

[REDACTED]  
**Buttercross Lane**  
**Epping**  
**Essex, [REDACTED]**

1<sup>st</sup> March 2012

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

Dear Sirs

**Re: Public Notice Licensing Act 2003**  
**195/199 Cottis Lane, Epping, CM16 4BL**

We are writing to the Authority in the light of the Public Notice that we saw in the local paper dated 23<sup>rd</sup> February whereby it was confirmed that the Club positioned in Cottis Lane is applying to extend their licensing hour from 2am to 3am with an additional one hour on what is referred to as "notable days".

We confirm that we object most strongly to this extension in the licensing hours. There are occasions when a certain amount of noise is experienced in the car park at the rear of our property and other residential houses adjoining and any extension to the present licensing hours would only exacerbate what is already an irritating and, at times, unwarranted intrusion as far as adjoining residents are concerned.

The car park itself provides a playground for a number of noisy activities, such as football, model cars and excessive vehicle manoeuvres and the additional traffic generated by the Night Club in Cottis Lane adds to the general level of disturbance.

To extend the present licensing hours still further will increase the potential for late night disturbance within this relatively quiet market town and the additional hour will result in no benefit as far as the town or the residents are concerned.

Yours faithfully

[REDACTED SIGNATURE]

G T P Clarke

Ken & Chris Faulkner  
Buttercross Lane,  
Epping,  
Essex ,  
[REDACTED]  
Tel: [REDACTED]

Licensing Authority,  
Epping Forest District Council,  
High Street, Epping,  
Essex CM16 4BZ.

5<sup>th</sup> March 2013.

Dear Sirs,

**Re Licence Application 195/199 Cotis Lane, TDS Entertainment Ltd.**

We refer to the above application for a premises licence to supply alcohol and entertainment between the hours of 08:00 and 03:00 the following morning, Sunday to Monday with possible additional one hour extension on notable days.

We have recently moved to Epping from Loughton and one of the reasons for so doing was because of the extended licensing hours granted to certain pubs and night clubs in Loughton. Not only did we find we had problems with late night noise and urinating around the area of these premises but also often found quite frightening to walk in the areas of Loughton High road where these premises were with their frequent late night/early morning disturbances and rowdy crowds.

We note that there are car parks adjacent to the applying premises and our property where there is already considerable noise generated by youths congregating to play football and drive their cars and motorbikes, to have this further increased to the early hours by activities associated with the night club would be intolerable. You are I believe well aware that there **will** be problems because of the disturbances that were caused when these premises were opened as a nightclub before.

Any extension of the existing licencing hours will be to the detriment of this still relatively quiet town with no benefit to the vast majority of locals. We sincerely hope you will reject the application as is the wish of most residents whom you represent.

Yours faithfully,

Ken Faulkner

12<sup>th</sup> MAR 12

Buttercross Lane  
Epping  
Essex

Ref : Club 195 extension to hrs of opening

Dear Sir

Club 195 and its extension. I am totally against any extension. This is just another cynical attempt to bring misery to the decent rate paying residents of Epping. Does history tell us nothing. The previous incarnation of the atrocity meant constant disturbed nights sleep. Rubbish on the street from flyers, vandalism and worst of all routine violent brawls, which stretch emergency services. What value did this bring Epping? I would suggest nothing. The local shops were left to clean up the mess. The Business Plan for Club 195 did not work then and will not work now. It is not a club for Epping, as Epping isn't big enough to make it viable. This is why convoys of cabs from East London used to make the trip bringing club 195 its customers. Extending the opening time increases staff costs and the only way to recover this is to increase the catchment area.

All this club has brought the residents of Epping is increased insurance costs due to the increase in crime. Mr Kings glib comments in the Epping Guardian about levels of noise is without any foundation. There have been constant complaints about the nightclub going back years both previous incarnations and this. It's the council process which is extremely flawed and makes it very difficult to register a complaint. Do you pull the covers further over yourself and go back to go back to sleep or get up try not to disturb the family & make a phone call to EFDC. Wait for some time 10 minutes before a call back from the on-call environmental officer, who lives 30 mins away and then wants to come onto your property to hear it for themselves. A neighbour of mine moved out of the area because of noise pollution and being unable to get a nights sleep, his complaints are a matter of record.


*In answer to Epping Guardian article*

What Loughton has, has nothing to do with Epping. They are two totally separate locations and should be dealt with on their own merits. Loughton does not need a club open late so why should Epping and lets remember its not so long ago Loughton was on the covers of the Guardian newspaper for violent brawls.

It has been seen that those involved in the violence were not from Epping why should we be expected to accept other town's problems here.

EFDC should reject any attempt to extend the opening hours and also ignore any bias being shown by local papers, isn't amazing what a little advertising by you

Yours Sincerely

  
Robert Born



[Redacted]

**From:** [Redacted]  
**Sent:** 17 March 2012 18:56  
**To:** Licensing  
**Subject:** Club 195 - Objection to Extension of Licensing application

I am writing to object to the extension of hours for Club 195 on the following grounds:

**Prevention of Public Nuisance**

- Noise – this is a problem at certain hours of the evening, usually between 10-12pm when passing our property there is a lot of shouting and swearing with groups of people making their way from the pub to Club 195. This is again repeated between 2-3am and often until about 6am, when people are leaving the club and there are not enough taxi's to get them home. The noise from these people often wakes us up. I would therefore object to the extension of hours on the grounds that this is a noise nuisance to neighbours either in the vicinity or on the way to the club.
- Litter – The local take aways are located on the way to the club and people throw litter into ours and our neighbour gardens and then make their way to the club. We also get cans, glasses etc thrown into the gardens and onto the high street.

**Public Safety**

- It no longer feels safe on the High St after about 9pm as there are gangs of people loitering across the pavement, often blocking the pavement, this can be quite intimidating as they are often drunk, shouting and swearing. If we return home between 11pm – 1am there are often gangs of people going to the club, this does not feel safe.

**Crime & Disorder**

- The level of crime in the early hours of the morning has increased significantly in the past few years some of this has been directly linked to Club 195, this included some stabbings on the High St. From a personal perspective we have had our fenced kicked down in the early hours on 3 occasions and our car wing mirrors kicked off. In addition local shops have had their windows smashed and shop fronts damaged, car alarms go off in the early hours. Extending the hours of the club just means that people have more opportunity to become inebriated and cause more trouble

Epping is a small town, the police presence is either very limited or non-existent in the early hours of the morning and even before midnight. Epping infrastructure does not support this type of late night activity. There are not enough taxi's and the tubes stop at around 1pm, this leaves a gap when many people do not go home but cause trouble on the High St. The owners of the Club do not take any responsibility once people have left their premises.

I should also point out that I believe this request to extend the hours directly relates to the location of the Olympics and the easy link to Epping but this also means that there will be even more people coming into Epping but not being able to get home, Epping will suffer as a result of this

In light of the above problems that directly relate to the opening hours of the club, I strongly object to the extension of the hours at Club 195.

[Redacted]  
**High Street**  
**Epping**

\*\*\*\*\*  
\*\*\*  
\*\*\*\*\*

To: Corporate Support Services  
Licensing Section  
Kim Tuckey

From: Environment & Street Scene Directorate  
Duncan Forsyth  
Environment & neighbourhoods Officer

Date: Date: 7 March

Your ref:

Our ref: WK/201204771

## **Epping Forest District Council**

**Licensing Act 2003  
Club 195, Cottis Lane, Epping, Essex, CM16 4BL**

I refer to an application made under the Licensing Act 2003 regarding the above mentioned premises that I received on 20th February 2012.

I have no representations to make regarding this application. Please see attached letter sent to Dadds Solicitors regarding Club 195

If you wish to discuss any of my comments please contact me on (01992) 564497.

Duncan Forsyth  
**Environment & neighbourhoods Officer**



Licensing Department, Harlow Police Station  
South Gate, Harlow, CM20 1HG  
Telephone 01279 625 405 Facsimile: 01279 625 476  
Website: [www.essex.police.uk](http://www.essex.police.uk) Email: [Peter.Jones@essex.pnn.police.uk](mailto:Peter.Jones@essex.pnn.police.uk)

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

27 February 2012

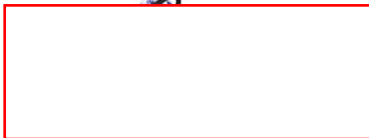
Dear Kim,

**LICENSING ACT 2003 – GRANT OF PREMISES LICENCE SECTION 17**  
**NEW PREMISE: Club 195**  
**DPS: David King**  
**APPLICANT: Dadds Solicitors**

Further to the above application for the Grant of a Premises Licence received on 20 February 2012. I can now confirm that all my checks have been carried out and It has been agreed that under Crime and Disorder Essex Police will **NOT** be making representations or objections to this Licence.

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  
Divisional Licensing Officer – Epping Forest District  
Western Division

Cc. **Dadds LLP Licensing Solicitors**  
**Crescent House**  
**51 High Street**  
**Billericay**  
**Essex**  
**CM12 9AX**

Date: 8 March 2012

Our Ref: WK/201204771

Your Ref:

DADDS Solicitors  
Crescent House  
51 High St  
Billericay  
Essex  
CM12 9AX

**Directorate of Environment  
& Street Scene**

Civic Offices High Street  
Epping Essex CM16 4BZ

Telephone: 01992 564000  
Facsimile: 01992 561016  
DX: 40409 Epping

Director:  
John Gilbert

Enquiries to:

Duncan Forsyth (01992) 564497  
email:dforsyth@eppingforestdc.gov.uk

Dear Sir or Madam

**Licensing Act 2003  
Club 195, Cottis Lane, Epping, Essex, CM16 4BL**

On behalf of the Council's Environment & Street Scene Directorate, I confirm receipt of a copy of your application dated 17 February 2012 that I received on 20th February 2012 regarding the above mentioned property, in relation to the Licensing objective the Prevention of Public nuisance.

I have made no representation to the Council's Licensing Section with regard to the Licensing objective – Prevention of Public nuisance.

I have some concerns that the increase in hours could provide the potential for public nuisance due to the customers dispersing from the premises later in the morning, however on balance we are not making a representation.

Yours faithfully

  
Duncan Forsyth  
**Environment & neighbourhoods Officer**

c.c. Mrs K Tuckey – Licensing Section



**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 TDS Entertainment Limited  
*(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 195-199 Cottis Lane			
<b>Post town</b>	Epping	<b>Post code</b>	CM16 4BL
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£46, 750	

**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 in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  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)

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

**SECOND INDIVIDUAL APPLICANT** (if applicable)

<b>Mr</b> <input type="checkbox"/>	<b>Mrs</b> <input type="checkbox"/>	<b>Miss</b> <input type="checkbox"/>	<b>Ms</b> <input type="checkbox"/>	<b>Other Title</b> (for example, Rev)	
<b>Surname</b>			<b>First names</b>		

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 TDS Entertainment Limited
Address Lawford House Albert Place London N3 1QA
Registered number (where applicable) Company No. 07059019
Description of applicant (for example, partnership, company, unincorporated association etc.) Private Limited Company
Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?

Day		Month		Year	
1	7	0	2	2	0
1	2				

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

Day		Month		Year	
1	1	1	1	1	1
1	1				

Please give a general description of the premises (please read guidance note 1)  
Please refer to the premises plan attached herewith.

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

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)  | <input checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B)  | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)   | <input checked="" type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)  | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)   | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)   | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)  | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input checked="" type="checkbox"/> |

**Provision of entertainment facilities:**

- |   |                                     |
|---|-------------------------------------|
| i) making music (if ticking yes, fill in box I)   | <input checked="" type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J)  | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input checked="" type="checkbox"/> |

**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**

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3) Occasional performance of a comic or other nature may be provided as part of the overall entertainment provision to patrons.		
Mon	08:00	03:00			
Tue	08:00	03:00	<b>State any seasonal variations for performing plays</b> (please read guidance note 4)		
Wed	08:00	03:00			
Thur	08:00	03:00	<b>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</b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Fri	08:00	03:00			
Sat	08:00	03:00			
Sun	08:00	03:00			

**B**

<b>Films</b> Standard days and timings (please read guidance note 6)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 3) Film and/or video shows or relays may be provided from time to time whether of a musical and/or sporting nature or otherwise and whether forming the principal entertainment offered or as ancillary to other entertainment, e.g. music and dancing.		
Mon	08:00	03:00			
Tue	08:00	03:00	<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)		
Wed	08:00	03:00			
Thur	08:00	03:00	<b><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></b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Fri	08:00	03:00			
Sat	08:00	03:00			
Sun	08:00	03:00			

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b>Please give further details</b> (please read guidance note 3) Such indoor sporting events as may be undertaken on the premises from time to time including, for example, pool, snooker etc.
Day	Start	Finish	
Mon	08:00	03:00	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 4)
Tue	08:00	03:00	
Wed	08:00	03:00	<b>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</b> (please read guidance note 5) Please refer to box M for non-standard timings.
Thur	08:00	03:00	
Fri	08:00	03:00	
Sat	08:00	03:00	
Sun	08:00	03:00	



**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon					
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 4)		
Thur					
Fri					
Sat					
Sun					
			<b><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></b> (please read guidance note 5) Please refer to box M for non-standard timings.		

**E**

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) The applicant wishes to be able to provided both live amplified and unamplified music and singing as may from time to time compliment the range of entertainment being provided at the premises whether as the principal entertainment or in conjunction with dancing and/or any other permitted activity.		
Mon	08:00	03:00			
Tue	08:00	03:00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
Wed	08:00	03:00			
Thur	08:00	03:00	<b>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</b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Fri	08:00	03:00			
Sat	08:00	03:00			
Sun	08:00	03:00			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	08:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 3) The applicants wish to have the facility for the provision of recorded music whether as the principal entertainment provided or in conjunction with dancing or any other permitted activity.	Both	<input type="checkbox"/>
Tue	08:00	03:00			
Wed	08:00	03:00	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 4)		
Thur	08:00	03:00			
Fri	08:00	03:00	<b><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></b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Sat	08:00	03:00			
Sun	08:00	03:00			

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3) The applicants wish to provide such performance of dance as may be required from time to time to compliment the range of entertainment or in conjunction with dancing or any other permitted activity		
Mon	08:00	03:00			
Tue	08:00	03:00	<b>State any seasonal variations for the performance of dance</b> (please read guidance note 4)		
Wed	08:00	03:00			
Thur	08:00	03:00	<b>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</b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Fri	08:00	03:00			
Sat	08:00	03:00			
Sun	08:00	03:00			

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment you will be providing</u></b> Anything of a similar description and not specified elsewhere in this application.		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Mon	08:00	03:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	08:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 3) The applicant wishes to provide such other entertainment of a like kind as may be required from time to time to compliment the range of entertainment or in conjunction with dancing or any other permitted activity		
Wed	08:00	03:00			
Thur	08:00	03:00	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)		
Fri	08:00	03:00			
Sat	08:00	03:00	<b><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></b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Sun	08:00	03:00			

I

<b>Provision of facilities for making music</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the facilities for making music you will be providing</u></b> All necessary equipment and/or instruments	
			<b><u>Will the facilities for making music be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3) The applicant wishes to have the facility for the provision of making music whether as the principal entertainment provided or in conjunction with dancing or any other permitted activity	
Mon	08:00	03:00		
Tue	08:00	03:00	<b><u>State any seasonal variations for the provision of facilities for making music</u></b> (please read guidance note 4)	
Wed	08:00	03:00		
Thur	08:00	03:00	<b><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></b> (please read guidance note 5) Please refer to box M for non-standard timings.	
Fri	08:00	03:00		
Sat	08:00	03:00		
Sun	08:00	03:00		

J

<b>Provision of facilities for dancing</b> Standard days and timings (please read guidance note 6)			<b><u>Will the facilities for dancing be indoors or outdoors or both – please tick</u></b> (see guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
			<b><u>Please give a description of the facilities for dancing you will be providing</u></b> See plan of premises		
Day	Start	Finish			
Mon	08:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 3) The applicant wishes to be able to provide facilities for dancing as may be required from time to time to compliment the range of entertainment or in conjunction with dancing or any other permitted activity		
Tue	08:00	03:00			
Wed	08:00	03:00	<b><u>State any seasonal variations for providing dancing facilities</u></b> (please read guidance note 4)		
Thur	08:00	03:00			
Fri	08:00	03:00	<b><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></b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Sat	08:00	03:00			
Sun	08:00	03:00			

**K**

<b>Provision of facilities for entertainment of a similar description to that falling within i or j</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment facility you will be providing</u></b> Any entertainment of a similar description and not specified elsewhere in this application.		
Day	Start	Finish	<b><u>Will the entertainment facility be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Mon	08:00	03:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	08:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 3) The applicant wishes to provide such other entertainment of a like kind as may be required from time to time to compliment the range of entertainment or in conjunction with making music, dancing or any other permitted activity		
Wed	08:00	03:00			
Thur	08:00	03:00	<b><u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u></b> (please read guidance note 4)		
Fri	08:00	03:00			
Sat	08:00	03:00	<b><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></b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Sun	08:00	03:00			



L

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3) The applicants wish to be able to provide facilities for late night refreshment as may be required from time to time to compliment the range of activities (whether licensable or not) being provided at the premises whether as principal or in conjunction any other permitted activity		
Mon	08:00	03:00			
Tue	08:00	03:00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 4)		
Wed	08:00	03:00			
Thur	08:00	03:00	<b>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</b> (please read guidance note 5) Please refer to box M for non-standard timings.		
Fri	08:00	03:00			
Sat	08:00	03:00			
Sun	08:00	03:00			

**M**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption (Please tick box)</b> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon	08:00	03:00			
Tue	08:00	03:00			
Wed	08:00	03:00			
Thur	08:00	03:00			
Fri	08:00	03:00			
Sat	08:00	03:00			
Sun	08:00	03:00	<p><b>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</b> (please read guidance note 5)</p> <p>On the following days the permitted hours may be extended for an additional hour:          Thursday, Friday, Saturday and Sunday of the Easter weekend.          Friday, Saturday and Sunday of the two May Bank Holidays and the August Bank Holiday, Christmas Eve and Boxing Day. Burns Night, Valentine's Day, St David's Day, St Patrick's Day, St George's Day, St Andrew's Day and Halloween, if that day is not followed by a normal working day.          On New Year's Eve from the end of permitted hours until the start of permitted hours on the following day.</p>		

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

<b>Name</b> ██████████	
<b>Address</b> ██████████ ██████████	
<b>Postcode</b>	██████████
<b>Personal Licence number (if known)</b> ██████████	
<b>Issuing licensing authority (if known)</b> Epping Forest District Council	

**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)

None

**O**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)
Day	Start	Finish	
Mon	08:00	03:30	<b>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</b> (please read guidance note 5) Please refer to box M for non-standard timings.
Tue	08:00	03:30	
Wed	08:00	03:30	
Thur	08:00	03:30	
Fri	08:00	03:30	
Sat	08:00	03:30	
Sun	08:00	03:30	

**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)

Please refer to the attached continuation sheet.

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

As above.

**c) Public safety**

As above.

**d) The prevention of public nuisance**

As above.

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

As above.


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	17.2.2012
Capacity	Applicant's Solicitor/Advocate

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> 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	

<b>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)</b> Dadds LLP Licensing Solicitors Crescent House, 51 High Street			
<b>Post town</b>	Billericay, Essex	<b>Post code</b>	CM12 9AX
<b>Telephone number (if any)</b>	01277 631 811		
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b>			

### Notes for Guidance

1. Describe 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.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please 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.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please 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, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

## Continuation Sheet

1. The Premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of an Essex Constabulary Crime Prevention Officer. All entry and exit points will be covered, enabling frontal identification of every person entering in any light condition.
2. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises.
3. All CCTV recordings shall be stored for a minimum of 30 days with date and time stamping. Recordings shall be made available following the reasonable request of Police or authorised officer throughout the preceding 30 day period.
4. 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.
5. There shall be a personal licence holder on duty on the premises at all times when the premises are authorised to sell alcohol.
6. The Designated Premises Supervisor and/or responsible person shall be on the premises every Thursday/Friday and Saturday from 20:00 until closing, when licensable activities are being carried on.
7. A responsible person is a person who has been granted a personal licence by a licensing authority and who has been authorised in writing by the designated premises supervisor to supervise the premises in his/her absence.
8. The police service shall be provided with the telephone number of either the designated premises supervisor and/or the responsible person.
9. Reasonable and adequate staff training shall be carried out and properly documented in relation to: (i) dealing with incidents and the prevention of crime and disorder; (ii) sale of alcohol (to underage, persons over 18 purchasing for underage, drunks etc) prior to being allowed to sell alcohol.
10. All training records are to be retained for 12 months and made available to police and local licensing officers upon reasonable request.
11. Refresher training to be satisfactorily completed every six months as documented above.
12. A minimum of two SIA door staff or one SIA door staff per 75 customers, or part thereof, whichever is the greater, to be deployed whenever the premises is trading and open to the public or any such number as agreed in writing between the premises licence holder and an officer of, or above the rank of Inspector from Essex Police.
13. The premises licence holder shall maintain an alcohol policy.
14. All door staff will comply with SIA requirements relating to the wearing of SIA registration badges and the head doorman shall complete an incident log at the end of every shift, which shall include the following information:
  - (i) All crimes reported to the venue;
  - (ii) All ejections of patrons;

- (iii) Any complaints received;
  - (iv) Seizures of drugs or offensive weapons; and
  - (v) The full name and registration number of any SIA door person who has been involved in dealing with any of the above matters (i-iv).
15. Four out of every ten persons entering or re-entering the premises shall be subject to a search by an SIA trained member of staff during the times they are required to be on duty.
16. No person found with, or using, a weapon or illegal drugs may enter or remain on the premises.
17. Any person who refuses to be searched must be refused entry.
18. All searches must be carried out in full view of a CCTV camera.
19. The management shall instruct security staff and other staff members to assist police or local authority officers with any enquiries they make in the execution of their duties.
20. The designated premises supervisor will actively seek to be a member of any active local Pubwatch and attend Pubwatch meetings on a regular basis.
21. The Premises Licence Holder shall participate and support the 'banned from one, banned from all' principle in respect of disorderly conduct, as promoted by Pubwatch.
22. All SIA staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high visibility jackets or vests.
23. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly and door staff will remind patrons when leaving the premises to do so quietly.
24. The premises licence holder shall inform patrons by way of an announcement after 03:00 hours for the need to respect the needs of local residents and leave the area quietly.
25. Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.
26. An incident log shall be kept at the premises, and made available on request to an authorised officer of the council or the Police, which will record the following:
- (i) All crimes reported to the venue;
  - (ii) All ejections of patrons;
  - (iii) Any complaints received;
  - (iv) Seizures of drugs or offensive weapons; and
  - (v) Any visit by a relevant authority or emergency service.
27. A proof of age scheme, Challenge 25, shall be operated at the premises where only photographic identification is acceptable. The only acceptable forms of photographic identification are:
- (i) Passport;
  - (ii) Driving Licence;
  - (iii) Accredited proof of age card displaying the PASS hologram; and
  - (iv) Any approved proof of age scheme recognised by Essex Police.



28. A drugs safe and log system will be employed at the premises to account for the seizure of drugs from customers. The premises management will liaise with police for regular collection of seized drugs.
29. Only suitable toughened, plastic or polycarbonate drinking vessels will be permitted to be used at the premises.
30. All beverages supplied/sold for consumption on the premises will be supplied in glass containers as above, or otherwise agreed with the Police. However, this shall not apply to beverages supplied/sold in bottles with a volume of 20cl or less, or 70cl or more.
31. When the premises are open, trading to the public and the smoking area is open, a minimum of one door person will be permanently positioned so as to continually supervise the smoking area.
32. Licensable activities may be carried out on New Year's Eve from the end of permitted hours until the start of permitted hours the following day (or, if there are no permitted hours on the following day, midnight on 31 December).
33. Should any indoor sporting events take place on the premises, the police services shall be informed.
34. Should the premises licence holder organise an event for persons under the age of 18, the premises shall have in place the following practices:
  - (i) An admission policy;
  - (ii) A code of conduct for staff; and
  - (iii) A Child Protection Policy.
35. No less than two weeks' notice will be given to Essex Police where any outside promoter is to be used at the premises, and the details of the promoter will be given to Essex Police.
36. A minimum of two SIA registered door staff will remain outside the front of the premises until at least 15 minutes after the last customer has left the premises and 15 minutes before closing time on any night the premises is open for licensable activities.
37. The front of the premises is defined as the curtilage of the premises.
38. There shall be no off sales of alcohol, except for alcohol which is consumed in the defined smoking area at the rear of the premises and no drinks will be permitted to be taken outside the curtilage of the premises.
39. Customers shall not be permitted entry to the premises after 01:30.
40. The premises licence holder shall ensure an ID scanner is in use at the premises.