nuisance figures were also showing to be higher in the Waltham Abbey area. Overall, I believe that giving Nazeingbury News the access to sell alcohol could potentially increase these factors and cause more public damage and alcohol induced youth crime as this is an increased cause of concern as a whole within the Epping Forest district.

Secondly, Nazeing General Store is on the same parade as Nazeingbury News and has a licence to sell alcohol to anyone aged over 18 years. Therefore, we are a store that does not tolerate underage drinking and discourages any adults who try to buy alcohol for these underage children, which limits youth access to alcohol and this means a potential 25-30 minutes commute for these youths until another alcohol selling store is found. However, providing a licence to Nazeingbury News increase the chances of these youths trying to purchase alcohol at another local store within their home radius which could potentially be seen as an easy access to buy alcohol.

Furthermore, as mentioned above, as we are the only store that sells alcohol within Nazeing, providing an alcohol licence to Nazeingbury News will increase a competition amongst both our stores. Although we have a licence to sell alcohol between 8am – 11pm due to the respectful reputation of our store as well as our close relationship with our customers we do not sell alcohol until these hours which is valued within the Nazeing community. However, by providing an alcohol licence to Nazeingbury News this will have a direct influence on my sales, forcing me to open my store for longer hours. Having said this, the implications of this could mean that alcohol is available for longer hours for adults

increasing the chances of decreased public safety, anti-social behaviours as well as teenagers gathering on streets for longer hours. Further, this could be a disadvantage as it may attract adults as well as teenagers to alcohol as they will be exposed to it for longer hours.

On the final note, Nazeingbury News is open 7 days a week during the early hours of the morning and close generally during the early hours of the evening. This could also be seen as a risk factor for public safety, crime and anti-social behaviours as this allows customers to purchase alcohol during early hours of the day that could potentially be harmful and lead to further public safety issues.

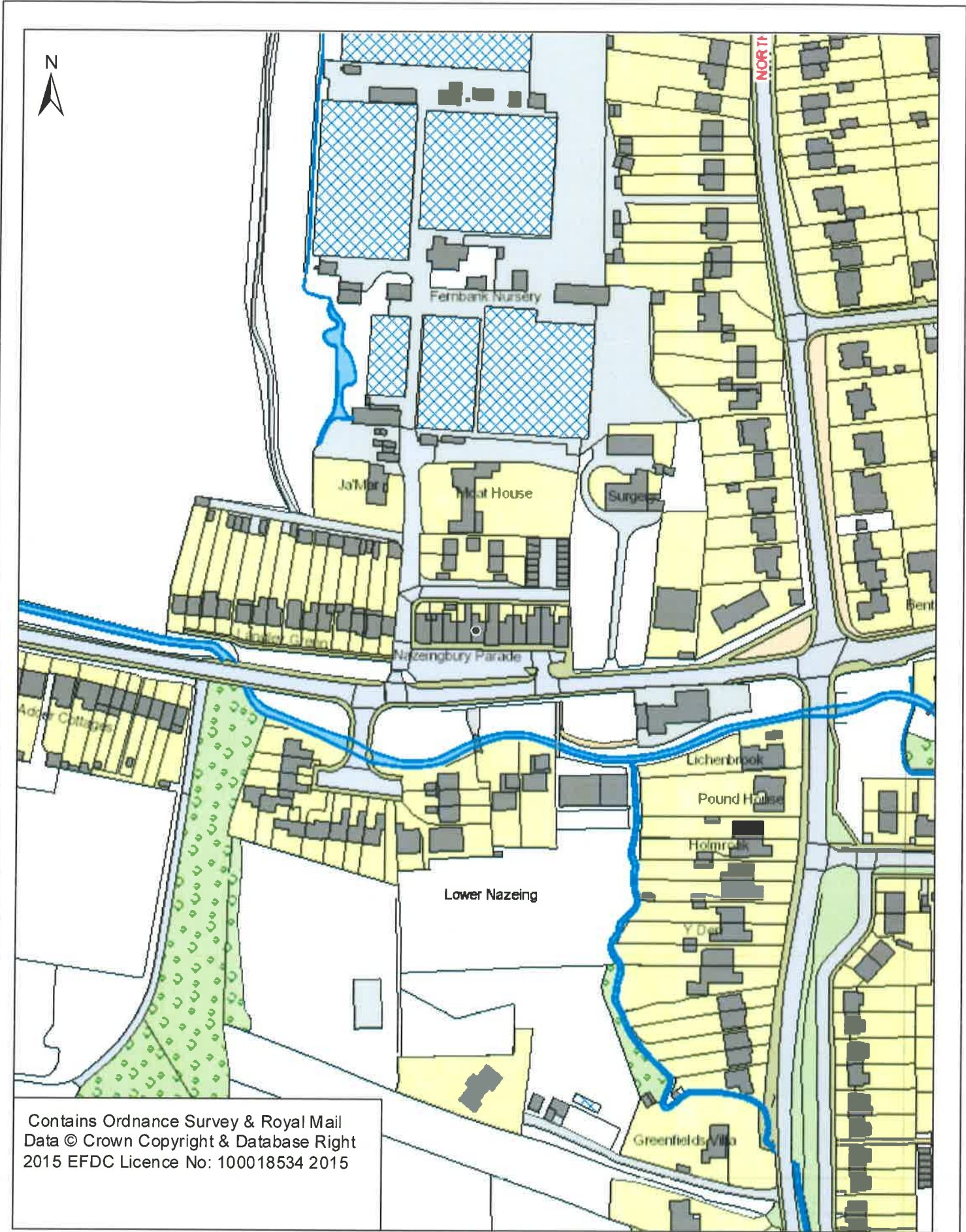
Overall, I would be grateful if all these factors are taken into consideration when making a decision as I believe these are important issues that could lead to further problems within Waltham Abbey.

On request a copy of the referenced report can be sent.

Yours sincerely,



Ali Karadag
Director



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