

APOLOGIES Committee Services  
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DIRECTOR OF STRATEGY,  
PERFORMANCE AND  
GOVERNANCE  
Paul Dodson

05 October 2021

Dear Councillor

You are summoned to attend the meeting of the;

**LICENSING SUB-COMMITTEE on WEDNESDAY 13 OCTOBER 2021 at 10.00 am.**

Please note that the hearing will be held in the **COUNCIL CHAMBER, MALDON DISTRICT COUNCIL OFFICES, PRINCES ROAD, MALDON.**

A briefing for Members will not be held unless specifically requested. If clarification is needed or there are issues regarding the Hearing, procedural issues or any legal matters, please email Committee Services ([committee.clerk@maldon.gov.uk](mailto:committee.clerk@maldon.gov.uk)) to arrange this.

We ask that Members ensure they arrive at least 15 minutes prior to the Hearing to agree the Chairman for the meeting.

Please Note that due to social distancing and space limitations, we require any members of the public or press who wish to attend physically and observe or speak under Public Participation rules at this meeting to complete [a request form](#) (to be submitted by 12noon on the working day before the Committee meeting). This will be reviewed and managed according to capacity of the meeting and whether any other persons have already registered.

The Committee meeting will still be live streamed via the [Council's YouTube channel](#) for ease of viewing.

A copy of the agenda is attached.

Yours faithfully



Director of Strategy, Performance and Governance

**COMMITTEE MEMBERSHIP:**

**COUNCILLORS**

M W Helm  
R H Siddall  
Mrs J C Stilts  
Mrs M E Thompson



**MALDON DISTRICT COUNCIL**  
**LICENSING ACT 2003 – HEARINGS OF THE LICENSING SUB-COMMITTEE**  
**AIDE MEMOIRE – PREMISES LICENCE**

**The Chairman of the Hearing will open the Hearing and explain that the Sub-Committee's role is to determine applications and other matters under the Licensing Act 2003. He will then introduce Members and Officers present.**

1. The Chairman of the Hearing will outline the procedure to be followed. He should ensure that all representations, witness statements and hearing papers (by stating what they are) have already been read and that there is no need to repeat these. Should there be any late documentation in support of a representation or application, it may be introduced with the consent of all parties.
2. All people present to identify themselves by name and who they represent.
3. A brief outline of the application will be given by the Licensing Officer.
4. The Applicant to make an opening statement.
5. The Applicant to call witnesses\*.  
  
\* Please note: Any person calling a witness must not ask leading questions of him/her, i.e. by phrasing a question in such a way that the answer is suggested in that question.
6. Each Responsible Authority, followed by the Licence Holder and/or Interested Party (or their spokesperson) will take turns (in an order to be determined by the Chairman) and may make an opening statement and may then call witnesses\* until every party has been heard.
7. Members of the Sub-Committee may ask questions to elicit information from any party at any time during the Hearing.
8. The Hearing shall take the form of a discussion led by the Members of the Licensing Authority. Cross examination of applicants, witnesses and persons making representations shall not be permitted unless it is considered to be required in order to properly consider the matter to be determined.
9. Each Responsible Authority, the Licence Holder and/or Interested Party (or their spokesperson) then makes closing statements in turn.
10. The Applicant then makes a closing statement.
11. The Chairman to then deal with issues arising from any person excluded from the Hearing and to ask if everyone has said what they want to say.
12. The meeting will close at this point.
13. Members of the Sub-Committee should then discuss the evidence and representations made before reaching their decision (this will be done after the meeting has closed and parties will be notified of the decision afterwards).
14. The determination will be given within five working days (beginning with the day on which the hearing was held).

Note: Any reference in this Procedure Note to an Applicant, Responsible Authorities or Interested Parties includes a person who may be representing them.



**AGENDA**  
**LICENSING SUB-COMMITTEE**  
**WEDNESDAY 13 OCTOBER 2021**

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1. **To appoint a Chairman for the Hearing**
2. **Chairman's notices**
3. **Apologies for Absence**
4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interest or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6 – 8 of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interest as soon as they become aware should the need arise through the meeting).

5. **Application for a New Premises Licence, Chutney House, 116 High Street, Maldon, CM9 5ET** (Pages 5 - 60)

To note the report of the Director of Service Delivery, (copy enclosed).

**NOTICES**

**Recording of Meeting**

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

**Fire**

In the event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

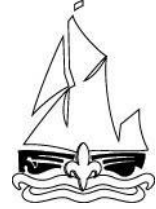
**Health and Safety**

Please be advised of the different levels of flooring within the Council Chamber.

**Closed-Circuit Televisions (CCTV)**

Meetings held in the Council Chamber are being monitored and recorded by CCTV.

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**REPORT of  
DIRECTOR OF SERVICE DELIVERY**

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**To  
LICENSING SUB-COMMITTEE  
13 OCTOBER 2021**

**LICENSING ACT 2003 – TO CONSIDER AN APPLICATION FOR A NEW PREMISES  
LICENCE – CHUTNEY HOUSE, 116 HIGH STREET, MALDON, ESSEX, CM9 5ET**

## **1. PURPOSE OF THE REPORT**

- 1.1 To consider an application for a new premises licence under section 17 of the Licensing Act 2003, having regard to representations received and the requirement to promote the four licensing objectives:

1. the prevention of crime and disorder
2. public safety
3. the prevention of public nuisance
4. the protection of children from harm

## **2. RECOMMENDATION**

- 2.1 That the Licensing Sub-Committee determines the application for a Premises Licence taking into consideration the options that are available as detailed in 4.1 below.

## **3. SUMMARY OF KEY ISSUES**

- 3.1 Chutney House is a restaurant for fine dining and private parties. It is located on Maldon High Street surrounded by other commercial properties as well as residential properties above the premises in question.

- 3.2 The Completed application was received on 18 August 2021 for the following licensable activities:

- Sale or Supply of Alcohol
  - Sunday 11:00 - 22:30
  - Monday - Saturday 11:00 - 00:00
- Performance of Dance
  - Sunday 11:00 - 23:00
  - Monday - Saturday 11:00 - 00:30
- Exhibition of a Film
  - Every Day 11:00 - 00:30

- Performance of Live Music
 

Sunday	11:00 - 23:00
Monday - Saturday	11:00 - 00:30
- Performance of Recorded Music
 

Sunday	11:00 - 00:30
Monday - Saturday	11:00 - 00:30
- Late Night Refreshment
 

Every Day	23:00 - 00:00
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The premises will be open to the public as detailed below:

- Premises open to the public details
 

Every Day	11:00 - 00:30
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- 3.3 As part of the licensing process, a complete copy of the application was sent out to responsible authorities for consultation.
- 3.4 The application has been properly made in accordance with The Licensing Act 2003 and all procedures correctly followed. The Proposed Designated Premises Supervisor (DPS) is also the applicant who has obtained a personal licence from London Borough of Newham in order to authorise sales of alcohol on a licensed premises. The completed application form and consent to specify an individual as a DPS is attached as **APPENDIX A**
- 3.5 The application was correctly advertised in a locally circulated newspaper within the time scale allocated under legislation, and on Maldon District Council's website.
- 3.6 Members are asked to note that as this report is published publicly, personal details have been redacted from some documents; however, the licensing authority and the applicant have received complete copies of all documents.
- 3.7 During the course of the consultation period representations were received from 15 members of the public covering all 4 grounds of the licensing objectives as listed in section 1.1. Copies of all representations received are attached to this report as **APPENDIX B**.
- 3.8 A plan indicating the location of the premises is attached as **APPENDIX C**.
- 3.9 During the course of the consultation, the applicant agreed to conditions requested by Essex Police. These are attached as **APPENDIX D**.
- 4.0 During the course of the consultation, the applicant agreed to conditions requested by Environmental Services. These are attached as **APPENDIX E**.

#### **4. CONCLUSION**

- 4.1 Members are advised that they have the following options when determining the application:-
  - (i) Grant the application, on the terms and conditions applied for.

- (ii) Grant the application, on the terms and conditions applied for modified to such extent as considered appropriate to promote the Licensing Objectives.
  - (iii) Refuse the application in whole or in part.
- 4.2 Members are reminded that the applicant and/or any person making representation in relation to this matter may appeal the decision of the Council to the Magistrates' Court.

## 5. IMPACT ON STRATEGIC THEMES

5.1 The following underpins the Council's vision for the District:

- Enabling, supporting and empowering communities to be safe, active and healthy;
- Protecting and shaping the District and balancing the future needs of the community;
- Meeting the housing needs of the District; and
- To be an organisation which delivers good quality, cost effective and valued services in a transparent way.

5.2 This report supports the Council's strategic themes of, 'Enabling, supporting and empowering communities to be safe, active and healthy'.

## 6. IMPLICATIONS

- (i) **Impact on Customers** – None Identified
- (ii) **Impact on Equalities** – None Identified
- (iii) **Impact on Risk** – None Identified
- (iv) **Impact on Resources (financial)** – None Identified
- (v) **Impact on Resources (human)** – None Identified
- (vi) **Impact on the Environment** – None Identified
- (vii) **Impact on Strengthening Communities** - None Identified

### Background Papers:

1. Statutory Guidance issued in accordance with S.182 of the Licensing Act 2003
2. Maldon District Council's Statement of Licensing Policy
3. The Licensing Act 2003
4. Application file held by Licensing Authority

### Appendices

- Appendix A Application and Consent form
- Appendix B Representations from local residence
- Appendix C Plans of the premise
- Appendix D Conditions agreed with Essex Police
- Appendix E Conditions agreed with Environmental Services.

Enquiries to: Daniel Winter Licensing Officer (Tel 01245 606317)  
[Daniel.winter@maldon.gov.uk](mailto:Daniel.winter@maldon.gov.uk)

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**MDC**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[contact@maldon.gov.uk](mailto:contact@maldon.gov.uk)  
 Telephone: 01621 854 477

\* 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

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?

☒ Yes ☐ 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

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

☒ Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- ☐ Applying as a business or organisation, including as a sole trader
- ☒ 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.

*Continued from previous page...***Address**

* Building number or name	<input type="text"/>
* Street	<input type="text"/>
District	<input type="text"/>
* City or town	<input type="text"/>
County or administrative area	<input type="text"/>
* Postcode	<input type="text"/>
* Country	<input type="text" value="United Kingdom"/>

**Agent Details**

* First name	<input type="text"/>
* Family name	<input type="text"/>
* E-mail	<input type="text"/>
Main telephone number	<input type="text"/>
Other telephone number	<input type="text"/>

Include country code.

☒ 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.

**Your Address**

* Building number or name	<input type="text"/>
* Street	<input type="text"/>
District	<input type="text"/>
* City or town	<input type="text"/>
County or administrative area	<input type="text"/>
* Postcode	<input type="text"/>
* Country	<input type="text" value="United Kingdom"/>

Address official correspondence should be sent to.

**Section 2 of 21****PREMISES DETAILS**

**Continued from previous page...**

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	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

**Further Details**

Telephone number	<input type="text"/>
Non-domestic rateable value of premises (£)	<input type="text"/>

**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****INDIVIDUAL APPLICANT DETAILS****Applicant Name**

Is the name the same as (or similar to) the details given in section one?

☒ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

☒ Yes ☐ No

*Continued from previous page...***Current Residential Address**

Is the address the same as (or similar to) the address given in section one?

☒ Yes☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

**Applicant Contact Details**

Are the contact details the same as (or similar to) those given in section one?

☒ Yes☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text"/> / <input type="text"/> / <input type="text"/> dd mm yyyy
* Nationality	<input type="text" value="British"/>
Right to work share code	<input type="text"/>

Documents that demonstrate entitlement to work in the UK

Right to work share code if not submitting scanned documents

**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

*Continued from previous page...*

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.

Restaurant for fine dining and private parties including the sale of alcohol for consumption on the premises

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

#### Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

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.

Continued from previous page...

FRIDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the exhibition of films 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.

State any seasonal variations for the exhibition of film

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 exhibition of film 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.

11.00 hours to 02.00 hours on 10 occasions per year giving 28 days notice to Essex Police Licensing Unit and Maldon District Council Licensing Authority.

**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**

Continued from previous page...

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**Standard Days And Timings****MONDAY**

Start 11:00

End 00:30

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 11:00

End 00:30

Start

End

**WEDNESDAY**

Start 11:00

End 00:30

Start

End

**THURSDAY**

Start 11:00

End 00:30

Start

End

**FRIDAY**

Start 11:00

End 00:30

Start

End

**SATURDAY**

Start 11:00

End 00:30

Start

End

**SUNDAY**

Start 11:00

End 23:00

Start

End

Will the performance of live music 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.

*Continued from previous page...*

State any seasonal variations for the performance of live music

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 performance of live music 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.

11.00 hours to 02.00 hours on 10 occasions per year giving 28 days notice to Essex Police Licensing Unit and Maldon District Council Licensing Authority.

## Section 11 of 21

### PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

☒ 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

Continued from previous page...

FRIDAY

Start 11:00

End 00:30

Start

End

SATURDAY

Start 11:00

End 00:30

Start

End

SUNDAY

Start 11:00

End 23:00

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

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

☒ Indoors☐ Outdoors☐ Both

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.

State any seasonal variations for playing recorded music

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 playing of recorded music 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.

11.00 hours to 02.00 hours on 10 occasions per year giving 28 days notice to Essex Police Licensing Unit and Maldon District Council Licensing Authority.

**Section 12 of 21****PROVISION OF PERFORMANCES OF DANCE**

See guidance on regulated entertainment

Will you be providing performances of dance?

☒ Yes☐ No**Standard Days And Timings**

Continued from previous page...

MONDAY

Start 11:00

End 00:30

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.

Start

End

TUESDAY

Start 11:00

End 00:30

Start

End

WEDNESDAY

Start 11:00

End 00:30

Start

End

THURSDAY

Start 11:00

End 00:30

Start

End

FRIDAY

Start 11:00

End 00:30

Start

End

SATURDAY

Start 11:00

End 00:30

Start

End

SUNDAY

Start 11:00

End 23:00

Start

End

Will the performance of dance 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.

State any seasonal variations for the performance of dance

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

Continued from previous page...

Non-standard timings. Where the premises will be used for the performance of dance 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.

11.00 hours to 02.00 hours on 10 occasions per year giving 28 days notice to Essex Police Licensing Unit and Maldon District Council Licensing Authority.

**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

**TUESDAY**

Start

End

Start

End

**WEDNESDAY**

Start

End

Start

End

**THURSDAY**

Start

End

Start

End

**FRIDAY**

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.

*Continued from previous page...*

## SATURDAY

Start 23:00

End 00:00

Start

End

## SUNDAY

Start

End

Start

End

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.

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.

11.00 hours to 02.00 hours on 10 occasions per year giving 28 days notice to Essex Police Licensing Unit and Maldon District Council Licensing Authority.

**Section 15 of 21****SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes☐ No**Standard Days And Timings**

Continued from previous page...

MONDAY

Start 11:00

End 00:00

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 11:00

End 00:00

Start

End

WEDNESDAY

Start 11:00

End 00:00

Start

End

THURSDAY

Start 11:00

End 00:00

Start

End

FRIDAY

Start 11:00

End 00:00

Start

End

SATURDAY

Start 11:00

End 00:00

Start

End

SUNDAY

Start 11:00

End 22:30

Start

End

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

**Continued from previous page...**

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

11.00 hours to 02.00 hours on 10 occasions per year giving 28 days notice to Essex Police Licensing Unit and Maldon District Council Licensing Authority.

On New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day (or, if there are no permitted hours on the following day, midnight on 31st December).

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

**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**

**Continued from previous page...**

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.

N/A

**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.

*Continued from previous page...*

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.

11.00 hours to 02.00 hours on 10 occasions per year giving 28 days notice to Essex Police Licensing Unit and Maldon District Council Licensing Authority.

On New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day (or, if there are no permitted hours on the following day, midnight on 31st December).

## 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.

- Ensure that any person selling or supplying alcoholic drink under the authority of a personal licence holder asks for a photo ID proof of age where they have reason to suspect that the individual may be under 25 years of age.
- Adopt and comply with the British Beer and Pub Associations Guidelines on On-Trade Promotions.

b) The prevention of crime and disorder

- Provide a means of two way communication to report incidents between the premises and the local police or CCTV monitoring centre.
- Install Video/CCTV equipment inside/outside the premises and ensure that it is maintained in working order.
- Set Video/CCTV equipment to record from the time that the premises open to the public until the premises close and all members of the public have left.
- Ensure that any cameras covering the exterior of the premises are left to record for the duration of the tape and for a period not less than 24 hours a day.
- Ensure that monitoring tapes are retained for at least twenty eight days and are produced to an authorised officer on demand.
- Put up notices advising that CCTV has been installed on the premises so that they are clearly visible to the public within the licensed premises.

c) Public safety

- Where glass bottles are used, they will be retained or disposed of on the premises.
- No customers will be admitted, or permitted to leave when carrying open or sealed bottles or glasses.
- Ensure that the consumption of alcohol is restricted to the areas identified on the plan attached to the operating schedule.
- Ensure that a secure deposit box is kept on the premises for the retention of confiscated items and that the Police are advised of any items which require safe disposal.
- Responsible for the disposal of waste on the frontage of the premises and make provision for the emptying of litter bins in the vicinity of the premises.
- Ensure that lighting is provided outside the premises (and in my private car park) during the hours of darkness when any licensable activity takes place on the premises.
- Ensure that escape routes and exits, including external exits, are maintained to ensure that they are not obstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified.

*Continued from previous page...*

- Ensure that where chairs and tables are provided, internal gangways are kept unobstructed.
- Ensure that all exit doors are easily openable and do not require the use of a key, card, code or similar means
- Ensure that doors at such exits are regularly checked to ensure that they function satisfactorily and a record of the check is kept.
- Ensure that any removable security fastenings are removed whenever the premises are open to the public or occupied by staff.
- Ensure that all fire doors are maintained effectively self-closing and not held open other than by approved devices (for example, electromagnetic releases operated by smoke detectors).
- Ensure that fire resisting doors to ducts, service shafts, and cupboards are kept locked shut.
- Ensure that the edges of the treads of steps and stairways are maintained so as to be conspicuous.
- Safety checks are carried out before the admission of the public or club members and guests; and details of such checks are kept in a Log-book.
- Ensure that hangings, curtains and temporary decorations are maintained in a flame-retardant condition.
- Ensure that any upholstered seating meets on a continuous basis the pass criteria for smouldering ignition source 0, flaming ignition source 1 and crib ignition source 5 when tested in accordance with section 5 of Bs 5852:1990.
- Ensure that hangings, curtains and temporary decorations are arranged so as not to obstruct exits, fire safety signs or firefighting equipment.
- Ensure that temporary decorations are not used without prior notification to the licensing authority/fire authority.
- Ensure that notices detailing the action to be taken in the event of fire or other emergencies, including how the fire brigade should be summoned, are prominently displayed and protected from damage and deterioration.
- The fire brigade will be called at once to any outbreak of fire, however slight, and the details recorded in a Fire Log-book.
- Notify the local Fire Control Centre as soon as possible if the water supply to any hydrant, hose reel, sprinkler, drencher or other fire extinguishing installation is cut off or restricted.
- Access for emergency vehicles is kept clear and free from obstruction.
- Ensure that when disabled people are present, adequate arrangements exist to enable their safe evacuation in the event of an emergency, and that patrons are made aware of these arrangements.
- Ensure that adequate and appropriate supply of first aid equipment and materials is available on the premises.
- Ensure that at least 1 trained first aider will be on duty when the public are present. If more than one first-aider is present, ensure that their respective duties are clearly defined.
- In the absence of adequate daylight, that the lighting in any area accessible to the public is fully operational.
- Ensure that Fire safety signs are adequately illuminated.
- Not alter Emergency lighting without prior notification to the Licensing Authority.
- Ensure that Emergency lighting batteries are fully charged before admission of the public.
- In the event of failure of normal lighting, where the emergency lighting battery has a capacity of one hour, evacuation of the premises is possible within 20 minutes. Where the emergency lighting battery has a capacity of three hours, evacuation of the premises is possible within one hour.
- Provide temporary electrical wiring and distribution systems without prior inspection by a suitably qualified electrician
- Ensure that any temporary electrical wiring and distribution systems comply with the recommendations of BS 7671 or where applicable BS 7909.
- Ensure that where temporary electrical wiring and distribution systems have not been installed by a competent person, they are inspected and certified by a competent person before they are put to use.
- Ensure that the following systems are maintained and inspected by suitably qualified professional persons in accordance with any British Standards and at intervals recommended in national guidance, and will keep the records of such inspections available for inspection by authorised officers on request:
  - ☒ Building Electrical Installation
  - ☒ Emergency Lighting System
  - ☒ Fire Warning System
  - ☒ Gas boiler, calorifier or appliance
  - ☒ Oil fired boiler or appliance
  - ☒ Suspended ceilings
  - ☒ Portable fire fighting equipment
  - ☒ Temporary Electrical Installation
- Ensure that I have valid public liability insurance in force and that a copy of the schedule is available for inspection by an authorised officer on request.
- Not alter the premises in such a way as to make it impossible to comply with an existing licence condition, without first seeking a variation of the premises licence.

**Continued from previous page...**

- Free drinking water available at all times the premises is open to the public.

**d) The prevention of public nuisance**

- Ensure that public information notices about crime and disorder issues are displayed at the request of the Council or the local Constabulary. (e.g. Customer Code of Conduct)
- Display any conditions of entry to the premises in the vicinity of any entrance to the premises.
- Ensure that any request by an authorised officer of the Council in relation to reducing noise levels is complied with.
- Ensure that the placing of bottles into receptacles outside the premises takes place at times that will minimise disturbance to nearby properties.
- Display prominent, clear and legible notices at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.
- Ensure that offensive smells from the licensed premises are not permitted so as to cause a nuisance to nearby properties and the premises are properly vented.
- Ensure that receptacles for waste are emptied regularly to minimise nuisance smells.
- Ensure that flashing or particularly bright lights on or outside the licensed premises do not cause a nuisance to nearby properties, whilst balancing the need for lighting in the interests of prevention of crime and disorder.
- Provide adequate and suitable (lidded) receptacles to receive and store refuse from the premises/site.
- Ensure that receptacles for refuse storage are maintained in a clean condition.
- Ensure litter is regularly cleared from the vicinity of the premises.

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

- Display any restrictions on the admittance of individuals according to age (e.g. Children) on or immediately outside the premises.
- Implement a proof of age policy agreed by the police and local authority.

**Section 19 of 21****NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

**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 based on the non-domestic rateable value of the whole premises. To find out the premises value go to <https://www.gov.uk/topic/local-government/business-rates>

If the capacity at any one time is less than 5000 the fees are: Band A (No rateable value - £4,300) is £100, Band B (£4,301 - £33,000) is £190, Band C (£33,001 - £87,000) is £315, Band D (£87,001 - £125,000) is £450 \* however if the premises is exclusively or primarily used for the consumption of alcohol the fee is £900, Band E (£125,001 and over) is £635 \* however if the premises is exclusively or primarily used for the consumption of alcohol the fee is £1905.

If the capacity at any one time is 5,000 or more there will be an additional fee as follows: Capacity 5,000 - 9,999 additional fee of £1,000, Capacity 10,000 - 14,999 additional fee of £2,000, Capacity 15,000 - 19,999 additional fee of £4,000, Capacity 20,000 - 29,999 additional fee of £8,000, Capacity 30,000 - 39,999 additional fee of £16,000, Capacity 40,000 - 49,999 additional fee of £24,000, Capacity 50,000 - 59,999 additional fee of £32,000, Capacity 60,000 - 69,999 additional fee of £40,000, Capacity 70,000 - 79,999 additional fee of £48,000, Capacity 80,000 - 89,999 additional fee of £56,000, Capacity 90,000 and over additional fee of £64,000.

There are exemptions from these fees for the following premises providing only regulated entertainment: Schools and colleges (provided the entertainment is carried on for and on behalf of the school or college), church halls, village halls, parish halls and community halls.

\* Fee amount (£)

190.00

**DECLARATION**

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15).

I/we understand that 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

Continued from previous page...

\* Capacity

Applications team

\* 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/maldon/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"/>
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 >

**Consent of individual to being specified as premises supervisor**

I,   
*[full name of prospective premises supervisor]*

of

*[home address of prospective premises supervisor]*

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

Premise

*[type of application]*

by

*[name of applicant]*

relating to a premises licence **Under application**

*[number of existing licence, if any]*

for

*[name and address of premises to which the application relates]*

and any premises licence to be granted or varied in respect of this application made by

[name of applicant]

concerning the supply of alcohol at

[name and address of premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

21/02282/LAPER

[insert personal licence number, if any]

Personal licence issuing authority

London Borough of Newham

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed

Name (please print)

Date

12/08/2021

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*Redacted*

Maldon District Council  
FAO Licencing  
Princes Road  
Maldon  
CM9 5DL

14<sup>th</sup> September 2021

Dear Sirs

**Applicant:** Nazma Begum

**Premises:** Chutney House 116 High Street Maldon Essex CM9 5ET

**Reference:** 21/00302/LAPRE

I strongly oppose the application made by the above and respectfully requested that the application be declined.

My family have owned property in the High St and to the rear of The Chutney House for circa 100 years. The property in Tenterfield Road is residential and the rear of this new restaurant can be easily seen. Both the High Street and Tenterfield Road are in the CONSERVATION AREA. The extraction/air conditioning system is an eyesore. I am most concerned that if the licence applied for is granted will result in

- crime and disorder;
- a public nuisance;

The sale of alcohol will result in crime in the area with property and vehicle damage. Drunken disorder will be unavoidable. I appreciate that the premises are in the High Street however it is extremely close to residential premises. Generally, any activity involving increased numbers of people, vehicles, music and alcohol after 11:30 at night is not appropriate for a residential area and it increases the possibility of becoming a public nuisance and significantly raises the risk of criminal and disorderly behaviour.

A business whose principle hours of business are late at night is not compatible with this location. Where alcohol is involved, the possibility for inappropriate behaviour is increased.

The additional noise by way of music/dancing and people leaving the premises in a drunken state will cause issues within the neighbourhood. Residents will be disturbed late into the night.

I believe that a similar application made by the Warwick PH was refused and it is only reasonable that this application be refused also.

Kind regards

Maldon District Council  
 FAO Licensing  
 Princes Road  
 Maldon  
 Essex  
 CM9 5DL

Dear Sirs,

8<sup>th</sup> September 2019

**Re: Premises Licence Application #21/00302/LAPRE**

I am writing to object to elements of the application for a premises license from Nazma Begum for the property known as 116 High Street, Maldon.

Whilst I have no objection to the property being provided with an alcohol licence, I do object to the following list of permitted activity:

Performance of Dance	Monday - Saturday	11:00:00	00:30:00
Performance of Dance	Sunday	11:00:00	23:00:00
Performance of Live Music	Monday - Saturday	11:00:00	00:30:00
Performance of Live Music	Sunday	11:00:00	23:00:00
Performance of Recorded Music	Sunday	11:00:00	00:30:00
Performance of Recorded Music	Monday - Saturday	11:00:00	00:30:00

Although the premises are in the High Street, they are also in a residential area. There are flats above and around the premises and a large number of houses and other residential buildings in the immediate vicinity, which will be affected detrimentally by the granting of such permissions. It is clear that, in addition to live music, the recorded music is intended to facilitate dancing, which means that it will be loud and intrusive; probably with a DJ. It most certainly won't be background music for dining. I assume that the new owners are intending hosting parties, wedding receptions etc.

People living in Tenterfield Road, Wantz Road and in the immediate vicinity on the High Street will be subjected to loud and intrusive music, creating a public nuisance, which will severely limit their enjoyment of their gardens and homes, and which will prevent them from sleep. The detrimental effect on one's mental health of all this is enormous. I therefore submit that the application be rejected, with the exception of the alcohol licence element.

Yours faithfully,

Redacted

RECEIVED

02 SEP 2021

Dear Sir/Madam,

You will doubtless be aware that The Chutney House is applying for late night extensions, live recorded music and alcohol serving until midnight every night and I am sensitive

This is a quiet residential area and noise like this could ruin our lives, both young and old, and being seventy myself and not in great health, I need my sleep at a reasonable

bedtime and I'm  
entitled, as everyone is,  
to a quiet life.

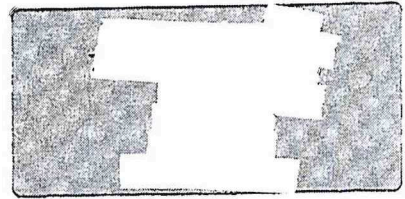
Therefore, I beg you,  
please don't allow their  
request for, what will  
be, an upheaval for the  
residents within earshot  
of the music.

I'm sure that you must,  
at some time, have been  
kept awake by other people's  
music. This will be every  
night, for us. It will be  
intolerable, so please  
don't allow it.

I thank you in hopeful  
anticipation of a good  
outcome.

Yours, faithfully

Redacted



12.09.21.

Dear Sir,

Re. Application No.  
21/00302/LAPRE.

With reference to the above application for a music and dancing licence, I wish to register my objection to the potential granting of such a licence. This objection is on the grounds that the area immediately behind the premises concerned is residential, and late-night music would

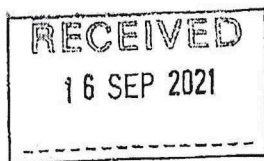
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2.

Severely impinge on the lives  
and welfare of the residents.

Yours faithfully

Redeemed

14<sup>th</sup> September 2021

"To whom this may concern"

I understand The Chutney House in Maldon are applying for a variety of things including:

Live or recorded music to be allowed Monday to Saturday from 11.00 to midnight.

Late night refreshment to be allowed from Monday to Saturday 23.00 to midnight plus the sale of alcohol also.

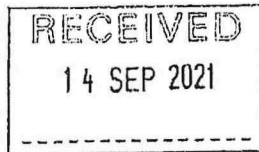
In addition on 10 occasions in the year they will open 11.00 to 02.00 the following morning.

Whilst I wish new business ventures well, I personally oppose to this application due to the extreme close vicinity to my residence.

Many people currently use the private residential area of Dovecots as a quick access through route from the high street to nearby homes, in which they have/do congregate and pass through noisily and untidily.

I feel the application would exacerbate an already troublesome situation.

Your faithfully

*Redacted*

12<sup>th</sup> September, 2021

RE. LICENCE APPLICATION NUMBER: 21/00302/LAPRE  
APPLICANT: CHUTNEY HOUSE

Dear Sir or Madam

The application for a late night music licence at Chutney House has just been brought to our attention and caused us great concern.

We object to the application and our objection is made on the grounds of Prevention of Public Nuisance.

We have lived at our current address for thirty six years and have on occasion been disturbed by music which we accept, living close to the High Street. However this proposal would allow potential for intolerable and sustained disturbance.

We have no way of knowing whether the music proposed is simply one man and a guitar but once a licence is granted there is nothing to prevent the constant generation of amplified music, live or recorded.

We're horrified that the proposal would allow music to be played until 00.30 in the morning six days a week and until 11pm on Sundays. This would be unrelenting, proving detrimental to our health and well-being. It is simply unacceptable in a residential area.

We ask you to refuse the application.

Yours faithfully

*Redacted*

RECEIVED  
14 SEP 2021

Maldon District Council  
FAO Licensing  
Princes Road  
Maldon  
Essex  
CM9 5DL

Dear Sirs,

9<sup>th</sup> September 2019

**Re: Premises Licence Application #21/00302/LAPRE**

I am writing to object to elements of the application for a premises licence from Nazma Begum for the property known as 116 High Street, Maldon.

Whilst I have no objection to the property being provided with an alcohol licence, I do object to the following list of permitted activity:

Performance of Dance	Monday - Saturday	11:00:00	00:30:00
Performance of Dance	Sunday	11:00:00	23:00:00
Performance of Live Music	Monday - Saturday	11:00:00	00:30:00
Performance of Live Music	Sunday	11:00:00	23:00:00
Performance of Recorded Music	Sunday	11:00:00	00:30:00
Performance of Recorded Music	Monday - Saturday	11:00:00	00:30:00

Although the premises are in the High Street, ... and there has been a gazebo erected where, I assume much of the music and late night activities will be taking place. Our lives will be affected detrimentally by the granting of such permissions. It is clear that, in addition to live music, the recorded music is intended to facilitate dancing, which means that it will be loud and intrusive. It most certainly won't be background music for dining. It sounds as though the new owners are intending hosting parties, wedding receptions etc.

People living in ... will be subjected to loud and intrusive music, creating a public nuisance, which will severely limit our enjoyment of our outside space and which will prevent us from sleep. I am extremely concerned about this proposal and I therefore submit that the application be rejected, with the exception of the alcohol licence element.

Yours faithfully,

Good afternoon

I am wishing to express my upset at Chutney House applying for a music license.

I do not wish this to happen as it will be too loud for local residents and will bring lots of people into the quiet town.

Many thanks

Redacted

Dear Sir Madam,

I am extremely unhappy to discover that the Chutney House has applied for a license to play loud recorded and live music and have a dancing/club theme. The town is loud enough as it is for us residents!

It was so awful when the Rose and Crown was a public house, before Weatherspoon's took over! The fact that Weatherspoon's has no music or live bands is very good for us residents and was a very welcome addition to the high street for us residents.

Previously before it was Weatherspoon's, the noise of the loud music and live music would keep me awake for hours and leave me sleep deprived. This affected my daily life!

If this application is approved, it will increase the drunk and disorderly people and footfall around us, there will be so many drunk and disorderly people urinating in the alley and street, large parties of people making unwanted noise.

I believe the loud live/recorded music will affect my mental health. I work for the local authority in the local secondary school and I need to be alert! I would like to enjoy my home and have a good nights sleep, so that I can function in the day.

I am asking you to please NOT grant this application!

Dear Sir/Madam,

I would like to object to the application for loud music and dancing at the Chutney House restaurant.

I feel this would affect my mental health and my daily life. I work in London and have to commute very early in the morning. I believe that the loud music will keep me awake and affect my work and my home life.

The high street is already noisy and with this it would tip the balance too far!

I ask you not to grant this application, as us residents will no doubt suffer!

Yours sincerely,

Redacted

Dear Sir/Madam

It has recently been brought to my attention that the Chutney House, 116 High Street, Maldon, have submitted an application to host live and recorded DJ music until 00:30 in the morning. Whilst I like to support all local businesses in the area, I do have to object to this licence being approved.

I live at just behind the High Street. Whilst I appreciate I brought a house so close to the High Street, as a resident, we are extremely fortunate not to suffer any noise pollution from the High Street. We do have countless pedestrians walking up and down the road, at all times of the day and night, and we do experience the odours coming from the restaurant Sark, but neither the sound of pedestrians or odours from restaurants prevent me or my family from a restful nights sleep.

On occasions, when there are events going on at the Prom Park, such as Smoke and Fire, or more recently Fantasia, the distance noise can travel is quite remarkable; we also experience noise during the week, when the Plume Academy hire out their football pitches, we experience the noise of excited players and spectators until approximately 10pm. In both these incidences though, the Prom Park events are few and far between, certainly not every weekend, or every night, so we adopt the attitude of simply acceptance. In connection with the noise from the football players/spectators at the Plume, given the fact the noise finishes at 10pm, it doesn't cause me or my family to much inconvenience, as we are able to sleep at a reasonable hour.

However, in the event you were to approve the licence for the Chutney House, with the location being right next to a residential street, and for the entertainment to potentially be a daily occurrence, or a weekly occurrence, until 00:30am, is, in our opinion, wholly unacceptable.

I am often up at 4:30am getting ready for work, my son is in his final year of A 'Levels, and both my daughter and husband start work at 8:30am (from home). The noise pollution, coupled with the late hour the music is going to finish, and on such a regular basis, will have a detrimental impact, not only on my family, but for the many elderly residents.

Please consider my objection when considering whether to approve this licence

Kind regards

Redacted

Dear Sir,

Thank you for your email. My full name is , and address is

Of the licensing objectives that you list I refer to the prevention of crime and disorder, public safety, and the prevention of public nuisance. I must say I find these subjects strange licensing objectives. (I thought the objective of a licence would be to permit playing of live and recorded music until 00:30, etc., etc.)

As for the reason for my objection, that remains the same as set out in my email sent yesterday, i.e., that a licence should not be granted if quiet enjoyment of the homes and gardens of people living in the neighbourhood will be put at risk by noise or other nuisance emanating from 116 High Street, or if there is possibility of any other detrimental impact. In addition, I wish to object on the grounds of preventing crime and disorder, public safety being put at risk, and to prevent possible public nuisance.

Thank you.

13<sup>th</sup> September 2021

Maldon District Council  
FAO Licensing, Princes Road  
Maldon CM9 5DL

Dear Sirs,

I am writing to register my operation to the application for a premises licence of Late-Night Music Licence for host live and recorded music for the new 'Chutney House at 116 High Street, Maldon. The new plans will lead to disorder or late-night noise against public safety. The may be regardless of their proximity to the premises of residents association of the elderly.

Concern about prevention of public nuisance which may result to issues such as hours of operation, noise emanating from the premises, vibrations, lighting and litter. Important role play in our local communities causing burden of business over night-time people working lose to start of Wantz Road attached to the High Street.

Please note that immediately behind 116 High Street there is the are of the elderly, the police, the Maldon District Council and people who require to work from at 3 am. All these people are at 3 minutes from Road and from

I would urge the Committee to consider the findings of negative licensing hours which are put forward by local residents. In view of the above I urge the Licensing Authority to refuse the application.

Yours faithfully

Redacted

Hi

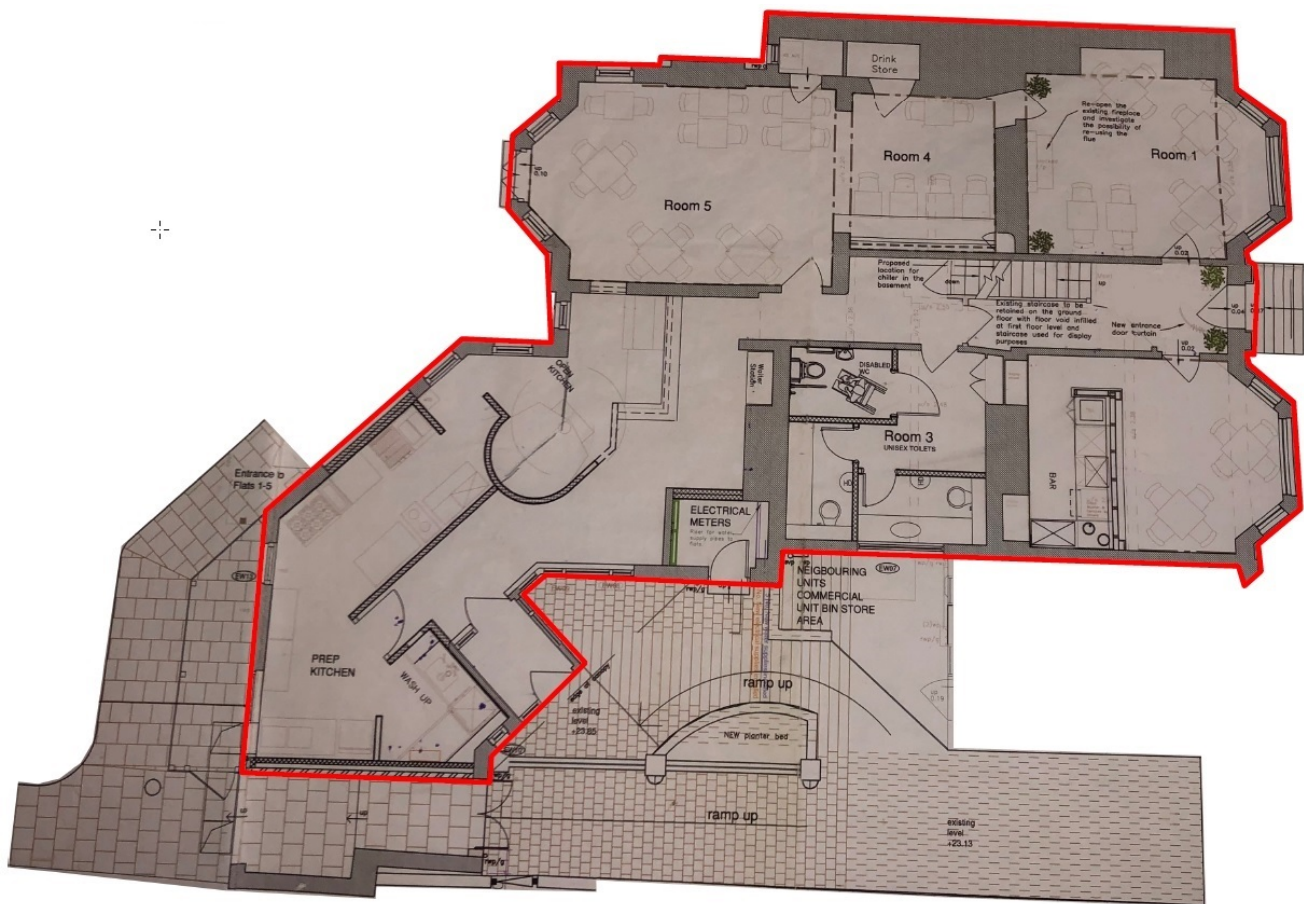
I do not want the music played at Chutney House. It was bad when I had to listen to the constant beat of the music from the Rose and Crown. I do not want lots of people coming out of there at 12:30am into the street as it scares me.

I do think this is a good idea. Just leave it as it is.

Thanks

Redacted

Hello I'm writing to objet to the plans for dance floor and live music.  
I live close to the high street and it will be too noisy for such a residential area.  
Kind regards.



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## Chutney House – Proposed Conditions

1. No alcohol may be supplied by an individual unless that individual has the written consent of the Designated Premises Supervisor or other employed Personal Licence Holder.
2. A written record of this consent must be retained on the premises at all times when such an individual supplies or proposes to supply alcohol and be made available immediately upon reasonable request of the police or licensing authority.
3. A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory age verification requirement **and** is either a:
  - Proof of age card bearing the PASS Hologram;
  - Photocard driving licence;
  - Passport; or
  - Ministry of Defence Identity Card.
4. The premises shall clearly display signs at the each point of sale and in areas where alcohol is displayed advising customers that a 'Challenge 25' policy is in force and be of minimum size of 200mm x 148mm.
5. The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:
  - i. CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition;
  - ii. CCTV cameras shall cover the main entrance and the area where the sale of alcohol takes place;
  - iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of 31 days;
  - iv. At all times, whilst the premises is open for licensable activities, there are members of staff able to immediately provide viewable copies of recordings to the police or licensing authority staff upon reasonable request;
  - v. The recording equipment and data storage devices shall be kept in a secure environment and fitted with security functions (such as passwords) to prevent recordings being tampered with;
  - vi. An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant: in the event of any failure this will be recorded immediately.
6. Signs must be displayed at the main entrance advising customers that CCTV is operating at the premises and shall be a minimum size of 200 x 148 mm and clearly legible at all times when the premises conducts licensable activities.
7. A refusals record shall be maintained at the premises that details all refusals to sell alcohol. Each entry shall, as a minimum, record the date and time of the refusal and the name of the staff member refusing the sale.
 

All entries must be made as soon as possible and in any event within 4 hours of the refusal and the record must be made immediately available to police, trading standards or licensing authority staff upon reasonable request.

The refusals record shall be either electronic or maintained in a bound document and retained for at least {12} months from the date of the last entry.
8. Customers will not be permitted to remove from the premises any drinks supplied by the premises in open containers.

**Chutney House – Proposed Conditions**

10. All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to the protection of children from harm (including under-age sales), how to recognise drunkenness and the duty not to serve drunk persons. Refresher training shall be carried out at least every six months.

Training records shall be kept on the premises (or otherwise be accessible on the premises) for a minimum of 12 months and made immediately available to police, trading standards or licensing authority staff upon reasonable request.

**Conditions agreed with Environmental Services**

- 1) Standard operation hours to be 00:00am midnight finish and the last order transaction will be taken at 23:30 to meet the establishment of drinking.
- 2) Non-standard operating time will 00:00am and the last order transaction will be taken at 23:30 and the doors to Room 5 will be closed for business at 23:00 and the door kept closed until the next business hours.
- 3) As we are law binding citizens, we would take protection to protect public nuisance there for the doors to room 5 will be kept closed after 23:00 to keep the noise contained.
- 4) Public Nuisance, the door to the main entrance will kept closed during the hours of the business as detailed on the premises plans and per your request on your mail.

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