

SUBJECT:	APPLICATION FOR A NEW PREMISES LICENCE at: Crown Coffee, High Street, Chalfont St Giles, Buckinghamshire, HP8 4QQ
REPORT OF:	Application under section 17, Licensing Act 2003
Responsible Officer	Jo Bowles – Licensing Officer
Report Author	Jo Bowles – Licensing Officer
Ward/s Affected	Chalfont St Giles

1. Purpose of Report

To provide Members with information enabling the determination of an application for a new Premises Licence, in respect of which relevant representations have been received. The Application has been submitted by DH Licensing 14 February 2022 on behalf of their client; Warner at Chalfont Limited, Warners, High Street, Chalfont St Giles, Buckinghamshire, HP8 4QH (“The Applicant”) in respect of Crown Coffee, High Street, Chalfont St Giles, HP8 4QQ (“The Premises”).

2. Background

2.1 The premises consist of a 19th Century building and is in close proximity to a number of residential dwellings and other businesses. The Crown was a public house until July 2013, most famous for being used a location in TV’s Dad’s Army. In 2014 the premises became a Costa Coffee until 2020 when Costa closed this branch permanently. In 2021, it reopened as Crown Coffee. A location plan showing the premises location is attached to this report marked **Appendix 1**.

2.2 A premises licence was previously in force for the premises but this was surrendered when the pub ceased trading in July 2013

3. The Application

3.1 This application is for a new Premises Licence to commence with immediate effect upon any decision to grant by this licensing authority. A copy of the application **Appendix 2** and a premises plan **Appendix 3** is attached to this report marked

3.2 The Licensable activities sought are as follows:

Proposed activity	Proposed hours
Supply of alcohol	Sunday – Thursday 10:30 – 22:30

(On and Off the premises)	Friday – Saturday	10:30 – 23:00
Recorded music* (Indoors only)	Friday - Saturday	10:30 – 23:30
Opening Hours	Sunday – Thursday	08:00 – 23:00
	Friday – Saturday	08:00 – 23:30

* The Panel should note that the playing of recorded music and performance of live music are de-regulated between the hours 0800 and 2300 hours and therefore fall outside of the jurisdiction of the Licensing Act 2003 unless subject to a Review application under section 51.

4. Relevant Representations

4.1 Responsible Authorities:

- 4.1.1 The Chief Officer of Police: No Objections
- 4.1.2 The Licensing Authority: No response received
- 4.1.3 The Local Environmental Health Authority: Response received – representation in relation to public nuisance **Appendix 4**
- 4.1.4 The Fire and Rescue Authority: No Objections
- 4.1.5 The Local Planning Authority: No response received
- 4.1.6 Weights and Measures Authority (Trading Standards Officer): No response received
- 4.1.7 The Safeguarding and Child Protection Unit: No response received
- 4.1.8 The Primary Care Trust: No response received

4.2 Any other persons: Two objections were received during the 28-day consultation process, copies of which are attached at **Appendix 5**.

4.3 No letters of support were received.

5. Licensing Officer's Observations:

5.1 The Relevant Representations received raise the following issues:

5.2 The prevention of public nuisance

Residents have raised concerned over the proposed opening and licensable activity hours and the likely noise from customers both whilst on the premises, particularly those in the outside courtyard area as well as when arriving or leaving. There are also concerns regarding the noise from music. It is felt that this would contribute to the nuisance residents

already experience from customers of other licensed premises in the same area such as The Feathers and Merlins Cave.

- 5.3 In addition to the Mandatory Conditions, the Licensing Sub-Committee should consider those conditions offered in the applicants operating schedule and decide whether they are appropriate for the promotion of the licensing objectives and address any valid representations made by Interested Parties.
- 5.4 Further to discussions between Environmental Health and the Applicants agent, revisions and additions to the Operating Schedule have been agreed and are proposed for approval by The Panel at this hearing. The revisions and additional conditions can be seen in section 10 of this report and the amended representation from Environmental Health can be viewed in **Appendix 6**.
- 5.5 The agreement from the Applicant to the proposed additional conditions and revisions to those offered in the application can be viewed in **Appendix 7**

6. Policy Considerations

- 6.1 Regard must be given to the Council's Statement of Licensing Policy (published 04 March 2022) when determining this application. Of particular relevance (but not limited to) are the sections relating to licence conditions (page 25) and the Council's approach to licensing hours (page 23)
- 6.2 In relation to licence conditions, the policy confirms that any conditions should be proportionate and appropriate to both the specific premises and the proposed activities. The applicant is responsible for demonstrating, through their operating schedule, how they intend to uphold the licensing objectives and prevent any harm, crime or disorder through the operation of their business.
- 6.3 In relation to nuisance, the Council's policy confirms (section 3.36) that much weight is placed on recommendations made by Environmental Health Officers. Particular issues referred to in this respect include the escape of noise from premises and from the outside area, the movement of customers arriving at and leaving the premises and customer parking and its likely impact on local residents.
- 6.4 In making decisions in respect of permitted hours (section 3.11) the Licensing Authority will generally take a more stringent approach to licensing hours in areas of higher residential density where there is greater risk of public nuisance. Consideration will be given to representations made by residents in the vicinity of the premises as well as the applicant. It is also noted that premises that include outside drinking areas are more likely to give rise to concerns regarding late night nuisance.

In relation to Prevention of Public Nuisance the Statutory Guidance states:

2.15 The 2003 Act enables licensing authorities and responsible authorities, through representations, to consider what constitutes public nuisance and what is appropriate to prevent it in terms of conditions attached to specific premises licences and club premises certificates. It is therefore important that in considering the promotion of this licensing objective, licensing authorities and responsible authorities focus on the effect of the licensable activities at the specific premises on persons living and working (including those

carrying on business) in the area around the premises which may be disproportionate and unreasonable. The issues will mainly concern noise nuisance, light pollution, noxious smells and litter.

2.16 Public nuisance is given a statutory meaning in many pieces of legislation. It is however not narrowly defined in the 2003 Act and retains its broad common law meaning. It may include in appropriate circumstances the reduction of the living and working amenity and environment of other persons living and working in the area of the licensed premises. Public nuisance may also arise as a result of the adverse effects of artificial light, dust, odour and insects or where its effect is prejudicial to health.

2.17 Conditions relating to noise nuisance will usually concern steps appropriate to control the levels of noise emanating from premises. This might be achieved by a simple measure such as ensuring that doors and windows are kept closed after a particular time, or persons are not permitted in garden areas of the premises after a certain time. More sophisticated measures like the installation of acoustic curtains or rubber speaker mounts to mitigate sound escape from the premises may be appropriate. However, conditions in relation to live or recorded music may not be enforceable in circumstances where the entertainment activity itself is not licensable (see chapter 16). Any conditions appropriate to promote the prevention of public nuisance should be tailored to the type, nature and characteristics of the specific premises and its licensable activities. Licensing authorities should avoid inappropriate or disproportionate measures that could deter events that are valuable to the community, such as live music. Noise limiters, for example, are expensive to purchase and install and are likely to be a considerable burden for smaller venues.

2.18 As with all conditions, those relating to noise nuisance may not be appropriate in certain circumstances where provisions in other legislation adequately protect those living in the area of the premises. But as stated earlier in this Guidance, the approach of licensing authorities and responsible authorities should be one of prevention and when their powers are engaged, licensing authorities should be aware of the fact that other legislation may not adequately cover concerns raised in relevant representations and additional conditions may be appropriate.

2.19 Where applications have given rise to representations, any appropriate conditions should normally focus on the most sensitive periods. For example, the most sensitive period for people being disturbed by unreasonably loud music is at night and into the early morning when residents in adjacent properties may be attempting to go to sleep or are sleeping. This is why there is still a need for a licence for performances of live music between 11 pm and 8 am. In certain circumstances, conditions relating to noise emanating from the premises may also be appropriate to address any disturbance anticipated as customers enter and leave.

2.21 Beyond the immediate area surrounding the premises, these are matters for the personal responsibility of individuals under the law. An individual who engages in anti-social behaviour is accountable in their own right. However, it would be perfectly reasonable for a licensing authority to impose a condition, following relevant representations, that requires the licence holder or club to place signs at the exits from the building encouraging patrons to be quiet until they leave the area, or that, if they wish to smoke, to do so at designated places on the premises instead of outside, and to respect the rights of people living nearby to a peaceful night.

7. Links to Council Policy Objectives

7.1 The Authority regards existing and future environmental qualities and character of the District to be important when consideration is given to granting licenses for any purpose. When considering licensing applications where relevant representations have been made, the Authority will consider its effect on the licensing objectives and in particular the effect the licence will have on the public nuisance objective in relation to local residents and businesses.

8. Resources, Risk and Other Implication

8.1 **Resource:** The only resource implications to date has been officer time. If the applicant or persons making relevant representations appeals against the decision of the Licensing Sub – Committee, however, this would result in legal fees to defend the appeal and further costs. In the event of a successful appeal the Council may also have to pay the applicant/other party's costs.

Human Rights

8.2 The Panel should consider its responsibilities under the Human Rights Act when considering the fair balance between the interests of the applicant and the rights of local residents. Any decision taken must be appropriate and proportionate to the objective being pursued. In particular, the following should be taken into consideration: Article 6 – the right to a fair hearing, Article 8 – respect for private and family life, Article 1 – First Protocol – peaceful enjoyment of possessions (which can include the possession of a licence).

8.3 Interference with these rights is acceptable within the terms of the Human Rights Act 1998 if it safeguards the rights of others, is legitimate, proportionate and balanced in that there is a need to find a fair balance between the protection of individual rights and the interests of the community at large – other than rights under Article 6 and 14 which are absolute rights and cannot be interfered with

8.4 Therefore, if Members refuse to grant the application for a new Premises Licence in whole or part or grant it subject to conditions, this will be a breach of the rights of the Applicant unless such refusal (in full or part) is, and/or the conditions imposed are, appropriate, proportionate and can be justified, on balance, by being outweighed by the rights of the community at large to peaceful enjoyment of their property/possessions. Any restriction placed upon the Premises Licence must not go beyond what is strictly necessary to achieve its legitimate purpose in order to mitigate the interference with the community at large enjoyment of their property/possessions

8.5 By taking into consideration all the material considerations relating to this application and balancing the interests/rights of all parties involved it is considered that the Licensing Sub-Committee's decision will be both proportionate and justified having had regard to the Human Rights Act 1998

8.6 The Equality Act 2010, including the Council's Public Sector Equality Duty, must be taken into account when making decisions in relation to licensing applications

9. Determination by the Licensing Sub-Committee

9.1 The Sub-Committee is obliged to determine applications in the light of the above and any other material considerations with a view to promoting the four licensing objectives. Which are:

- The prevention of crime and disorder
- Public Safety
- Prevention of public nuisance
- Protection of children from harm

9.2 Regard must also be had to the Council's Statement of Licensing Policy, Home Office Guidance issued under Section 182 of the Licensing Act 2003, as amended, relevant representations received and the evidence presented at the Hearing.

9.3 Each application must be considered on its own merits and any considerations attached to premises licences must be tailored to the individual style and characteristics of the premises and proposed activities. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises. Standardised conditions should be avoided and indeed may be unlawful where they cannot be shown to promote the licensing objectives in any individual case.

9.4 The Sub-Committee must avoid duplication of other legal requirements and should only impose conditions on a premises licence which are appropriate and proportionate for the promotion of the licensing objectives and where additional and/or supplementary measures are required in order to promote the licensing objectives

9.5 The following options are available to the Licensing Sub-Committee:

9.5.1 Grant the Premises Licence – subject to any conditions which are consistent with the Operating Schedule and which are considered appropriate and proportionate for the promotion of the four licensing objectives in response to relevant representations received – and any mandatory conditions.

On a “without prejudice” basis, a draft list of **proposed conditions** is attached to this Report marked “The Schedule”.

9.5.2 Exclude from the scope of the Premises Licence granted any of the requested licensable activities to which the application relates

9.5.3 Refuse to Specify a person in the Premises licence as the premises supervisor

9.5.4 Reject the whole of the application

9.5.5 Grant the Premises Licence subject to different conditions for different parts of the premises or for different/reduced licensable activities if it is considered appropriate and proportionate to promote the four licensing objectives and in response the representations received

9.6 The Sub-Committee is asked to note that it may not reject the whole or part of the application or attach conditions merely because it considers it desirable to do so. It must actually be appropriate and proportionate in order to promote the licensing objectives and be in response to the representations received and full reasons must be given for the Sub-Committee's decision.

10. Conditions

10.1 THE SCHEDULE

For the purposes of this schedule;

"the Act" means the Licensing Act 2003;

"Anti-Social Behaviour" has the meaning given in section 36 of the Anti-social Behaviour Act 2003;

"Disability" has the meaning given in section 1 of the Disability Discrimination Act 1995;

"Relevant Premises" has the meaning given in paragraphs (a) and (b) of the definition in section 159 of the Act;

"Responsible Person" has the meaning given in paragraphs (a) and (b) of the definition in section 153(4) of the Act (the relevant parts of which are attached to this licence).

Mandatory Condition - s19 of the Licensing Act 2003 - Supply of Alcohol

No supply of alcohol may be made under the premises licence:

- a) at a time when there is no designated premises supervisor in respect of the premises licence, or
- b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

Every supply of alcohol under the premises licence must be made authorised by a person who holds a personal licence

MANDATORY CONDITIONS SPECIFIED BY THE LICENSING ACT 2003 (MANDATORY LICENSING CONDITIONS) ORDER 2010 AS AMENDED BY THE LICENSING ACT 2003 (MANDATORY LICENSING CONDITIONS) (AMENDMENT) ORDER 2014:

Mandatory Condition 1

- 1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- 2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

- d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
- e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Mandatory Condition 2

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

Mandatory Condition 3

- 1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- 2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- 3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - a. a holographic mark, or
 - b. an ultraviolet feature.

Mandatory Condition 4

The responsible person must ensure that—

- a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: " pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
- b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available

"An activity which is not prohibited by paragraph 1(2)(b) of the Schedule to the 2010 Order, as it was in force immediately before the coming into force of this Order, because it related to alcohol consumed at a table meal (as defined in section 159 of the 2003 Act), will continue not to be prohibited provided certain conditions are met; these are that the activity is available only to an individual who holds a ticket or other written invitation in respect of that activity which was purchased by, or given to, that individual on or before 30th September 2014, and the activity takes place on or before 5th April 2015."

MANDATORY CONDITIONS SPECIFIED BY THE LICENSING ACT 2013 (MANDATORY CONDITIONS) ORDER 2014:

Mandatory Condition 5

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1—
 - a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - b) "permitted price" is the price found by applying the formula—

$$P = D + (D \times V)$$
 where—
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence—
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
 (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

10.2 Proposed conditions (see application form Appendix 2)

1. The premises shall install and maintain a comprehensive CCTV system in accordance with any minimum requirements of Thames Valley Police.
 - (a) All entry and exit points will be covered enabling frontal identification of every person entering in any light condition
 - (b) The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premise and will include the external area immediately outside the premises entrance

- (c) All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the entire 31-day period.
2. A Challenge 25 proof of age scheme shall be in operation at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as driving licence, passport or proof of age card with the PASS hologram
 3. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of Buckinghamshire Council at all times whilst the premises is open.
 4. Staff engaged in the service of customers at the premises shall be trained in the promotion of the licensing objectives as are relevant to their duties. This shall include training on awareness of local alcohol related issues. The training shall be recorded in a training record which shall not be removed from the premises, except in case of emergency or for the purposes of copying, until a period of 12 months has expired since the last entry that has been recorded. The training record shall be made available to Police and authorised council officers on request.
 5. The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided
 6. No unaccompanied children under the age of 18 will be permitted on the Licensed Premises.

10.3 Proposed Revisions to conditions offered by applicant (Appendix 2)

Condition offered in current operating schedule (Appendix 2)	Recommended revised condition
All refuse will be disposed of in an appropriate manner. Staff will be instructed to maintain all external areas in a clean and presentable manner at all times	The outside area shall be thoroughly cleaned at the end of each day that it is in use
No bottle bins will be emptied before 10.00am	No waste or recyclable materials, including bottles shall be moved, removed from or placed in outside areas between 22.00 hours and 08.00 hours on the following day
Signs placed at the exit to buildings can encourage patrons to be quiet until they leave the area and to respect the rights of residents	Notices shall be prominently displayed at all exists requesting patrons to respect the needs of local residents and businesses and leave the area quietly

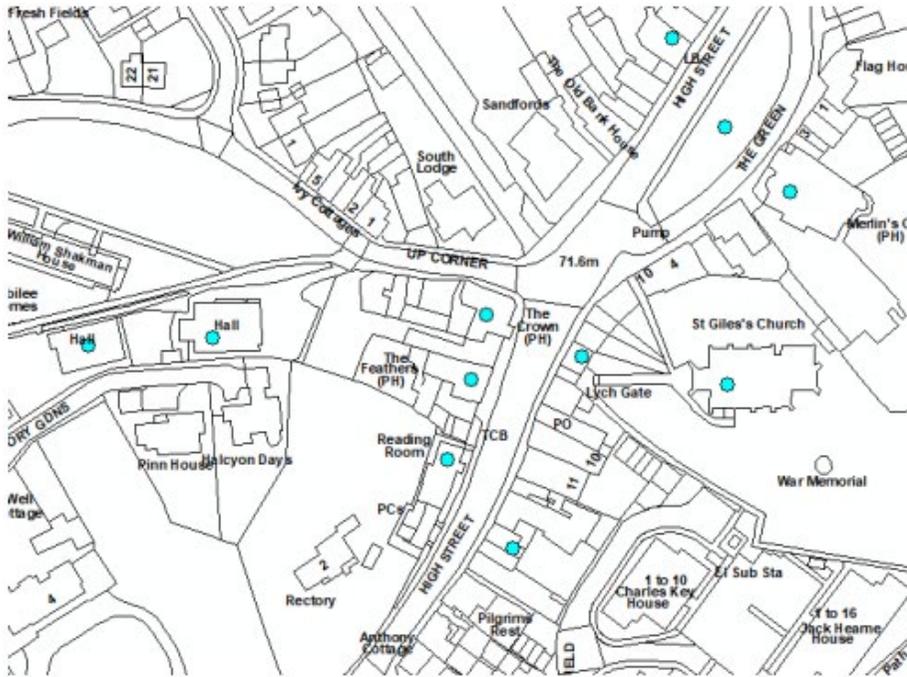
10.4 Proposed conditions to be approved and added to premises licence

1. The provision of any outside regulated entertainment shall cease at 22:00 hours
2. All windows and external doors shall be kept closed after 22:00 hours, or at any time when regulated entertainment takes place, except for the immediate access and egress of persons
3. Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly
4. Members of the public shall not be permitted to enter or remain in the external seating area from 22:00 hours to the time that the premises cease to be open to the public
5. The premises licence holder shall ensure that any patrons drinking and/or smoking outside the premises do so in an orderly manner and are properly supervised by staff so as to ensure that there is no public nuisance or obstruction of the public highway
6. No deliveries from the premises, either by the licensee or a third party shall take place between 22:00 hours and 08:00 hours on the following day
7. All tables and chairs shall be removed from any publically accessible outside area, or rendered unusable by 22:00 hours each day

Informative:

Officer Contact:	Jo Bowles joanne.bowles@buckinghamshire.gov.uk
Background Papers:	Application reference (22/00110/LAPRE) Licensing Act 2003, as amended Licensing Policy published 04 March 2022. Home Office Guidance issued under Section 182 of the Licensing Act 2003, as amended.

APPENDIX 1



**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.

We WARNER AT CHALFONT LIMITED

(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			
CROWN COFFEE HIGH STREET			
Post town	CHALFONT ST GILES.	Postcode	HP8 4QQ
Telephone number at premises (if any)		07931595336. Authorised Agent.	
Non-domestic rateable value of premises		£15,500	

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 | <input type="checkbox"/> | please complete section (B) |
| f) a health service body | <input type="checkbox"/> | 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)	
Surname			First names		
Date of birth			I am 18 years old or over <input type="checkbox"/>	Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth			I am 18 years old or over <input type="checkbox"/>	Please tick yes	
Nationality					
Current postal address if different from premises address					
Post town				Postcode	

Daytime contact telephone number	
E-mail address (optional)	

(B) OTHER APPLICANTS

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

Name WARNER AT CHALFONT LIMITED
Address Warners, High Street, Chalfont St. Giles, Buckinghamshire, HP8 4QH.
Registered number (where applicable) 07712199
Description of applicant (for example, partnership, company, unincorporated association etc.) PRIVATE LIMITED COMPANY
Telephone number (if any) 07986471422
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
1	5	03 2022

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

DD	MM	YYYY

<p>Please give a general description of the premises (please read guidance note 1)</p> <p>High Street Coffee shop serving a range of hot and cold food alongside coffees and other hot and cold beverages.</p> <p>It is the applicant's intention to offer an alcoholic choice to their clients, serving wines and a selection of niche craft beers.</p> <p>The later hours are reflective of the applicant's intention to open in the future in the evenings with a bistro.</p>
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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)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g)
(if ticking yes, fill in box H)

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

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

In all cases complete boxes K, L and M

A

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

B

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

C

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

D

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

E

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

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) NONE		
Mon					
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5) NONE		
Thur					
Fri	10.30	23.30	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6) NONE		
Sat	10.30	23.30			
Sun					

G

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

H

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

I

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

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (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	State any seasonal variations for the supply of alcohol (please read guidance note 5) NONE		
Mon	10.30	22.30			
Tue	10.30	22.30			
Wed	10.30	22.30			
Thur	10.30	22.30			
Fri	10.30	23.00			
Sat	10.30	23.00			
Sun	10.30	22.30			

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

Name KATHERINE QUINN	
Date of birth	
Address 14 LONDON ROAD MILTON COMMON THAME	
Postcode	OX9 2NT
Personal licence number (if known) UNDER APPLICATION	
Issuing licensing authority (if known) SOUTH OXFORDSHIRE DISTRICT 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).

NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	08.00	23.00	<p><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> (please read guidance note 6)</p>
Tue	08.00	23.00	
Wed	08.00	23.00	
Thur	08.00	23.00	
Fri	08.00	23.30	
Sat	08.00	23.30	
Sun	08.00	23.00	

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)

Consideration of the Chiltern Council Licensing policy has been carried out to ensure the promotion of the four licensing objectives.

b) The prevention of crime and disorder

A CCTV system will be in use covering all licensed areas. A camera will be focused on public entry and exit points. The CCTV system will continually record whilst the premises are open for licensable activities and during all times that customers remain on the premises. All recordings shall be kept for a minimum of 31 days and can be accessed on site. Viewings of any recordings shall be made available on request to the Police or any other authorised officers.

The premises licence holder shall ensure the CCTV system is maintained at regular intervals.

A record will be kept detailing all refused sales of alcohol. The record should include the date and time of the refusal and include the staff member who refused the sale. This refusal log will be made available to the police or any authorised officer of the council upon request, whilst the premises are open.

c) Public safety

The premises will be maintained in a safe manner at all times.

All exits will be cleared of hazards.

All staff will be trained in emergency procedures and records maintained

d) The prevention of public nuisance

All refuse will be disposed of in an appropriate manner. Staff will be instructed to maintain all external areas in a clean and presentable manner at all times.

No bottle bins will be emptied before 10.00 am.

Signs placed at the exit to buildings can encourage patrons to be quiet until they leave the area, and to respect the rights of residents.

e) The protection of children from harm

A Challenge 25 age verification policy will be implemented on the premises. The only acceptable forms of identification will be recognised photographic identification cards such as passports, driving licences or forces ID cards. Also acceptable are cards that carry the PASS logo.

Staff will be trained to understand the above policies. Training records will be maintained and these will be made available to authorised officers if requested by the police or any other responsible authorised officer.

No unaccompanied children under the age of 18 will be permitted.

Checklist:

Please tick to indicate agreement

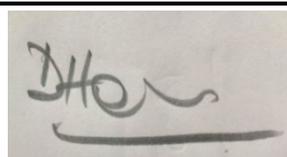
- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, 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 (please read note 15).

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

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

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

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
Signature	
Date	10/02/2022
Capacity	AUTHORISED AGENT

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

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) DAVE HORNER 51 MICHAELSON AVENUE			
Post town	MORECAMBE	Postcode	LA4 6SD
Telephone number (if any)	07931595336		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) davidhorner809@btinternet.com			

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 by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

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 **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **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 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, 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.

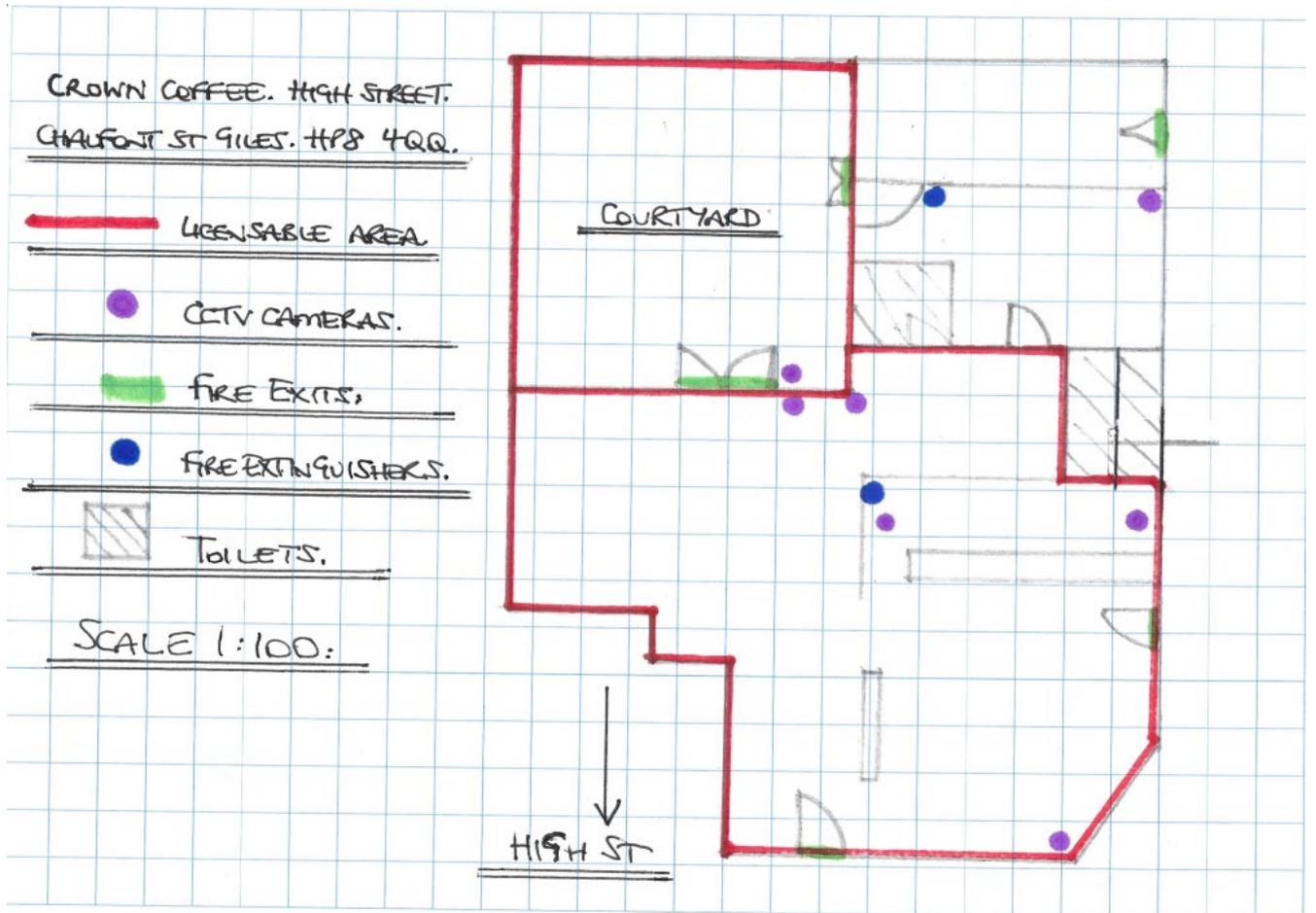
Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card 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.





Directorate for Planning, Growth and Sustainability

King George V House, King George V Road, Amersham, Bucks HP6 5AW

envhealth.csb@buckinghamshire.gov.uk

01494 732058

www.buckinghamshire.gov.uk

Licensing Authority CSB Area
Buckinghamshire Council
Amersham
Buckinghamshire
HP6 5AW

Dealt with by: Mr A Godman
Direct Line: 01494 732934
Your Ref: 22/00110/LAPRE
Date: 14/3/2022
Our Ref: 22/00393/LIAPPL
Email: Andrew.Godman@Buckinghamshire.gov.uk

BY EMAIL

Dear Sir/Madam

Licensing Act 2003

Re: Crown Coffee, High Street, Chalfont St Giles, Buckinghamshire, HP8 4QQ

I acknowledge safe receipt of the Premises Licence application documentation (including proposed Operating Schedule) dated 11th February 2022 as regards the above premises.

I am an authorised officer of the Council as set out in Section 69(2)(d) of the Licensing Act 2003. I fulfil the duties of a Responsible authority as defined by Section 69(4)(e) of the Act in terms the Council's statutory functions associated with the minimisation or prevention of risks associated with pollution to the environment or harm to human health.

I have reviewed the proposed Operating Schedule in the context of what steps, if any, are appropriate for the promotion of the licensing objectives as described in Section 4 of the Licensing Act 2003 and wish to make a **Representation against the granting of a premises licence on the terms set out in the application.**

The proposed Operating Schedule identifies the provision of regulated entertainment which, if unmitigated, would not in my opinion promote the prevention of public nuisance licensing objective. In particular, I am concerned about the request to provide recorded music after 23:00 within the licensable area (as set out in the plan submitted with the application) which includes an outdoor space.

Inadequacy of the steps cited in the proposed Operating Schedule

The steps that are currently identified in Section M of the proposed Operating Schedule are necessary and, in principle, go some way to securing the overall licensing objectives as stated in the Act. However, the current wording of these measures do not permit their direct translation into clear and enforceable licence conditions that reflect the *Crawley Borough Council v*

Attenborough 2006 judgement and consequently, in my view, amount to a set of *unreliable* control measures in their current form.

Additional steps and other control measures necessary to promote the Licensing Objectives

Notwithstanding my comments, above, the application documentation does not contain *all* of the steps that I believe are necessary in order to promote the prevention of public nuisance licensing objective *in practice*. Specifically, the provision of regulated entertainment on the terms set out in the application documentation gives me cause for concern due to the proximity of dwellings to the premises. I would suggest that the following additional measures as being necessary:

- No recorded music to be played outside after 22:00
- All windows and doors, save for purposes access/egress, should be kept closed at all times during the playing of recorded music
- All outdoor areas should be cleared of patrons after 22:00
- Deliveries should not take place at anti-social times

The way forward

I have provided a copy of this document to the applicant's agent so that they may contact me to discuss my specific concerns with view to arriving at a mutually agreeable revised Operating Schedule; if such agreement is reached I understand that a Licensing Sub-committee will hold an expedited hearing to ratify this and grant a Premises Licence (subject to other Representations).

If, however, no such agreement is reached within the prescribed consultation period then I am mindful that this matter will be subject to formal determination by a full Licensing Sub-committee.

If you would like to discuss this case please do not hesitate to contact me.

Yours sincerely,



Mr A Godman
Environmental Health Officer

cc Applicant's agent

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 10:35 AM on 14 Mar 2022 from Dr Stephen and Mrs Cannon.

Application Summary

Address: Crown Coffee High Street Chalfont St Giles
Buckinghamshire HP8 4QQ

Proposal: Premises Licence

Case Officer: Joanne Bowles

[Click for further information](#)

Customer Details

Name: Dr Stephen and Mrs Cannon

Email: [REDACTED]

Address: [REDACTED]

Comments Details

Committer Type: Neighbour

Stance: Customer objects to the Licensing Application

Reasons for comment:

- Noise Disturbance
- Opening Hours
- Parking
- Public Nuisance

Comments: 10:35 AM on 14 Mar 2022 Having taken professional advice I write further on this matter. I consider the Licensing Act 2003 and the Buckinghamshire Council Alcohol and Entertainment Policy Statement confirm the validity of the following objections.

Evidence -

The starting position is that currently the premises is a coffee shop with seating inside and outside on the High Street, There is further seating outside in a rear garden The opening hours are 8 to 5 Mon-Friday, 8-4 on Saturday. Closed on Sundays. No alcohol is served and there is no music playing.

Above the shop is a residential flat and I will live opposite the side entrance to the shop.

At present there is little noise disturbance and the amenity is enjoyed by a wide range of clientele including young children and pensioners enjoying a convivial environment.

The proposed use of a alcohol and music license would significantly elevate the noise attributed to the property the evidence for which is provided by the adjacent Feathers public house. The change of usage would not produce an environment suitable for families as also evidenced by the Feathers.

Importantly the Feathers has no residents adjacent to it but the Crown has residents above ,to the rear of the open garden and myself adjacent.

I consider that the granting of a license would not only diminish the amenity of residents but also remove from the High Street an important facility for families and may

expose children particularly to strong language.
I believe my objections are supported by the following
sections of the Licensing Act 2003 Section 182:-

P.1 Para 1,3

P.1 Para 1.5

P.9 Para 2.15

P,9 Para 2.16

P.9 Para 2,18

and lastly P.10 Para2.22

Finally with regard to to Buckinghamshire Policy
Statement Para. 1.;5 this proposal is certainly not in
keeping with "making the county the best to live,raise a
family, work and do business.

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 5:12 PM on 11 Mar 2022 from Mr Neil Sebba.

Application Summary

Address: Crown Coffee High Street Chalfont St Giles
Buckinghamshire HP8 4QQ

Proposal: Premises Licence

Case Officer: Joanne Bowles

[Click for further information](#)

Customer Details

Name: Mr Neil Sebba

Email: [REDACTED]

Address: [REDACTED]

Comments Details

Commenter Type: Neighbour

Stance: Customer objects to the Licensing Application

Reasons for comment:
- Noise Disturbance
- Opening Hours

Comments: 5:12 PM on 11 Mar 2022 I am of the opinion that the granting of a late alcohol and recorded music licence has the potential to have a detrimental affect on the village centre unless it is issued with conditions.

I do not believe this particular premises is well set up to contain the noise levels it could produce from disturbing its neighbours, and we are already regularly disturbed by the pub just up the road from it.

Without conditions being applied, I am concerned that a late alcohol licence will lead to further noise disturbance in the street between the hours of 11pm and midnight.

I understand that the application is for bistro use, and if the permission of licence is granted on a restricted basis for that use with certain restrictive music levels, I would be more likely to support it.



Directorate for Planning, Growth and Sustainability

King George V House, King George V Road, Amersham, Bucks HP6 5AW

envhealth.csb@buckinghamshire.gov.uk

01494 732058

www.buckinghamshire.gov.uk

Licensing Authority CSB Area
Buckinghamshire Council
Amersham
Buckinghamshire
HP6 5AW

Dealt with by: Mr A Godman
Direct Line: 01494 732934
Your Ref: 22/00110/LAPRE
Date: 25/3/2022
Our Ref: 22/00393/LIAPPL
Email: Andrew.Godman@Buckinghamshire.gov.uk

BY EMAIL

Dear Sir/Madam

Licensing Act 2003

Re: Crown Coffee, High Street, Chalfont St Giles, Buckinghamshire, HP8 4QQ

Further to my letter of 14th of March 2022 regarding the above application, I propose a number of changes to the related Operating Schedule as set out below.

Revision of *existing* proposed conditions contained within Section M of the Operating Schedule to ensure that they are clear and enforceable (see the Crawley Borough Council v Attenborough 2006 judgement):

Condition offered in the current operating Schedule	Recommended revised condition
All refuse will be disposed of in an appropriate manner. Staff will be instructed to maintain all external areas in a clean and presentable manner at all times.	The outside area shall be thoroughly cleaned at the end of each day that it is in use.
No bottle bins will be emptied before 10.00 am.	No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 22.00 hours and 08.00 hours on the following day.
Signs placed at the exit to buildings can encourage patrons to be quiet until they leave the area, and to respect the rights of residents.	Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

Furthermore, I believe the following additional conditions should be added to any Premises Licence granted by the Council so as to promote the prevention of public nuisance licensing objective:

- 1) The provision of any outside regulated entertainment shall cease at 22:00 hours.
- 2) All windows and external doors shall be kept closed after 22:00 hours, or at any time when regulated entertainment takes place, except for the immediate access and egress of persons.
- 3) Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.
- 4) Members of the public shall not be permitted to enter or remain in the external seating area from 22:00 to the time that the premises cease to be open to the public.
- 5) The premises licence holder shall ensure that any patrons drinking and/or smoking outside the premises do so in an orderly manner and are properly supervised by staff so as to ensure that there is no public nuisance or obstruction of the public highway.
- 6) No deliveries from the premises, either by the licensee or a third party shall take place between 22:00 and 08:00 hours on the following day.
- 7) All tables and chairs shall be removed from any publically assessable outside area, or rendered unusable, by 22:00 hours each day.

I have discussed the above with the applicant's agent and I understand that they are content that these changes are incorporated into a Premises Licence should the Council resolve to grant one in this instance.

If you would like to discuss this case please do not hesitate to contact me.

Yours sincerely,



Mr A Godman
Environmental Health Officer

cc Applicant's agent

APPENDIX 7

From: davidhorner809 <davidhorner809@btinternet.com>
Sent: 23 March 2022 17:07
To: Andrew Godman <Andrew.Godman@buckinghamshire.gov.uk>
Subject: RE: [EXTERNAL] Crown Coffee

Hi Mr Godman,

After discussing with my client, he is happy to accept the rewording and suggested conditions as per your email.

Kind Regards,

Dave Horner

DH Licensing.

----- Original Message -----

From: "Andrew Godman" <Andrew.Godman@buckinghamshire.gov.uk>
To: "davidhorner809" <davidhorner809@btinternet.com>
Sent: Wednesday, 23 Mar, 2022 At 12:45
Subject: RE: [EXTERNAL] Crown Coffee

Dear Mr Horner

Further to our email exchange last week, I have reviewed the above Premises Licence application and consider the following measures as being proportionate and necessary in connection with the prevention of public nuisance licensing objective:

Revision of *existing* proposed conditions to ensure that they are clear and enforceable:

Condition offered in the current operating Schedule	Recommended condition
All refuse will be disposed of in an appropriate manner. Staff will be instructed to maintain all external areas in a clean and presentable manner at all times.	The outside area shall be thoroughly cleaned at the end of each day that it is in use.
No bottle bins will be emptied before 10.00 am.	No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 22.00 hours and 08.00 hours on the following day.
Signs placed at the exit to buildings can encourage patrons to be quiet until they leave the area, and to respect the rights of residents.	Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

Additional conditions:

- 1) The provision of any outside regulated entertainment shall cease at 22:00 hours.
- 2) All windows and external doors shall be kept closed after 22:00 hours, or at any time when regulated entertainment takes place, except for the immediate access and egress of persons
- 3) Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.
- 4) Members of the public shall not be permitted to enter or remain in the external seating area from 22:00 to the time that the premises cease to be open to the public.

- 5) The premises licence holder shall ensure that any patrons drinking and/or smoking outside the premises do so in an orderly manner and are properly supervised by staff so as to ensure that there is no public nuisance or obstruction of the public highway.
- 6) No deliveries from the premises, either by the licensee or a third party shall take place between 22:00 and 08:00 hours on the following day.
- 7) All tables and chairs shall be removed from any publically assessable outside area, or rendered unusable, by 22:00 hours each day.

I would welcome your thoughts on these so that I can update the Licensing Authority. If you have questions regarding the proposed conditions or their practical meaning please drop me a line.

Many thanks,

Andrew Godman

Environmental Health Officer

Housing and Regulatory Services

Buckinghamshire Council

Tel: 01494 732934

E-mail: Andrew.Godman@buckinghamshire.gov.uk

King George V House, King George V Road, Amersham, Buckinghamshire. HP6 5AW

From: davidhorner809 <davidhorner809@btinternet.com>

Sent: 16 March 2022 09:56

To: Licensing CSB <licensing.csb@buckinghamshire.gov.uk>; Andrew Godman <Andrew.Godman@buckinghamshire.gov.uk>

Subject: [EXTERNAL] Crown Coffee

Good Morning Licensing,

With Reference to Crown Coffee, High St, Chalfont St Giles.

Following discussions with Andrew Godman (Copied in), can we please suggest the conditions below be included in the operating schedule in relation to The Prevention of Public Nuisance.

1. That no music to be played in the outside area after 21.00.
2. Except for the purpose of egress and access that all doors and windows be closed when the recorded music is playing.
3. All customers to be cleared from the outside seating area from 22.00.
4. The applicant will display signs asking customers to respect the neighborhood and leave quietly.
5. Deliveries will not take place at anti social times.

We have had discussions with Mr Goldman and are aware he is now on annual leave and will revisit this on his return.

On behalf of the applicant.

Dave Horner

DH Licensing.