



# Haverling

LONDON BOROUGH

## LICENSING SUB-COMMITTEE SHELL ROMFORD

### AGENDA

<b>10.30 am</b>	<b>Wednesday 24 February 2016</b>	<b>Council Chamber - Town Hall</b>
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Members 3: Quorum 2

**COUNCILLORS:**

Linda Van den Hende (Chairman)  
Phil Martin  
Jody Ganly

**For information about the meeting please contact:  
Richard Cursons - 01708 432430  
richard.cursons@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 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.*

### 2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

(if any) - receive

### 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 SHELL ROMFORD - 203 BRENTWOOD ROAD, ROMFORD, RM1 2SL - APPLICATION TO VARY A PREMISES LICENCE (Pages 7 - 56)

Application to vary a premises licence made by Motor Fuel Limited under section 34 of the Licensing Act 2003

**Andrew Beesley**  
**Committee Administration Manager**

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## LICENSING SUB-COMMITTEE

24 February 2016

## REPORT

**Subject Heading:**

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

**Report Author and contact details:**

**Richard Cursons – Committee Officer  
01708 432430**

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. 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 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.**

**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

Date 24 February 2016

**Subject heading:**

Shell Romford  
203 Brentwood Road, Romford,  
RM1 2SL  
Application to vary a premises licence  
Arthur Hunt, Licensing Officer  
5<sup>th</sup> floor Mercury House  
x 3585

**Report author and contact details:**

This application for a variation to a premises licence is made by Motor Fuel Limited under section 34 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 11 January 2016.

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

The premise is a petrol service station at the junction of Brentwood Road with Princes Road, Romford.

The petrol forecourt is surrounded by residential properties. There is a bus stop adjacent to the premise which has bus routes operating to and from Romford Town centre.

The premise already has a premises licence, attached, which authorises the sale of alcohol.

A map of the area is attached.

### Details of the application

Current premises licence hours:

Supply of Alcohol		
Day	Start	Finish
Monday - Sunday	05:00	23:00

Opening Hours		
Day	Start	Finish
Monday - Sunday	00:00	24:00

**Variation applied for:**

<b>Late Night Refreshment</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday - Sunday	23:00	05:00

The application seeks to vary the premises licence to allow *Late Night Refreshment* to be served from 23:00 – 05:00, thus making the provision of hot food and drink 24 hours a day. It has been further stipulated by the applicant that only hot drinks will be provided for the licensable hours. And, following consultation with the Police a further condition has been volunteered that all such sales will be made via the serving hatch from 23:00 – 05:30 hours.

The premises are currently open 24 hours a day to provide fuel.

**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 Yellow Advertiser on the 20 January 2016.

It must be pointed out that there have been three applications made by the licence holder to vary the licence in the past 18 months. The first was withdrawn by the applicant; the others were rejected on administrative failures.

**Summary**

There were three (3) representations against this application from interested persons. The previous applications were essentially the same and representations were received from other interested parties in response to those applications. However, they have not submitted representations to this application.

There were two (2) 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 representation submitted by Ms Witchells addresses all 4 licensing objectives. Her representation appears to deal with the issue of extended alcohol supply times.

However, when it was pointed that this application sought only Late Night Refreshment, she confirmed that her representation stood.

Councillor Thompson bases his representation on the prevention of public nuisance and crime and disorder objectives.

David Parker has submitted a representation covering the Crime and Disorder, Prevention of Public Nuisance and Public Safety licensing objectives.

### **Responsible Authority representation**

Sam Cadman, on behalf of the Planning Authority submits a representation based on the Prevention of Public Nuisance licensing objective.

Marc Gasson, Noise Specialist, has submitted a representation based upon the Prevention of Public Nuisance licensing objective.

A handwritten signature in black ink, appearing to read 'Arthur Hunt', written in a cursive style.

Arthur Hunt  
Licensing Officer  
London Borough of Havering





# Havering

LONDON BOROUGH

Premises licence number

001592

## Part 1 - Premises details

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

Shell Romford  
203 Brentwood Road, Romford RM1 2SL

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Supply of alcohol

The times the licence authorises the carrying out of licensable activities

Monday to Sunday 05:00 to 23:00

The opening hours of the premises

Not applicable

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

Motor Fuel Limited  
Clock House Court 5-7 London Road St Albans Hertfordshire AL1 1LA

Registered number of holder, for example company number, charity number (where applicable)

5206547

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

Sothinathan Anpalagan



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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 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.**
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. **Alcohol shall not be sold or supplied except during permitted hours.**
2. **Alcohol shall not be sold or supplied unless it is paid for before or at the time when it is sold or supplied.**
3. **Alcohol shall not be sold in an open container or be consumed in, the licensed premises.**
4. **A suitable and sufficient CCTV system with recording facilities will be in place at site and will operate at all times the premise is open for licensable activities. Images can be made available upon reasonable request by the Police or other relevant officers of a responsible authority.**
5. **Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.**

6. A refusals book will be operated and maintained and will be produced to a relevant officer of the Police or other relevant officers of a responsible authority upon request.
7. A Challenge 25 policy will be operated at the premise, acceptable forms of identification are a passport, photocard driving licence and PASS accredited identification card.

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2 of 3

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Annex 2 – Conditions consistent with the operating schedule cont'd

8. Spirits will be located behind the counter.
9. A notice will be displayed at the site asking customers to respect the needs of residents and leave the area quietly.

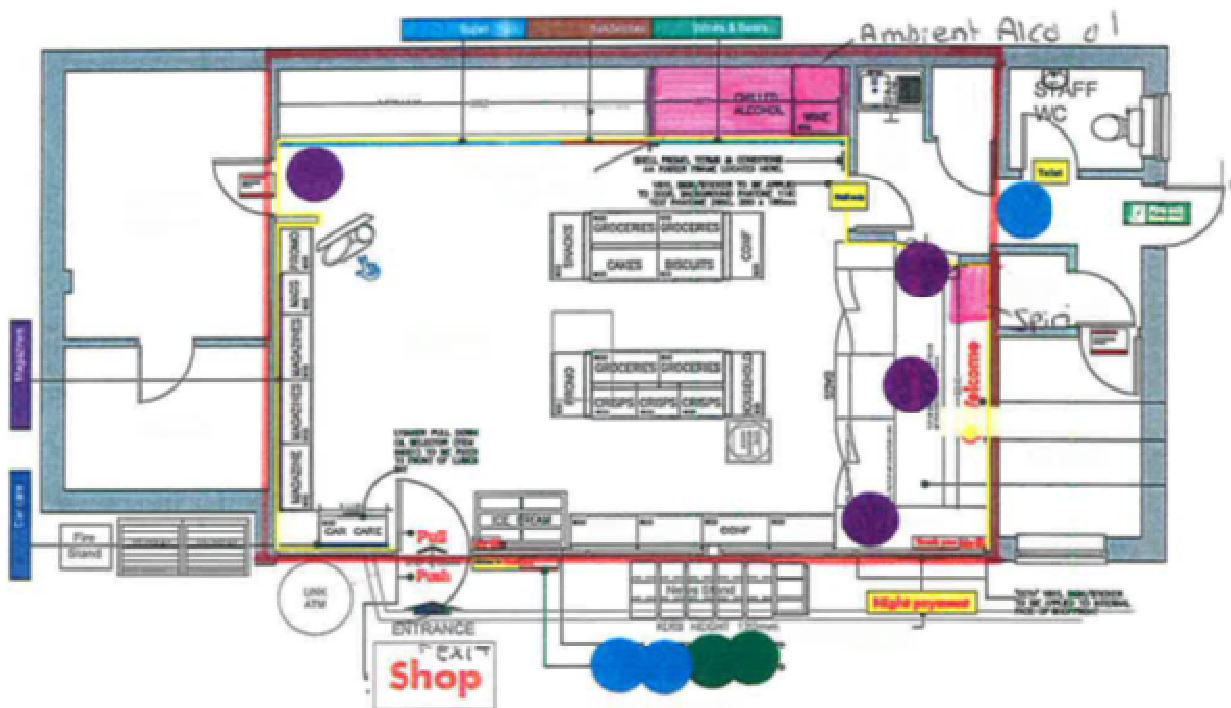
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Annex 3 – Conditions attached after a hearing by the Licensing Authority

Not applicable

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Annex 4 – Plans



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3 of 3



# Havering

LONDON BOROUGH

## Part B

### Premises licence summary

Premises licence number

**001592**

### Premises details

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

**Shell Romford  
203 Brentwood Road, Romford RM1 2SL**

Where the licence is time limited the dates

**Not applicable**

Licensable activities authorised by the licence

**Supply of alcohol**

The times the licence authorises the carrying out of licensable activities

**Monday to Sunday 05:00 to 23:00**

The opening hours of the premises

**Not applicable**

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

**Off supplies**

Name, (registered) address of holder of premises licence

**Motor Fuel Limited  
Clock House Court, 5-7 London Road, St Albans, Hertfordshire AL1 1LA**

Registered number of holder, for example company number, charity number (where applicable)

**5206547**

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

**Sothinathan Anpalagan**

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

**Not restricted**

1 of 1



**Havering**  
LONDON BOROUGH

Copy of Application

## Application to vary a premises licence under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We **MOTOR FUEL LIMITED**

*(Insert name(s) of applicant)*

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

<b>Premises licence number</b> PLN001592
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#### Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
ROMFORD FILLING STATION FS369 203 BRENTWOOD ROAD			
Post town	ROMFORD	Postcode	RM1 2SL

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£34000

#### Part 2 – Applicant details

Daytime contact telephone number	01727 898891		
E-mail address (optional)			
Current postal address if different from premises address	BUILDING 2 ABBEY VIEW EVERARD CLOSE		
Post town	ST ALBANS	Postcode	AL1 2QU

**Part 3 - Variation**

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible?    X Yes     No

If not, from what date do you want the variation to take effect?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Please describe briefly the nature of the proposed variation** (Please see guidance note 1)

ADD THE PROVISION OF LATE NIGHT REFRESHMENT AND DEPOSIT A MODIFIED PLAN – late night refreshment to be limited to the supply of hot drinks only

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

#### Part 4 Operating Schedule

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

##### Provision of regulated entertainment

Please tick all that apply

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

**Provision of late night refreshment** (if ticking yes, fill in box I)

X

**Sale by retail of alcohol** (if ticking yes, fill in box J)

**In all cases complete boxes K, L and M**

**A**

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



**B**

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

**C**

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

**D**

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

E

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

# F

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

**G**

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

# H

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

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	X
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon	00.00	05.00			
	23.00	24.00			
Tue	00.00	05.00			
	23.00	24.00			
Wed	00.00	05.00	State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
	23.00	24.00			
Thur	00.00	05.00	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5)		
	23.00	24.00			
Fri	00.00	05.00			
	23.00	24.00			
Sat	00.00	05.00			
	23.00	24.00			
Sun	00.00	05.00			
	23.00	24.00			



**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)	On the premises	<input type="checkbox"/>			
				Off the premises	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)					
Mon								
Tue								
Wed								
Thur								
Fri								
Sat								
Sun								
						<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		

**K**

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8).

NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	00.00	24.00	<p><b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 5)</p>
Tue	00.00	24.00	
Wed	00.00	24.00	
Thur	00.00	24.00	
Fri	00.00	24.00	
Sat	00.00	24.00	
Sun	00.00	24.00	

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

NONE

Please tick as appropriate

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

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

Reasons why I have not enclosed the premises licence or relevant part of premises licence.  
SUMMARY COPY ENCLOSED – LICENCE TO FOLLOW FROM HO

## **M**

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

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

LNR TO BE HOT DRINKS ONLY - ALL OTHER EXISTING AND MANDATORY CONDITIONS TO REMAIN - ALARM SYSTEM, CCTV SYSTEM WITH RECORDING FACILITIES, TRAINED STAFF WITH RECORDED ONGOING ALCOHOL TRAINING REGIME, CHALLENGE 25 AND PROOF OF AGE INITIATIVE EMBRACED, INSTORE CHALLENGE SIGNAGE, REFUSALS SYSTEM WITH REFUSALS BOOK AND INCIDENT LOG

### **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 AND REFRESHER TRAINING, CHALLENGE 25 TRADING INITIATIVE EMBRACED, CHALLENGE SIGNAGE, REFUSALS SYSTEM AND REFUSALS BOOK

Checklist:


Please tick to indicate agreement

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

**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.**

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

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

Signature	
Date	6 <sup>th</sup> JANUARY 2016
Capacity	LICENSING SOLUTIONS - DULY AUTHORISED AGENT

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

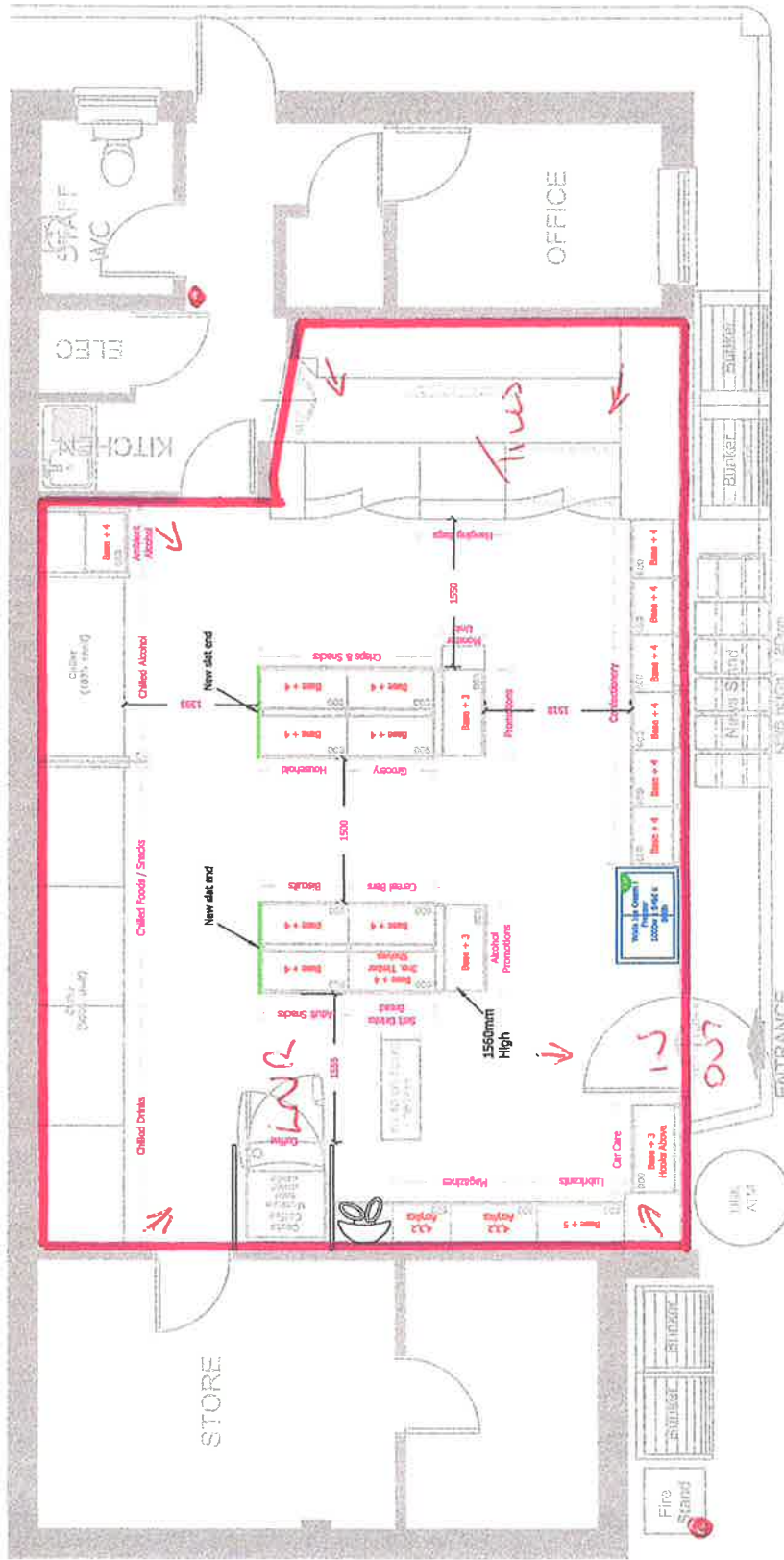
Signature	
Date	
Capacity	

<b>Contact name (where not previously given) and address for correspondence associated with this application</b> (please read guidance note 13)			
LICENSING SOLUTIONS 32 CHURCH ROAD LOCKS HEATH			
Post town	SOUTHAMPTON	Post code	SO31 6LU
Telephone number (if any)	07831 159450		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) chris@licensingsolutions.org.uk			

## Notes for Guidance

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

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.



Door Opening  
2090mm x 915mm  
2no. steps into store  
150mm & 110mm

ALCOHOL DISPLAY 2000x900x1800mm STORE WOULD TAKE OLD DOOR



The Jordon Group  
E.Jordon Refrigeration  
Refrigeration House  
Quebec Street  
Brentwood, Essex  
S16 9DL  
Tel: 0161-622700  
Fax: 0161-622709  
e-mail: sales@jordon.co.uk

Job Title:	RS 369 - MFG - Romford
Address:	203 Brentwood Road Romford Essex
Drawn By:	Wayne Symons
Scale(s):	1 to 50 @ A3
Drawn On:	17XEA4
Drawn Date:	17XEA4
Drawn By:	Wayne Symons
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# Licensing Solutions

**32 Church Road, Locks Heath, Southampton SO31 6LU**

Tel 07831 159 450

Fax 01489 583932

chris@licensingolutions.org.uk

8<sup>th</sup> January 2016

Licensing Team  
Public Protection  
London Borough Of Havering  
Mercury House  
Romford  
Essex RM1 3SL



Dear Sir,

Re: Section 34 Premises Licence Variation Application Romford FS PLN001592

Please find enclosed our application to vary a Premises Licence on behalf of our clients in respect of the premises listed as above at Brentwood Road with a submission date of 11<sup>th</sup> January as per the notice in the application documentation, plus our cheque in the sum of £315 being the fee due in this matter.

We have limited the application to Late Night Refreshment for the sale of Hot Drinks only taking full account of the location of the premises and the existing business which trades 24 hours and can sell cold drinks for that whole period.

We have enclosed a copy of the master application and a copy of the notice displayed on the premises and advertised in a local newspaper plus the revised plan.

We can also confirm that copies of the application have been served on the Responsible Authorities as listed below and that an advertisement has been placed in a newspaper circulating in the area.

We trust that you will find that the application is in order but should you have any queries please do not hesitate to contact us in the first instance,

Yours faithfully

Chris Mitchener FBlltp

cc MF Ltd  
LBHC Licensing  
Romford Police  
London Fire Service  
LBHC Noise Protection  
LBHC Health & Safety  
LBHC Planning  
LBHC Trading Standards  
LBHC Child Protection  
LBHC Public Health

**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** to vary a premises licence under the above Act on the **11<sup>th</sup> JANUARY 2016**

Applicant: **MOTOR FUEL LTD**  
Address of premises: **ROMFORD FILLING STATION  
203 BRENTWOOD ROAD  
ROMFORD  
RM1 2SL**

Proposed variations to the licensable activities:

**ADD THE PROVISION OF LATE NIGHT REFRESHMENT**

Proposed days and hours of licensable activity:

**LATE NIGHT REFRESHMENT** **EVERY DAY**  
**23.00 - 05.00**

The postal address of the Licensing Authority where the register is kept and the application may be inspected is:

**\*LONDON BOROUGH OF HAVERING, LICENSING TEAM,  
PUBLIC PROTECTION, 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 **8<sup>TH</sup> FEBRUARY 2016.**

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 158 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 £5000.

**Licensing Solutions – duly authorised agents**  
Page 38

# Classified

Call: 01268 503411  
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Post: Yellow Advertiser, Acorn House, Great Oaks, Basildon, SS14 1AH

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### Public Notices

#### GOODS VEHICLE OPERATOR'S LICENCE

DAVID HAMMERSLEY trading as HAMBRO ROOFING LTD. of Unit 2, 6-10 Lamson Road, Rainham, Essex RM13 9YY is applying for a licence to use Unit 2, 6-10 Lamson Road, Rainham, Essex RM13 9YY as an operating centre for 3 goods vehicles and 1 trailers. Owners or occupiers of land (including buildings) near the operating centre who believe that their use or enjoyment of that land would be affected, should make written representations to the Traffic Commissioner at Hillcrest House, 386 Harehills Lane, Leeds LS9 6NF, stating their reasons within 21 days of this Notice. Representors must at the same time send a copy of their representations to the applicant at the address given at the top of this Notice. A Guide to Making Representations is available from the Traffic Commissioner's Office.

#### 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 to vary a premises licence under the above Act on the 11th January 2016. Applicant: Motor Fuel Ltd. Address of premises: Romford Filling Station, 203 Brentwood Road, Romford RM1 2SL. Proposed variations to the licensable activities: Add the provision of late night refreshment. Proposed days and hours of licensable activity: Every day. Late night refreshment 23.00 to 05.00. The postal address of the Licensing Authority where the register is kept and the application may be inspected is: \*London Borough of Havering, Licensing Team, Public Protection, 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 8th February 2016. Further information is available on the web site www.havering.gov.uk following the links. It is an offence, under section 158 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 £5000.

Licensing Solutions - duly authorised agents

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**FIRST DAY COVERS** - 12 1990s covers, various themes. Excellent condition £60 George 3rd 1797 Gaming Token £5. WEST HAM Hammer News Magazines 1995-97 30 Issues, colour posters & 2 Binders £30 WHU 1985-86 Official Handbook £5 Tel: 01708 459043

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### Garden

Trade: 01268 503422





Shell Romford, 203 Brentwood Road



Scale: 1:1250  
 Date: 09 February 2016  
 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

Interested Parties (Valid objections)

## Arthur Hunt

---

**From:** Licensing  
**Sent:** 20 January 2016 15:20  
**To:** Arthur Hunt  
**Subject:** FW: Shell Garage, 203 Brentwood Road

-----Original Message-----

**From:** Councillor Frederick Thompson  
**Sent:** 20 January 2016 15:11  
**To:** Licensing  
**Subject:** Shell Garage, 203 Brentwood Road

Dear Sirs,

I wish to object to the extension of the licensing hours to allow the provision of late night refreshments in the form of hot drinks.

This is likely to increase public nuisance as it would then be open after the pubs and clubs of Romford have closed when the significantly inebriated on their way home may well be tempted into buying a hot drink which will be consumed in the street with increased public littering and increasing the duration when raucous behaviour is a nuisance to the working residents and their children trying to sleep. The premises are known to cause disturbance already.

It is also likely to increase crime and disorder as purchasers standing around would have more time for horseplay to escalate, possibly leading to criminal damage and extra disorder.

Regards,  
Cllr. Frederick Thompson,  
Tel: 01708 747993

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## Arthur Hunt

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**From:** Kirsten Witchalls <kirsten@witchalls.co.uk>  
**Sent:** 22 January 2016 17:12  
**To:** Licensing  
**Subject:** RE: Arthur Hunt Objection to the Premises Licence Application for Shell Garage - REF AGH/017579

... I have subsequently realised that, and for that I am grateful!

However, I still think that it will be a reason for people to loiter and cause further noise and night time disruption and as such will continue with the objection.

In reality, we are of the opinion that it causes us as a family such stress and disturbance during the night that we would look to having them closed completely during the night.

Thanks for your response.

Kind regards

Kirsten

---

**Kirsten Witchalls**

witchalls.co.uk  
07768 164397

---

**From:** Licensing [<mailto:Licensing@havering.gov.uk>]  
**Sent:** Friday, January 22, 2016 5:02 PM  
**To:** Kirsten Witchalls <kirsten@witchalls.co.uk>  
**Subject:** FW: Arthur Hunt Objection to the Premises Licence Application for Shell Garage - REF AGH/017579

Dear Ms Witchalls

I have accepted your representation.

However, I must point out that the premises are not seeking to extend the hours that they can supply alcohol, that will remain until 2300. Rather they are asking to be able to supply "Late Night Refreshment" (Which is the supply of hot food and drink between the hours of 2300 – 0500).

Havering's Democratic services will contact you with a date and time of the hearing to be held by the Licensing Sub-Committee, should you wish to attend.

Thank you

**Arthur Hunt | Licensing Officer**

London Borough of Havering | Public Protection  
Town Hall, Main Road, Romford, RM1 3BB

☎ 01708 433585

e [arthur.hunt@havering.gov.uk](mailto:arthur.hunt@havering.gov.uk)

text relay 18001 01708 433585



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Celebrating 50 years of the London Borough of Havering, 1965-2015  
Sign up for [email updates](#) for local news and information

*Licensing Matters* is an email newsletter from Havering Council with the latest information on changes to licensing legislation as well as details of licensing applications received by the Council. Make sure you and colleagues receive a copy so you know what's happening in licensing - [sign up here](#).

Please help improve the service you receive by completing the short survey at  
[www.surveymonkey.com/r/publicprotectionsurvey](http://www.surveymonkey.com/r/publicprotectionsurvey)

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**From:** Kirsten Witchalls [<mailto:kirsten@witchalls.co.uk>]

**Sent:** 20 January 2016 14:37

**To:** Licensing

**Cc:** [andrew@rosindell.com](mailto:andrew@rosindell.com); CouncillorWendy BriceThompson; CouncillorJoshua Chapman; CouncillorFrederick Thompson

**Subject:** FAO: Arthur Hunt Objection to the Premises Licence Application for Shell Garage - REF AGH/017579

Dear Arthur,

Please find attached a letter of objection to the above application.

Kind regards

Kirsten Witchalls

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**Kirsten Witchalls**

[witchalls.co.uk](http://witchalls.co.uk)  
07768 164397

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20<sup>th</sup> January 2016

Arthur Hunt  
London Borough of Havering  
Licensing Office  
Mercury House  
Mercury Gardens,  
Romford  
RM1 3SL

C.C. Andrew Rosindell MP  
Cllr Wendy Brice-Thompson  
Cllr Joshua Chapman  
Cllr Frederick Thompson

**Premises Licence Application  
Shell Romford**

Dear Mr Hunt,

I am writing to you (again!) to formally object to the application to extend the current licence with regards to the above Shell Garage.

As a local resident who lives opposite the garage, this move would have a major impact on the residents who live locally and us as a family.

The Shell Garage is already open 24 hours and causes a great deal of disturbance at night already... something that I think should be investigated anyway!

With the extension of the licence, I believe it would only serve to increase the disturbances already experienced causing a further drain on limited council services and the public purse.

Shell Garage as an organisation, despite paying for the licence, doesn't have to deal with the impact of antisocial behaviour, ultimately it is the staff inside the building (who are ill-equipped to deal with disturbances, so retreat to the back office) and the police!

In response to objecting in relation to the Licensing Act 2003, my reasons are as follows: -

**The protection of children from harm**

We are a family with young children. My 8 year old sons bedroom is at the front of the house and regularly has his sleep disrupted. He currently sleeps with a fan on in order to attempt to drown out the noise of the garage at night. He is unable to have his window open due to the noise which obviously causes discomfort on hot summer nights.

He gets scared when he is woken up due to people shouting and swearing and causes him great alarm.

**Public Safety**

During the winter months, the disturbances reduce (even drunk people don't like the cold!), however, it doesn't mean that we are not subjected to people shouting through and banging on the glass, car horns being sounded etc.

We have experienced occasions whereby drunk people have entered the boundary of our house and have even thrown things at the windows, further disturbing sleep and has caused distress to our family

### **The prevention of crime and disorder**

During the summer months, we are regularly required to phone the police to report several disturbances at the garage (References: CAD49-60815 and CAD 85 as an example). For us this is already a regular occurrence...one which would only increase following the extension of the licence.

In addition, I do not believe that the staff at the garage demonstrate that they exercise any caution or attempt to prevent crime and disorder. I would be concerned that they would still serve alcohol to people who are already drunk and possibly in charge of a car and driving over the limit.

### **The prevention of public nuisance**

As you appreciate, the garage at night serves customers through a hatch using a microphone...this is already causing a public nuisance!

We are regularly woken in the middle of the night by people banging on the glass and shouting at the staff.

People in cars are not considerate towards residents and will blare music out from the cars, sound their horns and rev engines. I am not aware of any attempts made by Shell Garage to try to encourage their customers to be quiet. There have been occasions where the staff will just chat with their friends through the loud speaker apparently unaware of the fact it is the middle of the night and that there is a need to be considerate to other people.

People who visit the garage late at night on foot, will loiter around and generally cause a disturbance. If there is the option for alcohol to be purchased, I believe that this would only serve to encourage further antisocial behaviour and could be in danger of becoming an extreme public nuisance.

In addition to these points, I would be extremely disappointed if you granted the application. I believe it would set a precedent for other local garages to be able to serve alcohol beyond 11pm. I am currently unaware of any other garages in a residential area that has an extended licence to sell alcohol.

I implore you to take serious consideration of these points when considering whether to grant the application.

I should be happy to present this letter to the sub-committee, if it served to reject granting the licence.

Your sincerely

*Sent by email*

Kirsten Witchalls  
[Kirsten@witchalls.co.uk](mailto:Kirsten@witchalls.co.uk)

David Parker  
188 Brentwood Road, Romford, Essex, RM1 2RT

Licensing Authority  
London Borough of Havering  
Mercury House  
Mercury Gardens  
Romford  
RM1 3SL

7 February, 2016

Dear Sirs

**Shell Romford, 203 Brentwood Road, Romford, RM1 2SL - Ref: AGH/017579**

I request that you reject the above application by Shell Romford for the variation of its licence at its premises in Brentwood Road.

The existing night time opening hours of the petrol station are already a blight on the well-being of the local residents. The people who use the existing facilities of Shell Romford during the night show their contempt for the residents who live nearby by:

- honking their car horns at all hours,
- revving engines repeatedly at all hours,
- light invasion due to flashing of headlights,
- shouting and bawling and causing ructions, and
- discarding waste and rubbish which blows into mine and other residents gardens.

The owners of Shell Romford have proven to be unable to manage the above situation during the night and any statements they make on how they will manage this situation going forward are merely platitudes to get their application approved.

A variation to their existing premises licence directly opposite my house will only serve to increase the public nuisance and noise that I already have to suffer, due to petrol sales. In addition, I am alarmed at the risk of increased crime and disorder due to Shell Romford offering late night enticements of refreshments in an area which is not part of the controlled night time economy and has no visible police presence, particularly on a Friday and Saturday night when the clubs and pubs are generally most active.

This is not the first or second time Shell Romford have sought to have a variation to their hours at Brentwood Road. Previous applications by Shell Romford for this type of extension to their licence have been rejected or withdrawn and I request that this application be rejected on the grounds of prevention of crime and disorder and protecting the public safety of the local residents.

Yours sincerely  
David Parker



## Representations from Responsible Authorities

### Licensing Act 2003 Responsible Authority representation

This representation is made by a responsible Authority for the London Borough of Havering concerning a licence application for the premises as detailed below.

<b>Premises Name and address:</b>	"Romford Filling Station", 203 Brentwood Road, Romford, RM1 2SL
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<b>Your Name:</b>	Samuel Cadman
<b>Organisation name / name of body you represent:</b>	Havering Council's planning department
<b>Your Address:</b>	5th Floor Mercury House, Mercury Gardens, Romford, RM1 3SL
<b>Email:</b>	sam.cadman@havering.gov.uk
<b>Contact telephone number:</b>	01708 434798

<b>Summary of representation:</b>	To OBJECT to the proposed variation in the premises licence on the specific licencing objective "The prevention of public nuisance".
-----------------------------------	--

<p><b>Policy Considerations</b></p> <p>The representation takes into account the following licencing policies as set out in the document titled "Statement of Licencing Policy" with effect from 7<sup>th</sup> January 2016:          Licencing Policy 1, 6, 8, 14.</p>
<p><b>Representation</b></p> <p>An assessment by the planning services was undertaken in both 1997 and 2012 with relation to the property and the impact of the use on the amenity of the local area was considered previously (I have attached a copy of the decision notices under the "Other Documents Attached" section of this representation).</p> <p>When reviewing the licence application, it is proposed that the on-sale of hot drinks will occur but the times set out in the operation schedule were not clear; I have assumed that the sale of hot drinks would be 24-hours as per the opening hours. I note that section M of the application makes reference to how the applicant will meet the specific licencing objectives. In response to question d) The prevention of public nuisance, the applicant has stated that: "<i>staff will be trained to deal with situations, usable waste bins provided on the forecourt</i>". This explanation makes no reference to impact the proposed variations would have on the surrounding area, and the ambiguity of the "situations" that the application refers to lacks the clarity and accuracy that is expected under Licencing Policy 1 and 8.</p> <p>I note that this property is on a section of Brentwood Road that has no other premises for any licensable activity, let alone a late night use. The closest property that has a licence is the Durham Arms (which has a licence to midnight at the latest) and is located approximately 350m from the subject premises. The licence application seeks to have persons coming and staying at the property (on-sales of drinks) during the late night and early morning. Furthermore, there is the consideration of patrons who stay at the property, lingering in the local area and causing disturbance to the residential properties in the surrounding roads. There has also been a lack of consideration of any smokers that will be on the premises. The premises</p>

backs directly onto a block of residential flats (nos 91-101 [odd] Princes Road), and allowing persons staying on the property during the night-time hours will disturb the amenity of the residents in these flats. This will increase the level of activity in the area at times where the local population would reasonably expect to have a low-level of ambient noise and disturbance; which is in character with a residential only area. It is for this reason that the use of the advert illumination was restricted by the planning service; condition 3 of planning permission A0006.12 restricts the illumination of the advert from 07:00hrs to 21:00hrs for the reasons of protecting local amenity. Consequently, the application would not prevent a public nuisance, but will promote the disturbance to the local residents. This will affect the character of the area, and may even act as a precedent for further development in this quiet section of Brentwood Road. For this argument, the application to vary the licence goes directly against Licencing Policy 14.

It must be noted also that the application makes reference to the property as being used for "on-sales" of hot drinks. A planning application with reference P0203.97 was conditioned so that the use of the retail unit was to be ancillary (i.e. in connection with) to the use of the site as a petrol station. Allowing the on-sale of drinks will promote the use of the retail unit as a self-contained or separate retail unit. Due to the lack of information on the licence application, it is uncertain if the granting of the licence application will be in breach of this planning condition. As such the licence does not explicitly comply with Licencing Policy 6.

**Complaint and Inspection History (if applicable)**

No visits to the property were undertaken.

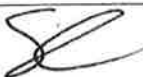
I have attached the planning decision notices in the "other documents" section, but for clarity, the planning history is as such:

Application Number:	P0203.97
Description of proposal:	Proposed extension & alterations, including A1 shop use to existing sales building.
Outcome:	Approved with conditions.

Application Number:	A0006.12
Description of proposal:	Various canopy fascia signs, signage to shop, over-pump signs, 9No poster frames, various pole mounted direction signs and totem 'price' sign.
Outcome:	Approved with conditions.

**Other documents attached**

Please see other attached documents

Signed 	Dated: 25/1/16
--	----------------



LONDON BOROUGH OF HAVERING  
TOWN AND COUNTRY PLANNING ACT 1990

To: PR Burrell & Associates  
Wenden Court  
Wendens Ambo  
Saffron Walden  
Essex CB11 4LB

Total Oil Great Britain Ltd  
Petropolis House  
84 High Street South  
Dunstable  
Beds LU6 3JA

**APPLICATION No: P0203.97**

In pursuance of their powers as Local Planning Authority, the Council have considered your application and have decided to GRANT PLANNING PERMISSION for the following development:

Proposal: Proposed extension & alterations, including A1 shop use to existing sales building  
Additional plans received 20/02/97

Location: Romford Service Station  
203 Brentwood Road  
Romford

subject to compliance with the following condition(s):

- 1 The development to which this permission relates must be commenced not later than five years from the date of this permission.

Reason:-

To comply with the requirements of Section 91 of the Town and Country Planning Act 1990.

- 2 All new external finishes shall be carried out in materials to match those of the existing buildings to the satisfaction of the Local Planning Authority.

Reason:-

To safeguard the appearance of the premises and the character of the immediate area.

P0203.97

Page 1 of 2



- 3 The development hereby permitted shall not be carried out otherwise than in complete accordance with the approved plans, particulars and specifications.

Reason:-

The Local Planning Authority consider it essential that the whole of the development is carried out and that no departure whatsoever is made from the details approved, since the development would not necessarily be acceptable if partly carried out or carried out differently in any degree from the details submitted.

- 4 The building hereby permitted shall be ancillary to the main use of the site as a petrol filling station and shall not be used or operated as a separate retail unit.

Reason-

To restrict the operation of the premises to one compatible with the surrounding area and to enable the Local Planning Authority to exercise control over any future use not forming part of this application.

Dated 4th April 1997

*Michael O'Byrne*  
.....  
Head of Development Control Services

Directorate of Environment and Planning  
London Borough of Havering  
Mercury House, Mercury Gardens  
Romford, Essex RM1 3SL

Important - attention is drawn to the notes overleaf





**Havering**  
LONDON BOROUGH

**LONDON BOROUGH OF HAVERING**

**TOWN AND COUNTRY PLANNING ACT 1990  
TOWN AND COUNTRY (CONTROL OF ADVERTISEMENTS) REGULATION 1992**

**AGENT**

Spencer Lindsay  
36 Kingsway Place  
Sans Walk  
London  
EC1R 0LU

**APPLICANT**

Mr Alex Shattock  
Shell Rouke House  
PO Box 403  
Staines  
Middlesex  
TW18 3ZB

**APPLICATION NO: A0006.12**

In pursuance of their powers as Local Planning Authority, the Council have considered your application and have decided to **GRANT EXPRESS ADVERTISEMENT CONSENT** for the following development :

**Proposal:** Various canopy fascia signs, signage to shop, over-pump signs, 9No. poster frames, various pole mounted direction signs and totem 'price' sign.

**Location:** 203 Brentwood Road  
Romford

The above decision is based on the details in drawing(s):  
1355 -01; -02; -03; -04

subject to compliance with the following condition(s):

- 1 Compliance with the five standard conditions as defined in regulation 2(1) and set out in schedule 2 of the Town and Country Planning: (Control of Advertisements) (England) Regulations 2007
- 2 The luminance (cd/sq m) of the signage shall be as identified in the application:  
50-80 cd/m for fascia signs to canopy  
90-390 cd/m for the shop sign  
13-186 cd/m for the totem sign

These levels shall be implemented and retained.

Reason:-

To comply with the recommendations of the Institute of Public Lighting Engineers Technical Report No. 5 (Third Edition) in the interests of amenity, and in order that the development accords with the Development Control Policies Development Plan Document Policy DC65

- 3 The illuminated signage shall not be illuminated other than between the hours of 07:00 and 21:00 or business operating hours whichever are the longer without the prior consent in writing of the Local Planning Authority.

Reason:-

To enable the Local Planning Authority to retain control in the interests of amenity, and in order that the development accords with Development Control Policies Development Plan Document Policy DC65.

- 4 The development hereby permitted shall not be carried out otherwise than in complete accordance with the approved plans, particulars and specifications (as set out on page one of this decision notice).

Reason:-

The Local Planning Authority consider it essential that the whole of the development is carried out and that no departure whatsoever is made from the details approved, since the development would not necessarily be acceptable if partly carried out or carried out differently in any degree from the details submitted. Also, in order that the development accords with Development Control Policies Development Plan Document Policy DC61.

**INFORMATIVE(S)**

**Dated: 20th March 2012**



Patrick Keyes  
Head of Development and Building Control  
London Borough of Havering  
Mercury House, Mercury Gardens  
Romford RM1 3SL

**IMPORTANT** - attention is drawn to the notes overleaf

**NOTES IN CONNECTION WITH APPLICATIONS APPROVED OR REFUSED  
UNDER CONTROL OF ADVERTISEMENT REGULATIONS**

If the applicant is aggrieved by the decision of the local planning authority to grant consent for the display of advertisements, subject to conditions an appeal may be made to the First Secretary of State by serving notice of appeal within 8 weeks of receipt of this notice, in accordance with Regulation 15 of the Town and Country Planning (Control of Advertisements) Regulations, 1992. Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN or from the Planning Inspectorate's web site, [www.planning-inspectorate.gov.uk](http://www.planning-inspectorate.gov.uk)

The First Secretary of State is not, however, required to entertain such an appeal if it appears, having regard to the provisions of the said Regulations that consent for the display of the advertisements in respect of which application was made could not have been granted otherwise than subject to the conditions imposed by them.

The Town and Country Planning (Control of Advertisements) Regulations 1992 provide that every grant of express consent shall be for a fixed term which shall be no longer than five years without the approval of the Secretary of State for Communities and Local Government.

Except where it is otherwise directed by the local planning authority when granting consent or where renewal of consent is applied for and refused, advertisements displayed with express consent under the said Regulations may, on the expiry of the term thereof, continue to be displayed, subject to the service by the local planning authority of a notice requiring application for express consent for the continuance of such display to be made, but without prejudice to the exercise of any power in the before-mentioned Regulations to require the removal of such advertisements.

The standard conditions specified in Schedule 1 of the Town and Country Planning (Control of Advertisements) Regulations, 1992 are as follows:-

1. All advertisements displayed, and any land used for the display of advertisements, shall be maintained in a clean and tidy condition to the reasonable satisfaction of the local planning authority.
2. Any hoarding or similar structure, or any sign, placard, board or device erected or used principally for the purpose of displaying advertisements shall be maintained in a safe condition to the reasonable satisfaction of the local planning authority.
3. Where any advertisement is required under these Regulations to be removed, the removal thereof shall be carried out to the reasonable satisfaction of the local planning authority.
4. No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest on the site entitled to grant permission.
5. No advertisement shall be sited or displayed so as to obscure, or hinder the ready interpretation of, any road traffic sign, railway signal, or aid to navigation by water or air, or so as otherwise to render hazardous the use of any highway, railway, waterway (including any coastal waters) or aerodrome (civil or military).

Nothing in this consent shall be taken as operating to discharge an obligation or liability, imposed or incurred under any other enactment in force, in relation to any operation or other matter involved in the display of advertisements.

The consent does not convey any approval, permission or consent which may be required under any enactment, bye-law, order or regulation other than the Town and Country Planning (Control of Advertisements) Regulations, 1992.



## Public Protection

Mercury House, Mercury Gardens  
Romford RM1 3SL

## memo

From: Marc Gasson-Environmental Protection  
Officer

To: Licensing Team

**Please call: Marc Gasson**

**Telephone: 01708 432777**

**Fax: 01708 432554**

**email: environmental.health@havering.gov.uk**  
**Text Relay for the deaf, speech impaired**  
**or hard of hearing: 18001 01708 432777**

**My Reference : MDG/017579**

**Your Reference :**

**Date: 12 January 2016**

### **Licensing Act 2003-Section 34 Application To Vary Premises Licence. Shell Romford, 203 Brentwood Road, Romford, Essex.**

I refer to the above application and would object to any extension of hours beyond those which currently apply to the premises for the sale of alcohol and the provision of late night refreshment for the following reasons:-

1. The close proximity of residential premises in Brentwood Road and Princes Road.
2. A history of noise disturbance being caused to nearby residents from patrons using the site ie raised voices, engine noise and music from vehicles.
3. Any extension of the hours for the sale of alcohol and late night refreshment will mean that residents will be potentially exposed to noise disturbance at particularly unsociable hours leading to significant sleep disturbance over an extended period.

I trust this clarifies my position

Marc Gasson  
Environmental Protection Officer