

Uttlesford District Council



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 MICHELLE ANDREA GRIMA
 (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			
UNIT 6, PRIORS GREEN LOCAL CENTRE BENNETT CANNFIELD			
Post town	DUNMOW	Postcode	CM6 1YE
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£ AWAITING OUTCOME OF ASSESSMENT	

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | |
|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a) an individual or individuals *
b) a person other than an individual * | <input checked="" type="checkbox"/> please complete section (A)
<input type="checkbox"/> please complete section (B)
<input type="checkbox"/> please complete section (B) |
| i. as a limited company
ii. as a partnership | <input type="checkbox"/> please complete section (B)
<input type="checkbox"/> 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)

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

SECOND INDIVIDUAL APPLICANT (if applicable)

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

(B) OTHER APPLICANTS

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

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
	03	2014

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

A 1000 SQUARE FEET PURPOSE BUILT RETAIL UNIT IN A PARADE OF 7 SHOPS (TOTAL) SITUATED ON THE NEW PRIORS GREEN HOUSING ESTATE. THE UNIT WILL OPERATE AS A CAFE BAR SERVING HOT & COLD FOOD AND BEVERAGES. WITHIN THE UNIT WILL BE A PURPOSE BUILT COUNTER / BAR FOR THE SALE OF TEAS & COFFEES AND OTHER NON-ALCOHOLIC DRINKS, AS WELL AS BEERS, WINES AND SPIRITS. A FULLY EQUIPPED KITCHEN AND DILETS WILL BE PROVIDED TOWARDS THE REAR OF THE UNIT. THE PARADE OF SHOPS BENEFIT FROM A GO SPACE CAR PARK INFRONT OF THE PREMISES, WITH TREES TO THE REAR. THE PARADE IS POSITIONED BETWEEN THE NEW TAKELEY PRIMARY SCHOOL (TO WEST) AND PRIORS GREEN COMMUNITY CENTRE (TO EAST).

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

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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 any that apply

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

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

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

In all cases complete boxes K, L and M

A

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

B

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

C

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

D

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

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon			WE WISH TO PROMOTE LOCAL MUSICAL TALENT ON OCCASIONS WITHIN THE PREMISES. THIS MAY BE A LOCAL JAZZ GROUP OR GUITARIST, FOR EXAMPLE, HOWEVER THE SIZE OF THE PREMISES DICTATES THAT ANY PERFORMANCES WILL BE RESTRICTED TO 3 OR 4 MUSICIANS IN TOTAL. SOME AMPLIFICATION WILL BE REQUIRED		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur	19.00	23.30	CHRISTMAS EVE : 19.00 TO 00.30 NEW YEARS EVE : 19.00 TO 01.00 BANK HOLIDAY WEEKENDS : 12.00 TO 00.30 (INCL. GOOD FRIDAY) BANK HOLIDAYS (MONDAYS) : 12.00 TO 22.00		
Fri	19.00	23.30	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 (please read guidance note 5)		
Sat	19.00	23.30			
Sun	12.00	22.00			

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	19.00	23.00	<u>Please give further details here</u> (please read guidance note 3) OCCASIONAL DISCO OR KARAOKE WHICH WILL BE PRE-BOOKED	Both	<input type="checkbox"/>
Tue	19.00	23.00			
Wed	19.00	23.00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4) CHRISTMAS EVE : 19.00 TO 00.30 NEW YEARS EVE : 19.00 TO 01.00 BANK HOLIDAY WEEKENDS : 12.00 TO 00.30 (INC. GOOD FRIDAY) BANK HOLIDAYS (MONDAYS) : 12.00 TO 22.00		
Thur	19.00	23.30			
Fri	19.00	23.30	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	12.00	23.30			
Sun	12.00	23.00			

G

Performances of dance Standard days and timing (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Fri					
Sat			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 (please read guidance note 5)		
Sun					

I

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

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – please tick (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	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon	07.00	23.45	CHRISTMAS EVE : 07.00 TO 01.00 NEW YEARS EVE : 07.00 TO 01.00 BANK HOLIDAY WEEKENDS : 07.00 TO 01.00 (INC. GOOD FRIDAY) BANK HOLIDAYS (MONDAYS) : 07.00 TO 23.45		
Tue	07.00	23.45			
Wed	07.00	23.45			
Thur	07.00	23.45			
Fri	07.00	23.00			
Sat	07.00	00.00			
Sun	07.00	23.00			
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)		

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

Name	MICHELLE ANDREA GRIMA
Address	REDACTED
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	UTTLESFORD DISTRICT COUNCIL

K

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

NO ADULT ENTERTAINMENT WILL BE PROVIDED

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	07.00	00.15	CHRISTMAS EVE : 07.00 TO 01.30 NEW YEARS EVE : 07.00 TO 01.30 BANK HOLIDAY WEEKENDS : 07.00 TO 01.30 (INC. GOOD FRIDAY) BANK HOLIDAYS (MONDAYS) : 07.00 TO 00.15
Tue	07.00	00.15	
Wed	07.00	00.15	
Thur	07.00	00.15	
Fri	07.00	00.30	
Sat	07.00	00.30	
Sun	07.00	00.15 23.30	

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 (please read guidance note 5)

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

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

IN ORDER TO ENSURE ALL FOUR LICENSING OBJECTIVES ARE PROMOTED AT ALL TIMES, A DESIGNATED PREMISES SUPERVISOR WILL BE APPOINTED, WHO WILL ALSO HOLD A PERSONAL LICENCE. ALL STAFF WHO WILL SERVE THE PUBLIC WILL BE GIVEN TRAINING ON THE OBJECTIVES, AND AFTER A PROBATION PERIOD WILL BE ENCOURAGED TO ACHIEVE THEIR OWN PERSONAL LICENCE. REASONABLE STEPS WILL BE TAKEN AT ALL TIMES TO PREVENT ANY BREACH OF THE OBJECTIVES.

b) The prevention of crime and disorder

CCTV WILL BE PRESENT IN THE PUBLIC AREAS OF THE PREMISES, AND FULL TIME STAFF WILL BE GIVEN TRAINING IN THIS. A ZERO TOLERANCE APPROACH TO DRUGS WILL BE ADOPTED, AND AGAIN STAFF WILL BE GIVEN TRAINING IN THIS REGARD. ANY CUSTOMER WHO APPEARS INTOXICATED WILL BE REFUSED ALCOHOL AND IF REQUESTED THEY WILL BE ASKED TO LEAVE THE PREMISES. ANY GROUPS OR INDIVIDUALS WHO ARE BEING ROWDY WILL BE POLITELY ASKED TO RESPECT THE NEIGHBOURHOOD, WITH PARTICULAR REFERENCE TO CLOSING TIME. ANYBODY FOUND COMMITTING A CRIME WILL BE REPORTED TO THE POLICE.

c) Public safety

'CHALLENGE 25' WILL OPERATE AT THE PREMISES, AND ANYBODY WHO CANNOT PROVIDE APPROPRIATE IDENTIFICATION WILL BE REFUSED THE SALE OF ALCOHOL. A ZERO TOLERANCE APPROACH TO DRUGS WILL BE ADOPTED AND OFFENDERS WILL BE REPORTED TO THE POLICE. CCTV WILL MONITOR ACTIVITIES IN THE BAR AND CAFÉ AREA. ANYBODY WHO APPEARS INTOXICATED WILL BE REFUSED THE SALE OF ALCOHOL, AND ANY 'KNOWN' ALCOHOLICS WILL ALSO BE REFUSED ALCOHOL. THERE WILL BE NO IRRESPONSIBLE ALCOHOL PROMOTIONS, AND SMALL MEASURES WILL BE AVAILABLE.

d) The prevention of public nuisance

CUSTOMERS LEAVING THE PREMISES WILL BE ENGAGED BY STAFF AND MADE AWARE THEY ARE IN A RESIDENTIAL DEVELOPMENT, SO TO RESPECT OUR NEIGHBOURS. CLOSING TIME WILL BE STAGGERED, SO AS TO PREVENT 'MASS EXIT' FROM THE PREMISES. ANY CUSTOMER THAT DISREGARDS THESE MEASURES WILL BE ENGAGED FURTHER BY THE DESIGNATED PREMISES SUPERVISOR OR A TRAINED MEMBER OF STAFF. ANY CUSTOMERS ON THE PREMISES THAT START TO BECOME OVERLY INTOXICATED WILL BE REFUSED THE FURTHER SALE OF ALCOHOL.

e) The protection of children from harm

STAFF SELLING ALCOHOL AT THE PREMISES WILL BE GIVEN REGULAR TRAINING AND ON OCCASION WILL BE TESTED IN TERMS OF THE 'CHALLENGE 25' POLICY. IF A VOLUNTARY TEST PURCHASING CAMPAIGN IS LAUNCHED, I WILL VOLUNTEER THE BUSINESS. THE 'CHALLENGE 25' POLICY WILL BE CLEARLY DISPLAYED AND APPROPRIATE MEASURES WILL BE TAKEN IF STAFF FAIL TO MAINTAIN THIS STANCE. NEW OR INEXPERIENCED STAFF WILL BE PROVIDED WITH TRAINING AND WILL BE SUPERVISED. CCTV OF THE BAR AREA WILL BE MONITORED REGULARLY.

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

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 the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. 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 or 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, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

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Checklist:

Please tick to indicate agreement

- 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 designated 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 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.

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	REDACTED	
Date	3/2/14	
Capacity	OWNER OF SULARS CAFE BAR AND DESIGNATED PREMISES SUPERVISOR.	

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

Signature	
Date	
Capacity	