



**WATFORD
BOROUGH
COUNCIL**

LICENSING SUB COMMITTEE

6 December 2023

10.30 am

Annexe, Town Hall, Watford

Please note the start time of this meeting

Contact

Laura MacMillan / Ian Smith
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For information about attending meetings please visit the council's [website](#).

Publication date: 28 November 2023

Committee Membership

Councillors D Allen-Williamson, M Devonish, S Feldman, A Grimston, P Hannon, M Hofman, L Nembhard, T Osborn, G Saffery, C Saunders, R Smith, M Turmaine, S Trebar and D Watling

The Sub-Committee to comprise 3 members from those listed above.

Agenda

Part A – Open to the Public

1. **Committee membership/ election of a Chair**
2. **Disclosure of interests (if any)**
3. **Application for a new Premises Licence - ASDA Express, Sheepcot Service Station, North Orbital Road, Watford WD25 7LW (Pages 3 - 46)**

PART A

Report to: Licensing Sub Committee
Date of meeting: Wednesday, 6 December 2023
Report of: Senior Licensing Officer
Title: Application for a new Premises Licence - ASDA Express, Sheepcot Service Station, North Orbital Road, Watford WD25 7LW

1.0 Summary

- 1.1 An application has been made by Euro Garages Ltd for a new premises licence for the premises at the Sheepcot Service Station, North Orbital Road, Watford WD25 7LW
- 1.2 During the consultation period, representations against this application were received from a local resident.
- 1.3 Members are reminded that representations are only relevant if they relate to one or more of the licensing objectives. The four licensing objectives are:
- the prevention of crime and disorder
 - the prevention of public nuisance
 - public safety
 - the protection of children from harm

2.0 Risks

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(Treat, tolerate, terminate, transfer)</i>	Risk Rating (the combination of severity and likelihood)
Appeal against decision by applicant or objector	Decision overturned by the courts with potential of costs being awarded against council if decision is	Determination of application given with detailed reasons and after considering evidence	Treat	2

	not justified or legal	before the committee, the Council's licensing policy, statutory guidance, and legislation		
Judicial review of decision by applicant, objectors, or consultees	Negative perception of the council and its licensing system	Treat in accordance with the legislation, the statutory guidance, and the council's licensing policy, with both applicants and objectors being given fair chance to present their arguments to the committee.	Treat	1

3.0 Recommendations

- 3.1 That the Licensing Sub-Committee determines whether to grant the application (amended as appropriate for the promotion of the licensing objectives) as set out in the report.

Contact Officer:

For further information on this report please contact: Austen Young telephone: 01923 278474 email: austen.young@watford.gov.uk

Report approved by: Justine Hoy, Associate Director Housing and Wellbeing

4.0 **Application**

4.1 **Type of application**

4.2 Application for a new premises licence. The original application is attached at appendix 1.

4.3 **Description of premises**

4.4 The premises is a convenience store and petrol station on North Orbital Road, located on the land between the junction of North Orbital Road and Sheepcot Lane.

4.5 Under both Policy LP1 and Policy LP2A the premises is defined as an off-licence. However, it is acknowledged that the application does request the provision of late night refreshment as a licensable activity.

4.6 Under Policy LP2 the premises is defined as falling within a residential area. Within the immediate vicinity of the application premises are a number of residential properties and the car park for Woodside Leisure Park.

4.7 A map of the location of the premises is attached at appendix 2. This shows the location of the application premises.

4.8 **Licensable activities**

4.9 This application is requesting permission to provide the following licensable activities

Licensable activity	Requested
Plays	
Films	
Indoor sporting events	
Boxing or wrestling entertainment	
Live music	
Recorded music	
Performances of dance	
Entertainment of a similar description to live or recorded music, or dance	
Provision of late night refreshment	✓
Sale of alcohol for consumption on the premises	
Sale of alcohol for consumption off the premises	✓

4.10 **Licensable hours**

4.11 The hours proposed in this application are detailed in the following table:

	Provision of late night refreshment	Sale of Alcohol	Opening hours
Monday	23:00 - 05:00	00:00 - 00:00	00:00 - 00:00
Tuesday	23:00 - 05:00	00:00 - 00:00	00:00 - 00:00
Wednesday	23:00 - 05:00	00:00 - 00:00	00:00 - 00:00
Thursday	23:00 - 05:00	00:00 - 00:00	00:00 - 00:00
Friday	23:00 - 05:00	00:00 - 00:00	00:00 - 00:00
Saturday	23:00 - 05:00	00:00 - 00:00	00:00 - 00:00
Sunday	23:00 - 05:00	00:00 - 00:00	00:00 - 00:00

5.0 **Background information**

5.1 The following background information is known about the premises.

5.2 **Current licences held**

5.3 The premises is not currently licensed.

5.4 **Closing date for representations**

5.5 10 November 2023

5.6 **Public notice published in newspaper**

5.7 20 October 2023

5.8 **Visits and Enforcement action**

5.9 The committee have requested that we note the history of visits and enforcement actions. It is noted that the premises is not currently licensed.

5.10 There have been no visits or enforcement action taken against this premises.

5.11 It is noted that the representations mention that litter is an existing problem and the use of a bin shed is highlighted. The Environmental Health team confirm that complaints have been received against this premises with regards to litter but after monitoring the premises there was no evidence of an ongoing problem and the complaints were closed without the need for enforcement action. The last complaint was received in August 2022. Officers can confirm that Environmental Health did not object to the application.

6.0 **Promotion of the licensing objectives**

6.1 The operating schedule submitted by the applicant to describe the steps that they intend to take to promote the licensing objectives is included within the application form attached at appendix 1.

7.0 **Representations**

7.1 **Responsible authorities**

7.2 Representations were received from the Police acting as a responsible authority but the application was amended and conditions were agreed between the applicant and the Police which resulted in the Police withdrawing their representations.

7.3 Environmental Health did liaise with the applicant's agents with regards to the litter controls to be in place at the premise. Upon receipt of this information they advised that on the basis of these control there would be no representations.

7.3 No other responsible authority submitted representations against this application or agreed any additional measures with the applicant during the application process.

7.4 **Other relevant bodies**

7.5 Representation have been received from a local resident, and their details can be found below

Name	Address	Representative Body (Yes/No)	Relevance to which licensing objective(s)
Tim Sorrell	Sheepcot Lane	No	Crime and disorder, public nuisance

7.6 These representations are attached at appendix 3.

7.7 As detailed later in the report, during the consultation period the Police did agree on a number of conditions to be attached to any premises licence granted as a result of this application. These conditions were shared with the resident who advised that these did not address their concerns and that their representation still stood.

8.0 Policy considerations

8.1 Licensing Act 2003

8.2 The following provisions of the Licensing Act 2003 apply to this application:

- Sections 17 and 18 (Application for premises licence)
Section 17 details the process which the applicant must have followed for the application to be considered valid. Section 18 describes the process by which an application for a premises licence is determined, including where relevant representations have been made as in this case.
- Section 176 (Prohibition of alcohol sales at service areas, garages etc)
Section 176 states that no premises licence, club premises certificate or temporary event notice has effect to authorise the sale by retail or supply of alcohol on or from excluded premises. This section goes into further detail by defining excluded premises, explaining that premises are used as a garage if they are used for one or more of the following activities:
 - the retailing of petrol
 - the retailing of derv
 - the sale of motor vehicles, or
 - the maintenance of motor vehicles
- The Licensing Act 2003 (Hearings) Regulations 2005 (as amended)
These regulations detail how hearings should be conducted to determine applications submitted under the Licensing Act

8.3 Statutory guidance

8.4 The following provisions of the Secretary of State's guidance (August 2023) apply to, and are relevant to, this application:

- Paragraphs 2.24 & 2.25
Paragraph 2.24 states that where applications have given rise to representations, any appropriate conditions should normally focus on the most sensitive periods.
- Paragraph 2.26
This paragraph explains that beyond the immediate area surrounding a premises, individual who engage in anti-social behaviour are responsible for their own actions and should be held accountable accordingly. This paragraph does state that it would be reasonable for a licensing authority to impose conditions regarding signage to be placed at exits or smoking areas to encourage patrons to be quiet and respect the rights of people living nearby to a peaceful night.

- Paragraphs 5.22 – 5.24
These paragraphs explain the impact of section 176 of the Act upon licences for motorway service stations and petrol stations. The guidance explains that while it is still for the licensing authority to decide on the basis of the licensing objectives whether it is appropriate for the premises to be granted a licence, where a relevant representation has been received the licensing authority must decide whether or not the premises are used primarily as a garage.
- Paragraphs 8.41 – 8.49
These paragraphs explain how steps should be taken to promote the licensing objectives. It is for the Sub-Committee to decide in the light of this guidance whether the measures offered by the applicant are appropriate to promote the licensing objectives. It is equally important to use the same measures when looking at any steps requested by a party making representations against an application.
- Paragraphs 9.31 – 9.41
These paragraphs explain that hearings should be focussed on the steps considered appropriate to the promotion of the licensing objectives, as well as how appropriate weight must be attributed to the steps to promote the licensing objectives, the representations presented by all parties, the statutory guidance, and the licensing authority's statement of licensing policy.
- Paragraphs 9.42 – 9.44
These paragraphs explain that when determining applications, the authority's determination should be evidence-based, as well as how to assess if a step is 'appropriate' for the promotion of the licensing objectives.
- Chapter 10
This chapter looks at best practice in relation to conditions that may be attached to a premises licence should it be believed that such conditions are appropriate to promote the licensing objectives. Any additional conditions requested by any party should be considered with reference to this chapter.
- Paragraph 14.19
This paragraph explains that the 'need' for a premises is not a matter for the licensing authority, and instead it is expected that the commercial demand for licensed premises should be a matter for the local planning authority and the market.

8.5 Statement of licensing policy

8.6 The following paragraphs of the licensing authority's statement of licensing policy (April 2021 - November 2023) apply to this application being the relevant policy for the application date:

- Policy LP1 – Premises definitions
Under this policy, officers would recommend that this premises is defined as an off-licence. It is recognised that the premises is also requesting provision for late night refreshment but this operation is not a typical late night take-away. Due to the limited operational hours of late night refreshment and the fact that the application is requesting alcohol sales for 24 hours a day, it would be more appropriate to classify the business as an off-licence.
- Policy LP2 – Location and operation of premises
This policy sets out the approach to licensing premises when relevant representations are received, notwithstanding that each application is considered on its own merits. Outside of the town centre, this policy recommends that off-licences will generally be allowed alcohol sales in accordance with the normal opening hours of the shop. The application confirms that the premises is seeking permission to both open and sell alcohol 24 hours a day.
- Policy LP2A – Petrol filling stations
This policy sets out the approach to determining whether the primary use of a premises which sells petrol, derv, vehicles or offers vehicle maintenance are primarily used as a garage under section 176 of the Licensing Act.

In determining applications for garages or petrol filling stations as in this case, the council requires applicants to provide sales and footfall data over the previous two years to show that petrol or derv sales are not the primary use of the premises. Where such information is not available, the Sub-Committee may consider imposing a condition to require the submission of such data for two years to confirm the use.

While not specifically mentioned in the policy, Members are reminded when considering data for the previous two years this trading period would fall within the period of the Covid-19 pandemic.

- Policy LP6 – Prevention of crime and disorder
Under this policy the committee will consider any appropriate measures to deal with the potential for crime and disorder where relevant

representations have been received, and this policy highlights areas of particular concern.

- Policy LP8 – Prevention of public nuisance
Under this policy the committee will consider any necessary measures to deal with the potential for public nuisance and/or antisocial behaviour where relevant representations have been received. This policy specifically highlights that the Sub-Committee will consider the steps taken to identify food and drink packaging from the premises and the steps proposed to reduce litter as far as is reasonably practicable, and the question of whether the premises would lead to increased refuse storage or disposal problems, or additional litter, in the vicinity of the premises.
- Policy LP11 – Representations against applications
This policy recommends the type of information that should be included in a representation. It also explains how representations will be dealt with, including rejecting invalid representations and reporting on them to a Sub-Committee.

- 8.7 Officers also wish to clarify that within the Borough of Watford there are no designated locations where premises offering late night refreshment are exempt from the requirement to hold a premises licence. A premises licence is therefore required for this business to authorise the provision of late night refreshment.
- 8.8 The Sub-Committee is reminded of their duty under the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the authority's responsibility to co-operate in the reduction of crime and disorder in the Borough.
- 8.9 The Sub-Committee is reminded that the Human Rights Act 1998 guarantees the right to a fair hearing for all parties in the determination of their civil rights. The Act also provides for the protection of property, which may include licences in existence, and the protection of private and family life.
- 9.0 **Conditions**
- 9.1 Members will be aware that an operating schedule forms part of the licensing process. This document outlines what activities are proposed, the opening hours, and how the activities will be managed particularly in respect of the licensing objectives.
- 9.2 The most critical part of the operating schedule is the steps taken by the applicant to promote the four licensing objectives. Applicants are always reminded to take careful consideration as to what is entered in this section as whatever is proposed will be translated as conditions on the licence.

9.3 Applicants should give consideration to the local area and reflect this in their application. It should demonstrate an awareness of the local community, local crime and disorder issues, and the local environment.

9.4 The applicant's original operating schedule for this application can be found in their application attached at appendix 1.

9.5 **Conditions agreed with responsible authorities**

9.6 The following conditions were agreed between the applicant and the Police during the consultation period and were accepted as amendments to the application and the operating schedule:

1. All alcohol sales shall be in sealed containers only and shall not be consumed on the premises.
2. The premises shall install and maintain a CCTV system. All entry, exit and point of sale areas shall be covered by the cameras, and the images shall enable frontal identification of every person entering in any light condition. The system shall continually record whilst the premises is open for licensable activities and during all times when staff and customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available to Police or an authorised officer of the licensing authority upon request throughout the preceding 31 day period, providing that such requests are in connection with the prevention or detection of crime.
3. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open for licensable activities. This staff member shall be able to show Police or an authorised officer of the licensing authority data or footage upon request.
4. All faults/defects in the CCTV system shall be repaired within 3 days after which time, if the system is still inoperative no licensable activities shall take place without the agreement of the Police until the fault is rectified.
5. No super-strength beers, lagers or ciders of 6.5% ABV (alcohol by volume) or above shall be sold at the premises. For the avoidance of doubt, this does not apply to premium priced/craft products.
6. No sales of miniature bottles (25cl or less) of spirits of any kind shall be permitted save for pre-packaged gift packs which may contain a miniature.

7. There shall be no self-service of spirits on the premises.
 8. A log (which may be electronically recorded) shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the Police or an authorised officer of the licensing authority at all times whilst the premises are open.
 9. In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to maintain the refusals book, enter sales correctly on the tills so the prompts show when appropriate and monitor staff to ensure their training is put into practice.
 10. An incident log shall be kept at the premises for at least 12 months, and made available on request to an authorised officer of the local authority or the Police, which will record the following:
 - (a) all crimes and incidents
 - (b) any failures or faults in the CCTV system
 - (c) any complaints received
 - (d) any refusals of alcohol
 11. The premises shall implement a Challenge 25 policy whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving licence or Proof of Age Scheme (PASS) approved identification or any other Home Office approved ID before being allowed to purchase alcohol.
 12. Clearly visible signage is to be displayed at the entrances and at points of sale indicating it is illegal to sell alcohol to people under the age of 18.
 13. The entrance door to the shop shall be closed to customers between the hours of 00:00 and 05:00. Any sales between these hours will be made through the night pay window.
- 9.7 No other conditions or additional steps were agreed with any other responsible authority.
- 9.8 **Conditions proposed by other objectors**
- 9.9 There were no conditions proposed by the local resident.

9.10 **Conditions consistent with the operating schedule**

9.11 Officers have not identified any further conditions which would be consistent with the original operating schedule, although the Police conditions detailed above do build upon some of the steps proposed in the original operating schedule, for example the provision of CCTV and the use of Challenge 25.

9.12 **Pool of Model Conditions**

9.13 In addition to any conditions proposed by the responsible authorities or objectors, the licensing authority also has its own pool of model conditions that may help mitigate the concerns raised in the representations.

9.14 The following condition, based upon a condition in the pool of model conditions but modified to take into account the specific layout and location of the premises, is proposed as being appropriate for the promotion of the licensing objectives and to mitigate the concerns raised in the representations:

1. The petrol station forecourt from the building line to the entrance slipways to the forecourt including the gutter/channel at its junction with the entrance slipways, shall be swept and or washed to keep it free from all litter and other deposits occurring as part of the business. This is to be done at least once daily and a log of cleaning kept for 3 months. Any litter and sweepings collected must be stored and disposed of as trade waste.

9.15 This does not restrict the Sub-Committee's power to attach conditions from the pool (amended or otherwise) if they consider that they are appropriate, proportionate, justifiable and within the applicant's power to comply with. It also does not restrict the Sub-Committee's power to amend any proposed conditions if an amended condition would be more appropriate to address the concerns raised against this application.

9.16 A draft premises licence which reflects this application and the conditions which are proposed in the preceding paragraphs is attached at appendix 4.

10.0 **Officers' observations**

10.1 As relevant representations have been received, and which have not been withdrawn, the Sub-Committee acting on behalf of the licensing authority must make a determination on this application.

10.2 Officers can advise that mediation has been offered in this case as is standard practice, and any updates with regards to this mediation shall be provided to Members as appropriate.

- 10.3 In correspondence with the objector, the question of need was raised. Members are reminded that the statutory guidance does go into detail on the difference between the need for premises and the cumulative impact of a number of premises within a set area. This premises does not fall under a cumulative impact policy and therefore the cumulative impact of nearby premises is not up for consideration. With regards to the 'need' for premises, this is not a matter for the licensing authority to determine. Members are only required to consider the application before them on its own merits and determine the application.
- 10.4 The representations do concern the impact of customers, particularly with regards to litter. As highlighted earlier in this report, the statutory guidance does state that beyond the immediate area surrounding the premises, individuals are accountable for their own actions. In proposing relevant conditions for this application, officers have proposed conditions within the vicinity of the premises. In doing so, officers have set a defined collection area, being limited to the petrol station forecourt which will fall under the control of staff of the premises. Conditions should clearly set out what is expected from licence holders and their staff and this aim can be achieved by defining the litter collection area. The proposed extent has also been put forward taking into account the layout and use of the surrounding area and how the premises would be responsible for the grounds of their business.
- 10.5 As stated earlier in the report, section 176 of the Licensing Act is relevant to this application in that the premises operates as a petrol station. Officers have requested relevant data with regards to the use of the premises in accordance with our policy in order to establish whether the primary use of the premises is as a garage as defined by the Licensing Act. At the time of writing this report, full data has not been received but the applicant's agents have acknowledged receipt of the request from officers.
- 10.6 It must be recognised that it is possible for a petrol filling station to hold a premises licence or to be granted a premises licence. In accordance with Policy LP2A and the Licensing Act, should a licence be granted and the use of the premises later changes so that it is considered to be a garage under the Licensing Act 2003, then the premises licence shall have no effect and may not be used to authorise the supply of alcohol until such time as the premises is no longer deemed to be a garage.
- 10.7 The licensing authority is mindful that the data required to establish the use of the premises is sensitive business information concerning sales and footfall. Should any discussions be needed in respect of this data, then it is recommended that the Sub-Committee should consider excluding any press and/or public from these discussions under Paragraph 3, Schedule 12A, of the Local Government Act 1972 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)).

- 10.8 Members are reminded that both applicants and objectors have the right to expand upon their original submissions, but should not introduce new evidence unless provided and circulated before the hearing, or introduced at the hearing with the agreement of all parties present.
- 10.9 The officers' observations and the comments regarding the representations are in no way meant to bind Members. They are for guidance only and Members may attach whatever weight they see fit.
- 10.10 Members are also to attach whatever weight they see fit to both the submissions of the applicant, and to the submissions of the objectors, when considering this application.
- 10.11 The Sub-Committee is reminded that it has a duty to "have regard" to the licensing policy but is not bound by it. However, should Members wish to depart from the policy then detailed reasons for this must be given as part of any decision.
- 10.12 In determining this application, the Sub-Committee must have regard to the representations and take such steps as it considers appropriate for the promotion of licensing objectives. The steps are:
- (a) grant the application in full.
 - (b) modify the conditions of the licence volunteered by the applicant in the operating schedule, by altering or omitting or adding them.
 - (c) reject the whole or part of the application.
- 10.13 In determining the application, in accordance with the statutory guidance, Members should also consider determining whether the premises is used primarily as a garage under s176 of the Licensing Act 2003.
- 10.14 It is important that a licensing authority should give reasons for its decision in anticipation of any appeals. Failure to give adequate reasons could itself give rise to grounds for an appeal

Appendices

Appendix 1 – Application

Appendix 2 – Location plan

Appendix 3 – Sorrell representations

Appendix 4 – Draft premises licence

Background Papers

The following background papers were used in the preparation of this report. If you wish to inspect or take copies of the background papers, please contact the officer named on

the front page of the report.

Licensing Act 2003

Amended guidance issued under section 182 of the Licensing Act 2003 (August 2023)

Licensing Act (Hearings) Regulations 2005

Watford Borough Council Licensing Policy (April 2021 - November 2023)

Watford Borough Council Pool of Model Conditions (January 2018)



Watford
Application for a premises licence
Licensing Act 2003

For help contact
licensing@watford.gov.uk
 Telephone: 01923 278476

* required information

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

Applicant Details

- * First name
- * Family name
- * E-mail
- Main telephone number Include country code.
- Other telephone number
- Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- Applying as a business or organisation, including as a sole trader
- Applying as an individual

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

Applicant Business

- Is the applicant's business registered in the UK with Companies House? Yes No
- 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 His 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...

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 / /
dd mm yyyy

* Nationality Documents that demonstrate entitlement to work in the UK

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.

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

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

- Yes No

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

Continued from previous page...

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

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Continued from previous page...

Will the 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

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

Continued from previous page...

WEDNESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

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

Continued from previous page...

Name

First name

Family name

Date of birth

dd mm yyyy

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

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.

None

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

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.

Continued from previous page...

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)

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

Staff shall be trained in the premises licence holder's procedures which include liquor licensing and all checkout operators shall have additional training in the sale of alcohol.
All spirits will be displayed behind the counter.
No miniature bottles of spirits of 20cl or below shall be sold from the premises. Please note this does not apply to pre packaged gift packs which may contain a spirit miniature.

b) The prevention of crime and disorder

A CCTV system will be installed and maintained at the premises. Cameras will cover internal areas and the external area immediately in front of the store. The system will be capable of continuously recording and copies of such recordings shall be kept for a period of not less than 31 days and handed to the Police or authorised person upon production of a compliant 'Access Request'.
All spirits will be displayed behind the counter.

c) Public safety

The premise licence holder seeks to comply with the requirements of the health and safety legislation.

d) The prevention of public nuisance

e) The protection of children from harm

The store will have a till prompt system for alcohol products.
When prompted, staff will adopt a Challenge 25 proof of age scheme.
Only recognised forms of photographic identification such as Passport, Photo Driving Licence, 'Proof of Age' card, Military ID or any other form of identification agreed with the police will be accepted as proof of age. If the appropriate proof of age is not produced there will be no sale.
Notices are to be prominently displayed advising customers of the Challenge 25 policy.

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.

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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 <https://www.tax.service.gov.uk/business-rates-find/search>.

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

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

635.00

DECLARATION

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I

Continued from previous page...

* understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK.

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate.

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

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/watford/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" value="RJT/JB 84773.18056"/>
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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Legend

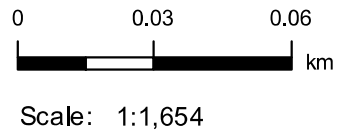
- Wards
- Herts District Boundaries
- Borough Mask

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WBC Corp GIS



Title: Appendix 2
 Date: 14/11/2023
 Author: Austen Young



APPENDIX 3

From: Tim Sorrell
Sent: 09 November 2023 22:54
To: Licensing (Watford)
Subject: Esso/Asda petrol station license request

I would like to object against the application for an alcohol license at the Asda/ Esso petrol station.

My grounds are this: litter is a problem as it is without broken glass to contend with. Asda/ esso are already very poor at keeping the area tidy and litter free despite a bin shed previously been given planning permission but not really used.

It will encourage youth/teenagers to hang around and lead to more localised crime/ vandalism and public nuisance.

It is not in keeping with the residential nature of the area.

[House number redacted] Shepcot lane, Watford WD25 7DD

Tim Sorrell
[Mobile number redacted]
[Email redacted]



APPENDIX 4

**Licensing Act 2003
Schedule 12
Part A**

Regulation 33,34

Premises Licence

Premises Licence Number	23/01337/PRE
--------------------------------	--------------

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code	
ASDA Express Sheepcot Service Station North Orbital Road Watford WD25 7LW	
Telephone number	

Where the licence is time limited, the dates
From 27 November 2023

Licensable activities authorised by the licence and the times the licence authorises the carrying out of licensable activities	
Provision of Late Night Refreshment	
Monday to Sunday	23:00 - 05:00
Sale of Alcohol by Retail (for consumption off the premises only)	
Monday to Sunday	00:00 - 00:00

The opening hours of the premises

Monday to Sunday

00:00 - 00:00

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Euro Garages Ltd
Waterside Head Office
Haslingden Road
Guide
Blackburn
BB1 2FA

Registered number of holder, for example company number, charity number (where applicable)

Registered Business Number - 04246195

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

[Redacted for this report]

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the sale of alcohol

Personal licence number: PLHBC0143
Licensing Authority: Halton Borough Council

Annex 1 – Mandatory conditions

- No supply of alcohol may be made under the premises licence –
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
- Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

 - (a) a holographic mark, or
 - (b) an ultraviolet feature.
- A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. For the purposes of this condition -
 - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - (b) “permitted price” is the price found by applying the formula $P = D + (D \times V)$, where -
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence -
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
- Where the permitted price would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph above shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
- (1) Sub-paragraph (2) applies where the permitted price on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with the Operating Schedule

The following conditions have been identified as being consistent with the applicant's operating schedule by officers

1. All alcohol sales shall be in sealed containers only and shall not be consumed on the premises.
2. The premises shall install and maintain a CCTV system. All entry, exit and point of sale areas shall be covered by the cameras, and the images shall enable frontal identification of every person entering in any light condition. The system shall continually record whilst the premises is open for licensable activities and during all times when staff and customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available to Police or an authorised officer of the Licensing Authority upon request throughout the preceding 31 day period, providing that such requests are in connection with the prevention or detection of crime.
3. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open for licensable activities. This staff member shall be able to show Police or an authorised officer of the Licensing Authority data or footage upon request.
4. All faults/defects in the CCTV system shall be repaired within 3 days after which time, if the system is still inoperative no licensable activities shall take place without the agreement of the Police until the fault is rectified.
5. No super-strength beers, lagers or ciders of 6.5% ABV (alcohol by volume) or above shall be sold at the premises. For the avoidance of doubt, this does not apply to premium priced/craft products.
6. No sales of miniature bottles (25cl or less) of spirits of any kind shall be permitted save for pre-packaged gift packs which may contain a miniature.
7. There shall be no self-service of spirits on the premises.
8. A log (which may be electronically recorded) shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the Police or an authorised officer of the licensing authority at all times whilst the premises are open.
9. In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to maintain the refusals book, enter sales correctly on the tills so the prompts show when appropriate and monitor staff to ensure their training is put into practice.
10. An incident log shall be kept at the premises for at least 12 months, and made available on request to an authorised officer of the Local Authority or the Police, which will record the following:
 - (a) all crimes and incidents
 - (b) any failures or faults in the CCTV system
 - (c) any complaints received
 - (d) any refusals of alcohol
11. The premises shall implement a Challenge 25 policy whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving licence or Proof of Age Scheme (PASS) approved identification or any other Home Office approved ID before being allowed to purchase alcohol.
12. Clearly visible signage is to be displayed at the entrances and at points of sale indicating it is illegal to sell alcohol to people under the age of 18.

13. The entrance door to the shop shall be closed to customers between the hours of 00:00 and 05:00. Any sales between these hours will be made through the night pay window.

Annex 3 – Conditions attached after a hearing by the licensing authority

The following conditions have been proposed by officers in response to the representations received against the application.

1. The petrol station forecourt from the building line to the entrance slipways to the forecourt including the gutter/channel at its junction with the entrance slipways, shall be swept and or washed to keep it free from all litter and other deposits occurring as part of the business. This is to be done at least once daily and a log of cleaning kept for 3 months. Any litter and sweepings collected must be stored and disposed of as trade waste.

This does not restrict the Sub-Committee’s power to attach conditions from the licensing authority’s pool of model conditions (amended or otherwise), to modify any conditions which have been proposed by the responsible authorities, or to compose their own conditions if they consider that they are appropriate, proportionate, justifiable, and within the applicant’s power to comply with.

Annex 4 – Plans

SP-GF-5166 – Ground Floor

