

AGENDA FOR

LICENSING HEARING PANEL

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To: All Members of Licensing Hearing Panel

Councillors: T Holt (Chair), G Keeley & I Schofield.

Dear Member/Colleague

Licensing Hearing Panel

You are invited to attend a meeting of the Licensing Hearing Panel which will be held as follows:-

Date:	Monday, 19 April 2021
Place:	Virtual meeting via Microsoft Teams
Time:	1.00 pm
Briefing Facilities:	If Opposition Members and Co-opted Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
Notes:	The meeting will be live streamed: https://councilstream.com/burycouncil

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

Members of the Licensing Hearings Panel are asked to consider whether they have an interest in any matter on the agenda, and, if so, to formally declare that interest.

3 MINUTES OF THE LAST MEETING (*Pages 3 - 10*)

The Minutes of the last Meeting held on the 1st April 2021 are attached.

4 APPLICATION FOR A PREMISES LICENCE TO BE GRANTED UNDER THE LICENSING ACT 2003 IN RESPECT OF KRAVE COFFEE LIMITED, 478 BURY OLD ROAD, PRESTWICH, M25 1NL (*Pages 11 - 48*)

Report from the Executive Director (Operations) is attached:-

Application form attached.

Plan attached.

Police representation attached.

Minutes of: LICENSING HEARING PANEL

Date of Meeting: 1 April 2021

Present: Councillor S Walmsley (in the Chair)
Councillors T Holt and I Schofield
M Caveney (Legal)

Also in attendance: Councillor M Powell & Police Constable (P.C.) G. Scott

Public Attendance: The Hearing was live streamed to the public.

Apologies for Absence: A Lomax

1 APOLOGIES FOR ABSENCE

The Head of Trading Standards and Licensing, Angela Lomax.

2 DECLARATIONS OF INTEREST

There were no declarations of interest made.

3 MINUTES OF THE LAST MEETING

The minutes of the last Licensing Hearing Panel held virtually on the 6th October 2020 were attached to the agenda.

Resolved:- That the minutes of the LHP held virtually on the 6th October 2020 be approved as a correct record.

4 APPLICATION FOR A PREMISES LICENCE TO BE GRANTED UNDER THE LICENSING ACT 2003 IN RESPECT OF PRESTWICH SOCIAL CLUB, UNIT 3, RADIUS SCHEME, SOUTH EAST SIDE, FAIRFAX ROAD, PRESTWICH, M25 1AS

The Applicant is TLS2 Bars Limited, Manor House, 35 St Thomas's Road, Chorley, PR7 1HP. The proposed Designated Premises Supervisor (DPS) is Mr Douglas Waldron, Apple Barn, Draklow Gorse Farm, Yatehouse lane, Byley, Middlewich, CW10 9NS.

The application is for the grant of a Premises Licence under Part 3 of the Licensing Act 2003:

The Applicant had complied with all the necessary procedural requirements laid down by the Act.

Representations were received within the appropriate period by the Licensing Authority.

All written representations were contained within the written submissions provided in the report to the Panel.

All documentary evidence comprising the application, the report provided with the agenda and representations were served on all parties in advance of the hearing.

The proposed operating schedule shows the following:

- a. Supply of alcohol – For consumption On/Off the Premises.
 - Monday to Thursday 11.00 until 00.00
 - Friday to Saturday 10.00 until 01.00
 - Sunday 10.00 until 00.00
 - New Year's Day 00.01 until 03.00
- b. Playing of recorded music (Indoors)
 - Sunday to Thursday 10.00 until 00.00
 - Friday to Saturday 10.00 until 01.00
 - New Year's Day 00.01 until 03.00
- c. Provision of Late-Night Refreshment (Indoors & Outdoors)
 - Friday to Saturday 23.00 until 00.30
 - Sunday 23.00 until 00.00
 - New Year Eve 23.00 until 00.00
 - New Year's Day 00.01 until 02.00
- d. Opening Times
 - Sunday to Thursday 08.00 until 00.30
 - Friday to Saturday 08.00 until 01.30
 - New Year's Day 00.01 until 03.30

It was reported that since the application had been submitted, Greater Manchester Police (GMP) had submitted a representation requesting that the Panel do not grant the application as submitted. Since then, mediation between GMP and the Applicant took place and they have accepted the proposals attached in Appendix 1.

During the Panel Hearing, the Panel heard oral representations from the Applicant Mr D. Waldron and his business partner Mr B. Collier. They outlined their previous work history and some of their current businesses. They outlined their plans and vision for the premises and stated that there were operational differences in the manner in which they would operate their business in comparison to the previous tenants.

There was a business plan in place to avoid previous issues, they hoped to attract a new customer base and create a safe venue and provide an asset to the local area. Prior to the Panel Hearing the Applicant had hosted two Zoom meetings with concerned residents and hoped that any objectors to the application would become customers when they saw how the business was managed. Their aim is to make a safe venue by adopting an appropriate music and pricing policy. They stated that they would have signage asking customers leaving the premises to be mindful of their resident neighbours.

A local resident, informed the Panel that on a number of previous occasions they had complained of anti-social behaviour issues. The later closing time had caused concerns due to the proximity of residential apartments along with smoking and litter outside the premises. All these factors could impact upon resident's well-being with smoke in the atmosphere and disturbed sleep patterns.

Another local resident, questioned the acceptability of a mixed residential and commercial area, going on to state that one bedroom window was only 7 metres away from the front door of the premises. Factors such as smoking and blocking doorway access to the apartments would be hard for the Applicant to manage due to the area being a public footpath. He also asked the police if 95 call outs to the previous business at the location in the last 10 years was acceptable compared to other similar businesses in the area.

P.C. Scott stated this was a fresh application, the previous business was no longer running and that 95 reports in 10 years was not high.

On behalf of local residents, Cllr. Powell stated that one of the main concerns was the closing time on a Friday and Saturday evening. A number of residents had young families; some were shift workers and they expressed they had concerns regarding disturbed sleep.

Another local resident questioned whether a staggered dispersal of customers was the correct thing to do when other venues closed at different times. He also asked whether Public Health England views on the health of local communities had been taken into account as the impact on sleep together with mental health and general wellbeing could be impacted by late night closing.

The Licensing Manager, Mr Bridge explained that this was a new licence application and had no connection to the previous owner. Mr Bridge also explained that any resident could subsequently instigate a Licence Review should they feel that a licence holder was not adhering to the conditions of their licence.

All parties were offered the opportunity to sum up their case.

P.C. Scott was aware of the resident's concerns and would work with the licensee and was willing and able to deal with any issues that may arise.

The Applicant added that whilst a pavement licence had not been applied for, they were keen to resolve smoking related problems. They were willing to have ongoing meetings with residents once they were operating. The Applicant stated reiterated that there was a no admission policy after midnight and a Designated Premises Supervisor would be on site during opening hours. Signage would also be displayed to inform customers to respect local residents when leaving the premises.

Mr Bridge clarified that live and recorded music for up to 500 people could be played until 11.00pm and the licence part of the application for music, only applied only after this time.

Councillor Powell thanked the Applicants for their engagement and answering questions raised by local residents. The Applicant Mr D. Waldron was willing to continue open communications with regular meetings between residents.

The Panel then duly retired to consider the application.

The Members of the Panel were advised by the Legal Officer, Mr Caveney as to their duties under Section 4 of the Licensing Act 2003 to at all times consider the promotion of the Licensing Objectives, these being:

- a) the prevention of crime and disorder
- b) public safety
- c) the prevention of public nuisance
- d) the protection of children from harm

The Members were also advised of their duties in carrying out those functions in relation to:

- a) the Council's published Statement of Licensing Policy
- b) the Guidance issued by the Secretary of State as contained in section 182 of the Licensing Act 2003, which was updated in April 2018

In addition, Members were advised to give appropriate weight to the steps that are appropriate to promote the licensing objectives together with relevant representations presented by all parties.

The Panel also had regard to the European Convention on Human Rights and in particular that everyone has the right to peaceful enjoyment of his possessions, respect for his private and family life, his home and his correspondence. A fair balance between competing interests must be considered.

FINDINGS

The following facts were found:

The Panel took into account the representations and submissions of the Applicant and their intentions to continue working with local residents should any issues arise and promote that this continues.

The Panel noted the experience of the Applicant in the licensing industry and no policing issues at other venues.

The Panel considered representations made by members of the public, residents and Cllr Powell, particularly noting concerns regarding disturbed sleep.

Delegated decision

1. That the premises licence be granted unanimously as set out in the operating schedule subject to the operating amendments listed below under the grounds of prevention of public nuisance:

- **A change to the supply of alcohol on a Friday and Saturday being amended to 12.30am from 1.00am;**
- **A change to the opening times on a Friday and Saturday being amended to 1.00am from 1.30am.**

- a. Supply of alcohol – For consumption On/Off the Premises.
Monday to Thursday 11.00 until 00.00
Friday to Saturday 10.00 until **12.30**

- Sunday 10.00 until 00.00
- New Year's Day 00.01 until 03.00
- b. Playing of recorded music (Indoors)
 - Sunday to Thursday 10.00 until 00.00
 - Friday to Saturday 10.00 until 01.00
 - New Year's Day 00.01 until 03.00
- c. Provision of Late-Night Refreshment (Indoors & Outdoors)
 - Friday to Saturday 23.00 until 00.30
 - Sunday 23.00 until 00.00
 - New Year Eve 23.00 until 00.00
 - New Year's Day 00.01 until 02.00
- d. Opening Times
 - Sunday to Thursday 08.00 until 00.30
 - Friday to Saturday 08.00 until **01.00**
 - New Year's Day 00.01 until 03.30

2. That the following conditions are attached to the licence:

1. The premises are to operate an effective CCTV system which is to be maintained in good working order at all times the premises is open for business. The recording medium (e.g. disks / tapes / hard drive, etc.) and associated images are to be retained and securely stored for a minimum period of 28 days and are to be made available to the police / authorised officers of the Licensing Authority upon request. The premises licence holder or designated premises supervisor is to provide the police with the contact details of members of staff (or other person(s)) who are trained and familiar with the operation of the equipment so that, at the expense of the premises licence holder, they are able to check that the equipment is operating properly and that they are able to provide copies of recorded data upon request and within no more than 12 hours from the time of the request. The premises licence holder or the Designated Premises Supervisor must notify the licensing office or the Police in the event of CCTV breakdown as soon as is reasonably practicable and in any event within 24 hours.
2. Staff training shall take place on the Licensing Act and Licensing objectives upon commencement of employment and every six months thereafter, a written record of this training is to be maintained and made available to the police and any authorised officer of the Council for inspection on request.
3. A personal licence holder must be contactable when the premise is open to the public.
4. Door staff employed at the premises must be SIA registered and a log must be maintained at the premises showing the full name, date of birth, contact telephone number and SIA badge number of the Door Security Staff on duty, the time when they started and ended their shift and the details of any incidents that take place to include incidents when a member of the public is refused entry to the premises. The log is to be made available to the police, to SIA inspectors and to Authorised Officers of the Licensing Authority on request.
5. Any Door security staff employed to use their best endeavours to prevent persons loitering outside the premises.

6. The licence holder and/or the designated premises supervisor or a person nominated by them shall be a member of and attend at the meetings of the Pub and Club watch scheme for the area.
7. No person in possession of a drink in a sealed or unsealed container shall be allowed to enter the premises except for the purposes of delivery or from moving from one part of the premises to another.
8. Customers are to be prevented from leaving the premises with glasses or open bottles. No drink shall be removed from the premises in an unsealed container save for consumption in any delineated area.
9. Clientele must not be admitted to the premises within 30 minutes of the end of licensable activity.
10. The DPS/ Licence holder must ensure members of staff are adequately trained with regard to First Aid.
11. There shall be maintained on the premises at all times an adequate and appropriate supply of first aid equipment and materials.
12. The DPS or premises licence holder must develop and operate a dispersal Policy for clientele leaving the premises this may include links to taxis and other transport providers.
13. Prominent clear and legible notices must be displayed at all exits requesting that customers respect the needs of local residents and to leave the premises and area quietly.
14. Music and associated other noise sources (e.g., DJs and amplified voices) shall not be generally audible inside noise sensitive property at any time. The DPS or a member of staff is to carry out noise level checks of the surrounding outside area whenever entertainment is being provided taking action to reduce noise levels where there is a potential for nuisance to be caused.
15. All external doors and windows are to be kept closed when live entertainment or recorded music is in progress.
16. On occasions when the premises are used/hired to hold a 18th/21st Birthday party, At least one SIA registered security staff is to be employed at the premises for the duration of the function.
17. On such occasions, the sale of alcohol and the provision of regulated entertainment is to cease no later than 23.00hrs.
18. No refuse shall be disposed of or collected from the premises between the hours of 00.00 and 0700 where such disposal or collection is likely to cause disturbance to local residents.
19. The premises will operate a "Challenge 21" proof of age policy, and signage to this effect is to be prominently displayed within the premises. Persons who appear to be under the age of 21 must produce for thorough scrutiny by staff, proof of identity/age before being sold/supplied alcohol. Only a passport or photo-card driving licence or a proof of age card bearing the official 'PASS' accreditation hologram should be accepted as proof of age.
20. The premises is to maintain a refusals / incident book to record the details of incidents / descriptions of individuals whenever a member of staff has refused to sell alcohol to a person suspected of being under the age of 18 and record the circumstances of any incident. The book must be made available to the police / authorised officers of the Licensing Authority on request.
21. All alcohol must be displayed/stored behind the counter.

22.No person under the age of 18 shall be permitted to remain on the premises after 22.00 hours except when present with a responsible adult.

Before closing the meeting, the Chair and Members of the Panel placed on record their thanks to all Officers involved in organising and hosting virtual Licensing meetings over the past 12 months due to the Covid pandemic.

COUNCILLOR S WALMSLEY
Chair

(Note: The meeting started at 1.00pm and ended at 2.24pm)

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Classification	Item No.
Open / Closed	

Meeting:	LICENSING HEARINGS PANEL
Meeting date:	19 th APRIL 2021
Title of report:	APPLICATION FOR A PREMISES LICENCE TO BE GRANTED UNDER THE LICENSING ACT 2003 IN RESPECT OF KRAVE COFFEE LIMITED, 478 BURY OLD ROAD, PRESTWICH, M25 1NL
Report by:	EXECUTIVE DIRECTOR (OPERATIONS)
Decision Type:	Council
Ward(s) to which report relates	Holyrood

Executive Summary:

Recommendation(s)

This report relates to an application for a Premises Licence to be granted under the Licensing Act 2003 in respect of Krave Coffee Limited, 478 Bury Old Road, Prestwich, M25 1NL

OPTIONS & RECOMMENDED OPTION Options

- To grant the application in the terms requested
- To grant the application subject to conditions
- To amend or modify existing or proposed conditions
- To refuse the application

Key considerations

This is a Council Function that is delegated to the Licensing and Safety Panel by the Council's Constitution.

Community impact / Contribution to the Bury 2030 Strategy

Not Applicable

Equality Impact and considerations:

24. *Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*

A public authority must, in the exercise of its functions, have due regard to the need to -

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

25. *The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*

The Licensing Service have considered the Equality Act 2010 and due to each application being dealt with on its own merits there is no positive or negative on any of the protected characteristics

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
Not Applicable	.

Consultation:

Not applicable

Legal Implications:

Under the legislation the Council is required to determine representations. The report is in accordance with the appropriate legislation.

Financial Implications:

There are no specific issues from the report other than potential costs/risks associated with legal appeals

Report Author and Contact Details:

Mr M Bridge
Licensing Office
3 Knowsley Place
Duke Street
Bury
Telephone No: 0161 253 5208
Email: m.bridge@bury.gov.uk

Background papers:

Application form
Representation received
Plan

Please include a glossary of terms, abbreviations and acronyms used in this report.

Term	Meaning
DPS	Designated Premises Supervisor

1.0 BACKGROUND

1.1 The Licensing Act 2003 and the Licensing Act 2003 (Hearings) Regulations is the relevant legislation.

1.2 The Panel will make a decision on the day of the hearing and the parties will be notified subsequently of the decision and the reasons for it by letter from the Licensing Office.

2.0 INTRODUCTION

2.1 The applicant for the licence in respect of the above premises is Krave Coffee Limited, 478 Bury Old Road, Prestwich, M25 1NL. At the time of the application, no proposed Designated Premises Supervisor (DPS) was identified.

2.2 The applicant has complied with all the necessary procedural requirements laid down by the Act.

2.3 As part of the statutory process the Responsible Authorities and interested parties are entitled to make representations in relation to the grant of a licence. Where representations are made and not withdrawn Members are required to determine them.

2.4 Representations must be relevant to the licensing objectives defined within the Act. The objectives are:-

- the prevention of crime and disorder
- public safety
- prevention of public nuisance and
- protection of children from harm

3.0 THE APPLICATION

3.1 The application is for the grant of a Premises Licence under Part 3 of the Licensing Act 2003:

The operating schedule shows the following:

a. Supply of alcohol – For consumption On and Off the Premises.

Monday to Sunday	11.00 until 22.00
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b. Opening Times

Monday to Friday	07.30 until 22.30
Saturday to Sunday	09.00 until 22.30

4.0 REPRESENTATIONS FROM GREATER MANCHESTER POLICE

4.1 Greater Manchester Police submitted a representation in relation to this application which they request the Panel to not grant the application in its current form. Greater Manchester Police have requested conditions are attached at Appendix 1.

4.2 Greater Manchester Police have mediated with the applicant prior to today's hearing and they have accepted the proposal.

5.0 REPRESENTATIONS FROM INTERESTED PARTIES

5.1 One interested party has made a relevant representations to this application are detailed below:-

- Anti-social behaviour
- Close to housing

5.2 This representation is attached at Appendix 2.

6.0 OBSERVATIONS

6.1 After hearing the representations made and the evidence presented, Members are obliged to determine the application with a view to promoting the licensing objectives and having regard to the Authority's Licensing Policy and National Guidance.

Appendix One

1. The premises are to operate an effective CCTV system which is to be maintained in good working order at all times the premises is open for business. The recording medium (e.g. disks / tapes / hard drive, etc.) and associated images are to be retained and securely stored for a minimum period of 28 days and are to be made available to the police / authorised officers of the Licensing Authority upon request. The premises licence holder or designated premises supervisor is to provide the police with the contact details of members of staff (or other person(s)) who are trained and familiar with the operation of the equipment so that, at the expense of the premises licence holder, they are able to check that the equipment is operating properly and that they are able to provide copies of recorded data upon request and within no more than 12 hours from the time of the request. The premises licence holder or the Designated Premises Supervisor must notify the licensing office or the Police in the event of CCTV breakdown as soon as is reasonably practicable and in any event within 24 hours.
2. Staff training shall take place on the Licensing Act and Licensing objectives upon commencement of employment and every six months thereafter, a written record of this training is to be maintained and made available to the police and any authorised officer of the Council for inspection on request.
3. A personal licence holder must be contactable when the premise is open to the public.
4. Door staff employed at the premises must be SIA registered and a log must be maintained at the premises showing the full name, date of birth, contact telephone number and SIA badge number of the Door Security Staff on duty, the time when they started and ended their shift and the details of any incidents that take place to include incidents when a member of the public is refused entry to the premises. The log is to be made available to the police, to SIA inspectors and to Authorised Officers of the Licensing Authority on request.
5. Any Door security staff employed to use their best endeavours to prevent persons loitering outside the premises.
6. The licence holder and/or the designated premises supervisor or a person nominated by them shall be a member of and attend at the meetings of the Pub and Club watch scheme for the area.
7. No person in possession of a drink in a sealed or unsealed container shall be allowed to enter the premises except for the purposes of delivery or from moving from one part of the premises to another.
8. The premises are to maintain an incident book to record the details of incidents / crime / descriptions of individuals involved. The incident book must be made available to the Police/authorised officers of the Licensing Authority on request.
9. Customers are to be prevented from leaving the premises with glasses or open bottles.
10. No drink shall be removed from the premises in an unsealed container save for consumption in any delineated area.
11. Clientele must not be admitted to the premises within 30 minutes of the end of licensable activity.
12. The DPS/ Licence holder must ensure members of staff are adequately trained with regard to First Aid.
13. There shall be maintained on the premises at all times an adequate and appropriate supply of first aid equipment and materials.

14. The DPS or premises licence holder must develop and operate a dispersal Policy for clientele leaving the premises this may include links to taxis and other transport providers.
15. Prominent clear and legible notices must be displayed at all exits requesting that customers respect the needs of local residents and to leave the premises and area quietly.
16. Music and associated other noise sources (e.g. DJs and amplified voices) shall not be generally audible inside noise sensitive property at any time. The DPS or a member of staff is to carry out noise level checks of the surrounding outside area whenever entertainment is being provided taking action to reduce noise levels where there is a potential for nuisance to be caused.
17. All external doors and windows are to be kept closed when live entertainment or recorded music is in progress.
18. On occasions when the premises are used/hired to hold a 18th/21st Birthday party, At least one SIA registered security staff is to be employed at the premises for the duration of the function.
19. On such occasions, the sale of alcohol and the provision of regulated entertainment is to cease no later than 22.30hrs.
20. No refuse shall be disposed of or collected from the premises between the hours of 20.00 and 0800 where such disposal or collection is likely to cause disturbance to local residents.
21. The premises will operate a "Challenge 25" proof of age policy, and signage to this effect is to be prominently displayed within the premises. Persons who appear to be under the age of 25 must produce for thorough scrutiny by staff, proof of identity/age before being sold/supplied alcohol. Only a passport or photo-card driving licence or a proof of age card bearing the official 'PASS' accreditation hologram should be accepted as proof of age.
22. Whenever a member of staff refuses to sell alcohol to a person suspected of being under the age of 18, A record of the circumstances of the incident must be made. The refusals book must be made available to the police / authorised officers of the Licensing Authority on request.
23. All alcohol must be displayed/stored behind the counter.
24. No person under the age of 18 shall be permitted to remain on the premises after 22.00 hours except when present with a responsible adult.

Appendix 2

Thank you for the latest news. I was shocked to learn about the application by Krave at Polefield shops to get be licensed for the sale of alcohol. My worry is that firstly this would directly be in competition to local restaurants & pubs & mainly, due to its location & proximity to the Polefield housing estate, will attract the wrong type of clientele.

As you will know for many years there have been issues of unruly behaviour by certain residents of this estate that often spill over to the shopping area, particularly young youths & girls hanging around, especially in summer. I also feel that a licensed premises would not fit in with the rest of the retail establishments & fast food outlets in the row of shops.

I use the Polefield shops almost daily & live within walking distance.

Please redirect this email to the correct department if need be.

Kind regards



* 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?

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 you would prefer not to be contacted by telephone

Are you:

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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant 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.

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 PremisesBuilding 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...

Address

Building number or name	<input type="text" value="478"/>
Street	<input type="text" value="Bury Old rd"/>
District	<input type="text" value="Prestwich"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text" value="M25 1NL"/>
Country	<input type="text" value="United Kingdom"/>

Contact Details

E-mail	<input type="text" value="kevin@kravecoffee.co.uk"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text" value="11"/> / <input type="text" value="07"/> / <input type="text" value="1981"/> dd mm yyyy
* Nationality	<input type="text" value="British"/> 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.

We are a local coffee shop that serves a selection of foods through out the day. We want to open in the evening with a new menu and the permission to serve alcohol. We can seat up to 35 people and all alcohol will be consumed in 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**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 **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

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...

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"/>
Issuing licensing authority (if known)	<input type="text"/>

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.

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.

Continued from previous page...

TUESDAY

Start	<input type="text" value="07:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="07:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="07:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="07:30"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="09:00"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="09:00"/>	End	<input type="text" value="22:30"/>
Start	<input type="text"/>	End	<input type="text"/>

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.

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.

The Licensee, that is the person in whose name the premises license is issued, shall ensure that all times when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the license and for preventing crime and disorder. The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons. Records will be kept of training and refresher training

b) The prevention of crime and disorder

Any incidents of a criminal nature that may occur on the premises will be reported to the Police.

The Licensee will install comprehensive CCTV coverage at the premises and it is operated and maintained at the premises.

The CCTV system shall conform to the following points:

1. Cameras must be sited to observe the entrance and exit doors both inside and outside.
2. Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.
3. Cameras viewing till areas must capture frames not less than 50% of screen.
4. Cameras overlooking floor areas should be wide angled to give an overview of the premises.
5. Be capable of visually confirming the nature of the crime committed.
6. Provide a linked record of the date, time and place of any image.
7. Provide good quality images –colour during opening times.
8. Operate under existing light levels within and outside the premises.
9. Have the recording device located in a secure area or locked cabinet.
10. Have a monitor to review images and recorded picture quality.
11. Be regularly maintained to ensure continuous quality of image capture retention.
12. Have signage displayed in the customer area to advise that CCTV is in operation.
13. Digital images must be kept for 31 days.
14. Police will have access to images at any reasonable time.
15. The equipment must have a suitable export method, e. G. CD/DVD writer so that the police can make an evidential copy of the data they require. This data should be in the native file format, to ensure that no image quality is lost when making the copy, if this format is non-standard (i.e. manufacturer proprietary) then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the police on a standard computer. Copies must be made available to Police on request.

c) Public safety

Appropriate fire safety procedures are in place including fire extinguishers (foam, H2O and CO2), fire blanket, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting (see enclosed plan for details of locations). All appliances are inspected annually.

All emergency exits shall be kept free from obstruction at all times

d) The prevention of public nuisance

All customers will be asked to leave quietly.

Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbors.

e) The protection of children from harm

Continued from previous page...

The licensee and staff will ask persons who appear to be under the age of 25 for photographic ID such as proof of age cards, the Connexions Card and Citizen Card, photographic driving license or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth of bearer.
All staff will be trained for UNDERAGE SALES PREVENTION regularly.
A register of refused sales shall be kept and maintained on the premises.

Section 19 of 21**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK****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:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - 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.
 - 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.
 - 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.
 - 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:
 - 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.
 - 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.
 - 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...

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"/>

DECLARATION

* Please visit www.bury.gov.uk/privacy to read our recently updated Privacy Policy which explains how Bury Council uses and shares your personal data to give you the best possible experience across our services.

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. (Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership) I 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 (please read guidance note 15). 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 (please see note 15)

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	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

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/bury/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.

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £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 you 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 (£)

190.00

ATTACHMENTS**AUTHORITY POSTAL ADDRESS**

Section 21 of 21**PAYMENT DETAILS**

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*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 you are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

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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 (£)

190.00

DECLARATION

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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. (Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership) I 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 (please read guidance note 15). 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 (please see

Continued from previous page...

note 15)

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](#)

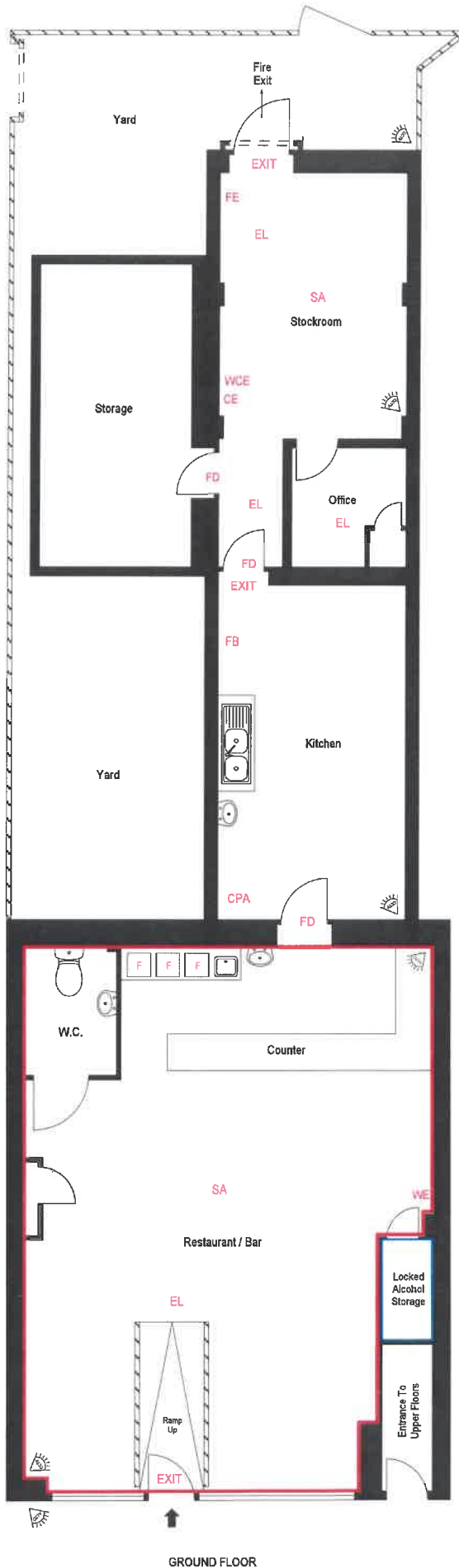
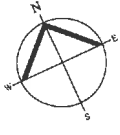
Once you're finished you need to do the following:

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/bury/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

[< Previous](#) [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#)



GROUND FLOOR



General Notes
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 Do not scale from this drawing - work to the figured dimensions only. All dimensions to be checked on-site prior to the commencement of any work.
 Where any discrepancy is found in scale with any previous drawings and/or documents and site, it should be reported to the client and Mlp Design immediately.
 Floor plan measurements are approximate and are for illustrative purposes only. All historic dimensions including ceiling heights are taken to suit from finished surfaces, unless otherwise stated.
 While we do not doubt the floor plans accuracy, we make no guarantee or representation as to the accuracy and/or completeness of the floor plan and associated fire arrangements.
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Drawing Notes

Key:

- Licensed Areas
- Alcohol Storage

EL	Emergency Lighting
SDAS	Smoke Detector / Alarm Sounder
FB	Fire Blanket
SA	Smoke Alarm
EXIT	illuminated Exit Sign
FE	Foam Extinguisher
WE	Water Extinguisher
CE	Carbon Dioxide Extinguisher
WCE	Wet Chemical Extinguisher
WHB	Wash-Hand Basin
F	Alcohol Fridge
CPA	Manual Call Point Alarm
FD	Fire Door
	CCTV Camera

mlpdesign
 Mlp Design | 2 Mount Street | Manchester | M2 5WQ
 T: 0345 257 4121 E: info@mlpdesign.co.uk W: www.mlpdesign.co.uk

Project Address
 KRAVE COFFEE
 478 BURY OLD ROAD
 FRESTWICH
 MANCHESTER
 M25 1NL

Project Brief
 PROVIDE LICENSING PLANS

Drawing Title
 PREMISES LICENSING PLAN

Drawing No. 1875 - PLP - 01	Revision A
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Drawn NR	Issue Date 18 / 01 / 2021
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Client KRAVE COFFEE LTD	Scale / Paper Size 1 - 100 @ A4
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Henry, Laura

From: Licensing
Sent: 25 February 2021 11:01
To: Henry, Laura
Subject: FW: Re Premises Licence Application
Attachments: KRAVE COFFEE PRESTWICH.DOC

Laura

Please print and put with file I have updated LALPAC

Thanks

From: Gregory.Scott@gmp.police.uk <Gregory.Scott@gmp.police.uk>
Sent: 25 February 2021 10:12
To: Licensing <Licensing@bury.gov.uk>
Subject: FW: Re Premises Licence Application

Colleagues,

Please see the attached representation and the below email agreeing to the conditions which has been agreed by GMP and the applicant for Krave Coffee Ltd Mr Kevin Clarke.

Regards
Greg

Pc 14484 Greg Scott
Divisional Licensing Officer
Bury Police station
Dunster Road, Bury
BL9 ORD

0161 856 8111
Mobile: 07393466973

From: kevin clarke [<mailto:kevin@kravecoffee.co.uk>]
Sent: 24 February 2021 13:17
To: Gregory Scott
Subject: Re: Re Premises Licence Application

Hi Greg,

I agree to the objectives stated in the representation form. Regarding the 3b, as discussed we haven't got a DPS as yet, either myself or the manager will attend the course.

If we do get approval for the location and the area, we understand alcohol can not be sold until we complete the DPS form with a nominated person.

If you need anything else from me , please let me know.

Kind regards

Kevin

Krave Coffee

On 24/02/2021 11:35, Gregory.Scott@gmp.police.uk wrote:

Hello Kevin,

As discussed yesterday please see the attached Premises Licence Representation for your attention.

Please note section 3b which we discussed about no DPS at the premises.

Please read through and let me know your thoughts.

Regards

Greg

Pc 14484 Greg Scott

Divisional Licensing Officer

Bury Police station

Dunster Road, Bury

BL9 0RD

0161 856 8111

Mobile: 07393466973

You can access many of our services online at www.gmp.police.uk.

For emergencies only call 999, or 101 if it's a less urgent matter.

You can also connect with us on:

- o Facebook: www.facebook.com/GtrManchesterPolice
- Twitter: www.twitter.com/gmpolice
- Instagram: www.instagram.com/gtrmanchesterpolic
- Flickr: www.flickr.com/gmpolice1
- YouTube: www.youtube.com/gmpolice
- Pinterest: www.pinterest.co.uk/gmpolice

To find out what is happening in your area, visit www.gmp.police.uk/a/your-area where you will be able to follow local social media accounts.

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- Pinterest: www.pinterest.co.uk/gmpolice

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Thank you for your co-operation.

Bury Metropolitan Borough Council

The Licensing Act 2003

Responsible Authority Representation Form

Section 1 - Application Details	
We object to the following Application: Krave Coffee Ltd, 478 Bury Old Road Prestwich Bury, M25 1NL	
Type of application. Application for a premises licence Licensing Act 2003.	
Application Number (if known):	Not Known

Section 2 – Responsible Authority’s Details	
Responsible Authority’s Details: Please tick appropriate box:	
<input checked="" type="checkbox"/>	Police
<input type="checkbox"/>	Fire Authority
<input type="checkbox"/>	Planning Authority
<input type="checkbox"/>	Health and Safety
<input type="checkbox"/>	Environmental Health Service
<input type="checkbox"/>	Child Protection
<input type="checkbox"/>	Weights and Measures
Full name:	PC 14484 Greg Scott
Job Title:	Licensing Officer:
Tele number:	0161-856-8111
Email:	BuryPartnershipTeam@gmp.police.uk
Address:	
Partnership Team Bury Police Division Headquarters. Dunster Road, BL9 0RD	

Section 3 – Representations

<input type="checkbox"/>	We object to the application being granted at all
<input checked="" type="checkbox"/>	We object to the application being granted in it's current form*

*If you choose this option remember to tell us in section 3B what changes you would like to see.

You need to complete the boxes below as fully as possible. If you do not then the Licensing Sub-Committee may not understand why you have made a representation (objection).

Please attach supporting documents/further pages as necessary. Please number all extra pages and add the applicant's name and your name to each page.

Section 3A – The Objectives

**TO PREVENT
CRIME AND
DISORDER**

Please state your reasons:

Mr Kevin Clarke has submitted an application for a premises licence at Krave Coffee Ltd, 478 Bury Old Road, Prestwich, Bury M25 1NL.

Within the Premises licence application he has proposed various conditions that aim to provide steps he intends to take to promote the four licensing objectives.

However the conditions are to be rephrased into more detailed acceptable terminology in order for the licence application to be approved.

Conditions to be applied :-

The premises are to operate an effective CCTV system which is to be maintained in good working order at all times the premises is open for business. The recording medium (e.g. disks / tapes / hard drive, etc.) and associated images are to be retained and securely stored for a minimum period of 28 days and are to be made available to the police / authorised officers of the Licensing Authority upon request. The premises licence holder or designated premises supervisor is to provide the police with the contact details of members of staff (or other person(s)) who are trained and familiar with the operation of the equipment so that, at the expense of the premises licence holder, they are able to check that the equipment is operating properly and that they are able to provide copies of recorded data upon request and within no

more than 12 hours from the time of the request. The premises licence holder or the Designated Premises Supervisor must notify the licensing office or the Police in the event of CCTV breakdown as soon as is reasonably practicable and in any event within 24 hours.

Staff training shall take place on the Licensing Act and Licensing objectives upon commencement of employment and every six months thereafter, a written record of this training is to be maintained and made available to the police and any authorised officer of the Council for inspection on request.

A personal licence holder must be contactable when the premise is open to the public.

Door staff employed at the premises must be SIA registered and a log must be maintained at the premises showing the full name, date of birth, contact telephone number and SIA badge number of the Door Security Staff on duty, the time when they started and ended their shift and the details of any incidents that take place to include incidents when a member of the public is refused entry to the premises. The log is to be made available to the police, to SIA inspectors and to Authorised Officers of the Licensing Authority on request.

Any Door security staff employed to use their best endeavours to prevent persons loitering outside the premises.

The licence holder and/or the designated premises supervisor or a person nominated by them shall be a member of and attend at the meetings of the Pub and Club watch scheme for the area.

No person in possession of a drink in a sealed or unsealed container shall be allowed to enter the premises except for the purposes of delivery or from moving from one part of the premises to another.

The premises are to maintain an incident book to record the details of incidents / crime / descriptions of individuals involved. The incident book must be made available to the Police/authorised officers of the Licensing Authority on request.

<p>PUBLIC SAFETY</p>	<p>Customers are to be prevented from leaving the premises with glasses or open bottles.</p> <p>No drink shall be removed from the premises in an unsealed container save for consumption in any delineated area.</p> <p>Clientele must not be admitted to the premises within 30 minutes of the end of licensable activity.</p> <p>The DPS/ Licence holder must ensure members of staff are adequately trained with regard to First Aid.</p> <p>There shall be maintained on the premises at all times an adequate and appropriate supply of first aid equipment and materials.</p> <p>The DPS or premises licence holder must develop and operate a dispersal Policy for clientele leaving the premises this may include links to taxis and other transport providers.</p>
<p>PREVENTION OF PUBLIC NUISANCE</p>	<p>Prominent clear and legible notices must be displayed at all exits requesting that customers respect the needs of local residents and to leave the premises and area quietly.</p> <p>Music and associated other noise sources (e.g. DJs and amplified voices) shall not be generally audible inside noise sensitive property at any time. The DPS or a member of staff is to carry out noise level checks of the surrounding outside area whenever entertainment is being provided taking action to reduce noise levels where there is a potential for nuisance to be caused.</p> <p>All external doors and windows are to be kept closed when live entertainment or recorded music is in progress.</p> <p>On occasions when the premises are used/hired to hold a 18th/21st Birthday party, At least one SIA registered security staff is to be employed at the premises for the duration of the function.</p> <p>On such occasions, the sale of alcohol and the provision of regulated entertainment is to cease no later than 22.30hrs.</p>

	<p>No refuse shall be disposed of or collected from the premises between the hours of 20.00 and 0800 where such disposal or collection is likely to cause disturbance to local residents.</p>
<p>THE PROTECTION OF CHILDREN FROM HARM</p>	<p>The premises will operate a “Challenge 25” proof of age policy, and signage to this effect is to be prominently displayed within the premises. Persons who appear to be under the age of 25 must produce for thorough scrutiny by staff, proof of identity/age before being sold/supplied alcohol. Only a passport or photo-card driving licence or a proof of age card bearing the official ‘PASS’ accreditation hologram should be accepted as proof of age.</p> <p>Whenever a member of staff refuses to sell alcohol to a person suspected of being under the age of 18, A record of the circumstances of the incident must be made. The refusals book must be made available to the police / authorised officers of the Licensing Authority on request.</p> <p>All alcohol must be displayed/stored behind the counter.</p> <p>No person under the age of 18 shall be permitted to remain on the premises after 22.00 hours except when present with a responsible adult.</p>
<p style="text-align: center;">Section 3B – Suggestions/Further information</p> <p>Further information:</p> <p>The applicant Kevin Clarke has applied for this licence without naming a Designated Premises Supervisor. Due to this the Licensable activity applied for will not be able to go ahead as no sale or supply of alcohol will be permitted unless there is a designated premises supervisor named on the licence for the premises. The applicant Kevin Clarke is aware of this.</p>	

Signed.....G Scott.....dated 24/02/2021

N.B if you do make a representation you will be expected to attend the Licensing Sub-Committee hearing and any subsequent appeal proceedings.