

Meeting	<b>LICENSING SUB COMMITTEE</b>
Time/Day/Date	6.30 pm on Thursday, 13 May 2021
Location	Council Chamber, Council Offices, Coalville– The public are encouraged to attend remotely and contact the officer named below for further details
Officer to contact	Democratic Services (01530 454512) Licensing Enforcement Officer (01530 454596)

### **NOTIFICATION OF HEARING**

<b>Item</b>	<b>Pages</b>
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**1 ELECTION OF CHAIRMAN**

**2 APOLOGIES FOR ABSENCE**

**3 DECLARATION OF INTERESTS**

Under the Code of Conduct members are reminded that in declaring disclosable interests you should make clear the nature of that interest and whether it is pecuniary or non-pecuniary.

**4 APPLICATION FOR A NEW PREMISES LICENCE**

**PREMISES:** Eden Bistro, 1-3 Ashby Road, Moira, Swadlincote, Derbyshire, DE12 6DJ

**3 - 54**

**APPLICANT:** Mr Charles Griffin

To determine an application for a premises licence in respect of the above.

Representations have been received from 1 responsible authority and 5 other persons. A Notice of Hearing inviting them to attend has been sent to each of them. If they fail to attend, the hearing can be held in their absence or adjourned.

The following documents are attached: -

- a) Report of the Licensing Enforcement Officer

At the beginning of the Hearing, the authority shall explain to the parties the procedure it is proposed to follow. The Hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless it is required to consider the representations.

Circulation:

Councillor J Clarke

Councillor M D Hay

Councillor C A Sewell

Councillor K Merrie (Reserve)

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

LICENSING SUB COMMITTEE – Thursday 13 May 2021



<b>Title of Report</b>	<b>APPLICATION FOR THE GRANT OF A PREMISES LICENCE APPLICATION FOR NEW PREMISES LICENCE</b>	
<b>Presented by</b>	Paul Dennis Licensing Enforcement Officer	
<b>Background Papers</b>	<a href="#">Revised Guidance issued under Section 182 of the Licensing Act 2003</a>  <a href="#">Statement of Licensing Policy – Issue 7</a>	<b>Public Report:</b> Yes
<b>Purpose of Report</b>	<p>To determine an application for the grant of a premises licence in respect of the premises Eden Bistro, 1-3 Ashby Road, Moira, Swadlincote, Derbyshire, DE12 6DJ.</p> <p>This report outlines the application and also highlights the licensing objectives, the relevant parts of Government guidance and the pertinent sections of the Licensing Authority's Licensing Policy.</p>	
<b>Recommendations</b>	<b>THAT THE SUB-COMMITTEE DETERMINE THE APPLICATION.</b>	

**1. Background**

- 1.1. An application for the grant of a new premises licence for Eden Bistro was received on 17 March 2021. The application is presented as **Appendix 1**. An aerial view of the site is presented as **Appendix 2**. A map of the site is presented as **Appendix 3**.
- 1.2. The application identifies that if the premises licence is granted, the following opening hours and licensable activities will occur.

<b>Opening Hours</b>	<b>Timings</b>	
	Everyday	07.00hrs - Midnight
<b>Licensable activity</b>	<b>Timings</b>	
Supply by retail of alcohol	Everyday	08:00hrs - Midnight
Live music (Indoors and outdoors)	Everyday	07.00hrs - 00:30hrs
Recorded music (Indoors and outdoors)	Everyday	07.00hrs - 00:30hrs
Provision of performances	Everyday	07.00hrs - 00:30hrs

of Dance (indoors and outdoors)		
Late night refreshment (indoors and outdoors)	Everyday	23:00hrs - Midnight

1.3. As part of the application, the applicant has specified the steps they intend to take in order to promote the four licensing objectives. These are as follows:

- **General**

- Ensure that any person selling or supplying alcoholic drink under the authority of a personal licence holder asks for a photo ID proof of age where they have reason to suspect that the individual may be under 18 years of age.
- Adopt and comply with the British Beer and Pub Associations Guidelines on On-Trade Promotions.
- Ensure all staff receive regular training on the responsible sale of alcohol (every 6 months) with a record of training kept up-to-date on the premises.

- **The prevention of crime and disorder**

- Provide a means of two way communication to report incidents between the premises and the local police or CCTV monitoring centre.
- Install Video/CCTV equipment inside/outside the premises and ensure that it is maintained in working order.
- Set Video/CCTV equipment to record from the time that the premises open to the public until the premises close and all members of the public have left.
- Ensure that any cameras covering the exterior of the premises are left to record for the duration of the tape and for a period not less than 24 hours a day.
- Ensure that monitoring tapes are retained for at least twenty eight days and are produced to an authorised officer on demand.
- Put up notices advising that CCTV has been installed on the premises so that they are clearly visible to the public within the licensed premises.
- Maintain an incident log of all instances of crime and disorder; and details of such checks are kept in a Log-book.

- **Public safety**

- Where glass bottles are used, they will be retained or disposed of on the premises.
- No customers will be admitted, or permitted to leave when carrying open or sealed bottles or glasses.
- Ensure that the consumption of alcohol is restricted to the areas identified on the plan attached to the operating schedule.
- Ensure that a secure deposit box is kept on the premises for the retention of confiscated items and ensure that the Police are advised of any items which require safe disposal.



- Be responsible for the disposal of waste on the frontage of the premises and make provision for the emptying of litter bins in the vicinity of the premises.
- Ensure that lighting is provided outside the premises (and in my private car park) during the hours of darkness when any licensable activity takes place on the premises.
- Make sure that escape routes and exits, including external exits, are maintained to ensure that they are not obstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified.
- Make sure that where chairs and tables are provided, internal gangways are kept unobstructed.
- Make sure that all exit doors are easily openable and do not require the use of a key, card, code or similar means
- Make sure that doors at such exits are regularly checked to ensure that they function satisfactorily and a record of the check is kept.
- Make sure that any removable security fastenings are removed whenever the premises are open to the public or occupied by staff.
- Make sure that all fire doors are maintained effectively selfclosing and not held open other than by approved devices (for example, electromagnetic releases operated by smoke detectors).
- Make sure that fire resisting doors to ducts, service shafts, and cupboards are kept locked shut.
- Make sure that the edges of the treads of steps and stairways are maintained so as to be conspicuous.
- Safety checks are carried out before the admission of the public or club members and guests; and details of such checks are kept in a Log-book.
- Make sure that hangings, curtains and temporary decorations are maintained in a flame-retardant condition.
- Make sure that any upholstered seating meets on a continuous basis the pass criteria for smouldering ignition source 0, flaming ignition source 1 and crib ignition source 5 when tested in accordance with section 5 of Bs 5852:1990.
- Make sure that Hangings, curtains and temporary decorations are arranged so as not to obstruct exits, fire safety signs or firefighting equipment.
- Make sure that Temporary decorations are not used without prior notification to the licensing authority/fire authority.
- Make sure that notices detailing the action to be taken in the event of fire or other emergencies, including how the fire brigade should be summoned, are prominently displayed and protected from damage and deterioration.
- The fire brigade will be called at once to any outbreak of fire, however slight, and the details recorded in a Fire Log-book.

- Notify the local Fire Control Centre as soon as possible if the water supply to any hydrant, hose reel, sprinkler, drencher or other fire extinguishing installation is cut off or restricted.
- Access for emergency vehicles is kept clear and free from obstruction.
- Ensure that when disabled people are present, adequate arrangements exist to enable their safe evacuation in the event of an emergency, and that patrons are made aware of these arrangements.
- Ensure that adequate and appropriate supply of first aid equipment and materials is available on the premises.
- Ensure that at least 1 trained first aider will be on duty when the public are present. If more than one first-aider is present, I will make sure that their respective duties are clearly defined.
- In the absence of adequate daylight, I will make sure that the lighting in any area accessible to the public is fully operational.
- Ensure that Fire safety signs are adequately illuminated.
- Make no alterations to Emergency lighting without prior notification to the Licensing Authority.
- Ensure that Emergency lighting batteries are fully charged before admission of the public.
- In the event of failure of normal lighting, where the emergency lighting battery has a capacity of one hour, I will make sure that evacuation of the premises is possible within 20 minutes. Where the emergency lighting battery has a capacity of three hours, I will make sure that evacuation of the premises is possible within one hour.
- Temporary electrical wiring and distribution systems will not be provided without prior inspection by a suitably qualified electrician
- Ensure that any temporary electrical wiring and distribution systems comply with the recommendations of BS 7671 or where applicable BS 7909.
- Ensure that where temporary electrical wiring and distribution systems have not been installed by a competent person, they are inspected and certified by a competent person before they are put to use.
- Ensure that the following systems are maintained and inspected by suitably qualified professional persons in accordance with any British Standards and at intervals recommended in national guidance, and will keep the records of such inspections available for inspection by authorised officers on request:
  - ❖ Building Electrical Installation
  - ❖ Emergency Lighting System
  - ❖ Fire Warning System
  - ❖ Gas boiler, calorifier or appliance
  - ❖ Oil fired boiler or appliance
  - ❖ Suspended ceilings
  - ❖ Portable fire fighting equipment
  - ❖ Temporary Electrical Installation

- Ensure that I have valid public liability insurance in force and that a copy of the schedule is available for inspection by an authorised officer on request.

- Make no alterations to the premises in such a way as to make it impossible to comply with an existing licence condition, without first seeking a variation of the premises licence. Make free drinking water available at all times the premises is open to the public.

- **The prevention of public nuisance**

- Ensure that public information notices about crime and disorder issues are displayed at the request of the Council or the local Constabulary. (e.g. Customer Code of Conduct)

- Display any conditions of entry to the premises in the vicinity of any entrance to the premises.

- Make sure that any request by an authorised officer of the Council in relation to reducing noise levels is complied with.

- Make sure that the placing of bottles into receptacles outside the premises takes place at times that will minimise disturbance to nearby properties.

- Display prominent, clear and legible notices at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.

- Ensure that offensive smells from the licensed premises are not permitted so as to cause a nuisance to nearby properties and the premises are properly vented.

- Ensure that receptacles for waste are emptied regularly to minimise nuisance smells.

- Ensure that flashing or particularly bright lights on or outside the licensed premises do not cause a nuisance to nearby properties, whilst balancing the need for lighting in the interests of prevention of crime and disorder.

- Provide adequate and suitable (lidded) receptacles to receive and store refuse from the premises/site.

- Make sure that receptacles for refuse storage are maintained in a clean condition.

- Make sure litter is regularly cleared from the vicinity of the premises.

- **The protection of children from harm**

- Display any restrictions on the admittance of individuals according to age (e.g. Children) on or immediately outside the premises.

- Implement a proof of age policy agreed by the police and local authority.

- Implement and enforce a Challenge 25 scheme for the purchase of all alcohol at the premises.

1.5 As this is a new premises, there is no history of complaints concerning public nuisance and crime and disorder etc.

1.6 On receiving the first representation, the licensing officer attempted to negotiate a solution that was acceptable to both parties in order to dispel with the need for a Licensing sub-

committee hearing. The applicant offered to reduce the times for Licensing activities as follows:

<b>Opening Hours</b>	<b>Timings</b>	
	Everyday	07.00hrs – 00:30hrs
<b>Licensable activity</b>	<b>Timings</b>	
Supply by retail of alcohol	Everyday	08:00hrs - Midnight
Live music indoors	Everyday	08.00hrs - Midnight
Live music outdoors	Everyday	08:00hrs – 23:00hrs
Recorded music indoors	Everyday	08.00hrs - Midnight
Recorded music outdoors	Everyday	08:00hrs – 23:00hrs
Provision of performances of Dance (indoors and outdoors)	Everyday	07.00hrs - 00:30hrs
Late night refreshment (indoors and outdoors)	Everyday	23:00hrs - Midnight

These proposals were rejected by the original objector. In any case, further representations were received, hence the requirement for a licensing sub-committee hearing.

## 2 Representations

- 2.1. Each of the responsible authorities have been served a copy of the application, namely; the Police, Fire Authorities, Home Office, Trading Standards Department and the District Council's Health and Safety, Environmental Protection and Planning Sections. We have received one representation from a responsible authority - Environmental Protection on the grounds of public nuisance. This representation is presented as **Appendix 4**.

- 2.2 Other persons are able to make representations within 28 days of display of the notice of application to the Licensing Authority. Five representations have been received from other persons. A summary of the representations is outlined below and copies of all the representations from those persons are presented as **Appendices 5 - 10**.

<b>Appendix No.</b>	<b>Name</b>	<b>Capacity</b>	<b>Licensing objective</b>
<b>Appendix 5 &amp; Appendix 6</b>	Declan Curzon-Hepworth	Local Resident	prevention of crime and disorder prevention of public nuisance
<b>Appendix 7</b>	Simon Garami	Local Resident	prevention of crime and disorder prevention of public nuisance
<b>Appendix 8</b>	Tanya Braybrooke	Local Resident	public safety prevention of public nuisance prevention of crime and disorder
<b>Appendix 9</b>	N S Botham	Local Resident	prevention of public nuisance
<b>Appendix 10</b>	Ellen Hill	Local Resident	prevention of public nuisance

### **3. Statutory Guidance**

- 3.1 In making its decision, the Sub-Committee is obliged to have regard to Guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003. All Licensing Committee members have been provided with a full copy of the guidance document. Officers consider that paragraphs 1.1 to 1.5, 2.1 to 2.6, 2.7 to 2.9, 2.15 to 2.21, 3.1 to 3.2, 3.11 to 3.20, 8.1 to 8.8, 8.41 to 8.49, 8.80 to 8.87, 9.1, 9.3, 9.31 to 9.44, 10.1 to 10.10, 10.13 to 10.14, 14.1 to 14.3, 16.1 to 16.19 and 16.26 to 16.48 may have a bearing upon the application.

### **4. Statement of Licensing Policy**

- 4.1 The Sub-Committee is also obliged to have regard to its own Statement of Licensing Policy. Officers consider that paragraphs 2.1 to 2.5, 3.0, 4.1 to 4.4, 5.1 to 5.4, 6.1 to 6.4, 7.1 to 7.4, 11.0, 13.0, 19.2, 22.0, 23.0, and 26.0 may have a bearing upon the application.

### **5. Observations**

- 5.1 The Committee is obliged to determine this application with a view to promoting the licensing objectives, which are:
- a. The prevention of crime and disorder;
  - b. Public safety;
  - c. The prevention of public nuisance;
  - d. The protection of children from harm.

5.2 The Committee may take such of the following steps, if any, as it considers appropriate for the promotion of the licensing objectives:

- Grant the application and issue the premises licence as requested.
- Modify the conditions of the licence, by altering or omitting or adding to them.
- Reject the whole or part of the application.

5.3 There is a right of appeal to the Magistrates' Court against the decision of the Sub-Committee by the applicant and persons who made relevant representations.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	Business and Jobs, Homes and Communities
Policy Considerations:	Statement of Licensing Policy – Issue 7
Safeguarding:	To determine the application in accordance with the Licensing Act 2003 objectives
Equalities/Diversity:	Equality Impact Assessment already undertaken, issues identified actioned
Customer Impact:	Not applicable
Economic and Social Impact:	Customers may be impacted by any decision made
Environment and Climate Change:	Not applicable
Consultation/Community Engagement:	Leicestershire Police, Leicestershire Fire and Rescue Service, The Home Office, Trading Standards, Health and Safety, Environmental Protection, Licensing Authority, Planning, Health Authority and members of the public/local businesses by way of notice at the premises, in a local newspaper, on the Council's website and at the Council Offices, Coalville.
Risks:	The risk of incurring costs arising from an appeal against the decision of the Committee. In any event and in order to mitigate these risks, the Committee should give clear reasons for its decisions and any such reasons would need to be substantiated in Court.
Officer Contact	Paul Dennis Licensing Enforcement Officer <a href="mailto:paul.dennis@nwleicestershire.gov.uk">paul.dennis@nwleicestershire.gov.uk</a>

## Section 1 of 21

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

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

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

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

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

### Applicant Details

\* First name

\* 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.

### Applicant Business

Is the applicant's business registered in the UK with Companies House? ☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If the applicant's business is registered, use its registered name.

VAT number

Put "none" if the applicant is not registered for VAT.

Legal status

**Continued from previous page...**

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

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

Include country code.

Other telephone number

☐ 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

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status



*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Agent Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address    ☐ OS map reference    ☐ Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

## Section 3 of 21

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

### Confirm The Following

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

## Section 4 of 21

### NON INDIVIDUAL APPLICANTS

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

#### Non Individual Applicant's Name

Name

#### Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

*Continued from previous page...*

Limited Company

### Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

### Contact Details

E-mail

Telephone number

Other telephone number

\* Date of birth  /  /

\* Nationality  [Documents that demonstrate entitlement to work in the UK](#)

Add another applicant

## Section 5 of 21

### OPERATING SCHEDULE

When do you want the premises licence to start?  /  /   
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.

Café, Bistro, Shop serving café/ Bistro food and goods and alcohol offering live entertainment, theme nights providing meals, coffees, teas & alcohol inside & outside seating areas with outside barbecue area.



**Continued from previous page...**

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

## Section 6 of 21

### PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

## Section 7 of 21

### PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

## Section 8 of 21

### PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

## Section 9 of 21

### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

## Section 10 of 21

### PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☒ Yes ☐ No

### Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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

*Continued from previous page...*

WEDNESDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the performance of live music take place indoors or outdoors or both?

☐ Indoors      ☐ Outdoors      ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations for the performance of live music

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 performance of live music 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.

Continued from previous page...

## Section 11 of 21

### PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ 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

Will the playing of recorded music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State 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.

Continued from previous page...

State any seasonal variations for playing recorded music

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 playing of recorded music 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.

## Section 12 of 21

### PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☒ 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



*Continued from previous page...*

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations for the performance of dance

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 performance of dance 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.

## Section 13 of 21

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

[See guidance on regulated entertainment](#)

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

☐ Yes ☒ No

## Section 14 of 21

### LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☒ Yes ☐ No



Continued from previous page...

### 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

Will the provision of late night refreshment take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations

**Continued from previous page...**

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 late night refreshments 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.

**Section 15 of 21**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes ☐ No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

<sup>22</sup>End

**Continued from previous page...**

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

☐ On the premises    ☐ Off the premises    ☒ Both

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

State any seasonal variations

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

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

Date of birth  /  /   
dd      mm      yyyy

*Continued from previous page...*

**Enter the contact's address**

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>
Personal Licence number (if known)	<input type="text" value="Under Application"/>
Issuing licensing authority (if known)	<input type="text" value="North West Leicester District Council"/>

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 21**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

N/A

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

<sup>24</sup>End

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



*Continued from previous page...*

**TUESDAY**

Start  End

Start  End

**WEDNESDAY**

Start  End

Start  End

**THURSDAY**

Start  End

Start  End

**FRIDAY**

Start  End

Start  End

**SATURDAY**

Start  End

Start  End

**SUNDAY**

Start  End

Start  End

State any seasonal variations

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

----------------------

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

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

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**Section 18 of 21**

**LICENSING OBJECTIVES**

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

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

**Continued from previous page...**

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

- Ensure that any person selling or supplying alcoholic drink under the authority of a personal licence holder asks for a photo ID proof of age where they have reason to suspect that the individual may be under 18 years of age.
- Adopt and comply with the British Beer and Pub Associations Guidelines on On-Trade Promotions.
- Ensure all staff receive regular training on the responsible sale of alcohol (every 6 months) with a record of training kept up-to-date on the premises.

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

- Provide a means of two way communication to report incidents between the premises and the local police or CCTV monitoring centre.
- Install Video/CCTV equipment inside/outside the premises and ensure that it is maintained in working order.
- Set Video/CCTV equipment to record from the time that the premises open to the public until the premises close and all members of the public have left.
- Ensure that any cameras covering the exterior of the premises are left to record for the duration of the tape and for a period not less than 24 hours a day.
- Ensure that monitoring tapes are retained for at least twenty eight days and are produced to an authorised officer on demand.
- Put up notices advising that CCTV has been installed on the premises so that they are clearly visible to the public within the licensed premises.
- Maintain an incident log of all instances of crime and disorder; and details of such checks are kept in a Log-book.

**c) Public safety**

- Where glass bottles are used, they will be retained or disposed of on the premises.
- No customers will be admitted, or permitted to leave when carrying open or sealed bottles or glasses.
- Ensure that the consumption of alcohol is restricted to the areas identified on the plan attached to the operating schedule.
- Ensure that a secure deposit box is kept on the premises for the retention of confiscated items and ensure that the Police are advised of any items which require safe disposal.
- Be responsible for the disposal of waste on the frontage of the premises and make provision for the emptying of litter bins in the vicinity of the premises.
- Ensure that lighting is provided outside the premises (and in my private car park) during the hours of darkness when any licensable activity takes place on the premises.
- Make sure that escape routes and exits, including external exits, are maintained to ensure that they are not obstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified.
- Make sure that where chairs and tables are provided, internal gangways are kept unobstructed.
- Make sure that all exit doors are easily openable and do not require the use of a key, card, code or similar means
- Make sure that doors at such exits are regularly checked to ensure that they function satisfactorily and a record of the check is kept.
- Make sure that any removable security fastenings are removed whenever the premises are open to the public or occupied by staff.
- Make sure that all fire doors are maintained effectively selfclosing and not held open other than by approved devices (for example, electromagnetic releases operated by smoke detectors).
- Make sure that fire resisting doors to ducts, service shafts, and cupboards are kept locked shut.
- Make sure that the edges of the treads of steps and stairways are maintained so as to be conspicuous.
- Safety checks are carried out before the admission of the public or club members and guests; and details of such checks are kept in a Log-book.
- Make sure that hangings, curtains and temporary decorations are maintained in a flame-retardant condition.
- Make sure that any upholstered seating meets on a continuous basis the pass criteria for smouldering ignition source 0, flaming ignition source 1 and crib ignition source 5 when tested in accordance with section 5 of Bs 5852:1990.
- Make sure that Hangings, curtains and temporary decorations are arranged so as not to obstruct exits, fire safety signs or firefighting equipment.
- Make sure that Temporary decorations are not used without prior notification to the licensing authority/fire authority.
- Make sure that notices detailing the action to be taken in the event of fire or other emergencies, including how the fire



**Continued from previous page...**

- brigade should be summoned, are prominently displayed and protected from damage and deterioration.
- The fire brigade will be called at once to any outbreak of fire, however slight, and the details recorded in a Fire Log-book.
  - Notify the local Fire Control Centre as soon as possible if the water supply to any hydrant, hose reel, sprinkler, drencher or other fire extinguishing installation is cut off or restricted.
  - Access for emergency vehicles is kept clear and free from obstruction.
  - Ensure that when disabled people are present, adequate arrangements exist to enable their safe evacuation in the event of an emergency, and that patrons are made aware of these arrangements.
  - Ensure that adequate and appropriate supply of first aid equipment and materials is available on the premises.
  - Ensure that at least 1 trained first aider will be on duty when the public are present. If more than one first-aider is present, I will make sure that their respective duties are clearly defined.
  - In the absence of adequate daylight, I will make sure that the lighting in any area accessible to the public is fully operational.
  - Ensure that Fire safety signs are adequately illuminated.
  - Make no alterations to Emergency lighting without prior notification to the Licensing Authority.
  - Ensure that Emergency lighting batteries are fully charged before admission of the public.
  - In the event of failure of normal lighting, where the emergency lighting battery has a capacity of one hour, I will make sure that evacuation of the premises is possible within 20 minutes. Where the emergency lighting battery has a capacity of three hours, I will make sure that evacuation of the premises is possible within one hour.
  - Temporary electrical wiring and distribution systems will not be provided without prior inspection by a suitably qualified electrician
  - Ensure that any temporary electrical wiring and distribution systems comply with the recommendations of BS 7671 or where applicable BS 7909.
  - Ensure that where temporary electrical wiring and distribution systems have not been installed by a competent person, they are inspected and certified by a competent person before they are put to use.
  - Ensure that the following systems are maintained and inspected by suitably qualified professional persons in accordance with any British Standards and at intervals recommended in national guidance, and will keep the records of such inspections available for inspection by authorised officers on request:
    - ☑ Building Electrical Installation
    - ☑ Emergency Lighting System
    - ☑ Fire Warning System
    - ☑ Gas boiler, calorifier or appliance
    - ☑ Oil fired boiler or appliance
    - ☑ Suspended ceilings
    - ☑ Portable fire fighting equipment
    - ☑ Temporary Electrical Installation
  - Ensure that I have valid public liability insurance in force and that a copy of the schedule is available for inspection by an authorised officer on request.
  - Make no alterations to the premises in such a way as to make it impossible to comply with an existing licence condition, without first seeking a variation of the premises licence.
- Make free drinking water available at all times the premises is open to the public.

**d) The prevention of public nuisance**

- Ensure that public information notices about crime and disorder issues are displayed at the request of the Council or the local Constabulary. (e.g. Customer Code of Conduct)
- Display any conditions of entry to the premises in the vicinity of any entrance to the premises.
- Make sure that any request by an authorised officer of the Council in relation to reducing noise levels is complied with.
- Make sure that the placing of bottles into receptacles outside the premises takes place at times that will minimise disturbance to nearby properties.
- Display prominent, clear and legible notices at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.
- Ensure that offensive smells from the licensed premises are not permitted so as to cause a nuisance to nearby properties and the premises are properly vented.
- Ensure that receptacles for waste are emptied regularly to minimise nuisance smells.
- Ensure that flashing or particularly bright lights on or outside the licensed premises do not cause a nuisance to nearby

***Continued from previous page...***

- properties, whilst balancing the need for lighting in the interests of prevention of crime and disorder.
- Provide adequate and suitable (lidded) receptacles to receive and store refuse from the premises/site.
  - Make sure that receptacles for refuse storage are maintained in a clean condition.
  - Make sure litter is regularly cleared from the vicinity of the premises.

e) The protection of children from harm

- Display any restrictions on the admittance of individuals according to age (e.g. Children) on or immediately outside the premises.
- Implement a proof of age policy agreed by the police and local authority.
- Implement and enforce a Challenge 25 scheme for the purchase of all alcohol at the premises.

## **Section 19 of 21**

### **NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**



*Continued from previous page...*

### **Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

### **Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

*Continued from previous page...*

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

*Continued from previous page...*

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

### **Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

## **Section 20 of 21**

### **NOTES ON REGULATED ENTERTAINMENT**

*Continued from previous page...*

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

**Continued from previous page...**

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

**Section 21 of 21**

**PAYMENT DETAILS**

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

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

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

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

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

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

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

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

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

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00

**Continued from previous page...**

Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

\* Fee amount (£)

**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

\* Capacity

\* Date  /  /   
dd mm yyyy

[Add another signatory](#)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/north-west-leicestershire/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

**IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

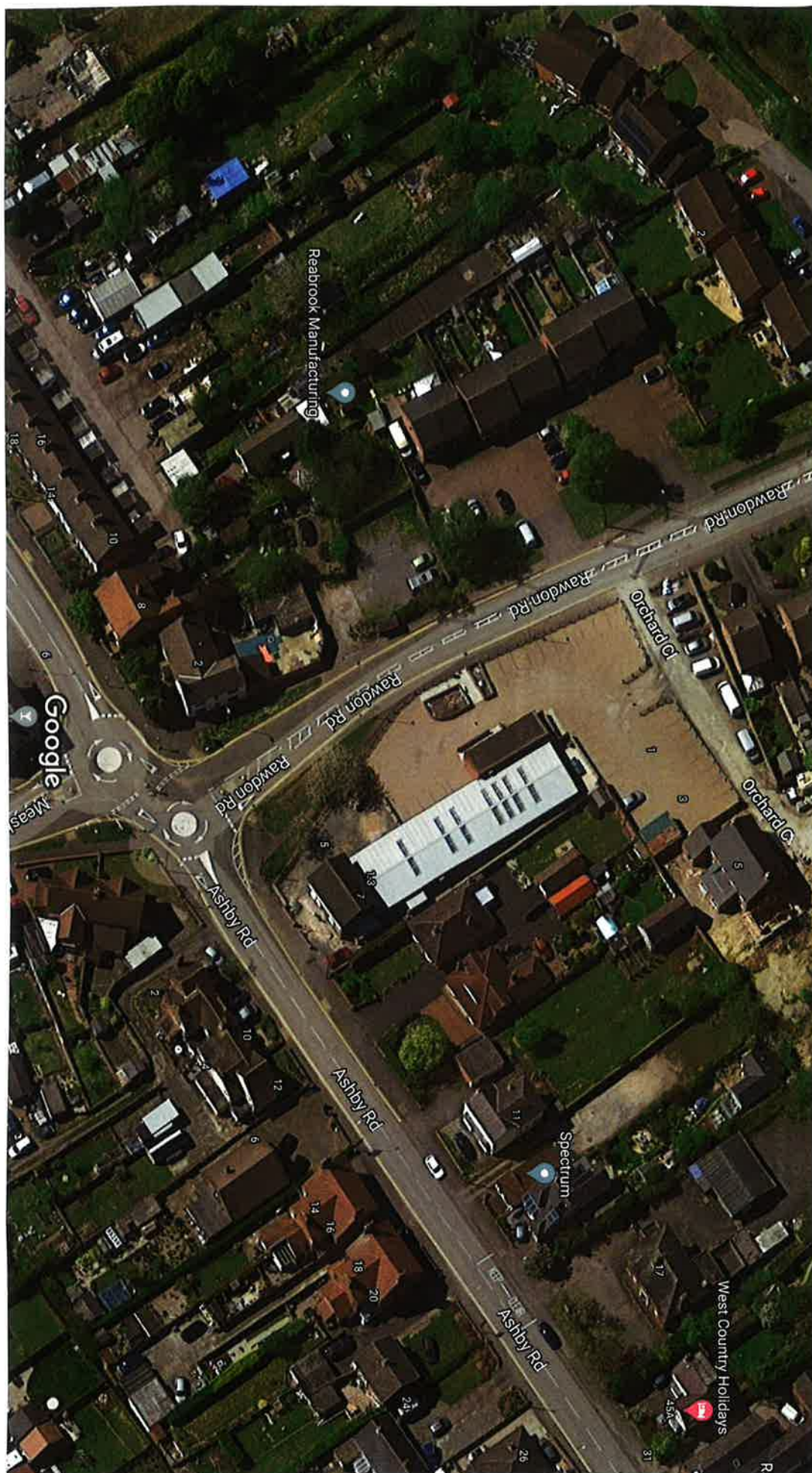
**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED**

OFFICE USE ONLY

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

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Google Maps



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NORTH WEST LEICESTERSHIRE LICENSING AUTHORITY Licensing Act 2003 REPLY FROM RESPONSIBLE  
AUTHORITY- NO REPRESENTATION Responsible Authority: Environmental Protection Your Name  
Terence Olaf Job Title Consultant Environmental Health Officer

Postal Address

Council Offices Coalville Leicestershire LE67 3FJ Consultation Reference 21/02363/EPLICE  
Consultation Type Env. Protection Licence Consultation

Email Address TERENCE.OLAF@NWLeicestershire.gov.uk

Contact telephone number

Name and Address of the premises you are making a representation about

Eden House 1 Ashby Road Moira Swadlincote DE12 6DJ

Proposal

Eden Bistro Limited Mon-Sun music and dance times 07.00-00.30 late night refreshment and alcohol  
times 08.00-00.00 standard days and times 07.00-00.00

On the grounds of preventing public nuisance, I refer to the above application for a new premises  
licence for 1-3 Ashby Road, Moira. My representation relates to the prevention of Public Nuisance.  
The application includes the provision of Recorded and Live Music both outdoors and indoors from  
07:00 hours till 00:30 hours Monday- Sunday The application premises is at the junction between  
Ashby Road, Rawdon Road, Shortheath Road and Measham Road and as a result in close proximity  
to a significant number of residential properties. The proposed provision of licensable activities  
particularly live and recorded music outdoors raises serious concerns on the grounds of potential for  
noise nuisance from music and raised voices. Outdoor noise control/management is inherently  
challenging and even more so in cases where sensitive noise receptors are very close to the source of  
noise. Provision of live and recorded music indoors can also be problematic as there is the potential  
for noise breaking out of the premises (.e.g. via opened doors and windows) or transmitted via the  
fabric of the building (.e.g. low frequency noise such as bass beat) to nearby noise sensitive  
receptors.

I am concerned that if this application is granted the licensing objective of Prevention of Public  
nuisance would be undermined and it is likely that noise nuisance will occur. Signed: Terence Olaf  
Date: 13.04.2021

Please return this form along with any additional sheets to: North West Leicestershire Licensing  
Authority, Council Offices, Coalville, Leicestershire, LE67 3FJ, or email  
licensing@nwleicestershire.gov.uk. This form must be returned within the Statutory Period. For  
more details please check with the Licensing Office on 01530 454529, 454838 or 454844.

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To whom it may concern:

Objection to Licensing Request REF: 21/00131/PREM

I am writing to object to the licensing request with reference number 21/00131/PREM. The reasons for my objection are given below. In addition, please find attached a PNG image file which I will refer to within the objection.

I live at 6 Orchard Close, Moira, DE12 6BY (circled in dark blue). My property is located adjacent to the commercial units 4-6 (circled light blue) that are attached to the commercial units 1-3 (circled red) which the licensing request is in relation to i.e. Mr Griffin's bistro. I have recently moved in to the house, one of nine similar new properties, and had I known that a licensed premises was planned so close to the development, would not have done so.

Orchard Close is a private drive to The Orchards housing development. The company which owns the Bistro, TEC Reports Ltd, has been given right of access to the carpark (circled yellow), and the business units (units 4-6). As the Bistro in units 1-3 has no car parking facilities, the car park circled will by default be used by its patrons. Orchard close is a narrow drive that is not suitable for two directional traffic, I am concerned therefore that increased volumes of traffic to visit the Bistro will be a significant inconvenience for residents of the area which may result in parking issues for residents such as blocked driveways, congestion etc if and when the small car park becomes full.

The proposed licence covers the sale of alcohol from 0800 until midnight Monday - Sunday, fundamentally changing the nature of the business. It is likely that a significant increase in visitors will generate noise and disturbances that residents should not be subjected to. The car park, as mentioned, is directly adjacent to my house and I am very concerned that the general comings and goings of customers will mean that my ability to work from home (at least during the ongoing pandemic), use my garden undisturbed, rest and sleep will be adversely affected every day.

In addition to the new application to serve alcohol, the proposed license also covers playing music from 0700 – 0030 again on Monday - Sunday, and it is my understanding following a conversation with Mr Griffin, that this will include music being played outdoors as his company has recently invested in outdoor seating to enable the bistro to open as soon as possible during the pandemic. There are no natural sound barriers such as trees, or large buildings between the bistro and the residential properties in Orchard Close.

You may acknowledge that in general, anti-social behaviour can develop in close proximity to licensed premises. The risks to residents' property and vehicles are not insignificant if this application is granted, even if accidentally damaged by intoxicated patrons leaving the area.

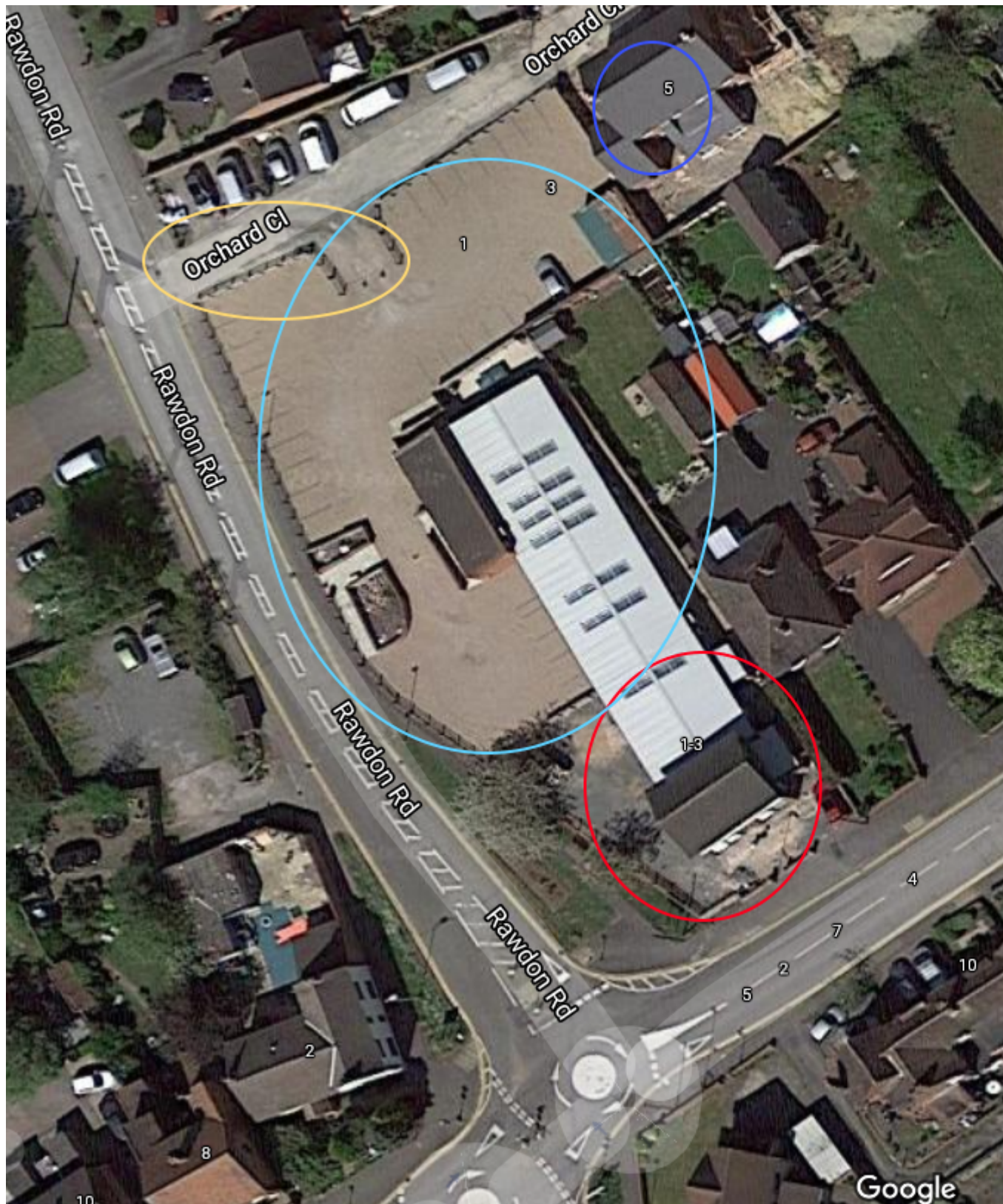
My final comment would be to question the need for such a premises with a license 7 days a week for 16 hours a day. It is my view, and that of other residents, that this is wholly disproportionate to reasonable requirements and not in keeping with the nature of Moira village.

Yours sincerely,

Declan Curzon-Hepworth

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To Whom it may concern,

I am writing to to object to the licensing request ref no.21/00131/PREM

I live at ■ Orchard Close which is a new development adjacent to the site of the Bistro the outside space of the Bistro where the music is to be played and has a gravel car park, there are no natural sound breaks trees or otherwise that would reduce the sound. With these facts in mind any music played from 07:00 to 00:30 would carry easily and disturb my peace , also cars moving off and braking on the carpark would add to the noise pollution. We also have to baby sit my grandchildren who stop over night and are both below the age of 3 years old, so the proposed hours would disturb their sleeping. Outside music in these hours and with no control is inconsiderate to the neighbours of this Bistro.

Also in regards to the licensing, with the proposal of another establishment selling alcohol where there are already 2 public houses and an off license within 500 yards and another, Bistro within half a mile, is questionable for the need of another licensed premises 7 days a week and from 08:00-00:30. It is proven that selling alcohol for long periods of time daily increases occurrences of anti social behaviour and also drink driving. Therefore I ask the application be investigated and controls put in place to minimise possible disturbances, with reducing the times, also set limits for volume and also introducing sound breaks.

I am aware from neighbours (Rawdon Road) that the the containers on this car park have been visited by the council previously for noise disturbance and these are owned and controlled by Mr Griffin,, so this reinforces the need to look more carefully at this application.

There has been a lot of effort to improve Moira and the area to make it family orientated, visitor attraction with conkers and the furnace, with the proposed application and another licensed premises it seems this focus is now towards a town where people can drink without very little restriction. I question why the council is considering this with the issues they had in Ashby De la Zouch due to alcohol related issues.

Yours Sincerely

Simon Garami

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Licensing Department  
North West Leicestershire District Council Offices  
Whitwick Road, Coalville  
LE67 3FJ

REF.No 21/00131/PREM 1-3 Ashby Road, Moira DE12 6DJ

Dear Licensing Department

In line with requests for interested party's to make submissions in writing to yourselves regards the above licensing application, I hereby submit the below for consideration.

We currently reside at [REDACTED] Rawdon Road, Moira DE12 6DQ which is within approx. 100meters of The Eden Bistro and facing the Rawdon Road side of the development.

We have been fully supportive of the development of the site as a whole ( office buildings, an apartment and The Bistro) The developer has turned the site into something useful which will benefit Moira. On inspection of the original plans of The Bistro, information available at that time did not indicate that this would be a live entertainment venue and thus did not raise concerns for us.

However, subsequent information that an alcohol license and live entertainment and dancing license has been applied for greatly concerns us for a number of reasons:

Public Nuisance – The above licensing application has been made until 00:30 every day. This means that on any day of the week there could be noise disturbance from this venue. Noise from the live entertainment itself, or noise from customers either entering, leaving or occupying the outdoor seating areas of The Bistro. The Bistro is surrounded by residential properties with which the noise will be a nuisance to them and their families, particularly children who would be subject to this disturbance until 00:30 on school days. In addition, I believe that the vicinity of The Bistro already has a high degree of public noise disturbance. There is a Public House (The Rawdon Arms ) already playing live and recorded music just 50 meters away from The Bistro, along with outdoor seating on the doorsteps of people's houses causing noise pollution for local residents. Furthermore we are subjected to Live Music from the Amphitheatre at Conkers throughout the summer months which is live music and dancing with full stage band and amplifiers which can be heard across the village. I do believe that their license for live entertainment

was granted up until 11pm only due to the impact on local residents. I believe that to add to the existing Public nuisance that granting this license would cause would not be reasonable or justifiable.

Public Safety – There are public safety concerns already in existence in the close proximity of The Bistro. The Rawdon Arms sits 50 meters from The Bistro, concerns have long been raised at customers of The Rawdon arms spilling out into the road, when leaving the venue or when enjoying the outdoor seating often under the influence of alcohol. We have been resident in the village for 43 years and on many occasions have to drive around revellers in the roads spilling out from the existing venue within close proximity. In between The Rawdon arms and The Bistro is a busy double mini roundabout, with public outdoor seating set out in both venues, all of this just 50 meters apart I believe that there is a risk to public safety if footfall increases and crowds will be encouraged to gather, so close to the road.

Crime & Disorder – The above issue's will contribute to disorder in the vicinity, potentially public disorder and where there is public disorder this may lead to increase in crime.

It is for the above reasons, to aid prevention of public nuisance & crime and disorder and to promote better public safety that we have real concerns for the alcohol and live entertainment license being granted. In particular that the application is to trade until 00:30 on a daily basis.

As we have said we do support the development as a whole and do see what has been achieved here as a positive for Moira but this application will have an impact that I think needs very careful consideration and we do object to this license.

Tanya Braybrooke





12<sup>th</sup> April 202

Dear Licensing Officer,

517 Application Bisto 1-3 Ashley Rd  
DE12 6DJ

I wish to register my objection  
to the sale of alcohol Monday-Sunday 08.00-00.00.  
Live music and recorded music 07.00-00.30

Whilst I have no objection at all  
to the bistro these sale of alcohol and live music  
hours would be extremely inconsiderate to local  
residents, many of which have young families.

As you are aware Conkers have various  
concerts which seem to have to end by 11pm.

I hope therefore that these hours  
proposed at the bistro can be reconsidered in  
order to satisfy both the owner and local  
residents.

Yours faithfully

Mr N.S. BOTHAM

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Dear Sir/ Madam,

We live directly opposite this premises and are not happy with the times it is proposing to open serving alcohol and having live/recorded music until 00.30. This is a residential area, not a town/ city where these hours are acceptable.

Not only will there be more noise pollution in the village from the music, there will also be more noise pollution and air pollution from the increase in traffic and people being noisy outside until gone midnight! I feel sorry for anyone who wakes us up!

I believe the gentleman funding this project is a councillor and will probably have everything in his favour...

Regards,

Upset residents in Ashby Road, Moira

From: [REDACTED] >

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