



Haverling

LONDON BOROUGH

LICENSING SUB-COMMITTEE ALDERMAN PH

AGENDA

10.30 am	Wednesday 15 July 2015	Council Chamber - Town Hall
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Members 3: Quorum 2

COUNCILLORS:

Linda Van den Hende (Chairman)
Linda Trew
Reg Whitney

**For information about the meeting please contact:
Wendy Gough - 01708 432441
wendy.gough@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.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

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 PECUNIARY INTERESTS

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

Members may still disclose any pecuniary 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 under the Licensing Act 2003

5 REPORT OF THE LICENSING OFFICER (Pages 7 - 54)

Application for a premises license at The Alderman, Chippenham Road, Romford, RM3 8HX

**Andrew Beesley
Committee Administration Manager**

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LICENSING SUB-COMMITTEE

REPORT

15 July 2015

Subject Heading:

Procedure for the Hearing: Licensing Act 2003

Report Author and contact details:

Wendy Gough (01708) 432441
e-mail: wendy.gough@onesource.co.uk

Members are advised that, when considering application for 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. Chairman's Briefing meeting:

- 3.1 Prior to this hearing, the Sub-Committee Chairman will have met the Legal Advisor and/or Clerk to determine whether further clarification is required of any issues contained in the application or any representation.
- 3.2 During this preliminary meeting no decision will have been made or discussion held regarding the substantive merits of the application or representations.

4. Location and facilities:

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

5. Notification of attendance:

- 5.1 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.

6. Procedural matters:

- 6.1 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.
- 6.2 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 7 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.**

7. Failure of parties to attend the hearing:

- 7.1 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.

8. Adjournments and extension of time:

- 8.1 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.

9. Sub-Committee's determination of the hearing:

- 9.1 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.
- 9.2 The Sub-Committee will normally make its determination and announce its decision at the end of the hearing.
- 9.3 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.

10. Power to exclude people from hearing:

10.1 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.

11. Recording of proceedings:

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

12. Power to vary procedure:

12.1 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.



Licensing Officer's Report



LICENSING SUB-COMMITTEE

REPORT

15 July 2015

Subject heading:

Alderman PH
Chippenham Road Romford RM3 8HX
Premises licence application
Paul Jones, Licensing Officer
Mercury House
01708 432692

Report author and contact details:

This application for a premises licence is made by Cubitt Taverns Ltd under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 21st May 2015.

Geographical description of the area and description of the building

The Alderman public house is a detached property set on its own plot a short distance from the Farnham Road shopping area. The vicinity in which it is located is predominantly residential. A map of the area is attached.

Details of the application

The application seeks the following licensable activities:

Films, indoor sporting events, recorded music supply of alcohol		
Day	Start	Finish
Monday to Sunday	10:00	23:30

Hours premises open to the public		
Day	Start	Finish
Monday to Sunday	10:00	00:00

Non-standard timings – Christmas Eve, patron saints days and Burns Night		
Day	Start	Finish
If Monday to Saturday	10:00	02:00
If Sunday	11:00	02:00

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 29th May 2015 edition of the Yellow Advertiser.

There is currently a premises licence in force at the site. This licence was subject to an expedited review application in April 2014. The outcome of the review application was a series of modifications to the licence conditions. This application might therefore be seen as a variation to the extant licence.

Summary

There was one representation against this application from an interested person and one made in support of it.

There were no representations against this application from responsible authorities.

Details of representations

Valid representations may only address the following licensing objectives:

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



Interested persons' representations

The interested person's representation against the application highlights concerns with all four licensable activities.



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The Alderman Chippenham Road Romford RM3 8HX N
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	<p>Scale: 1:1000 Date: 21 May 2015 Size: A4</p> 
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Haverling
LONDON BOROUGH

Copy of Application

* required information

Section 1 of 19

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 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.

Applicant Business

* Is the applicant's business registered in the UK with Companies House? Yes No

* Registration number

* Business name If the applicant's business is registered, use its registered name.

* VAT number Put "none" if the applicant is not registered for VAT.

* Legal status

Continued from previous page...

* Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

An agent that is a business or organisation, including a sole trader

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

A private individual acting as an agent

Agent Business

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

* Is your business registered outside the UK? Yes No

* 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 19

PREMISES DETAILS

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

Premises Address

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

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 19

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- 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
- Other (for example a statutory corporation)

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 19

NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

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

Continued from previous page...

Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

Section 5 of 19

OPERATING SCHEDULE

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

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

Provide a general description of the premises

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

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

Continued from previous page...

Section 6 of 19

PROVISION OF PLAYS

Will you be providing plays?

Yes No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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.

Continued from previous page...

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.

To Permit the playing of recorded films in the presence of an audience

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.

Christmas Eve, Patron Saints Days and Burns Night from 10.00 Monday to Saturday until 02.00 the following day or on a Sunday from 11.00 until 02.00 the following day

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

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 End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

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.

To permit the provision of indoor entertainment in the presence of an audience

State any seasonal variations for indoor sporting events

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 indoor sporting events 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.

Christmas Eve, Patron Saints Days and Burns Night from 10.00 Monday to Saturday until 02.00 the following day or on a Sunday from 11.00 until 02.00 the following day

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 19

PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes No

Section 11 of 19

Continued from previous page...

PROVISION OF RECORDED MUSIC

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

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded 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.

To Permit the playing of recorded music in the presence of an audience

State any seasonal variations for playing recorded music

Continued from previous page...

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.

Christmas Eve, Patron Saints Days and Burns Night from 10.00 Monday to Saturday until 02.00 the following day or on a Sunday from 11.00 until 02.00 the following day

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes No

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

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

Yes No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Section 15 of 19

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

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...

WEDNESDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

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

State any seasonal variations

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

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

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

Christmas Eve, Patron Saints Days and Burns Night from 10.00 Monday to Saturday until 02.00 the following day or on a Sunday from 11.00 until 02.00 the following day

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

Continued from previous page...

Name

First name

Family name

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)

ST/DPS/Alderman/1740

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)

ST/DPS/Alderman/1740

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

Section 16 of 19

ADULT ENTERTAINMENT

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

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

NONE

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Continued from previous page...

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.

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.

Christmas Eve, Patron Saints Days and Burns Night from 10.00 Monday to Saturday until 02.00 the following day or on a Sunday from 11.00 until 02.00 the following day

Continued from previous page...

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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.

The Premises currently hold a premises licence. There is no change to the layout of the premises so the plans already deposited with the council and the licensing authorities continue to apply. The current conditions that attach to the licence remain in force save for a variation to permit door staff to be on duty from 21.00 hours, to amend the condition requiring the Premises Licence Holder to undertake external patrols so that it reflects the reality that it will be the DPS or Duty manager that will carry out such checks and deletion of a duplicated condition relating to training. Other than these few matters the application is identical to the licence that has been issued to the premises.

b) The prevention of crime and disorder

Crime and Disorder

1. In addition to the use of temporary event notices allowed under the Licensing Act 2003 the premises may open on Christmas Eve, patron saints days and Burns Night until 0200 hours the following day for licenceable activities in line with the association of chief police officers guidelines subject to a minimum of 10 working days notice being given to the licensing authority and Metropolitan Police for each occasion. The prior written consent of the police is to be obtained and the police shall have the absolute right to refuse any occasion. A register shall be kept at the premises available for any occasion. A register shall be kept at the premises available for inspection by the police or an authorised officer of the licensing authority and details of each occasion shall be recorded in it including the written consent of the police.
2. The Designated Premises Supervisor shall participate in the local pub watch scheme for the area where the premises is situated where active.
3. The licensee shall maintain a policy of zero tolerance to the use of illegal drugs ensuring staff are aware of and react to the policy, by recording each incident in the incident book and reporting facts to the appropriate authority.
4. A Premises Daily Register shall be kept at the premises. This register shall be maintained and kept for a minimum of 12 months. This register should record the name of the person responsible for the premises on each given day. The premises daily register shall record all calls made to the premises where there is a complaint made by a resident or neighbour of noise nuisance or antisocial behaviour by persons attending or leaving the premises. They shall record the details of the caller, the time and date of the call, the time and date of the incident about which the call is made and any actions taken to deal with the call. The premises daily register shall be readily available for inspection by an authorised person throughout the trading hours of the premises. The premises daily register shall also record all incidents in relation to the use of any force by staff or door supervisors in the removal of persons from the premises. It shall record the time and date of the occurrence, the name or brief description of the persons removed and details of the staff members involved.
5. The Premises License Holder shall implement a written drugs policy. This shall detail the strategies to minimise the use and supply of illegal drugs within the premises. The drugs policy shall include a structured training programme covering the issues relevant to the misuse of drugs in relation to licensed premises which shall be delivered to all staff. This policy shall be approved in writing by Havering DAAT.
6. The Premises License Holder shall implement a written dispersal policy to move customers from the premises and the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours both residential and business and to make the minimum impact upon the neighbourhood in relation to potential nuisance, antisocial behaviour, crime and disorder. The policy shall be approved in writing by the licensing authority.
7. A properly specified and fully operational CCTV system shall be installed or the existing system maintained to a satisfactory standard. The system shall incorporate a camera covering each of the entrance doors and be capable of providing an image which is regarded as "identification standard" of all persons entering and/or leaving the premises. All other areas of risk identified in the operational requirement shall have coverage appropriate to the risk.
8. To obtain a clear head and shoulders image of every person entering the premises on the CCTV system persons entering the premises shall be asked to removed headwear unless worn as part of a religious observance.
9. The CCTV system shall incorporate a recording facility and all recordings shall be securely stored for a minimum of 1 calendar month. A system shall be in place to maintain the quality of the recorded image and a complete audit trail

Continued from previous page...

maintained. The system shall comply with other essential legislation and all signs as required shall be clearly displayed. The system shall be maintained and fully operational throughout the hours that the premises are open for any licensable activity.

10. The installation or upgrading of any CCTV system shall comply with the current best practice. In addition the documentation listed below shall be included in a "system file" which should be readily available for inspection but a relevant authority.

- Site plan showing position of cameras and their field of view.
- Code of practice.
- Performance specification e.g. storage capacity, image file size, IP camera and purpose of each camera position.
- Operational requirement.
- Incident log.
- Maintenance records including weekly visual checks.

11. The positions of all CCTV cameras shall be clearly shown on a set of plans which should form part of the "system" file. Any alteration to the system should only be carried out after consultation with and written approval of Havering Police and the licensing authority.

12. A staff member from the premises who can operate the CCTV system shall be on the premises at all times when the premises is open to the public. This staff member shall be able to show police recent data or footage with the absolute minimum of delay when requested.

13. Whenever the premises remain open after 2100 hours, 3 door staff shall be retained at the premises and remain on duty until 30 minutes after the close of the premises.

14. If requested in writing by any member of the police licensing team or section the premises will engage 3 door staff if the premises are to remain open after 19.00 hours and shall be retained at the premises and remain on duty until 30 minutes after the close of the premises.

15. In the event of the police exercising the right set out in condition 23 then where licensable activities cease at 1900 hours a period of 30 minutes is permitted as "drinking up" time and the premises close by 1930 then no door staff are required.

16. In the event of the police exercising their rights under condition 23 then 2 door staff shall be retained from 1400 until 1900 on all bank holidays and from 1900 until 30 minutes after closing 3 door staff shall be retained.

17. An approved written search policy shall be adopted by the premises and supplied to the Local Authority and Metropolitan Police Licensing Departments.

18. All door supervisors shall enter their full details in the premises daily register at the commencement of work. This shall record their full name, home address, contact telephone number, full SIA registration number and the time they commenced work. If the door supervisors are supplied by an agency, details of that agency shall be recorded including the name of the agency, the registered business address and contact telephone number.

19. All door supervisors working outside the premises or whilst engaged in the dispersal of patrons at the close of business shall wear high visibility clothing.

20. Drinks shall be served in containers made of toughened glass

21. All drinks from glass bottles shall be decanted into toughened glass.

22. All staff shall be suitably trained for their job function for the premises. The training shall be written into an ongoing programme and constantly reviewed. Details must be made available to a responsible authority on request.

23. All staff shall be trained to deal with persons who are incapacitated through the use of drugs and/or alcohol.

24. Mr James Cubitt shall be resident at the premises and shall notify the Metropolitan Police if he is required to be absent from the premises for a period of 4 days or

c) Public safety

25. Regular checks and maintenance shall be carried out on all equipment, electrical installations, emergency lighting and fire alarms to ensure compliance with current British Standards

d) The prevention of public nuisance

26. There shall be regular checks of the outside of the premises.

27. Regular checks and maintenance shall be carried out on all ventilation, extraction systems and filters to ensure that smells or odours or noise caused in connection with a licensed activity shall be perceptible at or within the site boundary of any residential property.

Continued from previous page...

28. Signs shall be displayed at the premises and its frontage instructing patrons to recognise the residential nature of the area and conduct their behaviour in a courteous manner with a notice clearly visible from outside the premises showing the telephone number where to make complaints.
29. Any complaints received from neighbours shall be thoroughly investigated.
30. The DPS or Manager on duty shall undertake external patrols to monitor noise levels.
31. No live music shall be played at the premises.
32. A noise limiter shall be installed and a level set by agreement with Havering's Environmental Health Department.
33. When recorded music is played there shall be no ingress or egress through the door into the car park.
34. A glass bolt shall be fitted to the fire exit doors.
35. The unused ventilation fan shall be blocked in.

e) The protection of children from harm

36. Children shall only be allowed in the seating area of the public bar until 1900 hours and must be supervised by an adult at all times.
37. The Premises License Holder shall not permit or supply alcohol to persons who appear under age without confirming they are over that age applicable for the beverage supplied by inspecting a recognised form of photographic identification.
38. Challenge 25 is in uses and notices put on display.
39. A separate incident book shall be kept to record underage issues/refusals.

Section 19 of 19

PAYMENT DETAILS

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

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

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 - £100

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 you are required to pay a higher fee.

Band D - £87001 to £125000 - £900.00

Band E - £125001 and over - £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls, or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature.

The costs associated with these licences will be met by Central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

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

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

Capacity 5000 to 9999 - £1,000.00

Capacity 10000 to 14999 - £2,000.00

Capacity 15000 to 19999 - £4,000.00

Capacity 20000 to 29999 - £8,000.00

Capacity 30000 to 39999 - £16,000.00

Capacity 40000 to 49999 - £24,000.00

Capacity 50000 to 59999 - £32,000.00

Capacity 60000 to 69999 - £40,000.00

Capacity 70000 to 79999 - £48,000.00

Capacity 80000 to 89999 - £56,000.00

Capacity 90000 and over £64,000.00

Continued from previous page...

* 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

Stephen Thomas

* Capacity

Solicitor

* Date

18 / 05 / 2015
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/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 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

ST/1742/Cubitt

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

From: Stephen Thomas [mailto:st@stephenthomaslaw.co.uk]

Sent: 11 June 2015 13:20

To: Paul Jones

Subject: RE: Alderman premises licence application

Importance: High

Dear Paul,

Yes, this was a bit of a nightmare reducing conditions into the objectives boxes. I have set conditions out below with amendment in red.

15. In the event of the police exercising the right set out in condition 14 then where licensable activities cease at 1900 hours a period of 30 minutes is permitted as “drinking up” time and the premises close by 1930 then no door staff are required.

16. In the event of the police exercising their rights under condition 14 then 2 door staff shall be retained from 1400 until 1900 on all bank holidays and from 1900 until 30 minutes after closing 3 door staff shall be retained.

24. Mr James Cubitt shall be resident at the premises and shall notify the Metropolitan Police if he is required to be absent from the premises for a period of 4 days or more

I think it likely that we will remove Condition 31. It was kept in out of deference to EHO – but I agree with you that it seems sensible to remove the condition.

I will clarify with the client by tomorrow

*Kind Regards,
Stephen*

Stephen Thomas LAW

T. 01732 321114 M. 07774 612651 F. 01732 321078

e-mail st@stephenthomaslaw.co.uk

website: stephenthomaslaw.co.uk

Stephen Thomas LAW is a firm authorized and regulated by the Solicitors' Regulatory Authority.

From: Stephen Thomas [mailto:st@stephenthomaslaw.co.uk]
Sent: 11 June 2015 13:44
To: Paul Jones
Subject: Alderman PH

Dear Paul,

Just to confirm in view of the change in the law I am instructed to remove Condition 31 from the licence,

*Kind Regards,
Stephen*

Stephen Thomas LAW

T. 01732 321114 M. 07774 612651 F. 01732 321078

e-mail st@stephenthomaslaw.co.uk

website: stephenthomaslaw.co.uk

Stephen Thomas LAW is a firm authorized and regulated by the Solicitors' Regulatory Authority.



Part A

Premises licence number

002095

Part 1 – Premises details

Postal address of premises

**The Alderman
46 Chippenham Road Romford RM3 8HX**

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Films, indoor sporting events, recorded music, supply of alcohol

The times the licence authorises the carrying out of licensable activities

**Monday to Saturday – 10:00 to 23:30
Sunday – 11:00 to 23:30**

The opening hours of the premises

**Monday to Saturday – 10:00 to 00:00
Sunday – 11:00 to 00:00**

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

On and off supplies

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

**Cubitt Taverns Ltd
The Alderman Chippenham Road Romford RM3 8HX
01708 345359**

Registered number of holder

3117963

1 of 8

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



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



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

Mandatory conditions – contd.

- (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
(a) a holographic mark, or
(b) an ultraviolet feature.
6. The responsible person must ensure that—
(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
(i) beer or cider: ½ pint;
(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
(iii) still wine in a glass: 125 ml;
(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
7. 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.
8. For the purposes of the condition set out in paragraph 7 —
(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
(b) “permitted price” is the price found by applying the formula —
$$P=D+(D \times V)$$
where —
(i) P is the permitted price,
(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

Mandatory conditions – contd.

- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence —
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
9. Where the permitted price given by paragraph (b) of paragraph 8 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
10. (1) Sub-paragraph (2) applies where the permitted price given by paragraph (b) of paragraph 8 on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
11. The admission of children, that is persons aged under 18, to the exhibition of any film shall be restricted in accordance with any recommendation made by the film classification body designated by section 4 of the Video Recordings Act 1984.
12. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

Annex 2 – conditions consistent with the operating schedule

1. In addition to the use of temporary event notices allowed under the Licensing Act 2003 the premises may open on Christmas Eve, Patrons Saints Days and Burns Night until 02:00 the following day for licensable activities in line with the Association of Chief Police Officers guidelines subject to a minimum of 10 working days’ notice being given to the Licensing Authority and the Metropolitan Police for each occasion. The prior written consent of the Police is to be obtained and the Police shall have the absolute right to refuse any occasion. A register shall be kept at the premises available for inspection by the Police or an authorised officer of the Licensing Authority and details of each occasion shall be recorded in it including the written consent of the Police.

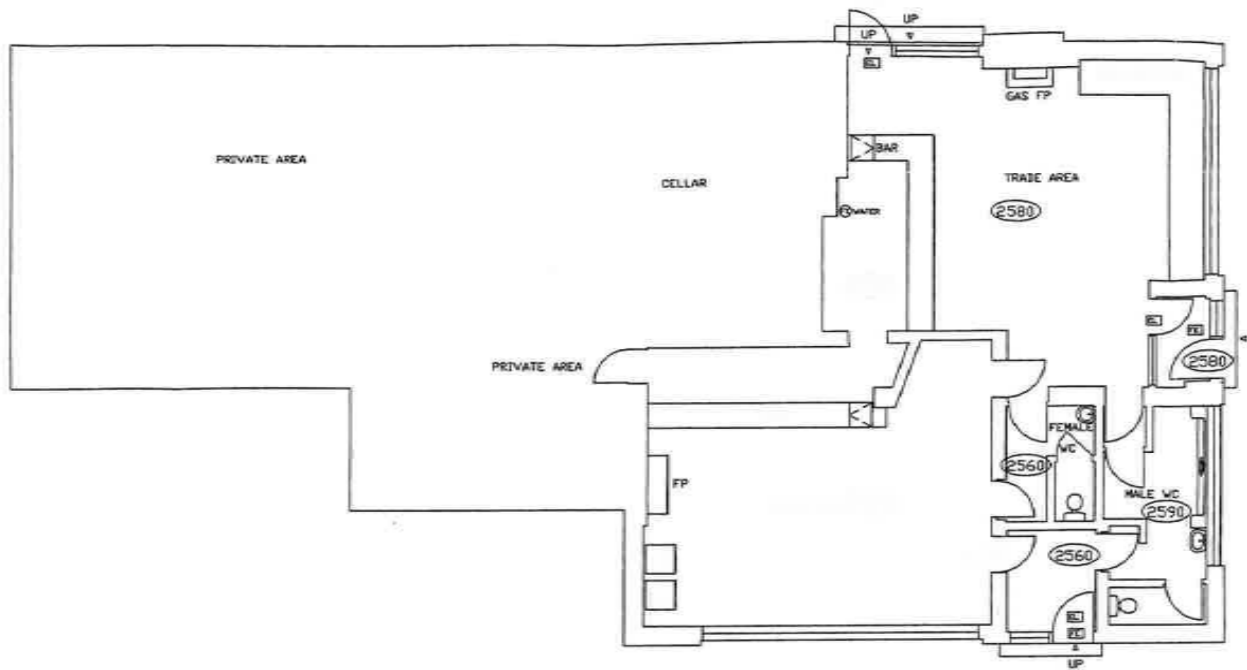
2. The designated premises supervisor shall participate in the local Pubwatch scheme for the area where the premises is situated where active.
3. The licensee shall maintain a policy of zero tolerance to the use of illegal drugs ensuring staff are aware of and react to the policy, recording each incidence in the incident book and reporting facts to the appropriate authority.
4. There shall be regular checks of the outside of the premises.
5. Regular checks and maintenance shall be carried out on all equipment, electrical installations, emergency lighting and fire alarms to ensure compliance with current British Standards.
6. Regular checks and maintenance shall be carried out on all ventilation, extraction systems and filters to ensure that smells or odours or noise caused in connection with a licensed activity shall be perceptible at or within the site boundary of any residential property.
7. Signs shall be displayed in the premises and its frontage instructing patrons to recognise the residential nature of the area and conduct their behaviour in a courteous manner with a notice clearly visible from outside the premises showing the telephone number where to make complaints.
8. Children shall only be allowed in the seating area of the public bar until 19:00 hours and must be supervised by an adult at all times.
9. The premises licence holder shall not permit or supply alcohol to persons who appear under age without confirming they are over that age applicable for the beverage supplied by inspecting a recognised form of photographic identification.
10. Any complaints received from neighbours shall be thoroughly investigated.
11. The premises licence holder shall undertake external patrols to monitor noise levels.
12. All staff shall be suitably trained for their job function for the premises. The training shall be written into a programme ongoing and under constant review and must be made available to a relevant responsible authority when called upon.
13. A premises daily register shall be kept at the premises. This register shall be maintained and kept for a minimum of 12 months. This register should record the name of the person responsible for the premises on each given day. The premises daily register shall record all calls made to the premises where there is a complaint made by a resident or neighbour of noise nuisance or anti-social behaviour by persons attending or leaving the premises. This shall record the details of the caller, the time and date of the call, the time and date of the incident about which the call is made and any actions taken to deal with the call. The premises daily register shall be readily available for inspection by an authorised person throughout the trading hours of the premises. The premises daily register shall also record all incidents in relation to the use of any force by staff or door supervisors in the removal of persons from the premises. It shall record the time and date of the occurrence, name or brief description of the person removed and details of the staff members involved.

14. The premises licence holder shall implement a written drugs policy. This shall detail the strategies to minimise the use and supply of illegal drugs within the premises. The drugs policy shall include a structured training programme covering the issues relevant to the misuse of drugs in relation to licensed premises which shall be delivered to all staff. This policy shall be approved in writing by Havering DAAT.
15. The premises licence holder shall implement a written dispersal policy to move customers from the premises and the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours both residential and business and to make the minimum impact upon the neighbourhood in relation to potential nuisance, anti-social behaviour, crime and disorder. The policy shall be approved in writing by the Licensing Authority.
16. A properly specified and fully operational CCTV system shall be installed or the existing system maintained to a satisfactory standard. The system shall incorporate a camera covering each of the entrance doors and be capable of providing an image which is regarded as 'identification standard' of all persons entering and/or leaving the premises. All other areas of risk identified in the operational requirement shall have coverage appropriate to the risk.
17. To obtain a clear head and shoulders image of every person entering the premises on the CCTV system persons entering the premises should be asked to remove headwear unless worn as part of religious observance.
18. The CCTV system shall incorporate a recording facility and all recordings shall be securely stored for a minimum of one calendar month. A system shall be in place to maintain the quality of the recorded image and a complete audit trail maintained. The system shall comply with other essential legislation and all signs as required shall be clearly displayed. The system shall be maintained and fully operational throughout the hours that the premises is open for any licensable activity.
19. The installation or upgrading of any CCTV system shall comply with current best practice. In addition the documentation listed below shall be included in a 'system file' which should be readily available for inspection by a relevant authority:
 - site plan showing position of cameras and their field of view
 - code of practice
 - performance specification e.g. storage capacity, image file size, IPS for each camera and purpose of each camera position
 - operational requirement
 - incident log
 - maintenance records including weekly visual checks
20. The positions of all CCTV cameras shall be clearly shown on a set of plans which should form part of the 'system file'. Any alteration to the system should only be carried out after consultation with and written approval of Havering Police and the Licensing Authority.
21. A staff member from the premises who can operate the CCTV system shall be on the premises at all times when the premises is open to the public. This staff member shall be able to show Police recent data or footage with the absolute minimum of delay when requested.

1. Subject to condition 2 below, from 1st September 2014 –
 - (a) whenever the premises is open after 19:00 three door staff shall be retained at the premises and remain on duty until thirty minutes after the close of the premises; but
 - (b) where the licensable activities cease at 19:00 then a period of thirty minutes is permitted as 'drinking-up' time and the premises close by 19:30 then no door staff are required.
2. From 1st September 2014 two door staff shall be retained from 14:00 until 19:00 on all bank holidays and from 19:00 until thirty minutes after closing three door staff shall be retained.
3. An approved written search policy shall be adopted by the premises and supplied to the local authority and Metropolitan Police licensing departments.
4. All door supervisors shall enter their full details in the premises daily register at the commencement of work. This shall record their full name, home address, contact telephone number, full SIA registration number and the time they commenced work. If the door supervisors are supplied by an agency details of that agency shall be recorded including the name of the agency, the registered business address and contact telephone number.
5. All door supervisors working outside the premises or whilst engaged in the dispersal of patrons at the close of business shall wear high visibility clothing.
6. Drinks shall be served from containers made of toughened glass.
7. All drinks from glass bottles shall be decanted into toughened glass.
8. All staff shall be suitably trained for their job function for the premises. The training shall be written into an on-going programme and constantly reviewed. Details must be made available to a responsible authority on request.
9. All staff shall be trained to deal with persons who are incapacitated through the use of drugs and/or alcohol.
10. Challenge 25 shall be introduced and notices put on display.
11. A separate incident book shall be kept to record underage issues/refusals.
12. Mr James Cubitt shall be resident at the premises from the day the premises reopen until 2nd January 2015. He shall notify the Metropolitan Police if he is required to be absent from the premises for a period of four days or more.
13. No live music shall be played at the premises.
14. A noise limiter shall be installed and a level set by agreement with Havering's Environmental Health department.
15. When recorded music is played there shall be no ingress or egress through the door into the car park
16. A glass bolt shall be fitted to the fire exit doors.
17. The unused ventilation fan shall be blocked in.

Annex 4 – premises plans

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





Part B

Premises licence summary

Premises licence number

002095

Premises details

Postal address of premises

The Alderman
46 Chippenham Road Romford RM3 8HX

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Films, indoor sporting events, recorded music, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Monday to Saturday – 10:00 to 23:30
Sunday – 11:00 to 23:30

The opening hours of the premise

Monday to Saturday – 10:00 to 00:00
Sunday – 11:00 to 00:00

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

On and off supplies

Name, (registered) address of holder of premises licence

Cubitt Taverns Ltd
The Alderman Chippenham Road Romford RM3 8HX

Registered number of holder

3117963

1 of 2

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

[REDACTED]

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

Restricted

2 of 2



Havering
LONDON BOROUGH

Valid Representations



To whom it may concern,

I am writing to vehemently oppose the renewal of the licence for The Alderman pub. I could not view the details of the application as the website given just showed a blank page, so I will simply details the reasons why based on the four points outlined in your letter.

1. Prevention of public nuisance

The music from inside the pub is extremely loud. With my double-glazed windows closed, and the tv on, the music is still louder. It goes all the way to the back of my garden, still loud and clear. It will run from lunchtime until closing, without stopping. It is impossible to relax or enjoy any kind of hobbies as the noise overpowers everything.

The punters are extremely loud and abusive. They will shout obscenities repeatedly – ‘fucking cunt’ is a common one. As above, I can’t shut it out even with closed windows and tv. It prevents me from socialising in my own home, as I do not want to subject my friends and family to that level of abuse.

Last summer, when they were open until late during summer, after closing time the drunks would linger outside for ½ - 1 hour at a time, shouting as drunks tend to do. Which meant it was impossible to sleep until after midnight.

Between the abuse, lack of rest and sleep, stress levels are high with a big impact on my health. I never had high blood pressure until I moved into my current residence in August and became subjected to this.

I have reported the noise a couple of times, to the police and council. Nothing seems to have happened. Note that there aren’t that many people frequenting the pub – on a regular day 10-15, busy day 25-30. But the issues they cause are disproportionately high.

2. Prevention of crime and disorder

The pub is notorious for its violent environment. There was the stabbing over a year ago; fights on a regular basis (one a couple of weeks ago, a couple’s row); I saw a man through his full drink at a passing car (which I reported to police); the pub window was smashed in during the past winter (I assume it was reported to police, as I saw a Met car parked there and an officer inside the pub); a car parked in front was heavily vandalised last week, with a can of white paint poured then smeared all over it. This is just one person’s account, from less than a year here.

3. Public safety

As per point 2, passers-by can be targeted. As per point 1, with drunks lingering outside late at night, it isn’t safe to be outside. Vandalism is a clear risk, as per points 1 and 2.

The pub manager has also attempted to intimidate me. A couple of weeks before your letter arrived, there was a letter from the landlord introducing himself and giving his details to contact in case there were issues. I found this odd considering the multiple complaints about the pub having no discernible effect on changing the behaviour there (your letter clarified that the manager's letter wasn't sent with completely genuine intentions). I took it on good faith, and a few days later when once again the noise was too loud, I sent him a text. The answer only arrived a few days later, saying he would visit me next time there was an issue (screenshot attached). Why would he visit me except to intimidate me? I clearly can do nothing about the noise, that's his job; if a level of noise is too high today, it will still be high tomorrow, the following week etc, so what conversation does he want to have? Considering the violent nature of the pub, and the fact that he has previously risked losing his licence yet the bad behaviour continued, tells me his intentions are not honourable ones. I would never open my door to a stranger with such a background. I have no doubt that if the licence is renewed, the pub will continue to harass the neighbourhood with music and violent punters.

4. Protection of children from harm

Children frequent the pub, usually on weekends. Much of what was described happens when they are present. The environment is utterly unsuitable for children, with genuine and palpable risk both physically and psychologically.

I understand that my details will be available to the pub owners/manager, who may want to contact me. Considering everything said above, for my own safety I will not have any contact with anyone from the pub unless in the presence of an arbiter. Any attempt to contact me directly will be reported to police. Any damage or vandalism to my property will be reported to police, with the pub indicated as the main suspect. I will not be intimidated, and will stand my ground for the rights of the neighbourhood to peaceful occupancy of our homes.

Regards,

Sandra Nunes

The Alderman Public House
46 Chippenham Road
Harold Hill
Romford
RM3 8HX



06/05/2015

Dear Resident,

I am very keen to work in harmony with local residents and neighbours. With the approach of summer, I would like to take this opportunity to introduce myself to you. My name is Jim Cubitt and I am the Licensee and manager of The Alderman PH.

Hopefully you do not experience any problems with the pub, but if there is something you are unhappy about please contact me on my mobile 07802 422771 and I will be very happy to resolve any issues you might have.

Yours faithfully

A handwritten signature in cursive script that reads "Jim Cubitt".

Jim Cubitt



10:13

4G

Jim Cubitt (Mobile)



- Alderman music too loud, can hear it through my closed double glazed window all the way at the end of my garden. It should not be heard outside the pub walls. If punters want music they can go inside, and close the doors.
10 May 19:14

- Thank you for your text. Please contact me the next time the music is too loud at the Alderman. I'll pop over to visit you
13 May 19:25



Enter a message



London Borough of Havering
Mercury House, Mercury Gardens
Romford RM1 3SL

THE OCCUPIER
41 CHIPPENHAM ROAD
ROMFORD
RM3 8HJ

Telephone: 01708 432692
Fax: 01708 432554
email: paul.jones@havering.gov.uk
Textphone ☎: 01708 433175

Date: 21st May 2015

My Reference: PJJ/016714

Dear Sir/Madam

**Licensing Act 2003 – Premises Licence Application
The Alderman 46 Chippenham Road Romford RM3 8HX**

The London Borough of Havering has received an application for a premises licence under s.17 of this Act. Details of the application can be viewed by appointment at the Licensing Authority at the address above or on Havering's website at <http://maps.havering.gov.uk/>.

You are entitled to comment on this application. The law requires that your comments are made in writing and must be received by the Council by 18th June 2015. Your comments must directly relate to the licensing objectives laid down in the Act, be specific to the premises and, where possible, provide examples of the issues you are raising. The licensing objectives are:

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

The law prevents the Licensing Authority from considering general comments when making a decision about an application. If your representation consists of general rather than specific comments it must be disregarded.

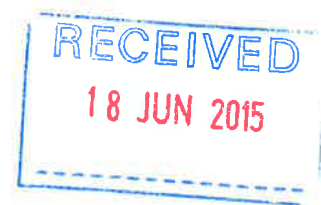
Please note that the law requires that valid representations are made available to the applicant who may wish to contact you. If valid representations are made there will be a hearing before Havering's Licensing Sub-Committee to which you will be invited and may address the sub-committee if you so choose.

This application will be processed under the provisions of the Act and Havering's licensing policy. If you require any further information please do not hesitate to contact the officer named below.

Yours faithfully

P Jones

Paul Jones
Licensing Officer



F.A.O. PAUL JONES,
LICENSING OFFICER.

MR. PETER MOORE,
10 DARTFIELDS
HAROLD HILL
ROMFORD.
RM3-8DA.

YOUR REFERENCE.

PJJ/016714.



TEL:- 07804-153129.

11/6/2015.

Dear Mr. Jones,

Thank you for your letter of 21st May 2015,
concerning the 'ALDERMAN' PUBLIC HOUSE, 46 CHIPPENHAM RD
RM3-8AX.

We have lived opposite the above premises for some
years now. We have many friends at the pub, both staff
and customers, we all get on amicably, and enjoy any
entertainment provided, should there be any.

There is never any problem with loud music or
unruly behaviour. My wife and my family have no complaints
living opposite 'The Alderman'. Everyone has a great time and
look forward to many more, under the control of the licensee and
his staff.

I give these comments freely and willingly,

Kindest Regards,

Licensing Authority
London Borough Of Havering
Mercury House
Mercury gardens
RM1 3SL

KD - Havering Borough
KD - Romford Police Station

Romford Police Station
19 Main Road
Romford
RM1 3BJ

Telephone: **01708 432781**
Facsimile: **01708 432 554**
Email: jason.rose@met.pnn.police.uk

Your ref: **Alderman, 46 Chippenham
Road, Romford, RM3 8HX**

Our ref: **18th JUNE 2015**

Police have been served a new premise license application by Alderman, 46 Chippenham Road, Romford, ESSEX, RM3 8HX.

Police have had prior consultation on this application before submission by applicant, the main point being the request to remove door staff from 1900-2100hrs. The venue, since expedited review proceedings in 2014 has operated with minimal crime and disorder. Advice on the request has been taken with Licensing Inspector (Insp GOODWIN) and local Safer Neighbourhood Sergeant (Ps SCOTT) covering that area. With this liaison, Police have compromised on the removal of door staff with the caveat that this condition MUST be reinstated if requested by police.

Due to the acceptance of the suggested conditions and no intelligence or current crime trend issues, Police can neither support nor object to this application. The agreed conditions to appear on the licence are shown below. This mirrors the original licence, changes are highlighted in red and Police agree to these changes at this current time. I have also been made aware that the original licence for the venue will be surrendered if this application is successful and granted.

The full offered conditions are as follows -

- 1. In addition to the use of temporary event notices allowed under the Licensing Act 2003 the premises may open on Christmas Eve, patron saints days and Burns Night until 0200 hours the following day for licensable activities in line with the association of chief police officers guidelines subject to a minimum of 10 working days notice being given to the licensing authority and Metropolitan Police for each occasion. The prior written consent of the police is to be obtained and the police shall have the absolute right to refuse any occasion. A register shall be kept at the premises available for any occasion. A register shall be kept at the premises available for inspection by the police or an authorised officer of the licensing authority and details of each occasion shall be recorded in it including the written consent of the police.**
- 2. The Designated Premises Supervisor shall participate in the local pub watch scheme for the area where the premises is situated where active.**
- 3. The licensee shall maintain a policy of zero tolerance to the use of illegal drugs ensuring staff are aware of and react to the policy, by recording each incident in the incident book and reporting facts to the appropriate authority.**
- 4. There shall be regular checks of the outside of the premises.**

5. Regular checks and maintenance shall be carried out on all equipment, electrical installations, emergency lighting and fire alarms to ensure compliance with current British Standards.
6. Regular checks and maintenance shall be carried out on all ventilation, extraction systems and filters to ensure that smells or odours or noise caused in connection with a licensed activity shall be perceptible at or within the site boundary of any residential property.
7. Signs shall be displayed at the premises and its frontage instructing patrons to recognise the residential nature of the area and conduct their behaviour in a courteous manner with a notice clearly visible from outside the premises showing the telephone number where to make complaints.
8. Children shall only be allowed in the seating area of the public bar until 1900 hours and must be supervised by an adult at all times.
9. The Premises License Holder shall not permit or supply alcohol to persons who appear under age without confirming they are over that age applicable for the beverage supplied by inspecting a recognised form of photographic identification.
10. Any complaints received from neighbours shall be thoroughly investigated.
11. **The DPS or Manager on duty** shall undertake external patrols to monitor noise levels.
12. All staff shall be suitably trained for their job function for the premises. The training shall be written into a programme, ongoing and under constant review and must be made available to a relevant responsible authority when called upon.
13. A Premises Daily Register shall be kept at the premises. This register shall be maintained and kept for a minimum of 12 months. This register should record the name of the person responsible for the premises on each given day. The premises daily register shall record all calls made to the premises where there is a complaint made by a resident or neighbour of noise nuisance or antisocial behaviour by persons attending or leaving the premises. They shall record the details of the caller, the time and date of the call, the time and date of the incident about which the call is made and any actions taken to deal with the call. The premises daily register shall be readily available for inspection by an authorised person throughout the trading hours of the premises. The premises daily register shall also record all incidents in relation to the use of any force by staff or door supervisors in the removal of persons from the premises. It shall record the time and date of the occurrence, the name or brief description of the persons removed and details of the staff members involved.
14. The Premises License Holder shall implement a written drugs policy. This shall detail the strategies to minimise the use and supply of illegal drugs within the premises. The drugs policy shall include a structured training programme covering the issues relevant to the misuse of drugs in relation to licensed premises which shall be delivered to all staff. This policy shall be approved in writing by Havering DAAT.
15. The Premises License Holder shall implement a written dispersal policy to move customers from the premises and the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours both residential and business and to make the minimum impact upon the neighbourhood in relation to potential nuisance, antisocial behaviour, crime and disorder. The policy shall be approved in writing by the licensing authority.

16. A properly specified and fully operational CCTV system shall be installed or the existing system maintained to a satisfactory standard. The system shall incorporate a camera covering each of the entrance doors and be capable of providing an image which is regarded as “identification standard” of all persons entering and/or leaving the premises. All other areas of risk identified in the operational requirement shall have coverage appropriate to the risk.
17. To obtain a clear head and shoulders image of every person entering the premises on the CCTV system persons entering the premises shall be asked to removed headwear unless worn as part of a religious observance.
18. The CCTV system shall incorporate a recording facility and all recordings shall be securely stored for a minimum of 1 calendar month. A system shall be in place to maintain the quality of the recorded image and a complete audit trail maintained. The system shall comply with other essential legislation and all signs as required shall be clearly displayed. The system shall be maintained and fully operational throughout the hours that the premises are open for any licensable activity.
19. The installation or upgrading of any CCTV system shall comply with the current best practice. In addition the documentation listed below shall be included in a “system file” which should be readily available for inspection but a relevant authority.
 - Site plan showing position of cameras and their field of view.
 - Code of practice.
 - Performance specification e.g. storage capacity, image file size, IP camera and purpose of each camera position.
 - Operational requirement.
 - Incident log.
 - Maintenance records including weekly visual checks.
20. The positions of all CCTV cameras shall be clearly shown on a set of plans which should form part of the “system” file. Any alteration to the system should only be carried out after consultation with and written approval of Havering Police and the licensing authority.
21. A staff member from the premises who can operate the CCTV system shall be on the premises at all times when the premise is open to the public. This staff member shall be able to show police recent data or footage with the absolute minimum of delay when requested.
22. Whenever the premises remain open after 2100 hours, 3 door staff shall be retained at the premises and remain on duty until 30 minutes after the close of the premises.
23. If requested in writing by any member of the police licensing team or section the premises will engage 3 door staff if the premises are to remain open after 19.00 hours and shall be retained at the premises and remain on duty until 30 minutes after the close of the premises.
24. In the event of the police exercising the right set out in condition 23 then where licensable activities cease at 1900 hours a period of 30 minutes is permitted as “drinking up” time and the premises close by 1930 then no door staff are required.

- 25. In the event of the police exercising their rights under condition 23 then 2 door staff shall be retained from 1400 until 1900 on all bank holidays and from 1900 until 30 minutes after closing 3 door staff shall be retained.**
- 26. An approved written search policy shall be adopted by the premises and supplied to the Local Authority and Metropolitan Police Licensing Departments.**
- 27. All door supervisors shall enter their full details in the premises daily register at the commencement of work. This shall record their full name, home address, contact telephone number, full SIA registration number and the time they commenced work. If the door supervisors are supplied by an agency, details of that agency shall be recorded including the name of the agency, the registered business address and contact telephone number.**
- 28. All door supervisors working outside the premises or whilst engaged in the dispersal of patrons at the close of business shall wear high visibility clothing.**
- 29. Drinks shall be served in containers made of toughened glass**
- 30. All drinks from glass bottles shall be decanted into toughened glass.**
- 31. All staff shall be suitably trained for their job function for the premises. The training shall be written into an ongoing programme and constantly reviewed. Details must be made available to a responsible authority on request.**
- 32. All staff shall be trained to deal with persons who are incapacitated through the use of drugs and/or alcohol.**
- 33. Challenge 25 shall be introduced and notices put on display.**
- 34. A separate incident book shall be kept to record underage issues/refusals.**
- 35. Mr James Cubitt shall be resident at the premises and shall notify the Metropolitan Police if he is required to be absent from the premises for a period of 4 days or more.**
- 36. No live music shall be played at the premises.**
- 37. A noise limiter shall be installed and a level set by agreement with Havering's Environmental Health Department.**
- 38. When recorded music is played there shall be no ingress or egress through the door into the car park.**
- 39. A glass bolt shall be fitted to the fire exit doors.**
- 40. The unused ventilation fan shall be blocked in.**

If I can be of any further assistance in this matter please do not hesitate to contact me in the licensing office.

Yours sincerely,

Jason ROSE PC 282KD

Pc Jason ROSE
Licensing Officer
Havering Borough

