

<b>Report To:</b>	<b>LICENSING COMMITTEE</b>	<b>Date:</b>	<b>11<sup>TH</sup> DECEMBER 2020</b>
<b>Heading:</b>	<b>HEARING OF AN APPLICATION FOR A NEW PREMISES LICENCE: THE FIRST POST, 16 BROOK STREET, SUTTON IN ASHFIELD</b>		
<b>Portfolio Holder:</b>	<b>REGULATORY SERVICES</b>		
<b>Ward/s:</b>	<b>CENTRAL &amp; NEW CROSS / ST MARY'S</b>		
<b>Key Decision:</b>	<b>NO</b>		
<b>Subject to Call-In:</b>	<b>NO</b>		

### **Purpose Of Report**

For Members to consider the details contained within this report, alongside any evidence presented, and/ or representations made, at the hearing of an application for a New Premises Licence by Trebor Deas Ltd in relation to The First Post, 16 Brook Street, Sutton in Ashfield, Nottinghamshire, NG17 1AL; and to determine the application by taking such of the steps set out below as the Sub-Committee considers necessary for the promotion of the licensing objectives.

### **Recommendation(s)**

Members having regard to the application and any relevant representations, take such of the following steps as they consider appropriate for the promotion of the licensing objectives:

The Sub-Committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:

- a) Grant the licence in accordance with the application.**
- b) Modify the conditions of the operating schedule by altering or omitting or adding to them.**
- c) Exclude or restrict from the scope of the licence any of the licensable activities to which the application relates.**
- d) Reject the whole of the application.**

The Sub-Committee may also grant the licence subject to different conditions for different parts of the premises or the different licensable activities.

## **Reasons for Recommendation(s)**

Members must consider all evidence offered at the Hearing and make an unbiased decision on the evidence offered. In making any decision, Members must also have regard to the Home Office statutory guidance issued under section 182 of the Licensing Act 2003 (which can be found online at):

**[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/705588/Revised\\_guidance\\_issued\\_under\\_section\\_182\\_of\\_the\\_Licensing\\_Act\\_2003\\_April\\_2018\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/705588/Revised_guidance_issued_under_section_182_of_the_Licensing_Act_2003_April_2018_.pdf)**

and the Council's own Statement of Licensing Policy (which can be found online at):  
**<https://www.ashfield.gov.uk/your-council/strategies-plans-policies/policies/>**

## **Alternative Options Considered (With Reasons Why Not Adopted)**

None

## **Detailed Information**

The Licensing Act 2003 came in to force in September 2005. It passed the powers to the Local Authority to licence premises for any of the following licensable activities:

- **The sale by retail of alcohol;**
- **The supply of alcohol by or on behalf of a club or to the order of a member of the club;**
- **The provision of regulated entertainment; and**
- **The provision of late night refreshment.**

The licensing objectives are:

- **The prevention of crime and disorder;**
- **The promotion of public safety;**
- **The prevention of public nuisance; and**
- **The protection of children from harm.**

Each objective is of equal importance. There are no other statutory licensing objectives, so that the promotion of the four objectives is a paramount consideration at all times. However, the legislation also supports a number of other key aims and purposes. These are vitally important and should be principal aims for everyone involved in licensing work.

Section 18 of the 2003 Act, allows Interested Persons, and Responsible Authorities, to make representations in favour or against applications for the grant of a Premises Licence. Should representations be made that cannot be resolved between the parties during any consultation period, then the application must be determined by a Licensing Committee or Sub-Committee Hearing.

Under the 2003 Act the Licensing Authority is itself a 'Responsible Authority' and can make representations in a formal capacity where it is considered necessary for the promotion of one or more of the licensing objectives. This role is separate from the general licensing functions of the Authority.

## Other Relevant Considerations

The Sub-Committee is reminded of its responsibilities under the Crime and Disorder Act 1998 (to co-operate in the reduction of crime and disorder in the Ashfield District) and the Human Rights Act (which guarantees the right to a fair hearing for all parties in the determination of their civil rights, and also provides for the protection of property, which may include licences in existence, and the protection of private and family life) when considering the fair balance between the interests of the all parties to this Hearing.

Any decision taken by the Sub-Committee must be necessary and proportionate to the objectives being pursued.

Members are reminded that whenever they make a decision under the Licensing Act 2003, they have a duty to act with a view to promoting the licensing objectives.

When considering any representations, only those issues relating to the licensing objectives should be considered, and appropriate weight given to the importance and relevance of each representation.

Members should note that the applicant or persons making representations have the right of appeal against the decision made by the Sub-Committee.

## Summary of Application

On 15<sup>th</sup> October 2020, the Licensing Authority received an application from Trebor Deeas Ltd for the grant of a New Premises Licence for The First Post, 16 Brook Street, Sutton in Ashfield, Nottinghamshire, NG17 1AL, seeking to provide licensable activities at the premises which is a situated on a mixed commercial and residential street on the outskirts of Sutton in Ashfield town centre, close to the Brook Street / Morven Avenue junction.

A summary of the licensable activities applied for and the times proposed for these activities can be found detailed below.

### **Sale of Alcohol (on and off sales):**

Monday – Sunday	09:00	Until	03:00
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### **Regulated Entertainment (all indoors only): Plays, Films, Indoor Sporting Events, Live Music, Recorded Music, Performances of Dance, Entertainment similar in nature to Music & Dance:**

Monday – Sunday	09:00	Until	03:00
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### **Late Night Refreshment (provided to take place both indoors and outdoors):**

Monday – Sunday	23:00	Until	03:00
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**For all of the above licensable activities to be provided: For an additional hour at the end of standard hours when British Summertime commences; and from the commencement of licensable activities on New Year's Eve until the standard commencement of licensable activities on New Year's Day.**

A summary of the proposed opening hours can be found detailed below.

**Opening Hours:**

Monday - Sunday	09:00	Until	03:30
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**For the Opening Hours to be extended: For an additional hour at the end of standard hours when British Summertime commences; and from the time of opening on New Year's Eve until the standard opening hours on New Year's Day.**

Both the application and the steps that the applicant intends to take to promote the licensing objectives can be found at **Appendix One**.

Due to a lack of detailed information as to the nature of the proposed licensed business venture (the application simply states Public House – seeking a 3am licence) the Licensing Authority considers that the Operating Schedule does not adequately address the prevention of crime and disorder, the prevention of public nuisance, and the protection of children from harm Agreement was sought from the Applicant to attach a more robust set of conditions and operational polices to the grant of any New Premises Licence. At the time of the consultation period closing, no response had been received and no agreement had been reached with the Applicant.

As no response was received, and the concerns regarding the lack of detail remain, the Licensing Authority has submitted a formal representation in its capacity as a 'Responsible Authority' proposing additional conditions and operational polices which are considered necessary to safeguard and promote the licensing objectives. A copy of the requested conditions (to replace those originally proposed by the applicant) and the operational policies are attached at **Appendix Two**.

During the 28 day consultation period the Licensing Team received a representation from Nottinghamshire Police raising concerns as to the proposed application undermining the licensing objectives of the prevention of crime and disorder and the protection of children from harm.

The Police have also proposed conditions that would uphold this licensing objective, and proposed amendments to the permitted hours for licensable activities (a reduction to 01:30 hours) and the hours that the premises would be open to the public (a reduction to 02:00 hours).

A copy of the Police representation is attached at **Appendix Three**.

One representation has been received from a local resident objecting to the application. A copy of the representation is attached at **Appendix Four**. The representation raises concerns that the proposed business may undermine the licensing objectives of the prevention of crime and disorder, and the prevention of public nuisance.

A map detailing the general location of the premises is attached at **Appendix Five**.

## **Implications**

### **Corporate Plan:**

Licensing Act 2003 is a statutory duty of the Council.

Ensuring that Premises and Clubs operate with the correct Licence, having regard to the Council's Statement of Licensing Policy on alcohol, regulated entertainment, and late refreshment licensing, will contribute towards the reduction of crime and disorder within the district and to improve community safety and environmental quality.

### **Legal:**

Legal advice will be given at the hearing.

### **Finance:**

*Information Only*

No financial implications for the Council.

This report is effective from 11<sup>th</sup> December 2020 and has the following financial implications:

<b>Budget Area</b>	<b>Implication</b>
General Fund – Revenue Budget	None
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	None
Housing Revenue Account – Capital Programme	None

### **Risk:**

<b>Risk</b>	<b>Mitigation</b>
It is important that due process is followed in considering this application to ensure that the correct decision is reached which could not be challenged on the grounds that the specified procedures have not been followed.	The hearing has been organised to ensure that due process is followed, with appropriate support from the Council's legal representative to ensure this.

### **Human Resources:**

*Information Only:* There are no direct HR implications contained within this report

### **Equalities** *(to be completed by the author):*

*Information Only:* Statutory requirement of the Licensing Act 2003, there no diversity or equality implications.

**Other Implications:**

None

**Reason(s) for Urgency (if applicable):**

Not applicable

**Background Papers**

- Appendix One:** Application for a New Premises Licence
- Appendix Two:** Proposed conditions & Operational Policies of the Licensing Authority
- Appendix Three:** Representation from Nottinghamshire Police (incl. Proposed conditions and hours)
- Appendix Four:** Representation from Interested Party
- Appendix Five:** Location Map

**Report Author and Contact Officer**

**Joanne Lindley**  
**Licensing Enforcement Officer**

**[j.lindley@ashfield.gov.uk](mailto:j.lindley@ashfield.gov.uk)**

**01623 457513**

# APPENDIX ONE

## 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 Trebor Deas Ltd

*(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			
The First Post 16 Brook Street Sutton in Ashfield Nottingham			
Post town		Postcode	NG17 1AL

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£7,600

### Part 2 - Applicant details

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

- |  |                                     |                             |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals *                    | <input type="checkbox"/>            | please complete section (A) |
| b) a person other than an individual *               |                                     |                             |
| i as a limited company/limited liability partnership | <input checked="" type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
| iii as an unincorporated association or              | <input type="checkbox"/>            | please complete section (B) |
| iv other (for example a statutory corporation)       | <input type="checkbox"/>            | please complete section (B) |
| c) a recognised club                                 | <input type="checkbox"/>            | please complete section (B) |
| d) a charity   | <input type="checkbox"/>            | 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 type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b> <span style="float: right;">I am 18 years old or over <input type="checkbox"/> Please tick yes</span>					
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
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)					



**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)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over		<input type="checkbox"/>	Please tick yes
<b>Nationality</b>					
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	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(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.**

<b>Name</b>
Trebor Deas Ltd
<b>Address</b>
92 Rolleston Drive Arnold Nottingham
NG5 7JP
<b>Registered number (where applicable)</b>
09039437

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

Telephone number (if any)

E-mail address (optional)

### Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
A	S	A	P				

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)

Public House

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

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)                             | <input checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B)                             | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)            | <input checked="" type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)                        | <input checked="" type="checkbox"/> |

- 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

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon	09:00	03:00			
Tue	09:00	03:00			
Wed	09:00	03:00	<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur	09:00	03:00			
Fri	09:00	03:00			
Sat	09:00	03:00	<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.		
Sun	09:00	03:00			
			From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="checked" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Occasional exhibition of films.		
Mon	09:00	03:00			
Tue	09:00	03:00	<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Wed	09:00	03:00			
Thur	09:00	03:00	<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.		
Fri	09:00	03:00			
Sat	09:00	03:00	From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		
Sun	09:00	03:00			

# C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b><u>Please give further details</u></b> (please read guidance note 4)  Occasional games usually played on licensed premises.
Day	Start	Finish	
Mon	09:00	03:00	
Tue	09:00	03:00	<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Wed	09:00	03:00	
			<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime commences.  From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.
Thur	09:00	03:00	
Fri	09:00	03:00	
Sat	09:00	03:00	
Sun	09:00	03:00	

## D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Wed					
Thur			<b><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></b> (please read guidance note 6)		
Fri					
Sat					
Sun					

## E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	09:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 4)  Occasional unamplified and amplified music by various artists/groups.		
Tue	09:00	03:00			
Wed	09:00	03:00	<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)		
Thur	09:00	03:00			
Fri	09:00	03:00	<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.  From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		
Sat	09:00	03:00			
Sun	09:00	03:00			



## F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon	09:00	03:00			
Tue	09:00	03:00			
Wed	09:00	03:00	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)		
Thur	09:00	03:00			
Fri	09:00	03:00			
Sat	09:00	03:00	<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.		
Sun	09:00	03:00			
			From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Occasional performance of dance by various artists/groups.		
Mon	09:00	03:00			
Tue	09:00	03:00			
Wed	09:00	03:00	<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Thur	09:00	03:00			
Fri	09:00	03:00			
Sat	09:00	03:00	<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.		
Sun	09:00	03:00			
			From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> 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	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Mon	09:00	03:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	09:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed	09:00	03:00			
Thur	09:00	03:00	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri	09:00	03:00			
Sat	09:00	03:00	<b><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></b> (please read guidance note 6)		
Sun	09:00	03:00			
			If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.  From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		



# I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	23:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue	23:00	03:00			
Wed	23:00	03:00	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur	23:00	03:00			
Fri	23:00	03:00	<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.  From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		
Sat	23:00	03:00			
Sun	23:00	03:00			

# J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b><u>Will the supply of alcohol be for consumption – please tick</u></b> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>State any seasonal variations for the supply of alcohol</u></b> (please read guidance note 5)		
Mon	09:00	03:00			
Tue	09:00	03:00			
Wed	09:00	03:00			
Thur	09:00	03:00			
Fri	09:00	03:00			
Sat	09:00	03:00			
Sun	09:00	03:00	<b><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></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.  From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.		

**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):**

<b>Name</b> Mr Saeed Rafique	
<b>Date of birth</b> 08/05/1971	
<b>Address</b> 	
<b>Postcode</b>	
<b>Personal licence number (if known)</b> 148478	
<b>Issuing licensing authority (if known)</b> Nottingham City Council	

## 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).

As far as the applicant is aware none of the proposed activities should give rise to concern in respect of children.

## L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b><u>State any seasonal variations</u></b> (please read guidance note 5)
Day	Start	Finish	
Mon	09:00	03:30	
Tue	09:00	03:30	
Wed	09:00	03:30	
Thur	09:00	03:30	
Fri	09:00	03:30	
Sat	09:00	03:30	
Sun	09:00	03:30	<b><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u></b> (please read guidance note 6)  If applicable, an additional hour to the standard and non-standard times on the day when British summertime comences.  From the standard start timing on 31 <sup>st</sup> December to the standard start time on the 1 <sup>st</sup> January.

## 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)**

The premises will operate in accordance with all relevant legislation.

The premises will liaise and co-cooperate with the Responsible Authorities

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

A CCTV system with recording equipment must be installed and maintained at the premises and operated with cameras in positions agreed with the Police. All recordings used in conjunction with CCTV must:

- Be of evidential quality in all lighting conditions;

- Indicate the correct time and date; and

- Be retained for a period of 31 consecutive days.

**c) Public safety**

The premises will operate in accordance with all relevant legislation which promotes the prevention of public safety objective. For example, the Health & Safety and Food Safety legislation

The premises will liaise and co-operate with the Responsible Authorities.

**d) The prevention of public nuisance**

The premises will operate in accordance with all relevant legislation which promotes the prevention of public nuisance objective. For example, Environmental Protection Act 1990.

Arrangements for the storage and disposal of refuse will not cause a nuisance.

The premises will liaise and co-operate with the Responsible Authorities.

**e) The protection of children from harm**

A Challenge 21 scheme must operate at the premises. Any person who appears to be under 21 years of age must not be served alcohol unless they produce an acceptable form of identification (passport, photo driving licence, Military Identity card or PASS accredited card).

**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**

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



	<p>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).</p> <ul style="list-style-type: none"> <li>• 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, 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)</li> </ul>
Signature	<i>Licensing Law Consultancy</i>
Date	15 October 2020
Capacity	Authorised Agent

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> 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)			
Walaiti Rathore Licensing Law Consultancy 3 The Triangle NG2 Business Park Queens Drive			
Post town	Nottingham	Postcode	NG2 1AE
Telephone number (if any)	0115 784 3822		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
walaiti.rathore@licensinglawconsultancy.co.uk			

## 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**

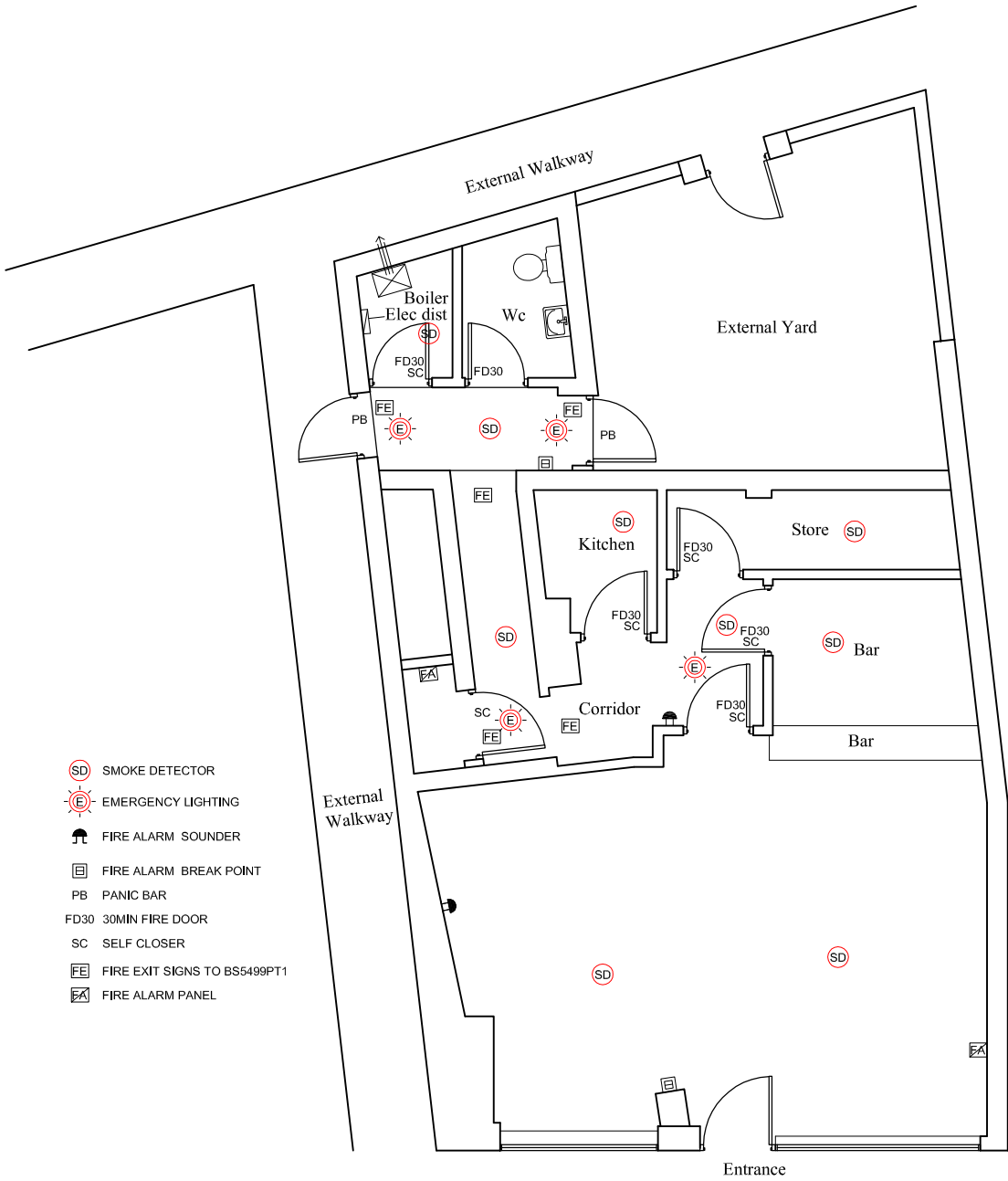
As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

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.

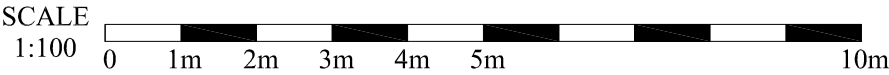
In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

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.

ALL DIMENSIONS TO BE CHECKED ON SITE BY CONTRACTOR.



Rev	Description	Date	By
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DWG TITLE	FLOOR PLAN THE FIRST POST 16 BROOK STREET SUTTON-IN-ASHFIELD NOTTS NG17 1AL
Client	A RAFIQUE
SCALE	1:100@A4
DATE	SEPT '20
DRAWING No.	POST-01 REV
ISSUE	PLANNING





**J.Alison**

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**From:** J.Alison  
**Sent:** 06 November 2020 12:05  
**To:** 'walaiti.rathore@licensinglawconsultancy.co.uk'  
**Subject:** RE: THE FIRST POST, BROOK STREET, SUTTON IN ASHFIELD  
**Attachments:** REP - HILL.pdf; HEARING PROCEDURES.pdf; LETTER TO APPLICANT.pdf

Dear Mr Rathore

Further to my own email to you seeking your client to agree to my proposed conditions and operational procedures, I have heard nothing further from you.

However, we have received a letter of objection from a local resident – a copy of which is attached.

As such, this will lead to the need for the application to be determined by the Licensing Sub-Committee, and I have also attached a copy of our Hearing Procedures.

In relation to my previous email to you, as mentioned at the time, should I not receive agreement to the proposed conditions and operational policies, my previous email should now be interpreted as an objection to the application, on the grounds that the application as it was submitted undermines the licensing objectives of the prevention of crime and disorder, the prevention of public nuisance, and the protection of children from harm.

Kindest regards

Julian Alison

Licensing Manager  
Places & Communities  
Ashfield District Council  
Urban Road  
Kirkby-in-Ashfield  
Nottinghamshire  
NG17 8DA

T: 01623 457364 (Int: 4364) | M: 07989 531419  
E: j.alison@ashfield.gov.uk | W: www.ashfield.gov.uk/licensing

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**From:** J.Alison  
**Sent:** 16 October 2020 16:46  
**To:** 'walaiti.rathore@licensinglawconsultancy.co.uk' <walaiti.rathore@licensinglawconsultancy.co.uk>

**Subject:** THE FIRST POST, BROOK STREET, SUTTON IN ASHFIELD  
**Importance:** High

Dear Walaiti

Unfortunately you didn't provide any contact details within the Gov.UK application for either yourself (as agent) or the applicant for discussion of the application. I trust this email address which was recorded for the Gov.Uk payment transaction reaches you.

It would have been preferable that you contact myself and my colleagues at the Police prior to submitting this application, however, having reviewed the application the premises is referred to in no other detail than as a Public House, seeking to operate from 9am – 3am daily, with an additional terminal hour when BST commences, and to remain open from commencement on NY Eve to commencement on NY Day.

Having regard to this somewhat limited description within the application and the proposed licensable hours and activities – I have attached Conditions and an Operational Policies document to replace your proposed Operating Schedule within your application. I seek your agreement to this please.

I have also copied my counterparts at Nottinghamshire Police into this email so that they have sight of my request, and to avoid any duplication, however the Police may also raise relevant matters directly to you about your application.

The consultation deadline expires at the end of 12.11.2020, so I will need to receive your agreement to my proposal by then, to prevent me from making an official representation.

Kindest regards

Julian Alison

Licensing Manager  
Places & Communities  
Ashfield District Council  
Urban Road  
Kirkby-in-Ashfield  
Nottinghamshire  
NG17 8DA

T: 01623 457364 (Int: 4364) | M: 07989 531419

E: [j.alison@ashfield.gov.uk](mailto:j.alison@ashfield.gov.uk) | W: [www.ashfield.gov.uk/licensing](http://www.ashfield.gov.uk/licensing)

## Conditions proposed for The Last Post

1. The Premises Licence Holder shall ensure that all staff employed at the premises whose duties include the sale or supply of alcohol shall undertake and complete a relevant programme of training prior to them being authorised to sell or supply alcohol. Such training shall consist of providing staff with an understanding of:
  - The need to ensure the responsible sale and supply of alcohol
  - The need to refuse the sale and supply of alcohol to persons who are intoxicated or underage
  - The need to seek credible age verification from persons seeking to be sold or supplied alcohol who may appear under the age of 18 years old

The content of the training programme shall be agreed with the Force Licensing Officer of Nottinghamshire Police and the Licensing Authority prior to implementation.

Records of the training programme shall be maintained and made available to Authorised Officers upon request.

The Premises Licence holder shall provide a “refresher” training session to all relevant staff members as and when deemed necessary on a case by case evaluation, but as a minimum requirement the refresher training session shall be provided to all staff on at least one occasion every six months.

2. The Premises Licence holder (or such person as he / she nominates) shall provide 14 days prior written notification to the Force Licensing Officer of Nottinghamshire Police and to the Licensing Authority of:
  - Any extension of hours permitted under the Premises Licence
  - Any one-off event that includes entertainment or a promotion that is not consistent with regular trade

Such written notifications shall provide the following details:

- The name of the person in charge/authorising the sale of alcohol for the duration of the event.
  - The name of any promoters
  - The name of the any act, DJ's or other such performers involved
  - The nature of the event.
  - The date, the commencement and conclusion time of the event.
  - Security provisions (including numbers and working hours of SIA staff)
  - Expected numbers attending
3. A minimum of 2 door supervisors shall be on duty at any time that the premises is open to the public after Midnight. All of whom will be individually registered with the Security Industry Authority and present on the premises between 20.00 hours to 30 minutes after the end of the last licensable activity.
  4. The Premises Licence holder shall ensure that all staff employed in a security role at the premises shall wear high visibility yellow florescent jackets/ vests which clearly identify them as members of the security staff.
  5. A Premises Daily Register shall be held at the premises. This Register shall be maintained for a rolling minimum period of 12 months, and shall record:
    - The name of the person responsible for the premises on each given day.
    - The name of the person authorising the sale of alcohol each day.
    - All calls made to the premises where there is a complaint made by a resident or neighbour of noise, nuisance or anti-social behaviour by persons attending or leaving the premises. This shall record the details of the caller, the time and date of the call and the time and date of the incident about which the call is made and any actions taken to deal with the call.
    - Any refusals on grounds of age and/or intoxication (to include date, time, member of staff involved, reason for refusal as well as a brief physical description of the person refused)
    - The name, SIA number, start and finish time of anyone employed in a security role for that day

- Any use of force by SIA registered staff in the effective management of the premises or in ejecting persons from the premises (to include date, time, member of staff involved, reason for force as well as a brief physical description of the person refused)
- Weekly checks of the CCTV, to ensure it is fully operational and any faults are dealt with including the time of the check and the person that carried it out.
- Any calls to or visits by Nottinghamshire Police in relation to any crime and disorder or like related matter.

The Designated Premises Supervisor shall check the Premises Daily Register on a weekly basis ensuring that it is completed and up-to-date, sign the Premises Daily Register each time that it is checked, and make the Premises Daily Register available for inspection by any Authorised Officer throughout the trading hours of the premises.

6. The premises shall implement written policies and procedural statements and/or management action plans. Such documents shall include, but not be limited to, the following:

- CCTV
- Conditions of Entry
- Dispersal
- Child Sexual Exploitation (CSE) & Vulnerable Persons
- Noise
- Queue Management
- Responsible Service of Alcohol
- Security Measures
- Underage Sales & False Identification
- Acceptable Forms of Identification
- Challenge “25”
- Zero Tolerance Drugs

The above policies and procedural statements shall be “live” documents, subject to amendment following consultation with the Licensing Authority, Environmental Health Department, and Nottinghamshire Police.

7. The CCTV policy shall incorporate the following basic requirements:

- Be switched on and fully operational when the licensable activities are being carried out.
- Record for a minimum rolling period of 31 days
- Have a camera covering any entrance / exit which will provide a facial shot of identification quality.
- Have a means of copying any footage to another medium as evidence if requested by the Police
- Have a member of staff working at all times whilst the licence is in operation that is able to operate the system and in particular be able to provide copies of any footage requested by The Police.

8. The policies / procedures referred to within shall be reviewed and amended at any time that the Premises Licence holder deems appropriate, but shall in any case be reviewed following any concerns being raised to the Premises Licence holder by any Authorised Officer. Such reviews when undertaken shall seek the advice of the Force Licensing Officer of Nottinghamshire Police and the Licensing Authority.
9. The Premises Licence holder shall ensure that all staff employed at the premises are aware and understanding of the policies / procedures referred to within and the content of such policies and procedures and that they carry out their duties in accordance with them. Any necessary and justifiable deviation from those agreed shall be fully documented within the Premises Daily Register.
10. The Premises Licence holder shall ensure that a dedicated area is provided for vulnerable patrons (i.e. through alcohol, drugs isolation, underage, etc.) that have come to the attention of staff employed at the premises. This area will be for the safeguarding and appropriate support and first aid (if required) of such persons.
11. Drinks shall be served in containers made from non-glassware drinking vessels (e.g. polycarbonate, toughened glass, or other such material). *Note: Weights and measures legislation requires the use of*

*"stamped glasses" where "meter-measuring equipment" is not in use*

12. All bottled drinks (except wine, Champagne and Spirit bottles) will be decanted into a vessel as described in the non-glassware drinking vessels (e.g. polycarbonate or other such material) condition before being given to the customer.
13. No person shall be allowed to leave the premises whilst in the possession of any drinking vessel or open glass bottle, whether empty or containing any beverage, other than to any external area owned or legally occupied by the Premises Licence Holder.
14. The door supervisors or staff on duty will operate a means of counting customers in and out so the capacity limit as detailed within the Fire Regulations is not exceeded at any point.
15. The Premises Licence holder shall participate in the designated local Pubwatch / Late Night Business Partnership scheme and ensure that a representative of the licensed premises attend all of the arranged meetings or such a person has made all reasonable endeavours to attend the arranged meetings.
16. All members of staff at the premises shall seek "credible photographic proof of age evidence" from any person who appears to be under the age of 25 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Such credible evidence, which shall include a photograph of the customer, will include a passport, photographic driving licence, or Proof of Age card carrying a "PASS" logo.
17. Persons under the age of 18 years shall only be to the premises when events specifically held for "under 18's" are taking place. Notification of such events shall be provide to the Licensing Authority and the Force Licensing Officer of Nottinghamshire Police no later than 14 days prior to the event taking place, and any details requested relating to the event made by any Authorised Officer shall be provided within 7 days of such a request being made.
18. No person shall be admitted to the premises less than one hour before cessation of the last licensable activity.
19. The premises shall be cleared of customers and closed 30 minutes after the conclusion of the last licensed activity.
20. Prominent, clear notices shall be displayed at all exit points to advise customers to respect the needs of the local community and of acceptable behaviour in public spaces.
21. All external doors (save for when persons are entering and leaving premises) and windows at the premises shall remain closed at all times when regulated entertainment is provided.
22. Regulated entertainment shall be held internally only and no music or speakers shall be provided to external areas of the premises.
23. Noise emanating from the premises as a result of regulated entertainment shall not exceed 40dB(A) as measured 1 metre from any residential building.
24. Noise limiters, if requested by the Environmental Health Department, shall be in place at the premises and shall be set so as not to breach the maximum noise levels laid down at condition 23.
25. Following any inspection of the premises by an Authorised Officer of Ashfield District Council Environmental Health Department, any other sound limits may be set by such Officer, and such limits shall be incorporated within Noise Policy referred to within.
26. A circuit cut off device shall be fitted to the rear fire door which automatically switches off the sound system when the doors are opened. This device shall be tested each day prior to entertainment commencing.
27. When the hours for licensable activities are extended beyond the standard permitted hours, the Premises Licence holder shall ensure that the most local Residents Association is notified of such events.

# **THE FIRST POST**

## **OPERATIONAL POLICIES**

All Door Supervisors and all Staff are to have read and understood this Policy document before commencing employment at the venue.

Refresher Training shall be provided to all Door Supervisors and all Staff when deemed necessary.

All Policies are “Live”, and shall be kept under review and revised as and when required.

The following Policies are contained within this Policy document:

<b>Policy Name</b>	<b>Page Number</b>
CCTV	1
Conditions of Entry	2
Dispersal	3
Child Sexual Exploitation (CSE) and Vulnerable Persons	4
Noise	5
Queue Management	6
Responsible Service of Alcohol	7
Security Measures	8
Underage Sales and False Identification	9
Acceptable Forms of Identification	10
Challenge “25”	11
Zero Tolerance Drugs	12



## **CCTV Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives.

- Be switched on and fully operational when licensable activities are being carried out
- Record for a minimum rolling period of 31 days
- Have a camera covering the entrance which will provide a facial shot of identification quality
- Have means of copying any footage to another medium as evidence if requested by the Police or Licensing Authority
- Have a staff member working at all times whilst the licence is in operation that is able to operate the system and in particular be able to provide copies of any footage requested by the Police or Licensing Authority

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**



## **Conditions of Entry Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives.

- Persons showing signs of being intoxicated by the influence of alcohol or drugs shall be refused entry.
- Persons displaying inappropriate and / or anti-social behaviour shall be refused entry.
- All persons must provide a valid and in date Government approved Identification Card, this is inclusive of: Driver's License (Provisional or Full), Passport, PASS 'Prove It' Card, International Identification Cards/ National Identification Cards
- Persons must adhere to the venues Dress Code.
- All persons once admitted to the venue are expected to behave in an acceptable and appropriate manner. Any person who acts in an inappropriate / anti-social manner shall be required to leave the premises, and shall not be permitted into the premises in future.
- Persons admitted into the venue consent to a search as part of the Conditions of Entry. Any person who refuses to be searched will be refused admittance.
- Known offenders, persons highlighted by a Responsible Authority or CCTV Operatives or persons included on the 'Pub & Club Watch / Late Night Business Partnership' will be refused admittance Where appropriate the Door Supervisors and/ or Duty Manager will report persons refused entry via Radio-link system (if such a system exists) or by other means to nearby licensed premises and if applicable to Nottinghamshire Police.

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Dispersal Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives and ensure a safe, organised and peaceful dispersal of patrons.

- The last entry to the premises will be one hour before the cessation of licensable activities.
- All bars will cease service fifteen minutes before the end of permitted hours to allow for a reasonable drinking up time and dispersal of customers
- Door Supervisors positioned at the main exit shall ensure that no receptacles are removed from the venue
- Door Supervisors positioned at the main exit point are to minimise noise from customers on exiting the venue. All Door Supervisors are to pro-actively request that noise be kept to a minimum and that persons stay off of the road
- A sufficient number of Door Supervisors and Staff, in high visibility clothing, are to be positioned along the public footpath outside out the main entrance, ushering exiting guests away from the venue. Loitering persons will be requested to vacate immediately
- A sufficient number of crowd control barriers are to be placed on the immediate pavement area outside of the main entrance/ exit of the venue are to be used to ensure patrons leave the premises in an orderly fashion, limiting persons blocking public roads
- Adequate signage relating to 'Respecting the Neighbourhood' and 'Keeping Noise Levels to a Minimum' will be displayed at the main exit point
- DJ's are to request, via the internal PA System, for customers to leave the venue quietly, orderly and to respect the neighbourhood
- Any persons causing an inordinate amount of disruption or continually refuses to move from the immediate vicinity of the property are to be called into the 'Radio Link' (if such a scheme exists) and a request for Police Officers to attend and disperse shall be made
- The premises shall be cleared of customers and closed no later than 30 minutes after the last licensed activity

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Child Sexual Exploitation (CSE) and Vulnerable Persons Policy**

This policy formulates part of the Premises License procedures to assist with the Licensing Objective 'The Protection of Children from Harm' and 'Prevention of Crime & Disorder'.

- As part of the Conditions of Entry the venue is to request an acceptable form of Government Approved Identification from all patrons. Those who are unable to provide an accepted form of Identification are to be refused admittance
- As part of the Underage Sales and False Identification Policy any form of identification produced that is suspected of being false, fraudulent or doctored is to be confiscated and the relevant procedures followed. Any confiscation made is to be reported through the Radiolink (if such a scheme exists) and to Nottinghamshire Police so that the person is monitored
- Any person who is unable to provide an acceptable form of identification and is suspected of being under the age of 18 is to be reported through Radiolink (if such a scheme exists) for monitoring
- Any person who is acting in a suspicious manner around persons believed to be under the age of 18 are to be reported through Radiolink (if such a scheme exists) for monitoring and to the Police for further investigation
- Risk Assessments are to be produced for all events hosted for Under 18s (these are available upon request)
- 'Event Risk Assessment Forms' are to be submitted to the Police and Licensing Authority in advance of any event hosted for under 18s with all relevant information
- The Management are to liaise with the Police and Licensing Authority on regular basis (including through schemes such as Pub & Club Watch / Late Night Business Partnership) and share any relevant intelligence
- The venue will have an area dedicated for vulnerable patrons (i.e. through alcohol, drugs, underage etc.) that come to their attention. This area will be used for their safeguarding, appropriate support and first aid, and such persons shall be kept in this area until a guardian / responsible adult collects them
- All vulnerable persons shall be reported through the Radiolink scheme (if such a scheme exists) and, if the vulnerable person is in immediate need of assistance to Nottinghamshire Police
- All Staff and Door Supervisors are to receive relevant training

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Noise Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives namely 'The Prevention of Public Nuisance'

- The site amplifiers and limiters are to be set at levels by the License Holder and his / her nominated Sound Engineer to ensure that noise emanating from the premises as a result of regulated entertainment shall not exceed 40dB(A) as measured one metre from any residential building. The limiters should be locked and only the manager or his nominated deputy in his absence shall be able to access them.
- Door Supervisors, Staff and Duty Managers are to regularly monitor and manage external areas to ensure customers are not causing a disturbance
- No drinks are to be taken into the external smoking area after midnight, this is to discourage persons loitering in these areas
- Entertainment shall be held internally only and no music or speakers shall be provided in external areas of the premises
- Where practical, doors are to be fitted with self-closing devices to ensure the operation of 'sound lobbies' where available
- Main entrance and exit doors are to be closed at the end of permitted hours.
- There is to be ongoing and open communication between the Venue Management and neighbouring properties where necessary
- All windows and doors are to be kept closed (save for the entrance and exit of staff and patrons) whilst the premises is open to the public
- Routine perimeter checks and 'listening tests' are to be made by the License Holder and documented
- Decibel Metre Recordings are to be taken by the License Holder when deemed appropriate and necessary and recorded in the site Incident Log Book
- Bins are to be filled from within the premises where achievable to limit the amount of noise created, in particular relating to glass, and not taken outdoors between 21:00 hours and 09:00 hours

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Queue Management Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives, for the safe queuing of all guests who attend The Last Post in the effort of minimising potential disruption caused to the neighbourhood.

- A sufficient number of crowd control barriers are to be positioned as instructed by Nottinghamshire Police to allow queuing in an orderly fashion. Barriers are to allow for the use of the public footpath also
- Crowd Barriers are to be adorned with banners carrying messages reminding patrons to keep noise to a minimum whilst queuing
- A sufficient number of Door Supervisors, in high visibility clothing, are to patrol the queue ensuring adequate movement within, requesting that noise be kept to a minimum, persons stay off of the road and that patrons are behaving in an acceptable manner
- Any persons noted as continually contributing to Public Nuisance are to be refused entry to the Premises
- Upon the venue reaching capacity all waiting guests are to be informed of the expected waiting time from their position in the queue.
- Any persons contributing Crime and Disorder or are noted as being a Public Nuisance are to be called into the 'Radio Link' (if such a scheme exists) for and a request for Police Officers to attend shall be made.

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Responsible Service of Alcohol Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives.

- Anyone who appears overly intoxicated shall be asked to leave the premises
- If any member of staff suspects that a customer is intoxicated, they must first refuse service of intoxicating liquor and must be asked to leave the premises. If any member of staff is uncertain as to a customer's sobriety they must raise this concern with a Manager or Supervisor
- Customer's sobriety will be verified by Door Supervisors upon entry to the venue. Any person showing signs of over intoxication will not be admitted entry
- Management and Door Supervisors will make regular checks of the premises to ensure no customers exhibit the above signs
- "Responsible Service of Alcohol Notice" are to be displayed in prominent areas of service
- A logbook must be maintained on a daily basis of persons who have been removed or refused entry from the premises for appearing intoxicated
- All Managers, Staff and Door Supervisors are to remain vigilant at all times

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Security Measures Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives

- There shall be one Door Supervisor to every 100 customers (but a minimum of two Door Supervisors in any event), all individually registered with the Security Industry Authority and present on the premises between 20.00 hours and up to 30 minutes after the end of the last licensable activity on any night when the last licensable activity ends after midnight.
- All staff employed in a security role shall wear high visibility yellow florescent clothing which clearly identifies them as members of staff
- SIA Registered Door Supervisors duties include adherence to the documented Policies in place at the premises, and any other duties requested by the Premises Licence Holder including (but not limited to):
  - Upholding the conditions of the venues Fire Risk Assessment including, where certified, acting in the capacity of a Fire Marshall
  - Proactively requesting persons who are deemed intoxicated to vacate the premises
  - Assisting Responsible Authorities where appropriate and necessary
  - Reporting of all Incidents to the Duty Manager, Radiolink and in the site Incident Log Book
  - Providing Police and Licensing Authority with witness statements in relation to any incident that has occurred in or around the venue upon request
  - Where certified, provide necessary First Aid assistance
  - Protect the premises' property and report all noticed damage to the Duty Manager
  - Share relevant intelligence and information with colleagues and Responsible Authorities

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## Underage Sales and False Identification Policy

This policy formulates part of the Premises License procedures to assist with the Licensing Objective 'The Protection of Children from Harm'.

### Offences:

- It is an offence for anyone under the age of 18 to purchase, or attempt to purchase, alcohol on a Licensed Premises. The maximum fine is £1,000
- A person commits an offence if s/he sells alcohol to an individual under the age of 18. The maximum fine is £5,000
- It is an offence for a member of staff to knowingly allow persons under the age of 18 to consume alcohol on a Licensed Premises. The maximum fine is £5,000
- ***The Licensing Authority in conjunction with the Police & Trading Standards Officers are empowered to send under 18's into licensed premises to attempt to buy alcohol (subject to certain guidelines being complied with).***
- A person charged with an offence has a defence available that they believed the individual was 18 or over, and they had either taken all **reasonable steps** to find out the individual's age or that **no one could reasonably suspect from their appearance that they were under 18**
- 'Reasonable steps' means asking the individual for evidence of their age, and that the evidence would convince a reasonable person. Steps that would be considered to be 'reasonable' include, but are not limited to:
  - Take the ID in your hand
  - Check the date of birth
  - Check the photograph matches the person presenting the ID
  - Ensure the ID is valid (by checking holograms and security features) and in date
  - Ask relevant questions (middle names, address, signatures etc.)

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**



### **Acceptable Forms of Identification Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives

- As per the venues 'Conditions of Entry Policy' acceptable forms of Government Approved ID are:
  - Driver's License (Provisional or Full)
  - Passport
  - PASS 'Prove It' Card
  - International Identification Cards/ National Identification Cards
- All forms of ID presented must be valid and in date

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Challenge “25” Policy**

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives

- As it is extremely difficult to assess age the Venues Policy is to challenge any person attempting to purchase alcohol that you believe is 25 or under
  - When requesting Proof of Age ID, staff shall:
  - Be polite and courteous
  - Smile and be assertive
  - Be confident and use open body language
  - Do not intentionally embarrass the person
  - If any person becomes aggressive or offended pass the incident on to the Supervisor or Manager on Duty

***\*If a member of staff is uncertain whether any form of ID presented to them is acceptable they are to refuse service and refer to the Supervisor or Duty Manager***

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

## **Zero Tolerance Drugs Policy**

This policy formulates part of the Premises License procedures to assist with the Licensing Objectives 'The Prevention of Crime and Disorder'.

- The Management and Supervisor Team are to complete certified 'Drugs Awareness Courses'
- The venue will display relevant notices detailing their Zero Tolerance approach to Drug use in prominent areas of the venue.
- The Management are to liaise with the Police and Licensing Authority on a regular basis (including through schemes such as Pub & Club Watch / Late Night Business Partnership)
- All Drugs found or seized are to be sealed in an evidence bag and stored in the site safe. Details of the seizure are to be recorded on a Site Incident Report. The Police are to be contacted for collection at their earliest convenience
- Door Supervisors are to conduct regular checks of the toilets and cubicles
- Any person suspected of using or having drugs upon their person must reported to the Duty Manager, if appropriate a search will be requested and the Police contacted
- All searches are to be carried out by a Responsible Person with the Duty Manager present. All searches are to take place in front of a CCTV camera
- Anyone refusing to be searched on entry will be refused, anyone refusing a search after being admitted entry will be reported to the Police via any
- The Duty Manager will be responsible for handling any confiscated substances until the Police are available to collect
- Staff who commit an offence under the Misuse of Drugs Act 1971 or who witnesses such an act on the premises and withhold evidence will be liable to disciplinary procedures, details of which are outlined in the Company Disciplinary & Grievance Policy which all employees read prior to commencing employment
- Any patrons known to be associated with persons caught in the possession of illicit/ illegal substances are to be asked to leave the venue (at the Duty Managers discretion)
- Any person suspected of being intoxicated on illicit substances will, when necessary, be reviewed by an onsite First Aider in a space designated for 'Vulnerable People'

**All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue**

**OPERATIONAL POLICIES DOCUMENT: THE FIRST POST**

## APPENDIX THREE

### **Notification to Licensing Authority of Representation under Licensing Act 2003**

1. Name of Responsible Authority making representation:

- a. Your name: **C Ansty**  
[Senior Licensing Officer, County Licensing, for and on behalf of the Chief Constable]
- b. Your address: **Nottinghamshire Police Headquarters  
HQ (CJ) Liquor Licensing  
Mansfield Police Station  
Great Central Road  
Mansfield  
Nottinghamshire  
NG18 2HQ**
- c. Your phone number: **101 extn 3101039**
- d. Your e-mail address: **michelle.white1039@nottinghamshire.pnn.police.uk**  
[Contact at County Licensing]

2. Please identify the application you wish to make a representation about.

- a. Name and address of application premises:

**The First Post  
16 Brook Street  
Sutton In Ashfield  
Nottinghamshire  
NG17 1AL**

- b. Nature of application: **Grant of Premises Licence**

3. Which of the licensing objectives does your representation relate to? Please delete as appropriate <sup>2</sup>.

- a. The Prevention of Crime and Disorder**  
**b. Protection of Children from Harm**

**Details of the representation(s)**

4. Please give details of your representation(s) including details as to why you feel the application would be unlikely to promote the objective(s) you have ticked above and including as much evidence as possible in support of your representation. Please continue on a separate sheet if necessary.

**The application is for the grant of a premises licence offering Regulated Entertainment, Late Night Refreshment and the sale of alcohol on Monday**

to Sunday from 09:00am until 03:00am with opening hours of 09:00am until 03:30am.

The premise is briefly described as a Public House in Section 5 of the application form. The premise has previously been being used as a Premier E-Cig shop. It is situated on Brook Street, Sutton in Ashfield near to the pedestrianized market area. It has businesses on both sides and a residential flat above and other residential properties close by. There are also a number of other licensed premises within the vicinity offering sale of alcohol and regulated entertainment. The agent dealing with application, Mr Rathore has verbally suggested that the premise will be primarily a gin and ale bar and not a usual vertical drinking establishment, however there is no fixed seating marked on the plan to suggest it will operate other than a vertical drinking establishment.

It is the view of Nottinghamshire Police that there could be provision for a licensed premises to be within this part of the town offering the sale of alcohol for on sales, along with regulated entertainment, however, to ensure the licensing objectives are not undermined, it is vital that specific safeguards are put in place especially with regard to preventing crime and disorder and the protection of children from harm, as mentioned within 2.8 of the Councils statement of licensing policy, that the premises do not have a negative impact on members of the public who live and work within that area.

Ashfield District Council's statement of licensing policy states at 2.1 in exercising their functions under the licensing act 2003, licensing authorities must have regard to the licensing objectives as set out in section 4 of the act.

Ashfield District Council's policy also states at 2.6 the promotion of the licensing objectives is paramount consideration for the authority.

Some of the information provided within the operating schedule (Section M of the application form) does relate to safeguards which Nottinghamshire Police would require in order to ensure the premises promotes the four licensing objectives in terms of licence conditions, which includes CCTV operating, and a Challenge 21 age verification policy. However, Nottinghamshire Police are of the opinion that this application in its entirety does not promote the licensing objectives, in particular the prevention of crime and disorder, and will add to the negative impact already experienced in Sutton Town Centre in respect of the later times requested for licensable activity to take place, mainly the sale of alcohol.

Nottinghamshire Police would like to see the operating schedule address important factors such as SIA registered door supervisors to be appointed at specific times, and for the sale of alcohol and closing time to be reduced from the proposed time of 3am and 3.30am.

In view of this and the interests of the wider community, it is the opinion of the Police that the only way that this premises will not have a negative effect, and will not undermine the licensing objectives, is if the conditions below are placed upon the premise licence and a reduction in the times Licensable activity can take place, with a reduction in the time it is to cease.

The Police reserve the right to:

- bring further evidence of the Licensing Objectives being undermined to any subsequent panel hearing and to provide live oral evidence to this effect.
5. If you are suggesting that conditions should be attached to any licence granted please give the wording of the proposed condition(s) and state why you feel they are necessary and proportionate. Please continue on a separate sheet if necessary.
- **Two suitably trained and licensed SIA door supervisors shall be on duty on Friday and Saturday from 21:00 until the premises close when the premises are engaging in licensable activities past 23:00. A bound and sequentially paginated book or electronic record containing names, addresses and full SIA licence number(s) of door supervisors shall be maintained and kept for a period of twelve months and be available for inspection by the police or any other authorised person upon request. This condition may be disapplied by written agreement with the Police 2 working days prior to the date and time of the disapplication and such written agreement retained at the premises.**
  - **A bound and sequentially paginated incident book or electronic record shall be kept to record all instances of disorder, damage to property and personal injury at the premises. This book shall be made available for inspection and copying by the Police or any other authorised person upon request and all such books shall be retained at the premises for at least 12 months.**
  - **No customers carrying open bottles upon entry shall be admitted to the premise at any time the premise is open to the public.**
  - **Alcoholic and other drinks may not be removed from the premise in open containers save for consumption in any external area provided for that purpose.**
  - **A Challenge 25 scheme shall operate at the premises. Any person who appears to be under 25 years of age shall not be allowed to purchase alcohol unless they produce an acceptable form of photo identification. (e.g. passport, driving licence, Military ID or PASS accredited card).**

Nottinghamshire Police would also like to propose the following times for the requested licensable activity:

**Films**

**Monday – Sunday 0900 – 0130**

**Plays**

**Monday – Sunday 0900 – 0130**

**Indoor Sporting events**

**Monday – Sunday 0900 – 0130**

**Live Music**

**Monday – Sunday 0900 – 0130**

**Recorded Music**

**Monday – Sunday 0900 – 0130**

**Performances of Dance**

**Monday – Sunday 0900 – 0130**

**Anything of a similar Description**

**Monday – Sunday 0900 – 0130**

**Late Night Refreshment**

**Monday – Sunday 2300 – 0130**

**Supply of Alcohol (on and off)**

**Monday – Sunday 0900 – 0130**

**Hours open to the Public**

**Monday – Sunday 0900 – 0200**

6. Please indicate any parts of the Licensing Authority's Statement of Policy that you feel may be relevant to your representation <sup>3</sup>.

**Indication of those relevant parts will be given in addition to those above, in a Panel Hearing.**

7. Please indicate any parts of the Guidance issued under S 182 of the licensing Act 2003, which you feel may be relevant to your representation <sup>4</sup>.

**Indication of those relevant parts will be given within a Panel Hearing.**

8. As you have made a representation the Application may need to be determined at a hearing of the Licensing Committee or one of its Panels. At this stage would you intend to attend such a hearing<sup>5</sup>? Please circle as appropriate.

**Yes**

No

9. If you intend to attend any hearing that may be held it would be helpful at this stage if you could give an indication as to how long you think you would need to make your representation(s).

**Not Known**

Signed: C Ansty, Senior Licensing Officer, County Licensing for and on behalf of the Chief Constable]

Date: 12<sup>TH</sup> November 2020

## APPENDIX FOUR



9, Kensington Close,  
Sutton in Ashfield,  
Notts, NG17 1EJ

6<sup>th</sup> November, 2020.

The Licensing Authority  
Council Offices,  
Urban Road,  
Wirkby in Ashfield.  
NG17 8DA.

Dear Sirs.

16 Brook Street, now named First Post.

I wish to object to the proposed licensing for  
the sale of alcohol at the above premises between  
the hours of 9am to 3pm and 11pm to 3am.

This will result in much carousing, disturbance  
and noise in nearby areas as the 'First Post'  
clients arrive, park and leave the premises.

The most obvious and nearest walkway to the  
Carric Estate is the public footpath through  
Kensington Close. The fifteen houses there are  
occupied by people mostly in their 80 and  
90 years of age.

The Conservation area of Church Street  
will also be used by pedestrians & vehicles.

The whole use of the premises for the sale  
of alcohol and entertainment is most  
unsuitable for this situation.

Yours faithfully,

Margaret Hill



# APPENDIX FIVE

