

Public Document Pack

NORTH LINCOLNSHIRE COUNCIL

LICENSING (ACTIVITIES) SUB-COMMITTEE

30 July 2021

Chairman: To Be Appointed

Venue: Conference Room
Room F01e
Church Square House,
30-40 High Street,
Scunthorpe

Time: 10.00 am

E-Mail Address:
matthew.nundy@northlincs.gov.uk

AGENDA

1. Appointment of Chairman.
2. Declarations of disclosable pecuniary interests, personal or personal and prejudicial interests, and significant contact with applicants, objectors or third parties (lobbying), if any.
3. Licensing Act 2003 - Application to Grant a Premises Licence - Drinks Boutique, 117 Buckingham Avenue, Scunthorpe
 - (a) Information to accompany notice of hearing (Pages 1 - 4)
 - (b) Counter Notice (Pages 5 - 6)
 - (c) Licensing (Activities) Sub-Committee Procedure (Pages 7 - 8)
 - (d) Committee Report (Pages 9 - 14)
 - (e) Appendix A - Summary of the Application (Pages 15 - 18)
 - (f) Appendix B - Application for the grant of a premises licence (Pages 19 - 42)
 - (g) Appendix C - Humberside Police representation (Pages 43 - 46)
 - (h) Appendix D - Trading Standards representation (Pages 47 - 48)
 - (i) Appendix E - Interested Party representation (Pages 49 - 50)
 - (j) Appendix F - Interested Party representation (Pages 51 - 52)
 - (k) Appendix G - Interested Party representation (Pages 53 - 54)
 - (l) Appendix H - Interested Party representation (Pages 55 - 58)

(m) Appendix I - Location Map (Pages 59 - 60)

4. Any other items which the chairman decides are urgent by reason of special circumstances which must be specified.

NOTES: Enclosed in these papers are –

(a) Information to accompany the notice of hearings, including the procedure to be followed at meetings.

(b) A counter-notice to be completed and returned to the aforementioned email address or postal address above, by Thursday 22 July 2021.

(c) All appropriate and available documentation required at the time of notice.

INFORMATION TO ACCOMPANY NOTICE OF HEARING

In the interests of timely, efficient and cost effective decision making the Authority strongly urges all parties involved in any hearing to ensure that they provide advance disclosure between the parties of any information on which they intend to rely at any hearing. Failure to do so may lead to discussions over the admissibility of such information and/or the adjournment of the hearing.

1. Right of Attendance

A party attending the hearing may be assisted or represented by any person whether or not that person is legally qualified.

2. Representations and Supporting Information

2.1 A party at the hearing shall be entitled to –

- a) give further information in response to the points raised (if any) under point 5 of this information. Any documents upon which you intend to rely should be served with the Counter-notice¹
- b) address the authority, and
- c) if given permission by the authority, question any other party.

2.2 A party who wishes to withdraw any representations they have made may do so -

- a) by giving notice to the Authority no later than 24 hours before the day or the first day on which the hearing is to be held, or
- b) orally at the hearing

3. Failure to attend the Hearing

- a) Where a Party informs the Authority that they do not intend to attend the hearing, then the hearing may proceed in their absence.
- b) Where a party has not so indicated and fails to attend or be represented at the hearing the Authority may –
 - (i) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
 - (ii) hold the hearing in the party's absence.
- c) Where the Authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.

¹ Papers served on the day of the hearing will only be considered if all parties to the hearing consent. If the document is particularly long or complex, this may lead to the hearing being adjourned.

- d) Where the Authority adjourns the hearing to a specified date it shall forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

4. Procedure at Hearing

1. Opening remarks and formalities, introduction by the Democratic Services Officer
2. Chairman is elected, opens meeting and explains procedure to parties present
3. Summary of the application by the Licensing Officer
4. Applications (including any applications for supporting persons to be allowed to address the Sub-Committee² and applications for adjournment)
5. Presentation by Applicant (opportunity to present case, call parties in support and produce documents: maximum 20 minutes)
6. Questions (by Members)
N.B³
7. Presentation by Objectors: (opportunity to present case, call parties in support and produce documents: maximum 20 minutes per objector)
 - a) Police
Followed by questions from members
 - b) Other Responsible Authorities
Followed by questions from members
 - c) Interested Parties
Followed by questions from members
8. Clarification of any issues arising by the Licensing Officer
9. Summary by Applicant: maximum 5 minutes
10. Summary by Objectors:
 - a) Police
 - b) Other Responsible Authorities
 - c) Interested Parties
(Maximum 5 minutes per objector)
11. Members withdraw from hearing to consider the matter. (They may call in the Solicitor to help draft reasons for decision. Any other advice must be repeated in open forum)
12. Members return and the decision, including reasons, is announced.

² Regulation 8(2) states that where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, permission must be requested from the authority in the counter notice, for such a person to appear. Details of the name of the person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request, will be required.

³ Regulation 23 states that cross examination by other parties shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, applications or notice as the case may require

5. Points upon which the authority requires clarification

If the Local Authority wish you to clarify certain points/issues arising from your application/objection this will be indicated under point 7 of the Committee Report.

6. Powers to extend time limits/adjourn the hearing

- a) The relevant parties must notify the Authority if they consider that the time limits set out in the procedure of hearing will not be sufficient.
- b) The Authority may extend the time limits if it believes that it shall be in the public interest to do so and shall forthwith give notice to the parties stating the period of the extension and the reason for it.
- c) The Authority may adjourn a hearing to a specified date or arrange for a hearing to be held on specified additional dates where it considers this to be necessary for its consideration of any representations or notice made by a party.
- d) Where the Authority adjourns the hearing to a specified date or additional dates, the parties must be notified forthwith of the date, time and place to which the hearing has been adjourned.

7. Right to dispense with hearing if all parties agree

- (1) The Authority may dispense with holding a hearing if all relevant persons agree that such a hearing is unnecessary and that they have given notice to the Authority that they consider a hearing to be unnecessary.
- (2) Where all relevant persons agree that a hearing is unnecessary and have given notice of this then the Authority shall forthwith give notice to all parties that the hearing has been dispensed with.

8. Hearing to be in public

- 8.1 The hearing shall place in public, however;
- 8.2 The licensing authority may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking place in public.
- 8.3 For these purposes a party and any person assisting or representing a party may be treated as a member of the public.

9. Disruptive behaviour

The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may-

- (a) refuse to permit that person to return, or
- (b) permit him to return only on such conditions as the authority may specify, but such person may, before the end of the hearing, submit to the authority in writing any information, which they would have been entitled to give orally had they not been required to leave.

10. Record of proceedings

The authority shall provide for a record to be taken of the hearing in a permanent and intelligible form and kept for six years from the date of the determination or, where an appeal is brought against the determination of the authority, the disposal of the appeal. **NB**⁴

⁴ It is the Councils policy to tape record the proceedings of the Licensing sub-committee. Only the open part of the hearing shall be recorded. The tape recording shall then be kept in a secure environment.

COUNTER NOTICE

LICENSING ACT 2003 – GRANT OF A PREMISES LICENCE DRINKS BOUTIQUE, 117 BUCKINGHAM AVENUE, SCUNTHORPE

(please return this counter notice as a matter of urgency)

To: matthew.nundy@northlincs.gov.uk

From: (Applicant / Responsible Authority / Interested Party) (name and address) (please print)

.....
.....
.....

I confirm that I have received the Notice of Hearing for the meeting on **FRIDAY 30 JULY 2021** commencing at **10:00 am**, together with a copy of the procedure which is to be adopted at the hearing.

Please tick box as appropriate

1. I shall be attending the hearing
2. I shall not be attending the hearing because ¹.....
.....
.....
3. I do not consider a hearing to be necessary because².....
4. I intend to be represented at the hearing by ³.....(name of representative)

¹ See point 3 of the attached Information

² See point 7 of the attached Information

³ See point 1 of the attached Information

5. I request permission for the following supporting person(s) to appear at the hearing⁴:

Name of person(s):

Point(s) the person(s) will be covering:

6. I consider that the application can be dealt with on the date of the hearing

I do not consider that the application can be dealt with on the date of the hearing and would request an adjournment on the following grounds⁵

.....
.....
.....
.....

7. I enclose the full written statements of evidence upon which I intend to rely

Dated the day of 2021

Signed.....[Applicant / Responsible Authority / Interested Party]

Contact address:

Telephone number:

⁴ Evidence given by supporting persons must be seen to assist the authority in relation to the application. Also see point 4, footnote 2 of the attached Information

⁵ See point 6 of the attached Information

PROCEDURE AT HEARING

1. Opening remarks and formalities, introductions by the Democratic Services Officer.
2. Chairman is elected, opens meeting and explains procedure to all parties present.
3. Summary of the application by the Licensing Officer.
4. Applications and Variation of Procedure (includes applications for supporting persons to be allowed to address the committee, applications for adjournment, applications for extension of time limits and consideration of cross examination).
5. Presentation by Applicant (opportunity to present case, call parties in support and produce documents: maximum 20 minutes).
6. Questions to applicant (by Members).
7. Presentations by Objectors: (opportunity to present case, call parties in support and, produce documents: maximum 20 minutes per objector).
 - a) Police
Followed by Questions by Members
 - b) Other Responsible Authorities
Followed by Questions by Members
 - c) Interested Parties
Followed by Questions by Members
8. Clarification of any issues arising by the Licensing Officer, if required, followed by questions by members if necessary.
9. Summary by Applicant: maximum 5 minutes.

10. Summary by Objectors: maximum 5 minutes per objector.
11. All parties withdraw from the hearing to allow the sub-committee to consider the matter. (They may call in the Solicitor to help draft reasons for the decision. Any other advice must be repeated in open forum. If members need to seek clarification from any party, they will return to the meeting).
12. After consideration, all parties return and the decision, including any conditions and reasons, is announced.
13. All parties are informed of their right and time permitted to appeal the sub-committee's decision.
14. Meeting is closed or, if applicable, the next hearing begins.

NORTH LINCOLNSHIRE COUNCIL

LICENSING (ACTIVITIES) SUB-COMMITTEE

LICENSING ACT 2003 APPLICATION TO GRANT A PREMISES LICENCE DRINKS BOUTIQUE, 117 BUCKINGHAM AVENUE, SCUNTHORPE

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To request that the Sub-Committee determines the application to grant a Premises Licence for Drinks Boutique. A summary of the application is attached as Appendix A to this report and a copy of the application as Appendix B.
- 1.2 There have been 6 representations received, which have been deemed relevant. These are detailed in paragraph 4.2. Copies of the representations are attached to this report at Appendix C, D, E, F, G and H.

2. BACKGROUND INFORMATION

- 2.1 In accordance with the provisions of the Licensing Act 2003 and the council's scheme of delegation, all applications for a licence where a relevant representation has been made need to be determined by this Sub-Committee.
- 2.2 When determining the application the Sub-Committee should only consider issues which relate to the four licensing objectives. The licensing objectives are:
 - The prevention of Crime and Disorder
 - Public Safety
 - The prevention of a Public Nuisance
 - The protection of Children from Harm
- 2.3 Members of the Sub-Committee must have regard to the statutory guidance issued under section 182 of the Licensing Act 2003, our Statement of Licensing Policy and our Cumulative Impact Policy if appropriate. Members of the Sub-Committee may deviate from the statutory guidance and licensing policies only if they deem that there is good reason to do so. Where Members do deviate from the statutory guidance or policies then full reasons must be provided.

- 2.4 Members of the Sub-Committee should not allow themselves to pre-determine the application or to be prejudiced in favour or opposed to the licence and shall only determine the application having had an opportunity to consider all relevant facts. Members of the Sub-Committee should not hear or decide on any applications for premises licences in their own ward.
- 2.5 Members of the Sub-Committee shall remember that they are acting in a quasi-judicial role in determining the application and shall remain in the room so that they hear all the evidence before determining the application. The determination shall be based on the evidence provided, which is relevant to the licensing objectives.
- 2.6 The options available to the Sub-Committee having considered all the relevant information are as follows:
- To refuse to grant the licence.
 - To grant the licence with additional conditions.
 - To grant the licence without additional conditions.
 - To grant the licence but restrict the licensable activities.
 - To grant the licence with restricted times.
- 2.7 When considering an application to vary a licence, only the additional elements contained within the application can be considered. The activities already licensed cannot be subject to any restriction or additional conditions.
- 2.8 Members of the Sub-Committee should be advised that the applicant, responsible authorities and other persons making relevant representations may appeal to the Magistrates Court within 21 days of the date on which they were notified of the decision.

3. ISSUES FOR CONSIDERATION

- 3.1 The application to grant a premises licence for Drinks Boutique was received on 10 March 2021. A summary of the application is attached at Appendix A and a copy of the application is attached at Appendix B.
- 3.2 Humberside Police has objected to the application on the grounds of the Prevention of Crime and Disorder, Public Safety and the Protection of Children from Harm. A copy of the representation is attached at Appendix C.
- 3.3 Trading Standards has objected to the application on the grounds of [the Protection of Children from Harm. A copy of the representation is attached at Appendix D.
- 3.4 There have been 4 representations from other persons, which have been deemed relevant. The representation(s) are detailed in paragraph 4.2 and are attached to this report as Appendix E, F, G and H.
- 3.5 The applicant has been made aware of the representations.

4. OUTCOMES OF CONSULTATION

- 4.1 A copy of an application to grant or vary a Premises Licence must be served on the responsible authorities within 48 hours of the Licensing Authority receiving its copy.
- 4.2 The table below provides details of any representations received from the responsible authorities.

Responsible Authority	Detail
Humberside Police	Objected on the grounds of prevention of crime and disorder, public safety and protection of children from harm
Humberside Fire & Rescue Service	No response received
Health & Safety	No response received
Environmental Health	No response received
Trading Standards	Objected on the ground of protection of children from harm
Child Protection	No response received
Planning	No response received
Licensing Authority	No response received
Public Health	No response received
Other	Objections received on the grounds of prevention of crime and disorder, public nuisance and protection of children from harm.

- 4.3 Ward councillors have been made aware of the application.

5. OUTCOMES OF MEDIATION

- 5.1 We have a duty to mediate in accordance with our policy. The results of the mediation will be reported at the meeting.

6. LICENSING OBJECTIVES & STATUTORY PROVISIONS

6.1 Prevention of Crime & Disorder

6.1.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 17 of their application in Appendix B attached to this report.

6.1.2 Further information regarding this objective can be found in the Licensing Policy, pages 33-42.

6.1.3 Representations have been received raising concerns with regard to this objective.

6.2 Public Safety

6.2.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 17 of their application in Appendix B attached to this report.

6.2.2 Further information regarding this objective can be found in the Licensing Policy, pages 43-49.

6.2.3 Representations have been received raising concerns with regard to this objective.

6.3 Prevention of Public Nuisance

6.3.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 17 of their application in Appendix B attached to this report.

6.3.2 Further information regarding this objective can be found in the Licensing Policy, pages 50-55.

6.3.3 Representations have been received raising concerns with regard to this objective.

6.4 Protection of Children from Harm

6.4.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 17 of their application in Appendix B attached to this report.

6.4.2 Further information regarding this objective can be found in the Licensing Policy, pages 56-62.

6.4.3 Representations have been received raising concerns with regard to this objective.

6.5 Other Licensing Policy Issues/Statutory Provisions

6.5.1 These are detailed in Appendix B, page 17, under the heading of General.

7. **FURTHER INFORMATION & CLARIFICATION**

7.1 A location plan is attached to the report as Appendix I.

8 **OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)**

8.1 Not applicable.

9. RECOMMENDATIONS

- 9.1 That the Sub-Committee determines the application in accordance the Statutory Guidance issued under s182 of the Licensing Act 2003, Statement of Licensing Policy, the Cumulative Impact Policy if appropriate and the information contained within this report and having had due regard to the applicant and the responsible authorities making relevant representations.
- 9.2 That the Sub-Committee provides the reasons for its decision.

DIRECTOR: OPERATIONS

Church Square House
Church Square
Scunthorpe
North Lincolnshire

Author: Narelle Plowright
Date: 13 July 2021

Background Papers used in the preparation of this report Nil

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Summary of Application (GRANT)

Name of Premises	Drinks Boutique	Type of Application	Premises Grant
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Point Number	Detail	Action
1	A cocktail business to be run from the kitchen/diner of a 3-bedroom semi-detached house	
2	Sale of alcohol for consumption off the premises: Monday to Thursday 16:00 – 19:00 Friday and Saturday 14:00 – 20:30	
3	Opening hours Monday to Thursday 16:00 – 19:00 Friday and Saturday 14:00 – 20:30	

Summary of Representations/Conditions Requested (Responsible Authorities)

Point Number	Detail	Action
4	Appendix C – Humberside Police A warrant was carried out at this address in relation to conspiracy to supply class B drugs where people other than the applicant were arrested. Humberside Police do not believe any person currently connected to this address would be fit and suitable to have a licence for the sale and distribution of alcohol from this address.	
5	Appendix D – Trading Standards It is requested that the following conditions are added in relation to the protection of children from harm licensing objective.	
6	<ul style="list-style-type: none"> • Prior to taking orders for sales of alcohol, the applicant shall put procedures in place to register customers' details and ask to see acceptable identification to verify that they are over 18 years of age. Acceptable forms of identification include Passport, DVLA driving licence photo ID card or a "PASS" approved and hologrammed scheme card 	
7	<ul style="list-style-type: none"> • Details of the identification provided shall be recorded with details of the customers order and shall be stored in compliance with GDPR. 	

8	<ul style="list-style-type: none"> • Order deliveries shall be made by employees of the business, not a third party. 	
9	<ul style="list-style-type: none"> • Delivery employees shall be trained to see the registered identification upon delivery. Training shall be documented, signed, dated and refreshed every 6 months. 	
10	<ul style="list-style-type: none"> • Delivery may only be made to the registered customer who is over the age of 18 years. The proof of identification registered upon order should be requested upon delivery. If the registered identification cannot be shown, delivery must not take place. 	
11	<ul style="list-style-type: none"> • Delivery must not take place if the customer is intoxicated 	
12	<ul style="list-style-type: none"> • A refusals nook or electronic log shall be kept at the premises and shall be used to record all refusals to sell or deliver alcohol for any reason. The details to be recorded must be as follows: <ul style="list-style-type: none"> ➤ Time, day, date of refusal ➤ Item refused ➤ Name & address of customer (if given) ➤ Description of customer (if known) ➤ Details of ID offered (if shown) <p>The refusals book shall be regularly audited by the Designated Premises Supervisor or duly appointed key member of staff to assess employees' compliance with refusing age-restricted sales and must be made available to a representative of any responsible authorities on request.</p>	

Summary of Representations/Conditions Requested (Other Persons)

Point Number	Detail	Action
13	Appendix E – Hellewell The premises is in a quiet residential area and there are concerns that granting the licence will change this.	
14	Appendix F – Laughton There are concerns that storing large quantities of alcohol at the premises could encourage thieves/burglars into the area.	
15	Appendix G – Cllr O’Sullivan There are concerns that there are insufficient measures in place for the protection of children from harm in relation to age verification policies. The removal of glass bottles from the premises could cause an issue with broken glass and there are no measures in place to prevent the public from turning up at the premises outside of the opening hours.	
16	Appendix H – Smith There are concerns about increased noise in the area. The objector also pointed out that there had been a recent Police raid at the premises.	

Summary of Statutory Guidance Issued under s182 of The Licensing Act 2003

Point Number	Detail	Action
17	Hearings, paragraphs 9.31 – 9.41 pages 73 – 75	
18	Age Verification paragraphs 10.46 – 10.50, page 85	

Summary of North Lincolnshire Council’s Licensing Policy

Point Number	Detail	Action
19	The Prevention of Crime and Disorder. Pages 32 – 41	
20	Public Safety. Pages 42 – 48	
21	The Prevention of Public Nuisance. Pages 49 – 54	
22	The Protection of Children from Harm. Pages 55 – 61	

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Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We **Sydney Rachael Irving**

(Insert name(s) of applicant)

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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
<ul style="list-style-type: none"> • 117 Buckingham Avenue, Scunthorpe, South Humberside 			
Post town	Scunthorpe	Postcode	DN158NS

Telephone number at premises (if any)	[REDACTED]
Non-domestic rateable value of premises	£1200 (Band A)

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i as a limited company/limited liability partnership please complete section (B)
 - ii as a partnership (other than limited liability) please complete section (B)
 - iii as an unincorporated association or please complete section (B)
 - iv other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input checked="" type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname Irving			First names Sydney Rachael		
Date of birth [REDACTED]		I am 18 years old or over <input checked="" type="checkbox"/> Please tick yes			
Nationality					
Current residential address if different from premises address		117 Buckingham Avenue			
Post town	Scunthorpe		Postcode	DN158NS	
Daytime contact telephone number		[REDACTED]			
E-mail address (optional)		[REDACTED]			
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					
Sent a photo of my passport of proof of right to work in the UK					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)

Telephone number (if any)

E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
1	5	03 2021

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

DD	MM	YYYY

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

- I will be doing my business from my Kitchen-diner area in my home and it is a three bedroom semi detached house.
- My kitchen-diner is reasonably sized (17m squared) and in immaculate condition.
- I have a First Aid kit, Fire blanket & Fire Extinguisher on the premises and in the kitchen with me. Please see my Premises floor plan for further in detail information.

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

0

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

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

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Tue			
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)					
Mon								
Tue								
Wed						<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)		
Thur								
Fri						<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat								
Sun								

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 5) The alcohol is for my little cocktail making business and I'll only buy what I need from The Bookers		
Mon	16:00	19:00			
Tue	16:00	19:00			
Wed	16:00	19:00			
Thur	16:00	19:00			
Fri	14:00	20:30			
Sat	14:00	20:30			
Sun					
			<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name		Sydney Rachael Irving
Date of birth		██████
Address		117 Buckingham Avenue, Scunthorpe, South Humberside
Postcode	DN158NS	
Personal licence number (if known)		
Issuing licensing authority (if known)		

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

N/A

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	16:00	19:00	
Tue	16:00	19:00	
Wed	16:00	19:00	
Thur	16:00	19:00	
Fri	14:00	20:30	
Sat	14:00	20:30	
Sun			

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

I promise to always follow the four licensing objectives and I'll try my best to never let any of these happen.

b) The prevention of crime and disorder

I will only ever serve alcohol in sensible measures/amounts so people never get out of control.

c) Public safety

I will only ever sell alcohol to people that are going to consume it in a sensible manor.

d) The prevention of public nuisance

With my business people will be drinking their cocktails in the comfort of their own home and shouldn't ever be causing any public nuisance. I also stop serving people at reasonable times so they shouldn't ever be causing any nuisance to anybody.

e) The protection of children from harm

I would never serve anyone alcohol who seems to be already drunk and if they look like they're under the influence of anything else and I will always make sure I'm not serving people who seem unreliable of looking after themselves..

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

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

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.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none">• [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
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	proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	[REDACTED]
Date	10/03/2021
Capacity	Owner of the business and my role is Cocktail Delivery Maker

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Sydney Rachael Irving 117 Buckingham Avenue			
Post town		Postcode	DN158NS
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail			
[REDACTED]			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. 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.
- 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:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - 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;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.

15. 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.
- 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.

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.

From: [Nicola Ellis](#)
To: [Narelle Plowright](#)
Subject: FW: 117 Buckingham Avenue, Scunthorpe
Date: 06 April 2021 15:51:05
Attachments: [image001.png](#)

Hi,

Just to keep you in the loop 😊

From: McNally, Graham 2021 [REDACTED]
Sent: 06 April 2021 15:36
To: Smith, Andrew 3237 [REDACTED]; Nicola Ellis
[REDACTED]
Cc: [REDACTED]
[REDACTED]
Subject: FW: 117 Buckingham Avenue, Scunthorpe

Good afternoon Andrew and Nicola,

I appreciate this is the 11th hour when it comes to a further objection, but this morning a number of warrants were executed by Humberside Police in relation to conspiracy to supply class B within Scunthorpe.

On of these addresses was 117 Buckingham Avenue, and whilst not directly linked to the applicant, others at her home address have been arrested to assist us with the on-going investigation.

I therefore do not believe any person currently connected to that address would be fit and suitable to have a licence for the sale and distribution of alcohol from that address.

[REDACTED]
[REDACTED]
[REDACTED]

Kind regards

Graham

From: [REDACTED]
Sent: 17 March 2021 10:54
To: [REDACTED] McNally, Graham 2021
<[REDACTED]>
Subject: FW: 117 Buckingham Avenue, Scunthorpe

For your awareness of the below email chain. Council and police licencing now both aware.

Cheers

From: [Nicola Ellis](#)
To: [Narelle Plowright](#)
Subject: FW: 117 Buckingham Avenue, Scunthorpe
Date: 13 April 2021 14:06:14
Attachments: [image001.png](#)

From: Smith, Andrew 3237 <[REDACTED]>
Sent: 07 April 2021 11:41
To: Licensing <Licensing@northlincs.gov.uk>
Cc: McNally, Graham 2021 [REDACTED] Nicola Ellis
[REDACTED]
[REDACTED]

Subject: RE: 117 Buckingham Avenue, Scunthorpe

Good Morning,

Further to my previous representations and , in light of the information below, I wish, on behalf of Humberside Police, to formally object to the Grant of a New Licence to Sydney IRVING at the above address.

The Licensing Objectives my representation refers to are: The Prevention of Crime and Disorder, Public Safety and Protection Children from Harm.

Whilst below is a brief outline of circumstances that arose yesterday (6th April 2021), it is clear there are serious alleged criminal offences being investigated (Conspiracy to Supply Controlled Drugs) and, I know from my previous visit to the premises, that Ms Irving has two younger school aged siblings.

I realise that today is the last day for 'consultation' and I ask that Humberside Police be allowed extra time in order that a fuller picture of the circumstances can be portrayed.

Kind Regards

Andy Smith 3237
Licensing Officer
Cromwell Road, Grimsby, DN31 2BN

e-mail [REDACTED]

Licensing Objectives

- 1) The Prevention of Crime & Disorder
- 2) Public Safety
- 3) The Prevention of Public Nuisance
- 4) The Protection of Children from Harm

From: McNally, Graham 2021

Sent: 06 April 2021 15:36

To: Smith, Andrew 3237 [REDACTED] Nicola Ellis

Cc: [REDACTED]

Subject: FW: 117 Buckingham Avenue, Scunthorpe

Good afternoon Andrew and Nicola,

I appreciate this is the 11th hour when it comes to a further objection, but this morning a number of warrants were executed by Humberside Police in relation to conspiracy to supply class B within Scunthorpe.

One of these addresses was 117 Buckingham Avenue, and whilst not directly linked to the applicant, others at her home address have been arrested to assist us with the on-going investigation.

I therefore do not believe any person currently connected to that address would be fit and suitable to have a licence for the sale and distribution of alcohol from that address.

[REDACTED]

Kind regards

Graham

From: [REDACTED]

Sent: 17 March 2021 10:54

To: [REDACTED] McNally, Graham 2021

Subject: FW: 117 Buckingham Avenue, Scunthorpe

For your awareness of the below email chain. Council and police licencing now both aware.

Cheers

From: Smith, Andrew 3237

Sent: 17 March 2021 09:58

To: [REDACTED]

Subject: RE: 117 Buckingham Avenue, Scunthorpe

[REDACTED] good morning,

Thank you for bringing this to my attention.

This page is intentionally left blank

Drink Boutique, 117 Buckingham Ave, Scunthorpe

Karen Woad <[REDACTED]>

Mon 29/03/2021 14:37

To: Licensing <Licensing@northlincs.gov.uk>

Good afternoon

Trading Standards are in receipt of the grant application in respect of The Drink Boutique.

The applicant outlines very little in the way of procedures to ensure that the licensing objectives are met. As a result, Trading Standards requests that the following conditions are added in relation to the Protection of Children from Harm licensing objective:

1. Prior to taking orders for sales of alcohol, the applicant shall put procedures in place to register customer's details and ask to see acceptable identification to verify that they are over 18 years of age. Acceptable forms of identification include Passport, DVLA driving licence photo ID card or a "PASS" approved and hologrammed scheme card.
2. Details of the identification provided shall be recorded with details of the customer's order and shall be stored in compliance with the GDPR.
3. Order deliveries will be made by employees of the business, not a third party.
4. Delivery employees will be trained to see the registered identification upon delivery. Training shall be documented, signed and dated and refreshed every six months.
5. Delivery may only be made to the registered customer who is over the age of 18 years. The proof of identification registered upon order should be requested upon delivery. If the registered identification cannot be shown, delivery must not take place.
6. Delivery must not to take place if the customer is intoxicated.
7. A refusals book or electronic log shall be kept at the premises and shall be used to record all refusals to sell/deliver alcohol for any reason. The details to be recorded must be as follows:
 1. Time, day & date of refusal
 2. Item refused
 3. Name & address of customer (if given)
 4. Description of customer (if known)
 5. Details of ID offered (if shown)

The refusals book shall be regularly audited by the Designated Premises Supervisor (DPS) or duly appointed key member of staff to assess employees' compliance with refusing age-restricted sales and must be made available to a representative of any responsible authorities on request.

Kind regards

Karen Woad

Trading Standards Officer

Trading Standards | Waste & Public Protection | Church Square House, High Street East, Scunthorpe DN15 6XQ (Sat Nav DN15 6NL) | [REDACTED]

www.northlincs.gov.uk/tradingstandards

www.facebook.com/northlincstradingstandards

Page 47

[Redacted]

Scunthorpe

[Redacted]

22/03/21

Dear Sirs,

RECEIVED
 24 MAR 2021
 RECEIVED
 26 2021

Ref: Application for The Grant of a Premises Licence
 by Sydney Rachael Irving
 of 117 Buckingham Avenue, Scunthorpe.

Buckingham Avenue is a quiet residential
 area and there is no exit at the top of the
 street where there are allotments,

The Avenue is not very wide and vehicles
 frequently have to come up to the top
 to turn round when vehicles are parked
 on both sides. I feel that granting this
 licence would change this for the worse

Yours faithfully

[Redacted Signature]

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Scunthorpe
Nth Lincs

22/3/2021

Ref:- Application for
The Grant of a Premises Licence
by Sydney Rachael Irving
of 117 Buckingham Ave
Scunthorpe, Nth Lincs

Dear Sirs,

I would like to strongly object to
this application for the following reasons:-

I do not think that a private
dwelling is an appropriate place from
which to sell alcohol.

If once established, the fact that
large quantities of alcohol are stored
at the premises could encourage

thieves/burglars into the area.

There is no exit at the top of Buckingham Avenue, so vehicles are going to be turning round in the street which can be quite congested due to cars parked on both sides of the road.

Please do not grant this license



Contact: Labour Group Office
Direct Dial: 01724 296357 / 6348 / 6349
E-mail: LabourGroupOffice@northlincs.gov.uk
Our Ref: CO'S/AF
Date: 26 March 2021

Agenda Item 3k

North Lincolnshire Council

Waste & Public Protection
Licensing Division
North Lincolnshire Council
By email

www.northlincs.gov.uk
Labour Group Office
Church Square House
30-40 High Street
Scunthorpe
North Lincolnshire
DN15 6NL

Dear Sirs,

**RE: HOMEMADE COCKTAILS, 117 BUCKINGHAM AVENUE, SCUNTHORPE,
NORTH LINCOLNSHIRE, DN15 8NS**

I am writing to formally object to the application for the grant of a premises licence made by Homemade Cocktails, 117 Buckingham Avenue, Scunthorpe, North Lincolnshire, DN15 8NS.

Looking at the Licensing Objectives I think there are risks to children and young people as looking at the requested 'opening hours' there will still be children and young people out and about in the local streets.

There is also the potential for episodes of Crime and Disorder, i.e., people turning up demanding drinks after 'closing time' as in my opinion there is a real danger the house could draw large numbers of people.

This could also come under the Prevention of Public Nuisance.

There is nothing that I have read in the application that any steps have been put in place to deal with any episodes of Crime and Disorder or Public Nuisance. The cumulative impact on local residents could be immense, especially when this business would be run from a private home in a densely populated residential area.

There is also no mention of any high-quality CCTV system.

Another huge issue is the impact on local residents as parking has been a big problem in that particular road for a long time. Sometime ago the waste lorry could repeatedly not get up the road to empty green bins due to parked cars and I received many complaints.

I had to negotiate with council officers and the allotment holders to gain access to their 'turnaround' space through a locked gate, which enables the lorry to turn round in their hammerhead and lock up after themselves.

There are also no control of noise measures outside the house as the slamming of car doors could have a cumulative impact on local residents.

To me there is no detail in the application to determine whether or not there are any proposals for the Protection of Children from Harm.

What checks and balances would be in place to check the ages of customers?

There are none mentioned in the application bearing in mind that the sale of alcohol to children and young persons under the relevant age is a criminal offence. There surely must be mandatory conditions required that demand a proof of age scheme.

There should also be a Health Certificate in place and Public Liability Insurance if the application is approved. And also, business use recycling facilities provided.

I also find no mention of what measures will be in place to prevent the removal of glass bottles / glasses from the premises which could then be smashed on the public highway.

The application also mentions bottled spirits but there is no satisfactory description of how it would be sold, by the bottle or by a measure?

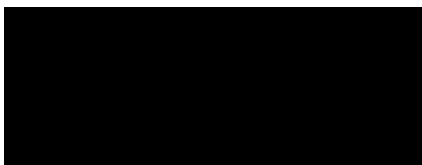
Anti-social behaviour is a NAT priority, it continues to be a big problem in the Crosby and Park Ward.

Having done a site visit I think this house is not suitable for business use as is proposed in the application. It has a shared drive. It is a densely populated residential area as I have mentioned previously. Parking will be a big problem impacting considerably on local residents.

I think it could also set a precedent and therefore I wish to submit my objections.

I have also informed Humberside Police of my objection.

Yours sincerely,



CLLR CHRIS O'SULLIVAN
CROSBY & PARK WARD
NAT CHAIR

Re: Re: Buckingham Avenue

Andy <[REDACTED]>

Tue 06/04/2021 19:44

To: Licensing <Licensing@northlincs.gov.uk>

Cc: Licensing <Licensing@northlincs.gov.uk>

Hi

After looking at the website regarding this application I would like to have my concerns about increased traffic and noise noted as per the email below when the Council considers its decision.

I would also like to fetch to your attention that the property was raided this morning by the police with officers taking someone into custody. According to Facebook (as posted by the police) this was a drugs raid and included several properties in the Crosby area with enquires still on going.

I appreciate that Facebook is 'hearsay' however the police may have concerns regarding this application for the sale of alcohol when it is currently being investigated and feel this needs to be taken into consideration.

Regards

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Licensing <Licensing@northlincs.gov.uk>

Date: 22/03/2021 15:50 (GMT+00:00)

To: Andy <[REDACTED]>

Subject: Re: Re: Buckingham Avenue

Good afternoon Mr Smith,

The information relating to the application for a premises licence can be found on the licensing public notices page of our website which can be found here:

[North Lincolnshire Council | Licensing policies and registers \(northlincs.gov.uk\)](https://www.northlincs.gov.uk/Information/Services/Planning%20and%20Building%20Control/Licensing%20and%20Registers)

The page also advises how to make a representation.

Kind regards

Anita

Licensing

Waste, Fleet & Public Protection

Operations

North Lincolnshire Council

 01724 297750

<https://www.northlincs.gov.uk/jobs-business-and-regeneration/licensing/>

From: Andy <[REDACTED]>
Sent: 22 March 2021 15:38
To: Licensing <Licensing@northlincs.gov.uk>
Subject: FW: Re: Buckingham Avenue

Hi

Could you help with my enquiry below please.

Regards

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: planningdutyofficer <planningdutyofficer@northlincs.gov.uk>
Date: 22/03/2021 15:10 (GMT+00:00)
To: Andy <[REDACTED]>
Subject: Re: Buckingham Avenue

Andy,

Thanks for your further email, in reply the link to licensing is [North Lincolnshire Council | Licensing applications for alcohol and entertainment venues \(northlincs.gov.uk\)](https://www.northlincs.gov.uk/licensing-applications-for-alcohol-and-entertainment-venues).

Kind Regards

Duty Planning Officer

From: Andy <[REDACTED]>
Sent: 22 March 2021 13:06
To: planningdutyofficer <planningdutyofficer@northlincs.gov.uk>
Subject: Re: Buckingham Avenue

Hi

Thanks for your response which I fully understand. I'm not against them running a business, after all they are doing now and we all have to make a living. However I do have some concern about additional traffic and music from the property (it's busy now with some cars driving dangerous (in my opinion) and loud music).

Again thanks for your help but just one more question. To sell alcohol from the property would they need a licence? If so could you give me a contact email address for this department.

Page 56

Kind Regards

Andy

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: planningdutyofficer <planningdutyofficer@northlincs.gov.uk>

Date: 22/03/2021 12:45 (GMT+00:00)

To: Andy <[REDACTED]>

Subject: Re: Buckingham Avenue

Andy,

Good afternoon, thanks for your email. In response I can advise that planning permission may not actually be required for the running of a business from your neighbour's property. It is based on a fact and degree approach taking into account issues such as hours of operation, deliveries, staff movements, the nature of the business, whether space is dedicated primarily to the business use within the property and movements to and from the house in terms of customers, staff, deliveries, loading and unloading etc. I have checked the system internally and there is no record of a planning application being submitted. However if it is a matter which you feel is of a scale which is considered inappropriate in a residential area then you would need to raise this with planning enforcement to look into further, their email is planning.enforcement@northlincs.gov.uk

Kind Regards

Duty Planning Officer

From: Andy <[REDACTED]>

Sent: 20 March 2021 16:33

To: planningdutyofficer <planningdutyofficer@northlincs.gov.uk>

Subject: Buckingham Avenue

Hi

I understand that 117 Buckingham Avenue have applied for a change of use to allow them to run a business selling alcoholic cocktail drinks from their house.

Unfortunately I can not find the details for this on your website so could you possibly help please by sending me details or a web link so I can understand if this is true before I raise a query or object about this.

I appreciate they are already doing this on a small scale, however I wouldn't like to see an increase in traffic or noise due to operating hours etc.

Kind Regards

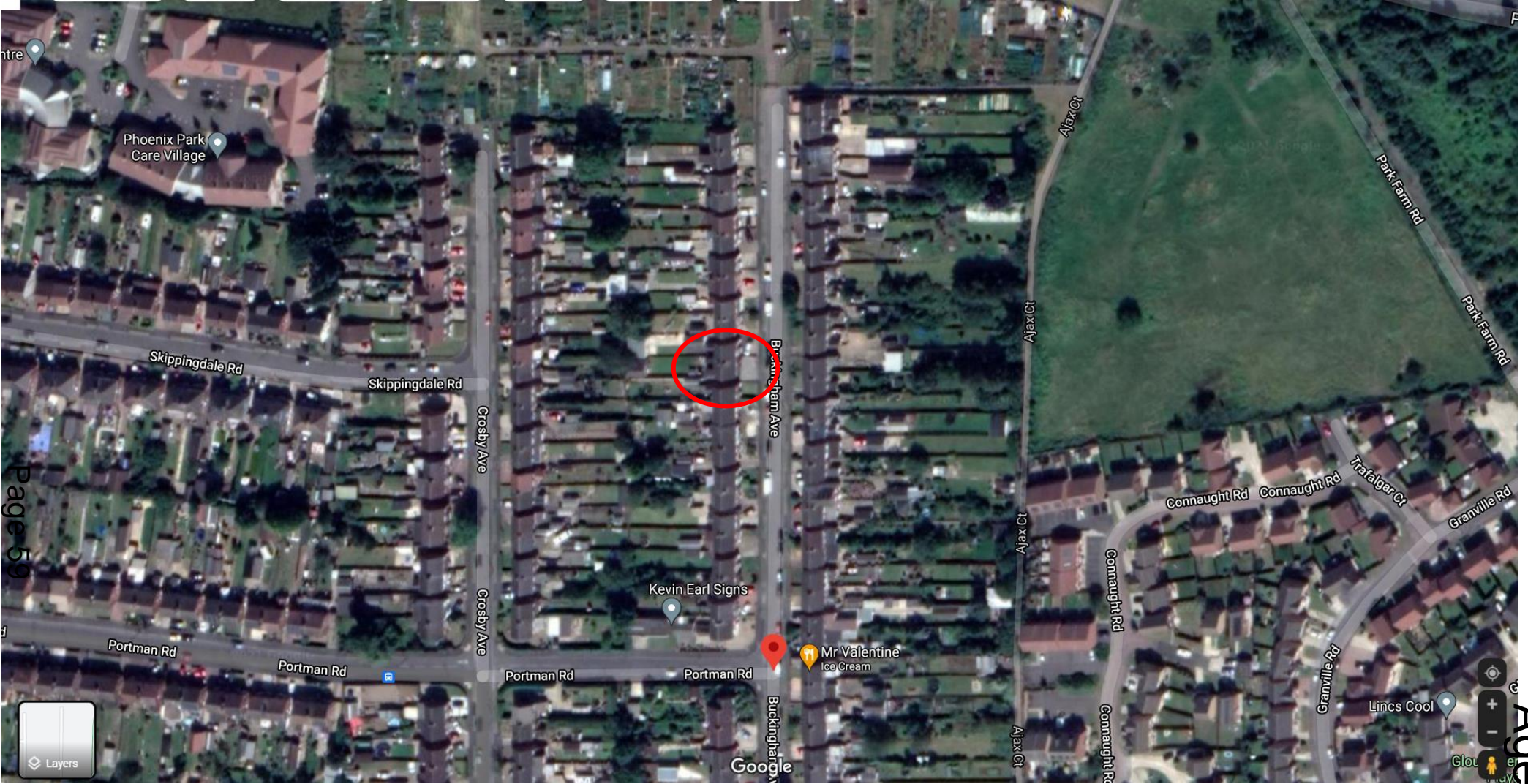
Mr A Smith

Sent from my Samsung Galaxy smartphone.

This e-mail expresses the opinion of the author and is not necessarily the view of the Council. Please be aware that anything included in an e-mail may have to be disclosed under the Freedom of Information Act and cannot be regarded as confidential. This communication is intended for the address(es) only. Please notify the sender if received in error. All Email is monitored and recorded. Please think before you print- North Lincolnshire Council greening the workplace.

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