



# Haverling

L O N D O N B O R O U G H

## LICENSING SUB-COMMITTEE HARROW SERVICE STATION

### AGENDA

<b>10.30 am</b>	<b>Monday 2 October 2017</b>	<b>Council Chamber - Town Hall</b>
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Members 3: Quorum 2

**COUNCILLORS:**

Linda Trew (Chairman)  
Keith Roberts  
Phil Martin

**For information about the meeting please contact:  
Taiwo Adeoye - 01708 433079  
[taiwo.adeoye@onesource.co.uk](mailto:taiwo.adeoye@onesource.co.uk)**

## **Protocol for members of the public wishing to report on meetings of the London Borough of Havering**

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

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Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

**AGENDA ITEMS**

**1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS**

(if any) - receive

**2 DISCLOSURE OF INTERESTS**

Members are invited to disclose any interest in any of the items on the agenda at this point of the meeting.

*Members may still disclose any interest in an item at any time prior to the consideration of the matter.*

**3 CHAIRMAN'S ANNOUNCEMENT**

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

**4 REPORT OF THE CLERK (Pages 1 - 6)**

Procedure for the hearing – Licensing Act 2003

**5 APPLICATION TO VARY A PREMISES LICENCE - HARROW SERVICE STATION (Pages 7 - 32)**

Application for a vary a premises licence is made under section 13 of the Licensing Act 2003

**Andrew Beesley  
Head of Democratic Services**

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## LICENSING SUB-COMMITTEE

2 October 2017

## REPORT

**Subject Heading:**

**Procedure for the Hearing:  
Licensing Act 2003**

**Report Author and contact details:**

**Taiwo Adeoye – Democratic Services  
Officer  
01708 433079  
taiwo.adeoye@onesource.co.uk**

Members are advised that, when considering an application to vary a premises licence, the following options are available to them by virtue of the Licensing Act 2003, Part 3, section 35, paragraphs 3 and 4:

"Where relevant representations are made, the authority must

- (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
- (b) having regard to the representations, take such steps as it considers necessary for the promotion of the licensing objectives.

The steps are:

- a) modify the conditions of the licence
- b) reject the whole or part of the application

and for this purpose, the conditions of the licence are modified if any of them is altered or omitted or any new condition is added."

The Sub-Committee will also wish to note that, if none of these steps is required, the application must be granted.

Assuming that the Sub-Committee is satisfied that a hearing is required, then the following procedural steps are recommended. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application now under consideration. This report accords with the requirements of that Act and the Regulations, and in particular Regulations 21-25 (procedure at the hearing).

**1. Membership of the Sub-Committee:**

- 1.1 The Sub-Committee comprises three members of the Licensing Committee, with a quorum of two members. **Unless there are objections, in the absence of three members, the hearing shall proceed with the quorum of two.**
- 1.2 A members of the Licensing Committee will be excluded from hearing an application where he or she:
- 1.2.1 has considered an application in respect of the premises in the previous 12 months as a Member of the Regulatory Services Committee; or
  - 1.2.2 is a Ward Councillor for the Ward in which the premises, subject to the application, are located; or
  - 1.2.3 is a Ward Councillor for a Ward which is likely to be affected by the application or;
  - 1.2.4 has a personal interest in the application.

**2. Roles of other participants:**

- 2.1 The Legal Advisor is not a party to the hearing. The role of the Legal Advisor is to provide legal advice relating to the application and submissions.
- 2.2 The Clerk is not a party to the hearing. The role of the Clerk is to record the hearing and the decisions of the Sub-Committee, and ensure efficient administration

**3. Location and facilities:**

- 3.1 All hearings will be heard at the Havering Town Hall unless otherwise directed.
- 3.2 Interpreters will be provided by the Council on request, provided notice is given at least five working days before the hearing.

**4. Notification of attendance:**

- 4.1 The Chairman will enquire of the parties who is in attendance and the parties will indicate their names (and, where relevant, whom they represent). A register will be circulated before the commencement of the hearing on which the applicant, his/her advisers and companions and all interested parties (and/or their representatives) will be asked to record their attendance.

## **5. Procedural matters:**

- 5.1 Prior to the commencement of the hearing, the Chairman of the Sub-Committee will orally inform the parties whether their applications to have certain people attend the hearing (e.g. witnesses) have been granted or refused. Note this relates to people other than those attending on behalf of a party in the capacity as a representative of the party.
- 5.2 Prior to the commencement of the hearing the Chairman of the Sub-Committee will outline the procedure to be followed at the hearing. This will normally be as follows:

### **Introduction of the application:**

The Licensing officer will outline:

- details of the application and relevant representations received from the parties;
- relevant legislation ;
- relevant Licensing Policy; and
- the time limit in which the Council must reach a determination.

### **Documentary evidence:**

- Documentary or other information in support of applications, representations or notices should be provided to the Clerk of the Sub-Committee at least 5 clear working days before the hearing. If this information is produced at the hearing it will only be taken into account by the Sub-Committee if the Sub-Committee and all the parties consent to its submission. Permission to have this information included in the hearing should be requested at the beginning of the hearing before any oral submissions have been made.
- Statements made by people in support of a party's representation who are not present at the hearing, must be signed by the maker, dated and witnessed by another person. The statement must also contain the witness's full name and occupation.

### **Representations:**

- The chairman will invite each of the parties at the hearing or their representative sequentially to address the Sub-Committee and call any person/s to whom permission has been granted to appear. Each party will be allowed a maximum period of 10 minutes in which to address the Sub-Committee and call persons on his/her behalf.
- This 10 minute period is where each party has the opportunity to orally address the Sub-Committee and clarify any points in which

the Sub-Committee has sought clarification prior to the hearing. This 10 minute period should be uninterrupted unless a member of the Sub-Committee or Legal Advisor considers that the speaker is making submissions that are irrelevant, frivolous or vexatious.

- Members of the Sub-Committee may ask questions of any party, at any time during the proceedings. Time taken in dealing with a Member's question will not be taken into account in determining the length of time available to the party in question to make their representation.

The sequence in which each of the parties will be invited to address the Sub-Committee will normally be in the order of:

- the Chief Officer of Police;
- the Fire Authority;
- the Health and Safety at Work Enforcing Authority;
- the Local Planning Authority;
- the Local environmental Health Authority;
- the Local Weights and Measures Authority;
- the Authority Responsible for the Protection of Children from Harm;
- a navigation or other authority responsible for waterways; and
- any other party that has submitted representations in respect of the application, certificate, notice or other matter appearing before the Sub-Committee;
- the party that has submitted the application, certificate, notice or other matter appearing before the Sub-Committee.

At the discretion of the Sub-Committee the above order may be varied.



### **Cross-Examination:**

Where witnesses have been permitted by the Sub-Committee to speak at the hearing on behalf of a party, permission must be sought from the Sub-Committee before another party can ask the witness questions. This process of questioning is normally referred to as cross-examination. The Sub-Committee will allow cross-examination only where it is necessary to assist it in considering the representations or application.

### **Relevance:**

Information submitted at the hearing must be relevant to the applications, representations, or notice and the promotion of the licensing objectives. The Chairman of the Sub-Committee is entitled to exclude any information it considers to be irrelevant whether presented in written or oral form. The licensing objectives are:

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

### **6. Failure of parties to attend the hearing:**

- 6.1 If a party, who has not given prior notice of his/her intention not to attend the hearing, is absent from the hearing the Sub-Committee may either adjourn the hearing or hold the hearing in the party's absence. Where the hearing is held in the absence of a party, the Sub-Committee will still consider the application, representation or notice submitted by that party.

### **7. Adjournments and extension of time:**

- 7.1 The Sub-Committee may adjourn a hearing to a specified date or extend a notice period except where it must make a determination within certain time limits in the following specific applications:
- Review of premises licences following closure orders where the Sub-committee must make a determination within 28 days of receiving notice of the closure order.

**8. Sub-Committee's determination of the hearing:**

- 8.1 At the conclusion of the hearing the Sub-Committee will deliberate in private accompanied by the Clerk and the Legal Advisor who will be available to assist the Sub-Committee with any legal problems but will not participate in any decision making of the Sub-Committee.
- 8.2 The Sub-Committee will normally make its determination and announce its decision at the end of the hearing.
- 8.3 Where all parties have notified the Sub-Committee that a hearing is not required the Sub-Committee must make its determination within 10 working days of being given notice that the hearing is not required.

**9. Power to exclude people from hearing:**

- 9.1 The public are entitled to attend the hearing as spectators. However, the Sub-Committee may exclude any person from the hearing including any person assisting or representing a party where:
- it considers that the public interest would be best served by excluding the public or the individual person from the hearing; or
  - that person is behaving in a disruptive manner. This may include a party who is seeking to be heard at the hearing. In the case where a party is to be excluded, the party may submit to the Sub-Committee in writing any information which they would have been entitled to give orally had they not been required to leave the hearing.

**10. Recording of proceedings:**

- 10.1 A written record of the hearing will be produced and kept for 6 years from the date of the determination of the hearing.

**11. Power to vary procedure:**

- 11.1 The Sub-committee may depart from following any of the procedures set out in this document if it considers the departure to be necessary in order to consider an application, notice or representation.



**Havering**  
LONDON BOROUGH

Licensing Officer's Report



## LICENSING SUB-COMMITTEE

## REPORT

2 October 2017

**Subject heading:**

Harrow Service Station  
132 Hornchurch Road Hornchurch  
RM11 1DR  
Premises licence variation application  
Paul Jones, Licensing Officer  
licensing@havering.gov.uk  
01708 432777

**Report author and contact details:**

This application for a variation to a premises licence is made by Sectorsure Limited under section 34 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 16<sup>th</sup> August 2017.

### **Geographical description of the area and description of the building**

Harrow Service Station is located on Hornchurch Road a short distance from Hornchurch town centre. The licensed premises constitutes the shop which is located on the service station forecourt. Immediately to the east of the site is the Harrow PH, immediately to the west are four commercial properties while residential properties are located behind the site. A map of the area is attached for reference.

### **Details of the application**

This variation application seeks to extend alcohol supply hours from the currently permitted hours of 08:00 to 23:00 Monday to Sunday to a 24 hour a day alcohol supply seven days a week in line with the premises' 24-hour opening hours. The s.182 Guidance to the Licensing Act 2003 indicates at paragraph 10.15:

*Shops, stores and supermarkets should normally be free to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping unless there are good reasons, based on the licensing objectives, for restricting those hours.*

### **Comments and observations on the application**

The applicant acted in accordance with regulations 25 and 26 of *The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005* relating to the advertising of the application. The required public notice was installed in the 1<sup>st</sup> September 2017 edition of the Havering Yellow Advertiser.

## **Summary**

There was one representation against this application from an interested person.

There were no representations against this application from responsible authorities.



## Part A

Premises licence number

006208

### Part 1 – Premises details

Postal address of premises

Harrow Service Station  
132 Hornchurch Road Hornchurch RM11 1DR

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Late night refreshment  
Monday to Sunday – 23:00 to 05:00

Supply of alcohol  
Monday to Sunday – 08:00 to 23:00

The opening hours of the premises

24 hours

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

Off supplies only

### Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Sectorsure No. 10 Ltd  
Greenhills Estate Office Tilford Road Farnham Surrey GU10 2DZ  
01252 795977

Registered number of holder

07924407

1 of 3

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Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Mr Mohideen Mohamed Kaleel**

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Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

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**Mandatory conditions**

1. No supply of alcohol may be made under the Premises Licence -
  - (a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or
  - (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.
3. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.  
(2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
4. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. Full details of this Mandatory Condition can be found at:-  
<http://www.legislation.gov.uk/ukdsi/2014/9780111109120>

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**Annex 2 – conditions consistent with the operating schedule**

1. A CCTV system shall be installed, operated and maintained on the premises that shall be fit for purpose.
2. The CCTV system shall be capable of producing immediate copies of recordings on site. Copies of recordings will either be recorded on good quality video tape or digitally onto CD/DVD or other equivalent medium.
3. Any recording shall be retained and stored in a suitable and secure manner for a minimum of twenty-eight days and shall be made available subject to compliance with Data Protection legislation to the police for inspection on request.
4. The CCTV system shall incorporate a camera covering the entrance door and the alcohol display areas and will be capable of providing an image which is regarded as identification standard. The precise positions of the cameras may be agreed subject to compliance with Data Protection legislation with the police form time to time.
5. The CCTV system shall display on any recording the correct time and date of the recording.
6. A system shall be in place to maintain the quality of the recorded image and a complete audit trail maintained.
7. The CCTV system shall be maintained so as to be fully operational throughout the hours that the premises is open for any licensable activity.

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Annex 2 – conditions consistent with the operating schedule – contd.

8. The premises licence holder shall at all times maintain adequate levels of staff. Such levels shall be disclosed on request to the Licensing Authority and the police.
9. Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.
10. A ‘Challenge 21’ (or equivalent) scheme shall be adopted so that all cashiers are trained to ask any customer attempting to purchase alcohol, who appears to be under the age of twenty-one years, for evidence of age. This evidence shall be photographic such as a passport or photographic driving licence until other effective identification technology is introduced. All cashiers shall be instructed through training that a sale shall not be made unless this evidence is produced. Prominent notices shall be displayed in the store advising customers that they may be asked to provide evidence of age.

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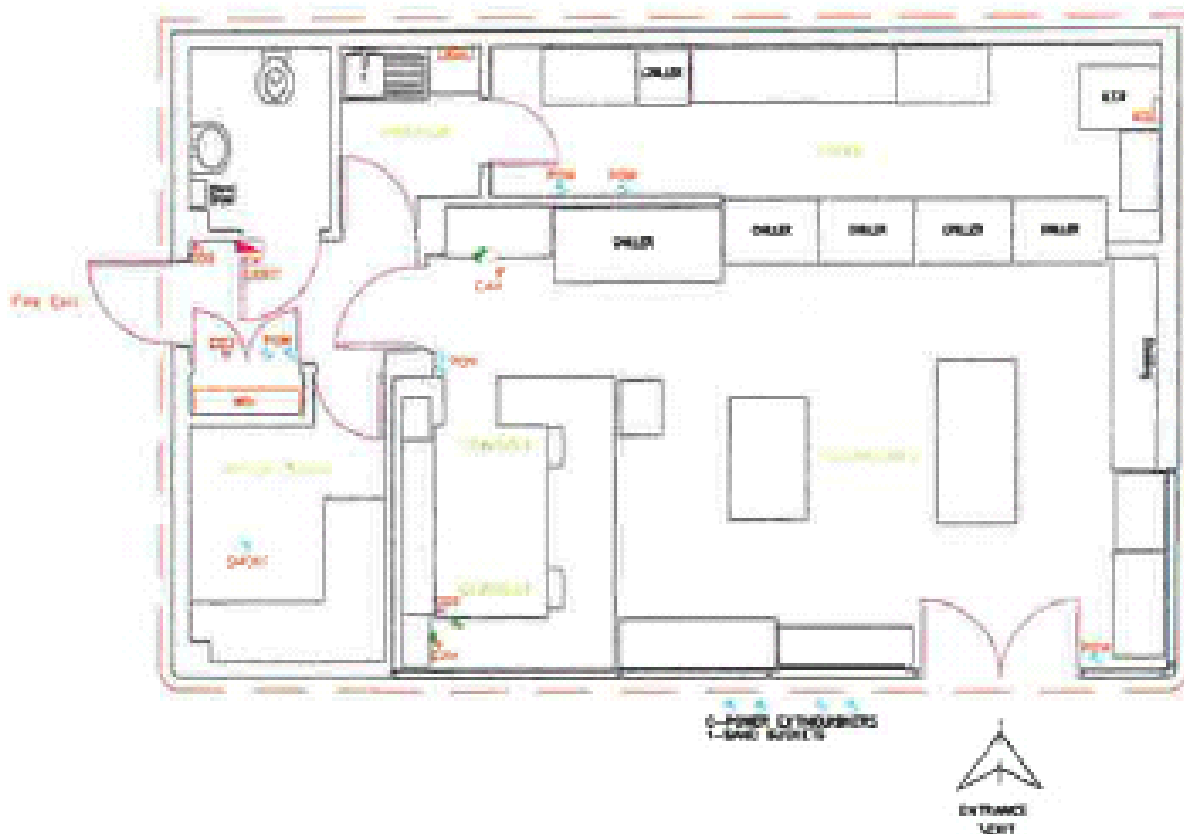
Annex 3 – conditions attached after a hearing by the Licensing Authority

Not applicable

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Annex 4 – premises plans

Full premises plans are held by the Licensing Authority of the London Borough of Havering.







## Part B

### Premises licence summary

Premises licence number

006208

### Premises details

Postal address of premises

Harrow Service Station  
132 Hornchurch Road Hornchurch RM11 1DR

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Late night refreshment  
Monday to Sunday – 23:00 to 05:00

Supply of alcohol  
Monday to Sunday – 08:00 to 23:00

The opening hours of the premises

24 hours

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

Off supplies only

Name, (registered) address of holder of premises licence

Sectorsure No. 10 Ltd  
Greenhills Estate Office Tilford Road Farnham Surrey GU10 2DZ

Registered number of holder

07924407

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mr Mohideen Mohamed Kaleel

State whether access to the premises by children is restricted or prohibited

Not applicable

# Classified

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### Public Notice

**PUBLIC NOTICE OF AN APPLICATION TO VARY A PREMISES LICENCE UNDER SECTION 34 OF THE LICENSING ACT 2003**

Notice is hereby given that an application was made to the London Borough of Havering Council to vary a premises licence under the above Act on the 16th August 2017. Applicant: Sectorcare Limited. Address of premises: Convenience Store, Harrow Service Station, 132 Hornchurch Road, Hornchurch RM11 1DR. Proposed variations to the licensable activities: Extend the hours for the sale of alcohol. Proposed days and hours of licensable activity: Every day supply of alcohol 00.00-24.00. The postal address of the Licensing Authority where the register is kept and the application may be inspected is: London Borough of Havering Council, Housing & Public Protection, Licensing Team, Mercury House, Mercury Gardens, Romford RM1 3SL. Any person wishing to make representations on this matter shall give notice, in writing, stating the nature and grounds for making such representations to the Licensing Officer at the above address within 28 days of the date of this notice - by the 13th September 2017. Further information is available on the web site [www.havering.gov.uk](http://www.havering.gov.uk) following the links. It is an offence, under section 138 of the Licensing Act 2003, to knowingly or recklessly make a false statement in or in connection with an application and the maximum fine on summary conviction of such an offence is not limited. Licensing Solutions - duly authorised agents.

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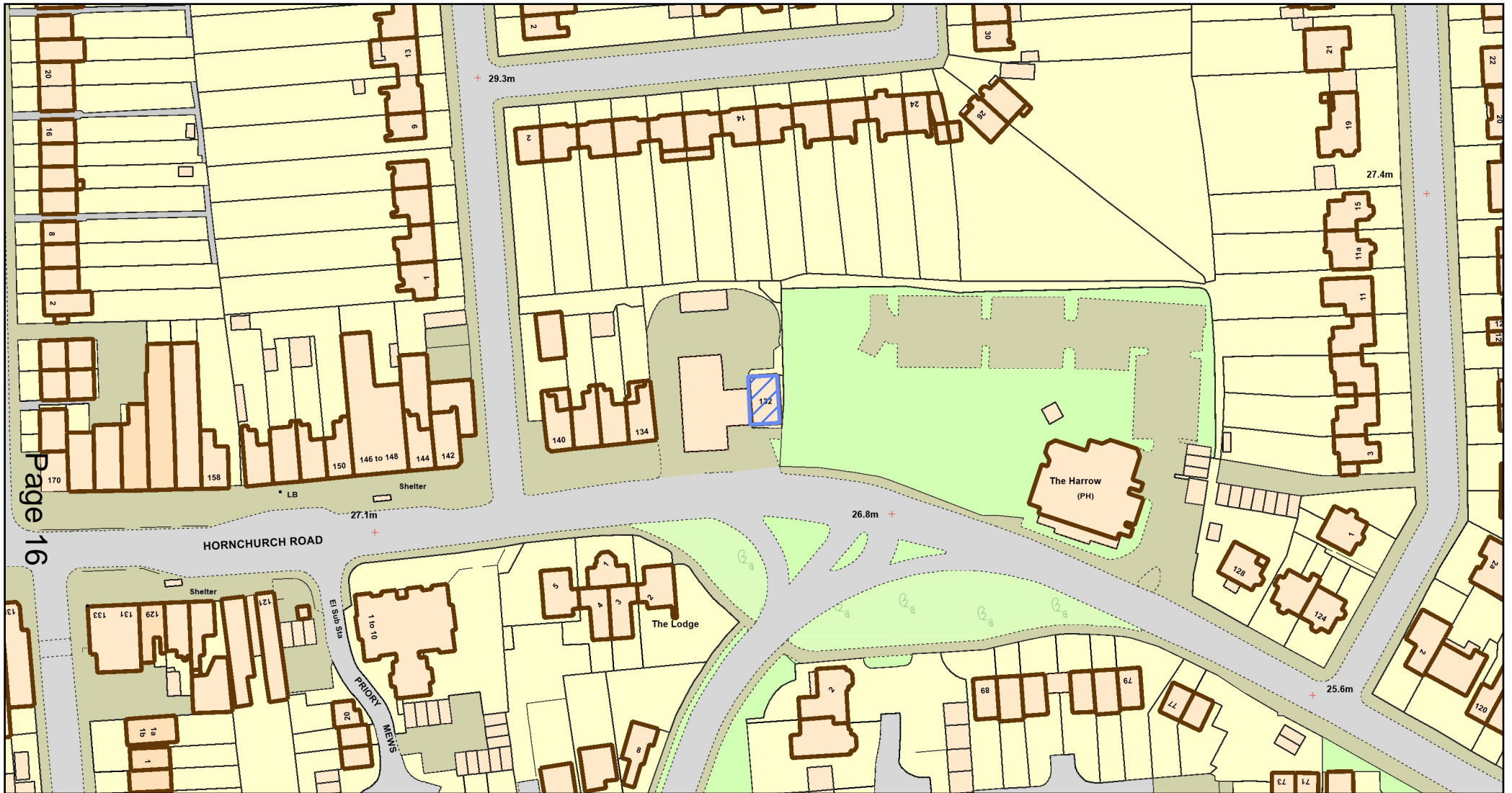
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**Havering**  
LONDON BOROUGH

Map of the area



page 16

**Harrow Service Station**



Scale: 1:1250  
 Date: 14 September 2017  
 Size: A4



London Borough of Havering  
 Town Hall, Main Road, Romford, RM1 3BD  
 Tel: 01708 434343

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 Ordnance Survey 100024327



**Havering**  
LONDON BOROUGH

Copy of Application

\* required information

**Section 1 of 17**

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

**Applicant Details**

* First name	<input type="text" value="SECTORSURE"/>	
* Family name	<input type="text" value="LIMITED"/>	
* E-mail	<input type="text" value=""/>	
Main telephone number	<input type="text" value=""/>	Include country code.
Other telephone number	<input type="text" value=""/>	
<input checked="" type="checkbox"/> 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.

**Applicant Business**

Is the applicant's business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	<input type="text" value="02546195"/>	
Business name	<input type="text" value="SECTORSURE LIMITED"/>	If the applicant's business is registered, use its registered name.
VAT number	<input type="text" value="-"/> <input type="text" value="564211561"/>	Put "none" if the applicant is not registered for VAT.
Legal status	<input type="text" value="Private Limited Company"/>	

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Agent Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Other telephone number

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.

**Agent Business**

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

Is your business registered outside the UK?  Yes  No

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

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

**Continued from previous page...**

Your position in the business

Home country

The country where the headquarters of your business is located.

**Agent Business Address**

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 17**

**APPLICATION DETAILS**

**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.**

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

\* Premises Licence Number

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

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Premises Contact Details**

Telephone number



Continued from previous page...

Non-domestic rateable value of premises (£)

30,250

### Section 3 of 17

#### VARIATION

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

Yes  No

Do you want the proposed variation to have effect in relation to the introduction of the late night levy?

Yes  No

You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.

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

#### Describe Briefly The Nature Of The Proposed Variation

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.

CONVENIENCE STORE LOCATED ON A FORECOURT ALREADY ENJOYING ALCOHOL 08.00 TO 23.00 EVERYDAY, LNR 23.00 TO 05.00 EVERY DAY AND 24 HOUR OPENING - EXTEND THE HOURS FOR THE SUPPLY OF ALCOHOL, NO CHANGES ARE ENVISAGED TO THE DEPOSITED PLAN

### Section 4 of 17

#### PROVISION OF PLAYS

Will the schedule to provide plays be subject to change if this application to vary is successful?

Yes  No

### Section 5 of 17

#### PROVISION OF FILMS

Will the schedule to provide films be subject to change if this application to vary is successful?

Yes  No

### Section 6 of 17

#### PROVISION OF INDOOR SPORTING EVENTS

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

<i>Continued from previous page...</i>	<input type="radio"/> Yes	<input checked="" type="radio"/> No
<b>Section 7 of 17</b>		
<b>PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS</b>		
Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?		
<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>Section 8 of 17</b>		
<b>PROVISION OF LIVE MUSIC</b>		
Will the schedule to provide live music be subject to change if this application to vary is successful?		
<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>Section 9 of 17</b>		
<b>PROVISION OF RECORDED MUSIC</b>		
Will the schedule to provide recorded music be subject to change if this application to vary is successful?		
<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>Section 10 of 17</b>		
<b>PROVISION OF PERFORMANCES OF DANCE</b>		
Will the schedule to provide performances of dance be subject to change if this application to vary is successful?		
<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>Section 11 of 17</b>		
<b>PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE</b>		
Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?		
<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>Section 12 of 17</b>		
<b>PROVISION OF LATE NIGHT REFRESHMENT</b>		
Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?		
<input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>Section 13 of 17</b>		
<b>SUPPLY OF ALCOHOL</b>		
Will the schedule to supply alcohol be subject to change if this application to vary is successful?		
<input checked="" type="radio"/> Yes <input type="radio"/> No		

Continued from previous page...

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Provide 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

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.

**Continued from previous page...**

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

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

**Section 14 of 17**

**ADULT ENTERTAINMENT**

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

Provide 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.

NONE

**Section 15 of 17**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Provide 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

**Continued from previous page...**

**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.

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

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

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

ALCOHOL HOURS CONDITIONS AND ADJUST CHALLENGE 21 TO CHALLENGE 25

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

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

**Section 16 of 17**

**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.

**Continued from previous page...**

MANDATORY AND OTHER CONDITIONS TO REMAIN INCLUDING ALARM SYSTEM, CCTV SYSTEM WITH RECORDING FACILITIES, TRAINED STAFF WITH RECORDED ONGOING ALCOHOL TRAINING REGIME, CHANGE TO CHALLENGE 25 AND PROOF OF AGE INITIATIVE EMBRACED, INSTORE CHALLENGE SIGNAGE, REFUSALS SYSTEM WITH REFUSALS BOOK AND INCIDENT LOG, ACCESS AT THE DISCRETION OF THE CASHIER BETWEEN 23.00 AND 05.30

b) The prevention of crime and disorder

ALARM SYSTEM, CCTV SYSTEM WITH RECORDING FACILITY, TRAINED STAFF, CHALLENGE 25, REFUSALS SYSTEM AND INCIDENT LOG

c) Public safety

STAFF TRAINED IN FIRE SAFETY PROCEDURES AND THE USE OF FIRE SAFETY EQUIPMENT, FIRE FIGHTING EQUIPMENT

d) The prevention of public nuisance

STAFF TRAINED TO DEAL WITH SITUATIONS, USEABLE WASTE BINS PROVIDED ON THE FORECOURT

e) The protection of children from harm

FULL ALCOHOL TRAINING REGIME IN USE, ONGOING RECORDED ALCOHOL TRAINING WITH REFRESHER TRAINING TO BE CARRIED OUT EVERY 6 MONTHS, CHALLENGE 25 TRADING INITIATIVE EMBRACED, CHALLENGE SIGNAGE, REFUSALS SYSTEM AND REFUSALS BOOK

## Section 17 of 17

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

Band A - No RV to £4300 - £100.00  
Band B - £4301 to £33000 - £190.00  
Band C - £33001 to £87000 - £315.00  
Band D - £87001 to £125000 - £450.00\*  
Band E - £125001 and over - £635.00\*

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

Band D - £87001 to £125000 - £900.00  
Band E - £125001 and over - £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 - £1,000.00

**Continued from previous page...**

Capacity 10000 -14999 - £2,000.00  
Capacity 15000-19999 - £4,000.00  
Capacity 20000-29999 - £8,000.00  
Capacity 30000-39999 - £16,000.00  
Capacity 40000-49999 - £24,000.00  
Capacity 50000-59999 - £32,000.00  
Capacity 60000-69999 - £40,000.00  
Capacity 70000-79999 - £48,000.00  
Capacity 80000-89999 - £56,000.00  
Capacity 90000 and over - £64,000.00

\* Fee amount (£)

190.00

**DECLARATION**

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

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

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

\* Full name

CHRIS MITCHENER

\* Capacity

DULY AUTHORISED AGENT

\* Date

16 / 08 / 2017  
dd mm yyyy

Add another signatory

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/havering/change-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 ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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**

**OFFICE USE ONLY**

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

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**Havering**  
LONDON BOROUGH

Interested Party



Mr C. Edwards  
11 Harrow Drive  
Hornchurch  
Essex RM11 1NS  
[REDACTED]  
25th August 2017

Environment  
London Borough of Havering  
Town Hall, Main Road  
Romford, Essex RM1 3BD

Ref LIV/019365

**Premises Licence Application**  
**Harrow Service Station, 132 Hornchurch Road, RM11 1DR.**

Dear Sirs,

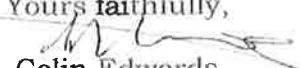
I am writing to register my objection to the application for a Premises License under S.17 from the Harrow Service Station, 132 Hornchurch Road.

The basis for this objection is that granting a 24 hour license would not promote the licensing objectives, particularly the prevention of crime/disorder and antisocial behaviour/public nuisance.

I would like to raise the following concerns by way of formal objection-

- 1). The Harrow Pub is **immediately** next door to the Harrow Service Station and my concern is that after leaving the pub at closing time, people are able to increase their alcohol levels and re-enter the pub gardens by stepping over the low picket fence thus causing disorder and public nuisance. Note that the pub closing times are 11.30pm Mon-Thur and Sunday, and 12.00 midnight Fri and Sat.
- 2). A concern that people would be drawn to our residential area because of the attraction of the 24 hour sale of alcohol not available anywhere else in the immediate area therefore increasing the likelihood of public nuisance, public disorder, crime and also non-reportable crime such as noise, litter etc.

Thank you for taking the time to seriously consider these objections and look forward to a positive decision for the best interests of our neighbourhood.

Yours faithfully,  
  
Colin Edwards

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