



# Agenda

Meeting: **LICENSING HEARING**  
Date: **31 AUGUST 2012**  
Time: **10.00AM**  
Venue: **COMMITTEE ROOM**  
To: **Councillors Mrs P Mackay, J Thurlow, and R Sayner.**

**1. Apologies for absence**

**2. Disclosures of Interest**

Members should disclose personal or prejudicial interest(s) in any item on this agenda.

**3. Guidance on procedure for hearing licensing applications**

**4. Application for a Variation of Premises Licence**

To receive the report of the Senior Enforcement Officer (pages 3 to 39 attached)

**Martin Connor**  
**Chief Executive**

Enquiries relating to this agenda, please contact Palbinder Mann on:  
Tel: 01757 292207 Email: [pmann@selby.gov.uk](mailto:pmann@selby.gov.uk)

**The Chair** introduces him/herself, the other members of the panel, the Clerk to the panel and any officers present

**The Chair** will ask the parties to introduce themselves, and provide details of any witnesses they will be calling. If more than one interested party, the Chair will ask whether a representative can be appointed to speak on their behalf.

**The Clerk** summarises the hearings procedure, any time limits for speakers and any additional information to be produced by the parties.

**The Licensing Officer** gives a summary of his report and any representations received.

**The Chair** asks for questions for the licensing officer from members, and then the Applicant, responsible authorities, interested parties and officers.

**The Applicant** or their representative makes a brief opening statement and may call witnesses relevant to the application.

**The Chair** asks for questions for the applicant from members, and then responsible authorities, interested parties and officers.

**Responsible Authorities** or their representative makes a brief opening statement and may call witnesses relevant to the application.

**The Chair** asks for questions for the responsible authorities from members, and then the applicant, interested parties and officers.

**The Interested Parties** or their representative makes a brief opening statement and may call witnesses relevant to the application.

**The Chair** asks for questions for the interested parties from members, and then the Applicant, responsible authorities and officers.

**The Chair** asks the responsible authorities or their representative if they wish to sum up their case, without adding any new evidence.

**The Chair** asks the interested parties or their representative if they wish to sum up their case, without adding any new evidence.

**The Chair** asks the applicant or their representative if they wish to sum up their case, without adding any new evidence.

**The Chair** confirms with all parties that they have had an opportunity to say all they wanted to say in relation to the application.

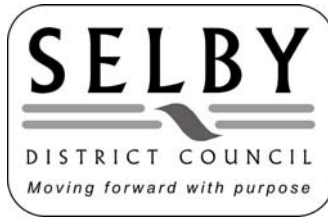
**The Clerk** advises the meeting that the panel will retire to deliberate and reach a decision.

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Meeting reconvenes

**The Chair** announces the decision of the committee

Meeting Closes



**Agenda Item No: 4**

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**Title:** Section 35(3)(a) Application for a variation of a Premises Licence for Squire's Café Bar, Newthorpe, Selby LS25 5LX

**To:** Licensing Act 2003 Sub-Committee

**Date:** 31 August 2012

**Service Area:** Customers and Business Support

**Author:** Tim Grogan

**Presented by:** Tim Grogan

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## **1. Summary**

- 1.1 To seek the determination by the Licensing Sub Committee of an application for a variation of a Premises Licence where relevant representations have been received.
- 1.2 Application reference: TAG/Sq
- 1.3 Name of Applicant: Squires Café Bar Limited
- 1.4 Type of authorisation applied: to remove the occupancy capacity of 500 people attending the premises at any one time, allowing greater numbers to attend; licence the outside area, by using two separate bars and allowing consumption of alcohol to take place within the red boundary outlined; have regulated entertainment in the form of live music to take place outdoors within the red boundary outlined, this activity to occur once a year (usually in August); allow regulated entertainment in the form of recorded music and late night refreshment to take place outdoors within the red boundary outlined.

## **2. Background**

- 2.1 A copy of the application for a Premises Licence is attached at Annex 1.

### **3. Promotion of Licensing Objectives**

- 3.1 The applicant proposes to operate to a high standard in order to promote the licensing objectives and this detail is contained in section P of the Premises Licence Application at Annex 1.

### **4. Consultation**

- 4.1 Consultation was carried out by the applicant in accordance with section 13, and section 17(5) of the Licensing Act 2003 and Regulation 42, parts 2 and 4 of the Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005, which concern the displaying of a notice on the premises, by a notice delivered to properties in the vicinity giving details of the application and by serving a copy of the application on all responsible authorities. The applicant complied with all statutory requirements in this regard.

### **5. Summary of representations made by Responsible Authorities**

- 5.1 Representations have been received from two Responsible Authorities listed at Annex 2. The representations are in the form of the Police and Selby District Council's Environmental Health Services. The representations are attached at Annex 3 and 4. Representations from the Police are in line with the licensing objectives regarding all four licensing objectives. Representations from the Selby District Council's Environmental Health Services are in line with the Licensing objective regarding Public Nuisance.

### **6. Summary of representations made by interested parties**

- 6.1 No representations have been received from interested parties.
- 6.2 A map of the area showing the various locations is attached at Annex 5.
- 6.3 Councillors are reminded that Representations are only "relevant" if they relate to the likely effect of the grant of the licence on the promotion of at least one of the licensing objectives.

### **7. Licensing Officer's report**

- 7.1 The Licensing Act 2003 requires that licences be acquired for premises providing regulated entertainment in the form of live music, recorded music, performance of dance and anything of similar description thereto; entertainment facilities in the form of making music, dancing and entertainment similar thereto; late night refreshment and sale by retail of alcohol.

- 7.2 On the 9 July 2012 Squires Café Bar Limited made application to Selby District Council for a variation of a Premises Licence in respect of Squires Café Bar, Newthorpe, Selby LS25 5LX.
- 7.3 Under the Licensing Act 2003 the terms of the application are to vary the licence to:
- (i) remove the occupancy capacity of 500 people attending the premises at any one time, allowing greater numbers to attend
  - (ii) licence the outside area, by using two separate bars and allowing consumption of alcohol to take place within the red boundary outlined
  - (iii) have regulated entertainment in the form of live music to take place outdoors within the red boundary outlined, this activity to occur once a year (usually in August)
  - (iv) allow regulated entertainment in the form of recorded music and late night refreshment to take place outdoors within the red boundary outlined.
- 7.4 There are 4 licensing objectives with which the Licence Holder has to comply in order to operate within the Licensing Act, they are:
- **the prevention of crime and disorder**
  - **public safety**
  - **the prevention of public nuisance**
  - **the protection of children from harm**
- 7.5 In this particular case representations have been received from the Police and Environmental Health Services (EHS). Representations relate to issues of:
- **the prevention of public nuisance**
- 7.6 Dealing with the Police it is agreed, that providing the Licence Holder complies with conditions recommended by that authority, they will have no opposition to this variation. The Licence Holder, as I understand it, is so far unwilling to accept the imposition of these conditions.
- 7.7 Dealing with EHS it is agreed that providing the Licence Holder complies with the conditions recommended by that department they will have no opposition to this variation. The Licence Holder, as I understand it, is so far unwilling to accept the imposition of these conditions.

## **8. Licensing Authority's Conclusion**

- 8.1 The Licensing Department's view is that the Licensing Sub-Committee makes its decision having considered the information submitted in the attached case papers and the additional verbal evidence presented to it today.

- 8.2 The issues are quite clear. The Police and EHS consider that providing the Licence Holder complies with the conditions recommended neither of those organisations would have any opposition to this variation.
- 8.3 Should this Sub-Committee recommend the grant of a variation of this Premises Licence to Squires Care Bar the Council would strictly enforce any conditions imposed as warnings are no longer necessary given the attention drawn to the matter as a consequence of this hearing.

## **9. Options**

- 9.1 The Sub Committee have the following options available to them in making their decision:

**Option 1:** Grant the variation to a premises licence in the terms applied for.

**Option 2:** Grant the variation to a premises licence with modified/additional conditions imposed by the Licensing Sub Committee.

**Option 3:** Grant the variation to a premises licence to exclude any of the licensable activities to which the application relates and modify/add conditions.

**Option 4:** Reject the application.

## **10. Analysis**

- 10.1 The following could be the result of any decision made by this Sub Committee:

**Option 1:** This decision could be appealed at Magistrates' Court by the representor.

**Option 2:** This decision could be appealed at Magistrates' Court by the applicant or the representor.

**Option 3:** This decision could be appealed at Magistrates' Court by the applicant or the representor.

**Option 4:** This decision could be appealed at Magistrates' Court by the applicant.

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## **11. Licensing Objectives**

- 11.1 The Licensing Act 2003 has 4 objectives:

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance

- the protection of children from harm.

## **12. Implications**

- 12.1 Community safety and crime: The Sub Committee is reminded of their duty under the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the authority's responsibility to cooperate in the reduction of crime and disorder in the district.

## **13. Risk Management**

- 13.1 The consequence of certain decisions made by the Licensing Sub-Committee could be appealed at Magistrates Court by the applicant. In addition, any decision which is unreasonable or unlawful could be open to legal challenge resulting in loss of image, reputation and potential financial penalty. Please see **item 10 (Analysis)** for details.

## **14. Recommendations**

- 14.1 Councillors determine the application.

# **ANNEX 1**

**Copy of the application for a variation of a Premises Licence for Squire's Café Bar, Newthorpe, Selby.**



Application to vary a premises licence 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.

BUSINESS SUPPORT

09 JUL 2012

RECEIVED

I/We Squires Café Bar Ltd

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description

Squires Café Bar

Newthorpe

South Milford, Leeds

North Yorkshire

Post town	Leeds	Post code	LS25 5LX
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Telephone number at premises (if any)	01977 684618
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Non-domestic rateable value of premises	£32200
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Part 2 – Applicant details

Daytime contact telephone number	01684 575658		
E-mail address (optional)			
Current postal address if different from premises address	Squires Café Bar Ltd Malvern Lodge Blackmore Park Road Malvern Worcester		
Post Town	Malvern	Postcode	WR14 3LF

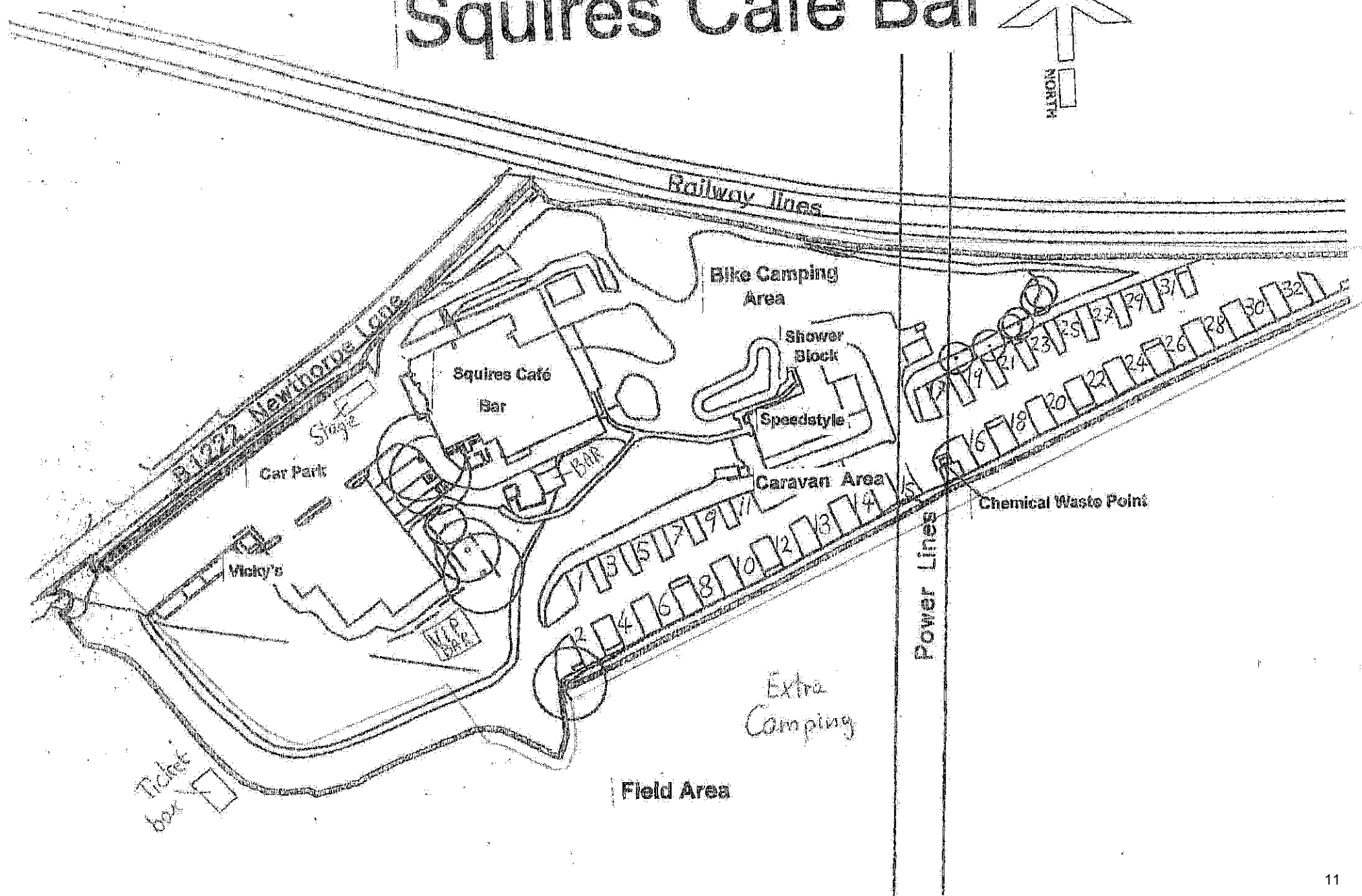
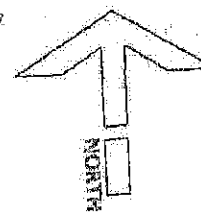
<b>Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 13)</b>			
Stewart Gibson GP Retail Services Ltd Totemic House Caunt Road Grantham Lincolnshire			
<b>Post town</b>	Grantham		<b>Post code</b>
			NG31 7FZ
<b>Telephone number (if any)</b>		01476 514691	
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b>			
[REDACTED]			

#### Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

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. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. 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.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. 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, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

# Squires Café Bar



### Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible?

☒

If not do you want the variation to take effect from:

Day		Month		Year	
1	1	1	1	1	1

**Please describe briefly the nature of the proposed variation (Please see guidance note 1)**  
The variation is to remove the occupancy capacity of 500 people attending the premises at any one time, allowing greater numbers to attend.

We are also seeking to licence the outside area, by using two separate bars as noted on the plan provided, and allowing the consumption of alcohol to take place outside within the red boundary shown on the plan.

We are also seeking to have regulated entertainment by way of live music licensed to take place outdoors, as shown on the plan from the stage area.

This activity is scheduled to take place once per annum, usually in August. (2012 date is the 10<sup>th</sup> August)

By seeking this variation we would also look to allow recorded music, and late night refreshment to take place outdoors within the red boundary

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

#### **Part 4 Operating Schedule**

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

##### **Provision of regulated entertainment**

**Please tick yes**

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

##### **Provision of entertainment facilities:**

- |   |                          |
|---|--------------------------|
| i) making music (if ticking yes, fill in box I)   | <input type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J)  | <input type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input type="checkbox"/> |

<b><u>Provision of late night refreshment</u></b> (if ticking yes, fill in box L)	<input checked="" type="checkbox"/>
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<b><u>Sale by retail of alcohol</u></b> (if ticking yes, fill in box M)	<input checked="" type="checkbox"/>
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**In all cases complete boxes N, O and P**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)			
Mon						
Tue			<b>State any seasonal variations for performing plays</b> (please read guidance note 4)			
Wed			<b>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</b> (please read guidance note 5)			
Thur						
Fri						
Sat						
Sun						

# B

<b>Films</b> Standard days and timings (please read guidance note 6)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)			
Mon						
Tue						
Wed			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)			
Thur						
Fri						
Sat			<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)			
Sun						

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b><u>Please give further details</u></b> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)
Wed			
Thur			
Fri			<b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)
Sat			
Sun			



# D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon					
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 4)		
Thur					
Fri			<b>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</b> (please read guidance note 5)		
Sat					
Sun					

**E**

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
Day	Start	Finish			Both <input checked="" type="checkbox"/>
Mon	10:00	02:00	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Tue	10:00	02:00			
Wed	10:00	02:00	<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 4)		
Thur	10:00	02:00			
Fri	10:00	02:00	<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) live music outside will cease at 01:00		
Sat	10:00	02:00			
Sun	10:00	02:00			

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon	10:00	02:00			
Tue	10:00	02:00			
			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 4)		
Wed	10:00	02:00			
Thur	10:00	02:00			
			<b>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</b> (please read guidance note 5) recorded music outside will cease at 01:00		
Fri	10:00	02:00			
Sat	10:00	02:00			
Sun	10:00	02:00			

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)			
Mon						
Tue						
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)			
Thur						
Fri						
Sat			<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)			
Sun						

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment you will be providing</u></b>	
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors <input type="checkbox"/>
Mon				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 3)	
Wed				
Thur			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)	
Fri				
Sat			<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
Sun				

<b>Provision of facilities for making music</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the facilities for making music you will be providing</u></b>	
			<b><u>Will the facilities for making music be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both	<input type="checkbox"/>
Mon			<b><u>Please give further details here</u></b> (please read guidance note 3)	
Tue				
Wed			<b><u>State any seasonal variations for the provision of facilities for making music</u></b> (please read guidance note 4)	
Thur				
Fri			<b><u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
Sat				
Sun				

**J**

<b>Provision of facilities for dancing</b> Standard days and timings (please read guidance note 6)			<b><u>Will the facilities for dancing be indoors or outdoors or both – please tick</u></b> (see guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
			<b><u>Please give a description of the facilities for dancing you will be providing</u></b>			
Day	Start	Finish				
Mon			<b><u>Please give further details here</u></b> (please read guidance note 3)			
Tue						
Wed			<b><u>State any seasonal variations for providing dancing facilities</u></b> (please read guidance note 4)			
Thur						
Fri			<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)			
Sat						
Sun						

K

<b>Provision of facilities for entertainment of a similar description to that falling within i or j</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment facility you will be providing</u></b>	
Day	Start	Finish	<b><u>Will the entertainment facility be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors <input type="checkbox"/>
Mon				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 3)	
Wed				
Thur			<b><u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u></b> (please read guidance note 4)	
Fri				
Sat			<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
Sun				



**L**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3) to allow the premises to provide late night refreshment for consumption outside		
Mon	23:00	02:00			
Tue	23:00	02:00			
			<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 4)		
Wed	23:00	02:00			
Thur	23:00	02:00			
			<b>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</b> (please read guidance note 5)		
Fri	23:00	02:00			
Sat	23:00	02:00			
Sun	23:00	02:00			

# M

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)</b>	On the premises <input type="checkbox"/>
				Off the premises <input type="checkbox"/>
Day	Start	Finish		Both <input checked="" type="checkbox"/>
Mon	11:00	02:00		
			<b>State any seasonal variations for the supply of alcohol (please read guidance note 4)</b> to allow the sale of alcohol to made from outside bars as per the plan included with the application	
Tue	11:00	02:00		
Wed	11:00	02:00		
Thur	11:00	02:00		
			<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)</b>	
Fri	11:00	02:00		
Sat	11:00	02:00		
Sun	11:00	02:00		

# N

<b>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 8)</b> None
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O

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)
Day	Start	Finish	
Mon	06:00	02:30	
Tue	06:00	02:30	<b>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</b> (please read guidance note 5)
Wed	06:00	02:30	
Thur	06:00	02:30	
Fri	06:00	02:30	
Sat	06:00	02:30	
Sun	06:00	02:30	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

None

Please tick yes

- I have enclosed the premises licence ☐
- I have enclosed the relevant part of the premises licence ☐

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence  
The licence will be sent direct by the business

**P** Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

**a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)**

The premises will operate to a high standard, and will do so should this variation be granted. All staff will be fully trained in their responsibilities with regard to the sale of alcohol, and will be retrained every six months, with recorded training records kept for inspection. ALL CURRENT CONDITIONS TO REMAIN ON THE LICENCE.

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

An extensive CCTV system will be in operation to provide security and identify any culprit who is intent in causing trouble on the premises. Numerous cameras are on site covering both inside and outside areas of the site. All images are stored for a period of 31 days after which they can be erased or saved at the request of the police. All current security measures will remain in operation. All staff will be fully trained in the operation of the CCTV system. Images will be made available to the police or authorised licensing officer from the council on request. Plastic glasses only will be used for any outdoor drinking. SIA qualified door supervisors will be on duty during outdoor events laid on at the premises.

**c) Public safety**

Staff will be trained to be alert to any potential danger to customers and react accordingly. If they are unable to quickly diffuse the situation without risk to customer or staff, then they are instructed to call the police. All relevant fire procedures are in place for a premises of this size.

**d) The prevention of public nuisance**

CCTV cameras will pick up any disturbance in this area. The business has external cameras to assist with any potential problem. signage will be on display to remind customers to have regard to local residents regarding noise levels.

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

Only photographic ID is accepted (passport, driving licence, proof of age card with PASS hologram). Anyone who appears to be under the age of 25 is challenged to provide ID. If the customer is unable to provide identification then no sale is made. No ID no sale. If it is known that a customer intends to purchase alcohol to provide to minors then that sale will be refused. An age verification policy will be in place and signage will be displayed at each point of purchase on the premises


Please tick yes

- ☐ I have made or enclosed payment of the fee ☒
- ☐ I have sent copies of this application and the plan to responsible authorities and others where applicable ☒
- ☐ I understand that I must now advertise my application ☒
- ☐ I have enclosed the premises licence or relevant part of it or explanation ☒
- ☐ I understand that if I do not comply with the above requirements my application will be rejected ☒

**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**

**Part 5 – Signatures** (please read guidance note 10)

**Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 11). If signing on behalf of the applicant please state in what capacity.**

Signature	 S.W. Gibson.
Date	06/07/2012
Capacity	Licensing Agent as appointed by the applicant

**Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	
Capacity	

## **ANNEX 2**

### **List of Responsible Authorities**

North Yorkshire Police  
Environmental Health Services

## **ANNEX 3**

**Representation made by Responsible Authority (North Yorkshire Police)**



**From:** Wilkinson, Mick [REDACTED]  
**Sent:** 02 August 2012 09:41  
**To:** Licensing  
**Subject:** Variation Application - Squires Cafe Bar, South Milford [NOT PROTECTIVELY MARKED]  
**Classification:** NOT PROTECTIVELY MARKED

We have received an application from Squires Café Bar Ltd for the variation of the Premises Licence at the above venue.

The Police wish to make representations to the application as we believe that all four Licensing Objectives will be undermined given the lack of detail (as applied). We have been in touch with the applicant's agent by way of telephone voicemails and email but, at time of sending, have received no reply to the points raised; those points/concerns being:-

The following points/questions relate to normal day to day operations:-

- To what extent of the complex/buildings does the operator seek to have licensed?
- What anticipated capacity figures does the operator envisage?
- When operating beyond 2400hrs, what Door Staff provision will the operator be providing?
- With regard to the CCTV – does the operator have coverage over all areas to which the public have access to consume alcohol?
- Is there any other staff training is given (i.e. other than their responsibilities in the sale of alcohol as listed in the Operating Procedure)?
- Is there an Incident Book/Refusals Register in operation?
- To what extent does the operator seek to have off sales?

The following points/question relate to the "once per annum" event:-

- Will it be just the one event per *calendar* year?
- What is the anticipated capacity for the event?
- Will all drink sales be in non glass vessels (including decanting where necessary)?
- Will customers own alcohol be allowed on site? If so, what measures are in place to monitor it's consumption?
- What steps are in place regarding presenting the event to the local Safety Advisory Group (SAG)?
- Will there be a staffed mobile telephone throughout the event with a pre-advertised number for any Responsible Authority or local resident to raise any issues directly with the event organiser?
- Will the licensable area be fully enclosed? If not, what mechanisms are in place to monitor customer movement?
- Details of egress/entry points?
- What mechanisms will be in place to monitor capacity accurately?
- Will an Event Management Plan be submitted to the Police, Environmental Protection Unit and the local SAG at least 8 weeks prior to the event?
- The Event Management Plan to contain the following:-
  - Proposals for staff deployment/defined duties and responsibilities/numbers of staff working the event.
  - Numbers and identification of Stewards/SIA Door Staff.
  - Demographics of proposed attendees.
  - Details of the reporting procedure for any issues.
  - A Traffic Management plan.

- Details of the Safety Officer and how he/she will:-
  - o assist emergency services in the event of a full scale evacuation.
  - o monitor crowd control.
  - o co-ordinate the initial response to any emergency.
  - o liaise with emergency services.
- What search policy will be in operation? If a person refuses to be searched, will they be refused entry to the event?
- What procedures will be in place for any drugs seized?
- What general crime reduction steps are being put in place?
- Who will be in overall charge of the event?
- What First Aid facilities are there?
- What Lost/Found reporting procedures are in place?
- Given the event is due to conclude in darkness what extra lighting is to be provided to facilitate safe egress of customers?
- What radio communication system will be in place to facilitate all staff to communicate with each other at all times the event is in operation?
- What steps are there in place to ensure that children's attendance complies the Licensing Act 2003.

Should you have any further queries about this, or any other licensing matter, then please don't hesitate to get in touch.

Regards,

**PC Mick Wilkinson**  
**Collar Number 952**  
**Police Licensing Officer (York & Selby)**  
**North Yorkshire Police**

**Dial 101, press option 2 and ask for me by my full name or collar number.**

**If using my collar number please state each number individually.**

[www.northyorkshire.police.uk](http://www.northyorkshire.police.uk)

**NOT PROTECTIVELY MARKED**

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Thank you for your co-operation.

## **ANNEX 4**

**Representation made by Responsible Authority (Environmental Health Services)**

Licensing Act 2003 – Representation by Responsible Authority	
Licence Ref:	LN/000003070
Type of Licence:	Premises Licence
Premises Name:	Squires Café Bar
Address:	Newthorpe South Milford LS25 5LX
Name of Applicant:	Squires Café Bar Ltd
Date Notification of Application Received by Responsible Authority:	9 <sup>th</sup> July 2012
Officer Name: Liz Lloyd	Designation: Environmental Health Officer
Responsible Authority:	Environmental Health and Housing Team
Authority Address:	Civic Centre, Doncaster Road, Selby, YO8 9FT

Representation relates to the following objective/s of the Licensing Act 2003			
Prevention of Public Nuisance	<input checked="" type="checkbox"/>	Public Safety	<input type="checkbox"/>
<p>The proposed variation has the potential for causing nuisance to domestic properties close to the premises. With the exception of the one event each year I would suggest that the following conditions are attached to the licence:</p>			
<p>1. Noise from amplified and non-amplified music, singing and speech arising from regulated entertainment at the premises between the hours of 23:00 and 07:00 shall not be audible inside habitable rooms of noise sensitive properties in the vicinity.</p>			
<p>2. No external doors and windows to the room/s where regulated entertainment is being provided shall be open during the course of the entertainment, other than for normal access and egress with the exception of the single event referred to above.</p>			
<p>3. Amplified and non-amplified music, singing and speech associated with the regulated entertainment shall only be carried out inside the premises except with the prior written approval of the Licensing Authority. Speakers used to relay amplified music, singing and speech provided as part of the regulated entertainment shall not be positioned outside the premises with the exception of the single event referred to above.</p>			
<p>4. All external areas of the premises (beer gardens, patios, etc) must not be used by customers between the hours of 23:00 and 07:00 with the exception of the single event referred to above.</p>			
<p>5. Regarding the annual event – 56 days notice of the event must be given to the Licensing Authority, Police Authority and residential properties within the vicinity of the premises.</p>			

Licensing Officer: 

Date: 6<sup>th</sup> August 2012

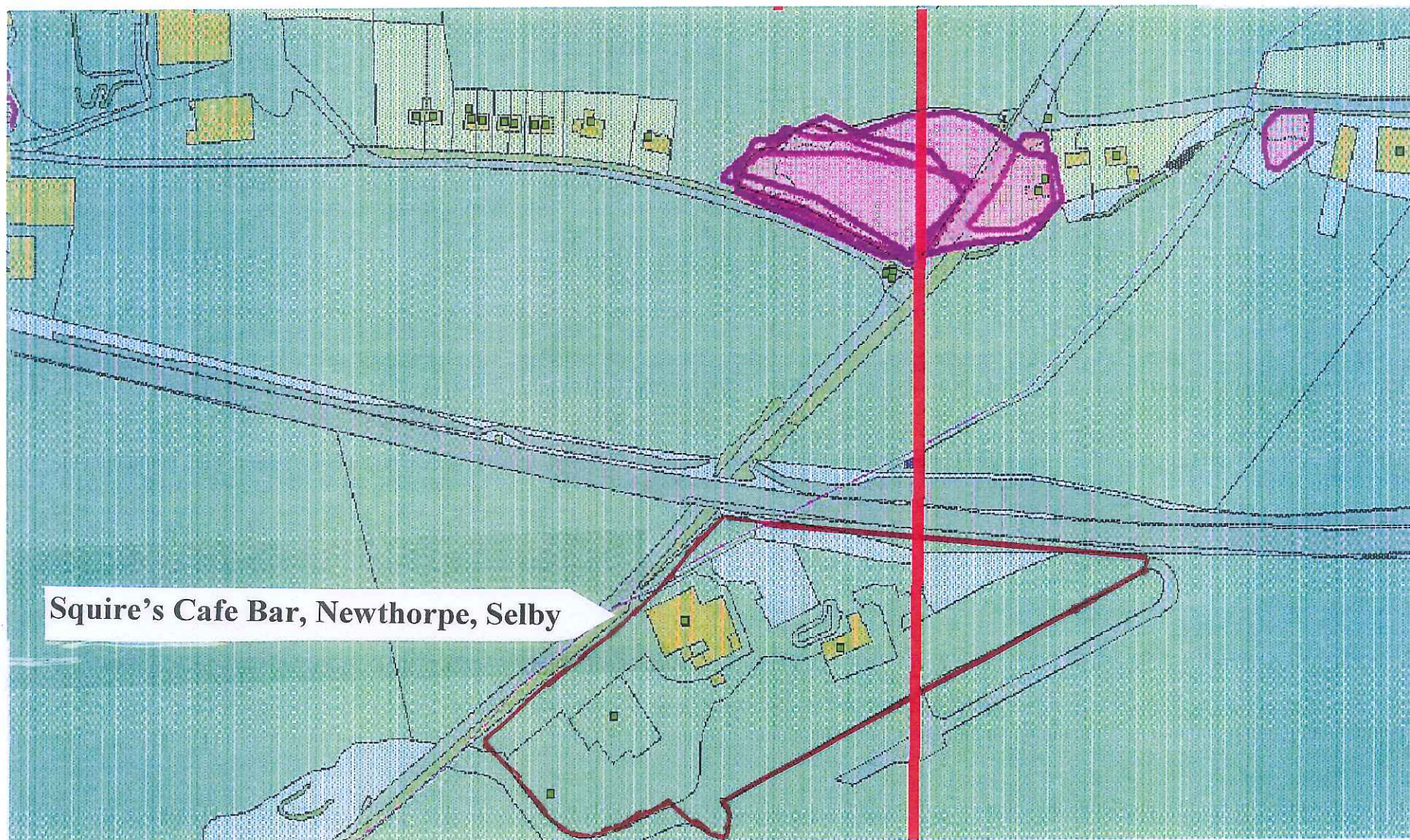
Business Manager Access Selby

  
Date: 6<sup>th</sup> August 2012

## **ANNEX 5**

**Map of the location of Squire's Cafe Bar, Newthorpe, Selby**





Map of the location of Squire's Cafe Bar, Newthorpe, Selby