



**Licensing Act 2003
Schedule 12
Part A**

APPENDIX 5

Regulation 33,34

DRAFT Premises Licence

Premises Licence Number	23/01029/PRE
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Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code	
Woody Express 103-105 The Parade High Street Watford WD17 1LU	
Telephone number	12086833

Where the licence is time limited, the dates
From -

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 Thursday	23:00 - 03:15
Friday & Saturday	23:00 - 03:45
Sunday	23:00 - 01:45

The opening hours of the premises	
Monday to Thursday	10:00 - 03:30
Friday & Saturday	10:00 - 04:00
Sunday	10:00 - 02:00

Part 2

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

Woody Express Ltd
103-105 The Parade High Street
Watford
WD17 1LU

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

12086833

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

Not applicable

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

Not applicable

Annex 1 – Mandatory conditions

Any individual employed on the premises to conduct a security activity (within the meaning of section paragraph 2(1)(a) of schedule 2 to the Private Security Industry Act 2001) must be licensed by the Security Industry Authority.

Annex 2 – Conditions consistent with the Operating Schedule

Existing Conditions

1. No rubbish, including bottles, shall be disposed of in outside receptacles or outside areas between 00:00 hours and 08:00 hours, each day.
2. A staff member from the premises shall be fully conversant with the operation of the CCTV system, and shall be able to download any data or footage to a Police Officer or an authorised officer of the licensing authority upon request.
3. All doors and windows shall be kept closed except for the immediate access and egress of persons.
4. Customers shall be encouraged to dispose of waste responsibly, and a bin shall be provided for public use within the public area of the premises.

The following conditions were agreed between the applicant and the Police to form part of the premises operating schedule for the application.

1. The premises shall install and maintain a CCTV system. All entry, exit and point of sale areas will 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 a Police officer 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.
2. 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 to the public. This staff member shall be able to show a Police officer or an authorised officer of the licensing authority data or footage upon request.
3. All faults with the CCTV system shall be repaired as soon as possible and in any case within three working days after which time, if the system is still inoperative no licensable activities shall take place without the agreement of the Watford Police Licensing Unit and the licensing authority until the fault is rectified.
4. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.
5. No alcohol to be sold at this premises.
6. 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 licensing authority or the Police, which will record the following:
 - (a) all crimes reported to or by the premises to the Police
 - (b) all ejections of patrons
 - (c) any complaints received relating to crime and disorder
 - (d) any incidents of disorder
 - (e) seizures of drugs or offensive weapons
 - (f) any failures or faults in the CCTV system
7. A minimum of (1) one SIA licensed door supervisor shall be on duty at the entrance of the premises on any day from 23:00hrs until close.

8. Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.
9. There shall be a sign notifying customers of last orders for late night refreshments 15 minutes before closing time.
10. All assaults resulting in physical injury to a person must be reported immediately to the Police.
11. Children unaccompanied by an adult over 18 years of age shall not be permitted between 22:00 and close on any day.

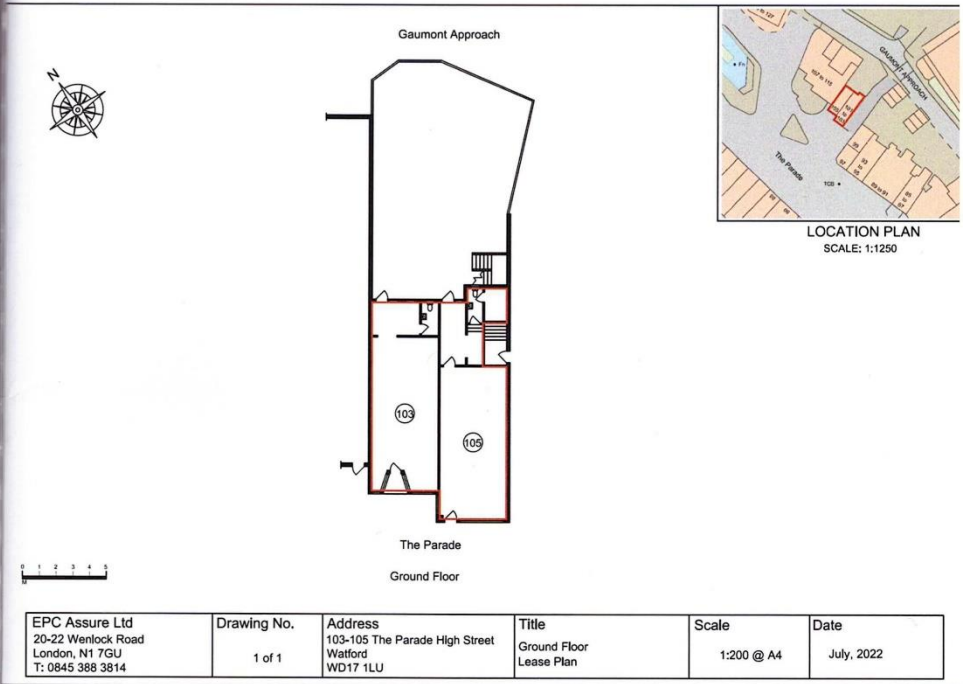
Conditions proposed by Environmental Health:

1. Notices shall be prominently displayed at all doors from which delivery drivers collect orders requesting them to enter and leave their vehicles (or get on and get off their bikes) quietly and considerately, not leave engines running and with due consideration to neighbours.
2. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.
3. Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.
4. All windows and doors shall be closed and remain closed from 22:00 until the business reopens the following day, except for the immediate access or egress of staff and delivery drivers.
5. All outside tables and chairs shall be removed from the outside area or rendered unusable by 22:00 each day.
6. No rubbish, including bottles, shall be disposed of in outside receptable or outside areas between 22:00 and 08:00 the following day.
7. All litter, including food debris, which is associated with the use of the premises shall be cleared from within a 15-metre radius of the shop front at the close of business every day. All such rubbish is to be disposed of as trade waste.
8. All customers who order food to take away after 23.00 shall be asked if they require a bag and serviettes for their food and shall only be provided if required by the customer.

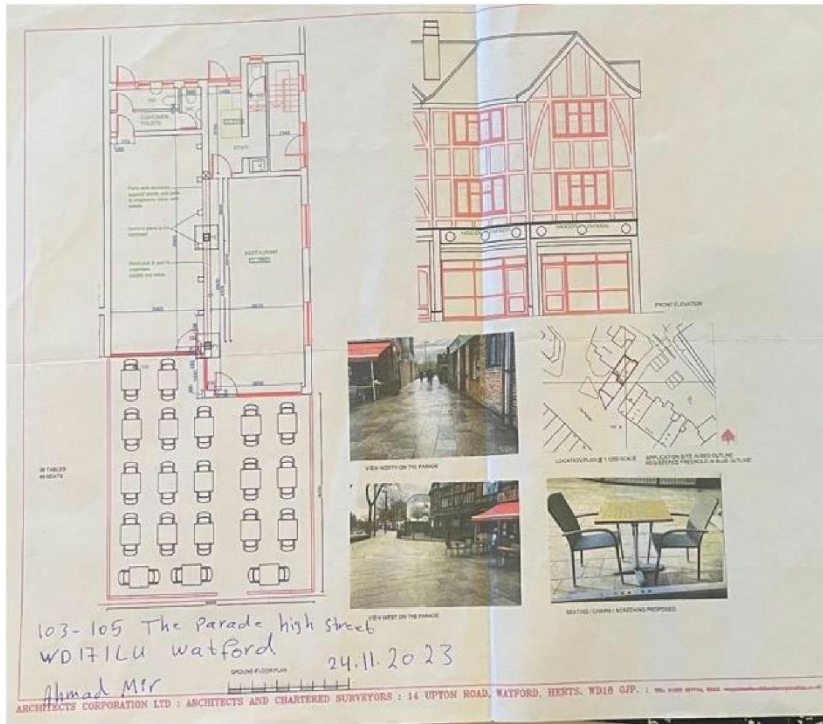
Annex 3 – Conditions attached after a hearing by the licensing authority

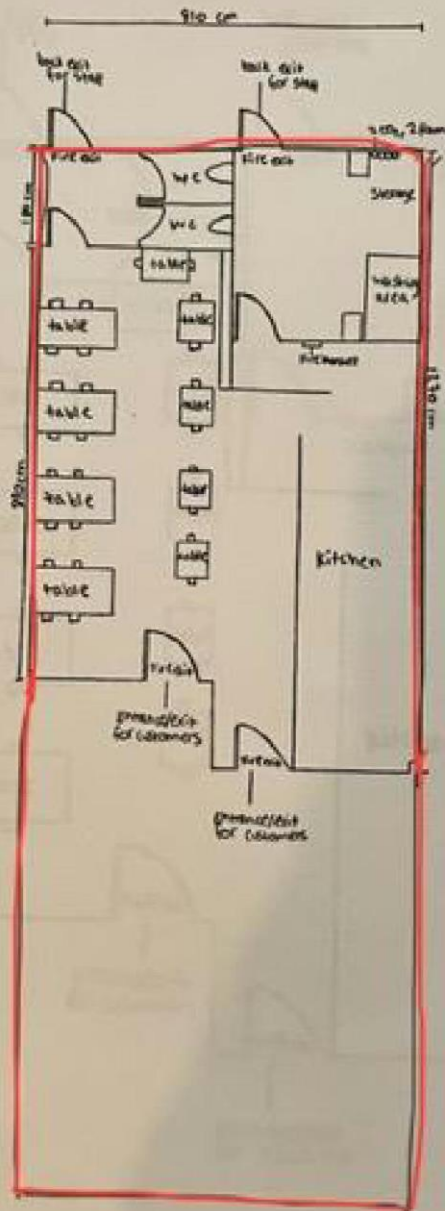
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2. All customers who order food to take away after 23.00 shall be asked if they require a bag and serviettes for their food and shall only be provided if required by the customer.
3. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly, and to dispose of their waste responsibly.

Annex 4 – Plans



P. Barry
MB
 Ahmad
 x *[Signature]*





103 - 105 The Parad high street
 WD17 1LU Watford

24.11.2023 Ahmad Mir