

## Notice of Meeting

### Licensing Panel

Councillors Tullett (Chairman), Porter and Brown

Wednesday 17 July 2019, 10.00 am

Rooms 6 & 7 (combined) Ground Floor South - Time Square,  
Market Street, Bracknell, RG12 1JD



### Agenda

Item	Description	Page
1.	<b>Maps</b>	3 - 6
2.	<b>Declarations of Interest</b>	
	<p>Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.</p> <p>Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.</p> <p>Any Member with an affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.</p>	
3.	<b>The Procedure for Hearings at Licensing Panels</b>	7 - 12
4.	<b>Application for new Premises Licence in respect of BP Oil Limited, Bracknell Road, Crowthorne</b>	13 – 60
	Annex A – application form	15 – 33
	Annex B – plan	35
	Annex C – location map	37
	Annex D – proposed conditions	39
	Objection from Thames Valley Police	41
	Applicant response to Thames Valley Police	43
	Objection 1	45
	Objection 2	47
	Objection 3	49
	Objection 4	51
	Objection 5	53
	Objection 6	55
	Objection 7	57 - 59

Sound recording, photographing, filming and use of social media is permitted. Please contact Lizzie Rich, 01344 352253, [lizzie.rich@bracknell-forest.gov.uk](mailto:lizzie.rich@bracknell-forest.gov.uk), so that any special arrangements can be made.

### **EMERGENCY EVACUATION INSTRUCTIONS**

If you hear the alarm, leave the building immediately. Follow the green signs. Use the stairs not the lifts. Do not re-enter the building until told to do so.

Published: 9 July 2019

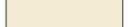
**EMERGENCY EVACUATION INSTRUCTIONS**

If you hear the alarm, leave the building immediately. Follow the green signs. Use the stairs not the lifts. Do not re-enter the building until told to do so.

# Bracknell Town Centre Map



## Legend

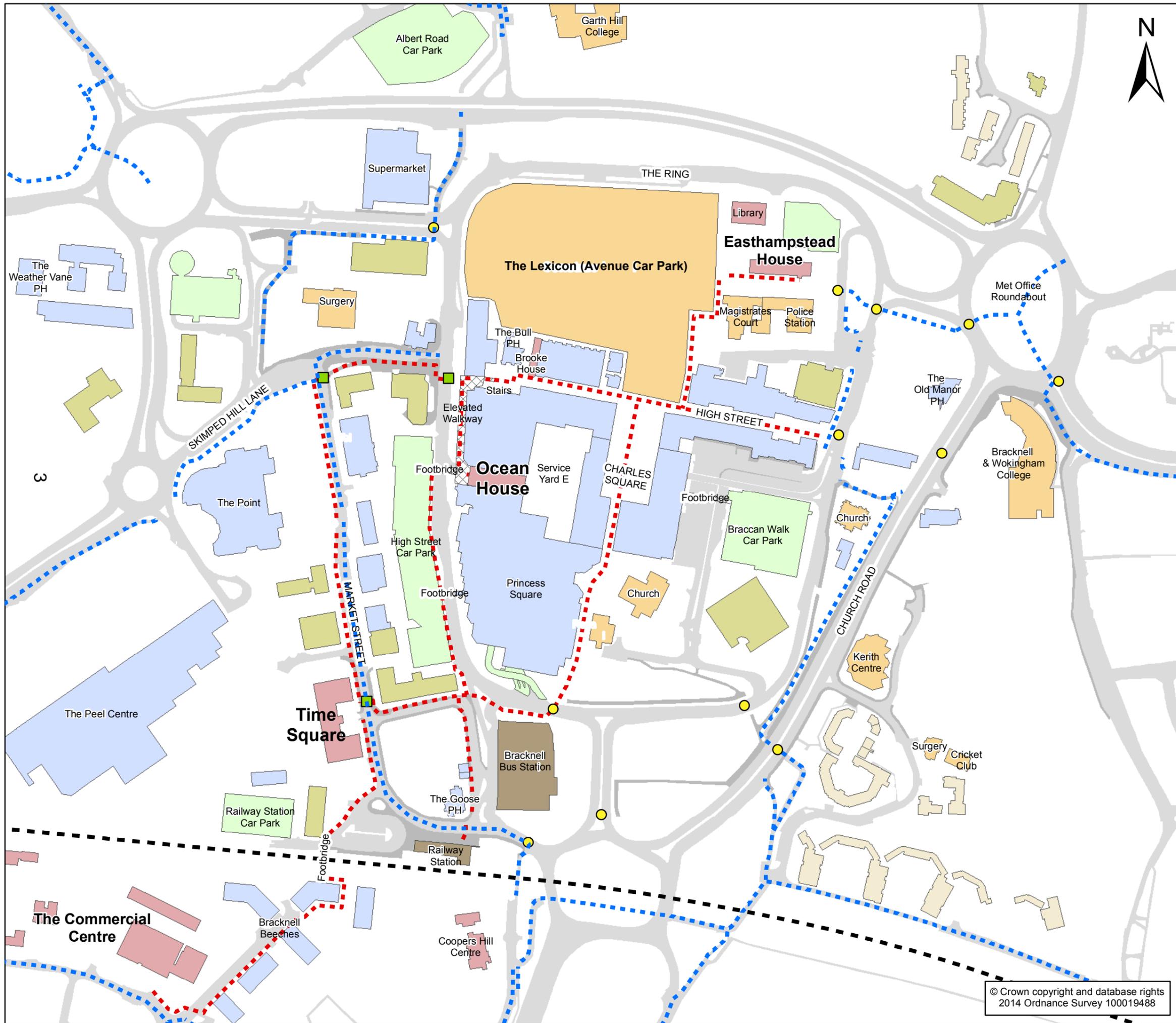
-  Subway
-  Zebra Crossing
-  Walk Route
-  Footpath/Cycleway
-  Railway
-  Council Buildings
-  Places of Interest
-  Car Parks
-  Elevated Walkway
-  Public Transport
-  Offices
-  Commercial
-  Residential

0 50 100 150 Metres



Map Produced June 2014

© Crown copyright and database rights  
2014 Ordnance Survey 100019488



Agenda Item 1

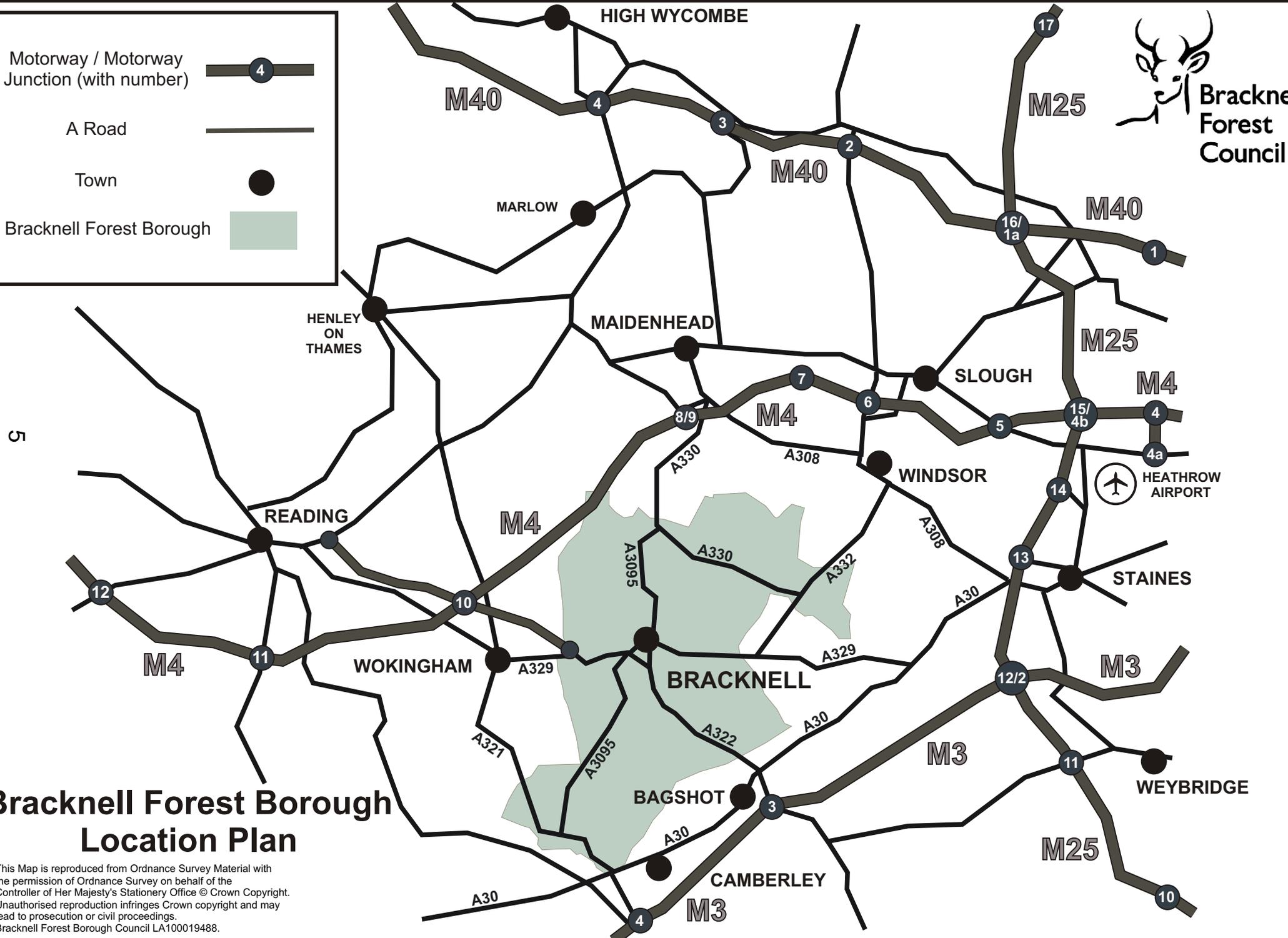
This page is intentionally left blank

Motorway / Motorway Junction (with number) 

A Road 

Town 

Bracknell Forest Borough 



# Bracknell Forest Borough Location Plan

This Map is reproduced from Ordnance Survey Material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Bracknell Forest Borough Council LA100019488.

This page is intentionally left blank

## **INFORMATION AND THE PROCEDURE FOR HEARINGS OF THE LICENSING PANEL**

The following document provides information and outlines the procedure taken for hearings by the Licensing Panel, when considering applications.

### **1. REQUIREMENTS FOR THE HEARING**

- 1.1 The applicant will normally be required to attend the meeting in person. They will be entitled to be represented by a solicitor or counsel or by any other individual provided that the name of any such person is given to the relevant Licensing Officer 48 hours in advance of the hearing.
- 1.2 Written notification of the intended proceedings will be given to the applicant not less than ten clear working days before the meeting. This notification will give details of the procedure to be followed at the hearing and shall advise applicants of their right to be represented.
- 1.3 Any documents to be produced at the hearing by the Public Protection Partnership representative shall be sent so as to reach the applicant by no later than 48 hours before the hearing. A copy of these documents shall at the same time be given to Democratic Services to distribute to members of the Panel.
- 1.4 Any documents to be produced at the hearing by the applicant shall be sent to the Licensing Officer by no later than 48 hours before the hearing. A copy of these documents shall at the same time be sent to Democratic Services to distribute to members of the Panel.
- 1.5 At the discretion of the Panel any or all of the requirements set out in paragraphs 1.3 to 1.4 above may be waived, provided that the Panel is satisfied that the interests of the applicant or any objector have not been prejudiced.
- 1.6 Financial costs incurred by either party in the hearing must be met in full by those parties and no awards for costs will be made to either party regardless of the outcome of the hearing.
- 1.7 The public will be allowed access, except if "Confidential Information" as defined by Section 100A of the Local Government Act 1972 is likely to be disclosed (in which case the public must be excluded) or, if "Exempt Information" falling within Schedule 12A of the Local Government Act 1972 is likely to be disclosed in which case the Panel may decide to exclude the public.

### **2. ORDER OF THE HEARING**

- 2.1 Hearings shall be conducted as follows:
  - (a) The Chairman will open the proceedings by stating the nature of the matter which is to be considered and will welcome the parties, introduce them and confirm the roles of those present.
  - (b) The Chairman will ask the officers to confirm whether or not the formal requirements in respect of the matter to be considered have been complied with.
  - (c) The applicant will be asked if there is any reason for the case to be adjourned. An adjournment will only normally be granted if unforeseeable circumstances can be demonstrated which would be prejudicial to a fair hearing if it was heard at that time.

- (d) The Chairman shall first call upon the Public Protection Partnership representative to put forward their case.
  - (e) If satisfied as to the formal requirements, the Panel will consider the merits of the application or proposed suspension/revocation and the report of the officer. The Panel may ask the Public Protection Partnership representative for clarification of any points.
  - (f) The applicant shall have an opportunity to put questions to the Public Protection Partnership representative.
  - (g) The Chairman will then invite (if any) interested parties who have made representations to speak. The Panel may ask interested parties questions and points of clarification.
  - (h) The Chairman will then invite the applicant or licence holder to make any representations.
  - (i) The Chairman, members of the Panel and the Public Protection Partnership representative may ask the applicant questions and points of clarification. Having heard the applicant's statement, any Responsible Authorities in attendance will be given the opportunity to respond.
  - (j) An opportunity shall be given to the Public Protection Partnership representative and the applicant, in that order, to sum up their case (but not to add any new facts).
  - (k) The Panel members, the representative from Legal Services and Clerk to the Panel shall withdraw. Officers present do not take part in the decision making but will provide legal and procedural advice and record the decision.
  - (l) The members of the Panel consider their decision. The applicant or his/her representative (if any) and any officer present is asked to remain in attendance and if any further clarification or information is required from the applicant or licence holder or any officer, this will be sought by the clerk.
- 2.2 The decision of the Panel shall be notified to the applicant and her/his representative (if any) within two working days following the meeting. In most cases, a verbal decision will be given on the day of the hearing.

### **3. ROLES OF THOSE AT THE HEARING**

- 3.1 The Public Protection Partnership representative is present at the hearing to present the professional officer's case for refusal, suspension or revocation of licences. They are also present to challenge points put forward by the applicant.
- 3.2 Members of the Panel are present to consider and determine an application or to consider if a licence should be suspended or revoked. In doing so, they will follow the above procedure.
- 3.3 The representative from Legal Services is present to provide legal and procedural advice to the members of the Panel and to assist in the clarification of any issues which might arise.
- 3.4 The representative from Democratic Services is present to provide procedural advice to members of the Panel and to record the decision.

*Address for Correspondence:*

Licensing Team – Public Protection Partnership  
Bracknell Forest Council  
Time Square  
Market Street  
Bracknell  
Berkshire RG12 1JD  
Tel: 01344 352000  
e-mail: [Licensing@Bracknell-Forest.gov.uk](mailto:Licensing@Bracknell-Forest.gov.uk)

Democratic Services, Corporate Services  
Bracknell Forest Council  
Time Square  
Market Street  
Bracknell  
Berkshire  
RG12 1JD  
Tel: 01344 352253  
e-mail: [lizzie.rich@bracknell-forest.gov.uk](mailto:lizzie.rich@bracknell-forest.gov.uk)

#### **4. BACKGROUND**

4.1 The Council's Licensing Panel has been given delegated authority to deal with the following applications:

<b>Matter to be dealt with:</b>	<b>Licensing Panel</b>
Application for personal licence	If a Police objection
Application for personal licence with unspent convictions	All cases
Application for premises licence/club premises certificate	If a relevant representation is made
Application for provisional statement	If a relevant representation is made
Application to vary designated premises supervisor	If a Police objection
Application for transfer of premises licence	If a Police objection
Applications for interim authorities	If a Police objection
Applications to review premises licence/club premises certificate	All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application.	All cases
Determination of a police objection to a temporary event notice.	All cases

4.2 In carrying out its licensing function, the Licensing Authority will promote the four Licensing Objectives. These are the only matters to be taken into account when determining an application. The four Licensing Objectives are:

- Prevention of Crime and Disorder;
- Public Safety;
- Prevention of Public Nuisance; and
- Protection of Children from Harm.

- 4.3 The Licensing Policy is about the regulation of licensable activities and as such is focussed on the direct impact of activities taking place on or in the vicinity of those premises. It is not a mechanism for controlling general nuisance unconnected to the Licensing Objectives.
- 4.4 The Council has, apart from the above, delegated power to determine applications, renew, suspend or revoke existing licences and consents to the Public Protection Partnership. The Director has in turn delegated such authority to officers within the Department.
- 4.5 Whilst officers have delegated authority there will be occasions where it is considered appropriate to refer the matter to the Licensing Panel. Specifically the Licensing & Safety Committee at its meeting on 12 March 2003, resolved to receive representations from applicants for either a licence or a consent where under delegated powers the applicant has been advised that a refusal or revocation is likely.
- 4.6 Where the application is being considered for refusal, having exhausted all options for negotiating an acceptable solution, the applicant is invited should they wish to present their case to the Panel. This request must have been made in writing within 21 days following receipt of a letter from the Council offering the opportunity of a hearing. If the applicant or licence holder fails to comply with this requirement or declines the offer, the matter will be dealt with under delegated authority.
- 4.7 Where an application is refused or a licence/consent is suspended or revoked by the Panel the applicant may have a right of appeal to the courts under the relevant provisions of the legislation and the Panel will inform the applicant within their decision letter.

**LICENSING ACT 2003**  
**HEARINGS – Right of Attendance, Assistance and Representation**

**Regulation 15 of the Licensing Act 2003 (Hearings) Regulations 2005.**

15. Subject to regulations 14(2) and 25 in relation to hearings taking place in public and the right for the Chairman to ask a person attending the hearing to leave the room, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified to do so.

**LICENSING ACT 2003**  
**HEARINGS – REPRESENTATIONS AND SUPPORTING INFORMATION**

**Regulation 16,17,18 and 19 of the Licensing Act 2003 (Hearings) Regulations 2005.**

16. At the hearing, a party shall be entitled to:
- In response to a point upon which the Panel has given notice to a party that it will want clarification under regulation 7(1)(d), give further information in support of their application, representations or notice (as applicable).
  - If given permission by the Panel, question any other party.
  - Address the Panel.
17. Members of the Panel may ask any question of any party or other person appearing at the hearing.
18. In considering any representations or notice made by a party, the Panel may take into account documentary or other information produced by a party in support of their application, representations or Notice, (as applicable), either before the hearing or, with the consent of all the other parties at the hearing.
19. The Panel shall disregard any information given by a party or any other person to whom permission to appear at the hearing is given by the Panel which is not relevant to:
- their application, representations or notice, (as applicable); or in the case of another person, the application representations or notice of the party requesting their appearance, and
  - The promotion of the licensing objectives or, in relation to a hearing to consider a notice given by a chief officer of police, the crime prevention objective.

**LICENSING ACT 2003**  
**HEARINGS – CONSEQUENCES WHERE A PARTY DOES NOT ATTEND, OR IS NOT**  
**REPRESENTED AT A HEARING**

**Regulation 20 of the Licensing Act 2003 (Hearings) Regulations 2005.**

20. (1) If a party has informed the Authority that he does not intend to attend, or be represented at, a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated fails to attend, or be represented, at a hearing, the Authority may:
  - (a) where it considers it to be **necessary in the public interest**, adjourn the hearing to a specified date, or
  - (b) hold the hearing in the party's absence.
- (3) Where the Authority holds the hearing in the absence of a party, the Authority shall consider at the hearing, the application, representations or Notice made by that party.
- (4) Where the Authority adjourns the hearing to a specified date, it must, forthwith, notify the parties of the date, time and place to which the hearing has been adjourned

## LICENSING PANEL

### LICENSING ACT 2003 BP OIL LIMITED, BRACKNELL ROAD, CROWTHORNE APPLICATION FOR NEW PREMISES LICENCE (Chief Officer: Environment and Public Protection)

#### 1 APPLICATION DETAILS

- 1.1 On 23<sup>rd</sup> May 2019 an application was made by BP Oil Limited for a new premises licence for the above mentioned premises. The application is attached at **Annex A** and the proposed plan at **Annex B**.
- 1.2 The application is for the premises to open to the public from 00.00 – 24.00 Monday to Sunday to include the sale of alcohol between 06:00 – 24:00 Monday to Sunday and late night refreshment 23.00 – 24.00 Monday to Sunday.

#### 2 SUPPORTING INFORMATION

- 2.1 A map showing the location of the premises and proximity to residents is attached at **Annex C**.
- 2.2 The proposed conditions including both the mandatory conditions and those arising from the operating schedule are attached at **Annex D** of this report.

#### 3 REPRESENTATIONS RECEIVED

- 3.1 During the period for making representations from 23 May 2019 to 20 June 2019, seven representations were received in respect of the application. Thames Valley Police email requesting additional conditions can be found at **Annex E**. The email from the solicitor agreeing to Thames Valley proposed set of additional conditions on behalf of the applicant can be found at **Annex F**. Seven standing objections are attached at **Annex G to M inclusive**. Six representations are from local residents and one from Crowthorne Parish Council. The representations against the application raise concerns regarding the potential for an increase in crime and disorder, protection of children from harm and public nuisance as a result of the application.

#### 4 RELEVANT BRACKNELL FOREST BOROUGH COUNCIL POLICIES

- 4.1 In determining applications, the Licensing Authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the area concerned. (2.5)
- 4.2 The Council, as Licensing Authority, recognises that conditions attached to licences will be focused on matters which are within the control of individual licensees. (2.7)
- 4.3 If it is reasonably considered that the licensing objectives cannot be met unless additional specific conditions are attached, then the Licensing Authority may consider attaching those which are appropriate for the promotion of the licensing objectives, proportionate to the individual style and characteristics of the event or premises concerned. (11.3)

#### 5 RELEVANT NATIONAL GUIDANCE

- 5.1 As a matter of practice, licensing authorities should seek to focus the hearing on the steps considered appropriate to promote the particular licensing objective or objectives that have given rise to the specific representation and avoid straying into undisputed areas. A responsible authority or other person may choose to rely on their written representation. They may not add further representations to those disclosed to the applicant prior to the hearing, but they may expand on their existing representation. (9.37)
- 5.2 In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the licensing authority must give appropriate weight to:
- a) the steps that are appropriate to promote the licensing objectives;
  - b) the representations (including supporting information) presented by all the parties;
  - c) the Guidance issued under section 182 of the Licensing Act 2003;
  - d) its own statement of licensing policy. (9.38)
- 5.3 The licensing authority may not impose any conditions unless its discretion has been exercised following receipt of relevant representations and it is satisfied as a result of a hearing (unless all parties agree a hearing is not necessary) that it is appropriate to impose conditions to promote one or more of the four licensing objectives. (10.8)
- 5.4 Licensing conditions must be tailored to the individual type, location and characteristics of the premises and events concerned. They should be proportionate, justifiable and be capable of being met. (1.16)

## **6 RECOMMENDATION**

- 6.1 The Licensing Authority must, having regard to the representations, take such steps as it considers necessary for the promotion of the licensing objectives, either:
- a) to grant the licence subject to the conditions as proposed, or
  - b) to grant the licence subject to modified and/or additional conditions, or
  - c) to grant the licence but exclude any of the licensable activities sought, or
  - d) to reject the application.

### Background Papers

Licensing Act 2003

Guidance issued under section 182 of the Licensing Act 2003

Regulations (cited as the Licensing Act 2003 [various] Orders 2005)

Bracknell Forest Borough Council Licensing Policy (January 2016)

### Contact for further information

Niamh Kelly, Licensing Officer - 01344 352590

[niamh.kelly@bracknell-forest.gov.uk](mailto:niamh.kelly@bracknell-forest.gov.uk)



\* required information

**Section 1 of 21**

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	Not Currently In Use	This is the unique reference for this application generated by the system.
Your reference	AGS/88/732	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
Are you an agent acting on behalf of the applicant? <input checked="" type="radio"/> Yes <input type="radio"/> No		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

* First name	BP Oil UK Limited	
* Family name	BP Oil UK Limited	
* E-mail	asanders@wslaw.co.uk	
Main telephone number		Include country code.
Other telephone number		
<input type="checkbox"/> Indicate here if the applicant would prefer not to be contacted by telephone		

Is the applicant:

<input checked="" type="radio"/> Applying as a business or organisation, including as a sole trader <input type="radio"/> Applying as an individual	A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.
--	--

**Applicant Business**

Is the applicant's business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	00446915	
Business name	BP Oil UK Limited	If the applicant's business is registered, use its registered name.
VAT number	-      N/A	Put "none" if the applicant is not registered for VAT.
Legal status	Private Limited Company	

*Continued from previous page...*

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Agent Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

**Agent Business**

Is your business registered in the UK with Companies House?  Yes  No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Agent Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

## Section 3 of 21

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

### Confirm The Following

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

## Section 4 of 21

### NON INDIVIDUAL APPLICANTS

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

#### Non Individual Applicant's Name

Name

#### Details

Registered number (where applicable)

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

Continued from previous page...

Company.

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

E-mail

Telephone number

Other telephone number

\* Date of birth  /  /   
dd mm yyyy

\* Nationality  [Documents that demonstrate entitlement to work in the UK](#)

**Section 5 of 21**

**OPERATING SCHEDULE**

When do you want the premises licence to start?  /  /   
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end  /  /   
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

*Continued from previous page...*

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

### Section 6 of 21

#### PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes  No

### Section 7 of 21

#### PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes  No

### Section 8 of 21

#### PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

- Yes  No

### Section 9 of 21

#### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

- Yes  No

### Section 10 of 21

#### PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes  No

### Section 11 of 21

#### PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes  No

### Section 12 of 21

#### PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

Continued from previous page...

**Section 13 of 21**

**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes  No

**Section 14 of 21**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

- Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

*Continued from previous page...*

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors                       Outdoors                       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

The provision will take place inside the premises but customers may leave the premises with items purchased.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 15 of 21

### SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

- Yes                       No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption:

- On the premises       Off the premises       Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Continued from previous page...

**Name**

First name

Family name

Date of birth  /  /   
dd mm yyyy

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 21**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

The premises sells alcohol and other age restricted products.

Continued from previous page...

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

The opening hours of the store are not a licensable activity and the applicant asks that the hours not be restricted by the premises licence.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

*Continued from previous page...*

**Section 18 of 21**

**LICENSING OBJECTIVES**

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

b) The prevention of crime and disorder

1. A digital CCTV system will be installed, or the existing system maintained, such system to be fit for the purpose.
2. The CCTV system shall be capable of producing immediate copies on site. Copies of recordings will either be recorded digitally on to CD/DVD or other equivalent medium.
3. Any recording will be retained and stored in a suitable and secure manner for a minimum of 31 days and shall be made available, subject to compliance with Data Protection legislation, to the police for inspection on request.
4. The precise positions of the cameras may be agreed, subject to compliance with Data Protection legislation, with the police from time to time.
5. The system will display, on any recording, the correct time and date of the recording.
6. The CCTV system will be maintained and fully operational throughout the hours that the premises are open for any licensable activity.

c) Public safety

The premises licence holder will at all times maintain adequate levels of staff. Such staff levels will be disclosed, on request, to the licensing authority and police.

d) The prevention of public nuisance

Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.

e) The protection of children from harm

The premises licence holder will ensure that an age verification policy will apply to the premises whereby all cashiers will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.

**Section 19 of 21**

## NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

### Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

### Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

*Continued from previous page...*

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

*Continued from previous page...*

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

### **Home Office online right to work checking service**

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

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

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

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

## **Section 20 of 21**

### **NOTES ON REGULATED ENTERTAINMENT**

*Continued from previous page...*

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o 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.
  - o 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.
  - o 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.
  - o 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:
  - o 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.
  - o 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.
  - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

*Continued from previous page...*

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

## Section 21 of 21

### PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out the non-domestic rateable value of a premises please go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00\*

Band E - £125001 and over £635.00\*

\*If the premises is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee.

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

### DECLARATION

*Continued from previous page...*

\* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

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

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/bracknell-forest/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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

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

**OFFICE USE ONLY**

Applicant reference number	<input type="text" value="AGS/88/732"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

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

This page is intentionally left blank

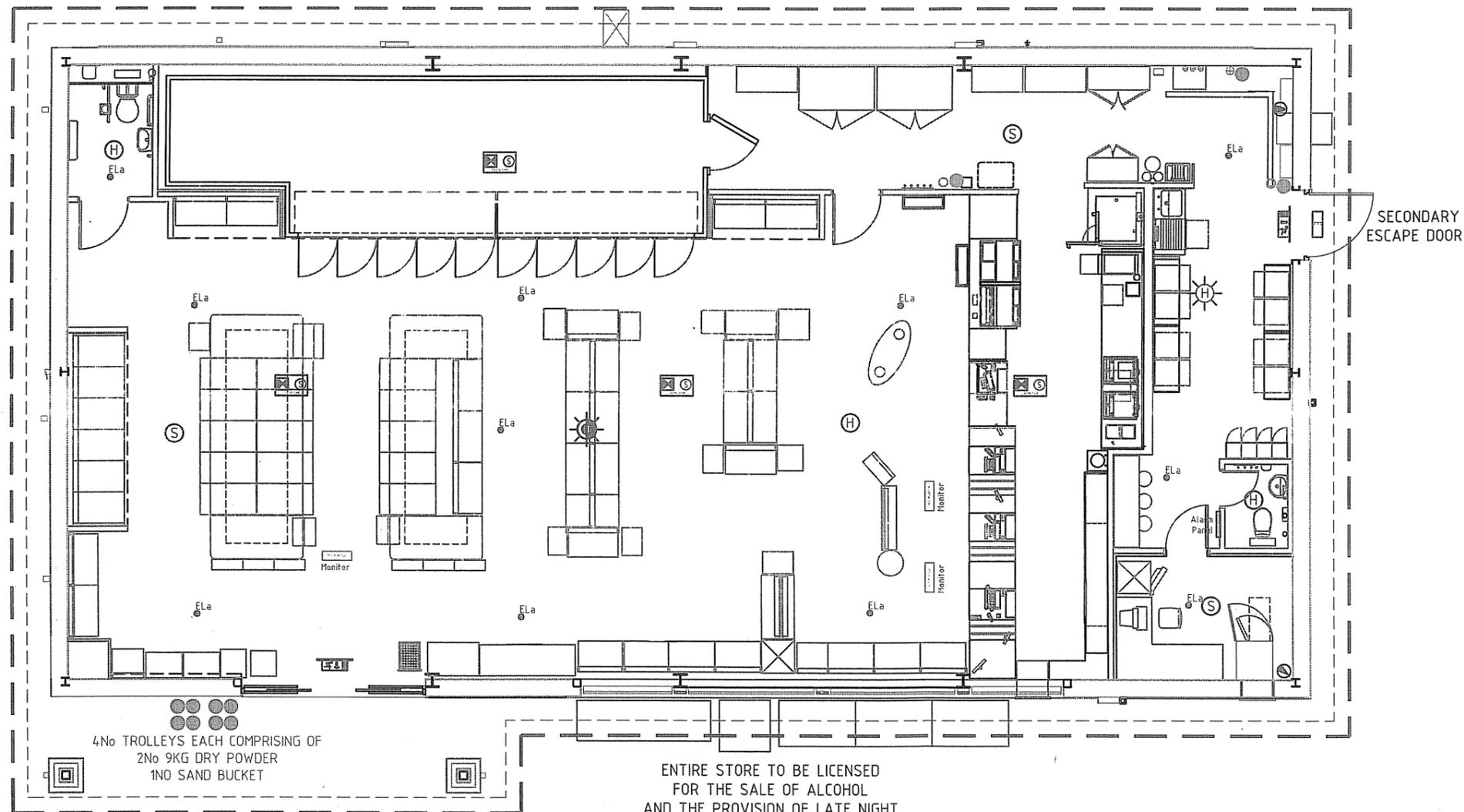


SITE O.S. LOCATION MAP 1:1250

# KEY

- ELa ● EMERGENCY LIGHTING
- NEW L.C.D. CEILING MONITOR
- POWDER FIRE EXTINGUISHER
- CO FIRE EXTINGUISHER
- FIRE BLANKET
- Ⓢ SMOKE DETECTOR
- ⊙ HEAT DETECTOR
- EXIT EMERGENCY INTERNAL EGRESS SIGNAGE
- EXIT EMERGENCY EXTERNAL EGRESS SIGNAGE

35



4No TROLLEYS EACH COMPRISING OF  
2No 9KG DRY POWDER  
1No SAND BUCKET

ENTIRE STORE TO BE LICENSED  
FOR THE SALE OF ALCOHOL  
AND THE PROVISION OF LATE NIGHT  
REFRESHMENT

## SHOP LAYOUT

1:100



Entrance

NR	DATE	DESCRIPTION				
REVISIONS						
STATUS						
		<b>BP OIL UK Ltd</b> Asset Development				
BP OIL UK Ltd Asset Development WITAN GATE HOUSE MILTON KEYNES BUCKS MK9 1ES Tel No 01908 853000 Fax No 01908 853999		CROWTHORNE SF CONNECT BRACKNELL ROAD CROWTHORNE RG45 6ST				
DRAWN: PE PERALI DATE: MAY 2019 DESIGN CHECKED: DATE: APPROVED: DATE: ATRACK CHECKED: DATE: SCALE: 1:100@A3 SCALED DIMENSIONS SHOULD NOT BE TAKEN FROM THIS DRAWING (APPROPRIATE FOR A3 ONLY)		PREMISES LICENSE APPLICATION LAYOUT <table border="1"> <tr> <td>DRAWING NUMBER</td> <td>REV</td> </tr> <tr> <td>15312-79-PL</td> <td></td> </tr> </table> ARCHITECT:	DRAWING NUMBER	REV	15312-79-PL	
DRAWING NUMBER	REV					
15312-79-PL						
<small>This drawing has been produced in accordance with BP Oil UK Ltd retail design standards &amp; current legal requirements. Copyright © BP Oil UK Ltd. All rights reserved. Reproduction only with permission of BP Oil UK Ltd. BP Oil UK Ltd, Asset Development, 50th Floor, Witton Gate West, Milton Keynes, MK9 1ES.</small>						

A3  
ORIGINAL  
PLOT SIZE

This page is intentionally left blank



This page is intentionally left blank

**The prevention of crime and disorder**

1. A digital CCTV system will be installed, or the existing system maintained, such system to be fit for the purpose.
2. The CCTV system shall be capable of producing immediate copies on site. Copies of recordings will either be recorded digitally on to CD/DVD or other equivalent medium.
3. Any recording will be retained and stored in a suitable and secure manner for a minimum of 31 days and shall be made available, subject to compliance with Data Protection legislation, to the police for inspection on request.
4. The precise positions of the cameras may be agreed, subject to compliance with Data Protection legislation, with the police from time to time.
5. The system will display, on any recording, the correct time and date of the recording.
6. The CCTV system will be maintained and fully operational throughout the hours that the premises are open for any licensable activity.

**Public safety**

The premises licence holder will at all times maintain adequate levels of staff. Such staff levels will be disclosed, on request, to the licensing authority and police.

**The prevention of public nuisance**

Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.

**The protection of children from harm**

The premises licence holder will ensure that an age verification policy will apply to the premises whereby all cashiers will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.

This page is intentionally left blank

**Lizzie Rich**

---

**Subject:** FW: TVP Application Response - Premises Licence for Crowthorne SF Connect, Bracknell Road, Crowthorne: OBJECTION

**From:** Dean Andy (Licensing) [REDACTED]

**Sent:** 11 June 2019 09:12

**To:** Licence All

**Cc:** Licensing

**Subject:** TVP Application Response - Premises Licence for Crowthorne SF Connect, Bracknell Road, Crowthorne: OBJECTION

On 23/05/2019, we received a Premises Licence application relating to Crowthorne SF Connect, Bracknell Road, Crowthorne

=====

Petrol Station now wishing to sell alcohol as part of its daily offering. Premises are open 24 hours but are only asking for alcohol sales btwn 0600 - 24.00, LNR 2300 - 2400 daily

=====

Based on the supplied information, the Thames Valley Police response is: **\*\*\* OBJECTION \*\*\***

Details of the objection and our rationale will be sent shortly by the Licensing Officer, who will also notify the applicant if appropriate.

**\*\*\* Prevention of Crime and Disorder; Thames Valley Police felt that the conditions offered did not go far enough to manage the concerns that we felt were present in this environment. We have therefore consulted with BP and their solicitors and have agreed a set of conditions. I am aware that Mr Robert Botkai from W.S. Law has forwarded these to you as part of an adjusted application. Thames Valley Police are happy to forgo a full subcommittee hearing providing these conditions are added to the licence should it be granted.**

Andy Dean

Andy

**Andy Dean C2915 - Licensing Officer (Wycombe, Wokingham & Bracknell);**

**Address** – Police Station, Queen Victoria Road, High Wycombe, Bucks HP11 1BE;

**Telephone** - (Ext) 01865 309275, (int) 312 6077

**Headquarters** – 01865 542 059

(Hours – Mon – Thurs 0730 – 1530, Fri 0730 – 1500)

NOT RESTRICTED

\*\*\*\*\*

Thames Valley Police currently use the Microsoft Office 2007 suite of applications. Please be aware of this if you intend to include an attachment with your email. This communication contains information which is confidential and may also be privileged. Any views or opinions expressed are those of the originator and not necessarily those of Thames Valley Police. It is for the exclusive use of the addressee(s). If you are not the intended recipient(s) please note that any form of distribution, copying or use of this communication or the information in it is strictly prohibited and

may be unlawful. If you have received this communication in error please forward a copy to: [informationsecurity@thamesvalley.pnn.police.uk](mailto:informationsecurity@thamesvalley.pnn.police.uk) and to the sender. Please then delete the e-mail and destroy any copies of it. Thank you.

\*\*\*\*\*

**Lizzie Rich**

---

**Subject:** FW: BP SF Connect Crowthorne

Dear Licensing

I refer to the application for a new premises licence for the above store.

Following discussions with the police licensing officer Andy Dean I am authorised by our client to amend the application to include the following additional conditions:

1. All staff engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales:

- Induction training must be completed and documented prior to the sale of alcohol by the staff member
- Refresher/reinforcement training at intervals of no more than 6 months.

Training records will be available for inspection by a police officer or other authorised officer on request.

Training records will be maintained at the premises or electronically stored for a period of 12 months.

2. All cashiers shall be trained to record refusals of sales of alcohol in a refusals log/register. The log/register will contain:

- details of the time and date the refusal was made;
- the identity of the staff member refusing the sale;
- details of the alcohol the person attempted to purchase.

This log/register will be available for inspection by a police officer or other authorised officer on request.

3. An incident log/register shall be maintained to record:

- all incidents of crime and disorder occurring at the premises;
- details of occasions when the police are called to the premises.

This log/register will be available for inspection by a police officer or other authorised officer on request.

4. Signage shall be displayed at the entry and exit of the site to request that customers consider and respect those local residents living in the immediate vicinity.

I understand that on this basis the police representation will be withdrawn.

Please confirm that the new licence will now be issued.

Kind regards

Robert

---

**Robert Botkai**  
Partner

**Winckworth**  
Sherwood

## Our Privacy Notice

T +44 (0) 20 7593 5004

M +44 (0) 7768 173936

[botkai@wslaw.co.uk](mailto:botkai@wslaw.co.uk)

[www.wslaw.co.uk](http://www.wslaw.co.uk)

## Cyber Crime Alert

Emails can be scammed. Please do not rely on email notification of bank account changes without direct verbal confirmation from a trusted source.

---

Winckworth Sherwood

Minerva House | 5 Montague Close | London | SE1 9BB | DX 156810 London Bridge 6

T 020 7593 5000 | F 020 7593 5099

[Our Privacy Notice](#)

This email and any attachments are confidential and may be the subject of legal privilege. Any use, copying or disclosure other than by the intended recipient is unauthorised. If you have received this message in error, please notify the sender immediately via 020 7593 5000 and delete this message from your computer and network.

Winckworth Sherwood is a business name of Winckworth Sherwood LLP, a limited liability partnership registered in England and Wales with the registered number OC334359. Winckworth Sherwood is authorised and regulated in the United Kingdom by the Solicitors Regulation Authority and has offices in London, Oxford and Manchester. A list of the members (who we may refer to as "partners") and their professional qualifications may be inspected at the registered office, Minerva House, 5

Montague Close, London, SE1 9BB. For further information about the firm please visit [www.wslaw.co.uk](http://www.wslaw.co.uk).



Please consider the environment and do not print this e-mail unless you really need to.

**Lizzie Rich**

---

**Subject:** FW: Your ref: LI/19/00526/LAPRE1

**Bracknell Forest Council**

**FAO: Rhianne Arthur**

**Applications Technical Officer**

**Licensing Act 2003**

**Application for New Premises License for Crowthorne SFConnect, Petrol Filling Station, Bracknell Road, Crowthorne, Berkshire RG45 6ST**

Your ref: LI/19/00526/LAPRE1

Your letter dated 23<sup>rd</sup> May 2019

Dear Ms Arthur

We wish to object to the application on following grounds:

- Upper Broadmoor Road is a quiet residential road with many families and the premises in question are surrounded by a private neighbourhood. The extended hours are likely to bring an additional amount of noise pollution and possible disturbances from late night customers which is not in keeping with this quiet neighbourhood and infringes on our human rights of quiet family time and undisturbed nights.
- There are plenty opportunities to buy alcohol in Crowthorne from local businesses and pubs that are subjected to much stricter existing hours and already cause regular disturbances e.g. public nuisance, loud noise, bottles and rubbish in our drives and front gardens and antisocial behaviour (kicked in hedges, road signs thrown in front gardens).
- These hours do not match the hours for the petrol filling stations with shops in the Wokingham area where the hours are restricted to: Monday to Saturday until 10.30 pm and Sunday 10pm as we understand.
- This matter has clearly been considered by Wokingham council and we would like Bracknell Forest Council to enforce the same restrictions as in Wokingham.

Yours faithfully

  
Upper Broadmoor Road  
Crowthorne  




**Lizzie Rich**

---

**Subject:** FW: Alcohol Licensing hours Crowthorne Petrol Station LI/19/00526/LAPRE1

Dear Licensing colleagues

Crowthorne Parish Council wishes to make the following comments regarding the proposed intended licensed hours for Crowthorne SF Connect Petrol Filling Station for the sale of alcohol:-

It is considered that, in order to ensure parity between the other outlets selling alcohol for consumption off the premises in the village, the **sale of alcohol at the filling station should stop at 23.00 Monday to Sunday**. This does not restrict the shop/kiosk opening for longer hours in line with the planning consent restrictions.

Please can you confirm receipt of these comments as I am aware that today is the deadline for submission?

Many thanks.

Kind regards  
Melanie Saville CiLCA  
Clerk to the Council

Crowthorne Parish Council  
The Morgan Centre  
Wellington Road  
Crowthorne  
RG45 7LD

Tel: [REDACTED]  
Crowthorne Parish Council website: <http://www.crowthornepc.org.uk>



Crowthorne Parish Council



This e-mail will be read by employees of the Council and all personal information will be dealt with in accordance with the Data Protection Act 2018, the General Data Regulations and subsequent data protection laws. The views expressed in this e-mail are those of the individual and not necessarily the views or opinions of Crowthorne Parish Council.

This e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this e-mail in error, please notify the Parish Clerk. Email: [clerk@crowthornepc.org.uk](mailto:clerk@crowthornepc.org.uk)

This page is intentionally left blank

**Lizzie Rich**

---

**Subject:** FW: comments regarding licensing application for petrol station, bracknell road

FAO; Rhianne Arthur

Dear Rhianne,

Further to the application made by the new petrol station on Bracknell Road for sales of alcohol from 6am to midnight Mon-Sun and for late night refreshment from 11pm to midnight on Mon-Sun as a local resident, I would like to make the below comments and objections.

I feel that it is excessive to have alcohol sales until midnight as this will have a detrimental effect on local residents. It is likely to lead to antisocial behaviour and additional noise which will have an adverse effect on local residents who will be enjoying quiet family time or trying to sleep. I would like the licence to be restricted to 10.30pm at the latest Mon - Sat and 10pm on Sundays, in line with other retailers in the area who have to operate to stricter licensing conditions.

Please consider this application carefully, as the petrol station is within very close proximity to people's homes.

Thank you.

Kind regards,

  
Forest Raod, Crowthorne

This page is intentionally left blank

**Lizzie Rich**

---

**Subject:** FW: Crowthorne Filling Station - Licence application

Dear Sir/Madam,

Since the application for a replacement filling station and "kiosk" was first approved, the local residents including myself have been pretty consistent in feeling we had no right to complain if the replacement filling station and kiosk were similar in nature to the previous Lightfoots filling station.

Sadly, at every opportunity, the developer (understandably!) has pushed to widen scope, lower their costs and ignore the resulting impact on the local community.

If the "kiosk" is, in fact, a M&S supermarket, then please limit the hours for alcohol sales to those of the local pubs/retailers so that local residents aren't plagued by people leaving local pubs and buying more alcohol in the new "kiosk".

Here's hoping you can see the risk of late-opening alcohol sales to what is, in essence, a residential area with an already noisy pub within 150 metres.

Yours faithfully

[REDACTED]  
Upper Broadmoor Road  
Crowthorne  
[REDACTED]

[REDACTED]

This page is intentionally left blank

**Lizzie Rich**

---

**Subject:** FW: Licence application: Crowthorne SF Connect, Petrol Filling Station RG45 6ST

Dear Ms Arthur

I object to the application for the sale of alcohol at the Petrol Filling Station planned at RG45 6ST until midnight as it will have a negative impact on the prevention of public nuisance licensing objective. The previous premise closed at 2130 and yet still people were disturbed by noise of people entering and leaving the site. Furthermore, local residents are disturbed on occasion by those leaving nearby licensed premises and have examples of bottles being thrown into gardens and onto the pavements and cycle paths of Bracknell Road. The proposed licensing hours would extend the nuisance impact on residents from 11pm (closing time of all nearby establishments) to 12pm. Furthermore the attraction of those under the influence of alcohol to the local area after all other licensed establishments have closed would exacerbate the problem by making the local area a destination rather than a transient part of the journey home. Bracknell Road is a common route for children to walk and cycle to school and any increase in broken glass would put children at risk of harm.

I also object to late night alcohol sales on the grounds of crime and disorder. We have recently had two instances of vandalism/graffiti of fences on Bracknell Road which correlated with increased presence of people in the area late at night, in that case due to temporary relocation of a bus stop. As noted above, the propose hours for the sale of alcohol would increase the number of people coming to the area at this time.

Restricting alcohol sales to 10pm would prevent the formation of a late night destination for those who have already visited licensed establishments but allow the convenience for those who wish to shop in the evening.

Yours sincerely,

  
Bracknell Road  


This page is intentionally left blank

**Lizzie Rich**

---

**Subject:** FW: Licence application: Crowthorne SF Connect, Petrol Filling Station RG45 6ST

Dear Ms Arthur

We write to object to the alcohol licensing hours in this application.

Residents of Broadmoor Road and Forest Road frequently suffer noise disturbance and anti social drunken behaviour late at night as a result of alcohol sales in the two pubs in the High Street. Neighbours' fences have been kicked in and our sleep is often disturbed.

We feel strongly that any further hours when alcohol is on sale locally will only exacerbate the situation with people, including youngsters who are still legally children, remaining on the streets for longer, causing a public safety issue as well as public nuisance and potentially crime and disorder.

We understand that the provisions of the licensing act are quite precise but we would refer you also to Article 8 of the European Convention on Human Rights, specifically the right to respect for residents' private and family life, which presumably includes the right to sleep, and to respect for local residents' homes.

Therefore we would like the alcohol licence to be restricted to 10.30pm Monday to Saturday and 10pm on Sundays.

We would appreciate confirmation that you have received this email.

Sincerely

[REDACTED]  
Upper Broadmoor Road  
Crowthorne  
[REDACTED]

Sent from my iPad

This page is intentionally left blank

**Lizzie Rich**

---

**Subject:** FW: Objection to LI/19/00526/LAPRE1  
**Attachments:** 20190610\_082616.jpg

[REDACTED]  
Upper Broadmoor Road  
Crowthorne  
Berkshire [REDACTED]  
[REDACTED]

Dear Ms Arthur,

We would like to register our objection in the strongest possible terms to the proposal by BP Oil UK Ltd. to sell alcohol 6am to midnight 7 days per week, including Sunday, from the filling station at the former Lightfoot's Garage site in Crowthorne.

Unusually for a new filling station, this one is situated right in the middle of a long-established residential area, entirely unsuited to premises selling alcohol late at night. The proposal follows a history of the developer seeking to go back on the various reassurances given to the Council when approval was given for the site against the objections of local residents.

The proposal is incompatible with four specific licensing objectives. Firstly, it is incompatible with the prevention of crime and disorder. There is already a problem of petty vandalism in the area, and in fact we have just had to have our entire garden fence replaced for this reason. A photograph is attached. Selling alcohol late at night can only attract youths wishing to extend their drinking hours, and add to the problem. There is also a public safety consideration. We have occasionally had fights take place in Upper Broadmoor Road at weekends, and availability of alcohol will inevitably lead to more. More commonly, groups coming up Upper Broadmoor Road cause a nuisance by shouting and chanting on their way back from The Prince. An opportunity to stop off for more alcohol, or to buy alcohol at times not currently available such as late on Sunday night, will inevitably make the problem worse. Finally, alcohol sold by a garage can be passed to younger siblings and friends, in a way not possible in a pub, so protection of children from harm is also a consideration.

Late night and early morning operation will inevitably disrupt our sleep regardless of what is sold, alcohol being only the worst case, so we would request, as we were originally reassured, that opening is restricted to hours when local residents might reasonably be expected not to be in bed.

Yours sincerely,

[REDACTED]

This page is intentionally left blank



This page is intentionally left blank