



# Haverling

LONDON BOROUGH

## LICENSING SUB-COMMITTEE

### FETE LOUNGE

### AGENDA

<b>10.30 am</b>	<b>Monday 4 April 2016</b>	<b>Council Chamber - Town Hall</b>
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Members 3: Quorum 2

**COUNCILLORS:**

Frederick Thompson (Chairman)  
Jody Ganly  
Phil Martin

**For information about the meeting please contact:  
James Goodwin - 017084432432  
james.goodwin@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 INTERESTS**

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

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

### 3 **CHAIRMAN'S ANNOUNCEMENT**

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

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

Procedure for hearing – Licensing Act 2003.

### 5 **FETE LOUNGE, 6 STATION ROAD, UPMINSTER, RM14 2UB - APPLICATION FOR A PREMISES LICENCE UNDER SECTION 17 OF THE LICENSING ACT 2003. (Pages 7 - 48)**

To consider an application for a premises licence for the Fete Lounge, 6 Station Road, Upminster, RM14 2UB.

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

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# LICENSING SUB-COMMITTEE

# REPORT

5 April 2016

**Subject Heading:**

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

**Report Author and contact details:**

**James Goodwin (01708) 432432**  
**e-mail: james.goodwin@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.

**5****LICENSING  
SUB-COMMITTEE****REPORT**Date 4<sup>th</sup> April 2016

Subject heading:

Fete Lounge  
6 Station Road, Upminster RM14 2UB  
Premises Licence Application  
Paul Campbell, Licensing Officer  
5<sup>th</sup> floor Mercury House  
x 2766

Report author and contact details:

This application for a premises licence is made by Fete Lounge Limited under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 18<sup>th</sup> February 2016.

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

The premises is situated on the east side of Station Road Upminster at the junction with St Marys Lane, it is a single unit venue in a terrace of premises which are shops or businesses on the ground floor with residential premises above.

The premises are situated about 280 metres south of Upminster rail and underground station and is at the central crossroad in Upminster, the area is a busy road junction with a good bus service which connects Upminster to the rest of the borough and beyond.

A map of the area is attached.

**Details of the application**

<b>Live music, Recorded Music, performance of Dance, Supply of Alcohol</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Sunday	11:00	23:00

**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 Romford Recorder on Friday 26<sup>th</sup> February 2016.

**Summary**

There were 3 representations against this application from interested persons.

There were no representations against this application from responsible authorities.

**Negotiations have taken place between the applicant and the Police Licensing Officer Belinda Goodwin and a number of conditions have been agreed to be added to a licence if it is granted by the Sub-Committee.**

**These agreed conditions have been attached to this report.**

**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 representations from interested parties each relate to one or more of the licensing objectives.



PUBLIC NOTICES

Legal and Public Notices

**LICENSING ACT 2003  
NOTICE OF APPLICATION FOR  
VARIATION OF A PREMISES  
LICENCE**

We PDJ Cinemas (Romford) Limited have submitted an application for the variation of the Premises Licence for the premises at Premiere Cinema Mercury Mall Mercury Gardens Romford RM1 3EE to, London Borough of Havering, Licensing, Public Protection, c/o Town Hall, Main Road, Romford, RM1 3BD. The record of the application may be inspected at that address during normal office hours Monday to Friday and on the internet at [www.havering.gov.uk](http://www.havering.gov.uk).  
Brief details of Application :

To vary the existing Premises Licence to permit the sale by retail of alcohol (on premises) between 17:00 and 22:00 daily

Any interested parties or Responsible Authorities may make written representations to London Borough of Havering, Licensing, Public Protection, c/o Town Hall, Main Road, Romford, RM1 3BD on or before 16th March 2015.

**It is an offence knowingly or recklessly to make a false statement in connection with an application, the maximum fine for which a person is liable on conviction for the offence is level 5 on the standard scale (£5000)**

**NOTICE OF APPLICATION FOR A  
PREMISES LICENSE UNDER SECTION  
17 OF THE LICENSING ACT 2003**

**APPLICANT:** The Fete Lounge Limited  
**PREMISES:** 6 Station Road, Upminster, Essex RM14 2UB

**The proposed licensable activity is:** Tea room and Lounge, The provision of the sale of alcohol. The provision of recorded music. The provision of live music. The provision of performance of dance. Monday to Sunday from 11am to 11pm. Opening hours will be 10:30am to 11:30pm.

Full details of the application can be inspected at the address noted below during normal business hours.

Any representations by an interested party or responsible authority regarding this application can be made to: London Borough of Havering Licensing Team, Town Hall, ROMFORD RM1 3BB  
Website: [www.havering.gov.uk](http://www.havering.gov.uk)

Such representations must be received in writing by: **17th March 2016**, clearly stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003.

It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for the offence is £5,000.00.

**DONALD CLAUDE FARROW  
BANHAM (Deceased)**

Pursuant to the Trustee Act 1925 any persons having a claim against or an interest in the Estate of the aforementioned deceased, late of 35 Rosslyn Avenue Harold Wood Romford Essex RM3 0RG, who died on 03/02/2016, are required to send particulars thereof in writing to the undersigned Solicitors on or before 06/05/2016, after which date the Estate will be distributed having regard only to claims and interests of which they have had notice.

**SANDERS SOLICITORS**

18-20 Broadway Rainham Essex RM13 9YW

T465088

**NOTICE OF APPLICATION FOR A  
PREMISES LICENSE UNDER SECTION  
17 OF THE LICENSING ACT 2003**

**APPLICANT:** Sayed Miah  
**PREMISES:** Indian Ocean 146 Rush Green Road Romford Rm7 0QA

**The proposed variation is:** the sale of alcohol and trading hours every Sunday for family buffet. Restaurant will be open to the public from 12.30pm till 10.00pm

Full details of the application and the variations sought can be inspected at the address noted below during normal business hours.

Any representation by an interested party or responsible authority regarding this application can be made to Licensing Team, Housing & Public Protection London Borough of Havering Town Hall, Romford RM1 3BD  
Website: [www.havering.gov.uk](http://www.havering.gov.uk)

Such representations must be received in writing by: **10th March 2016**, clearly stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003.

It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for the offence is £5,000.00.

**LONDON BOROUGH OF HAVERING  
NOTICE OF APPLICATIONS FOR PLANNING PERMISSION**

Notice is hereby given that the Council has received the following applications which need to be advertised for the reasons set out below:

**Application: P0037.16**  
**Location:** 75 Main Road, Romford  
**Development:** Replacement windows to front and side elevations  
**Applicant:** Cindy Crancher  
**Reasons:** The development is in a Conservation Area.

**Application: P0079.16**  
**Location:** Hazelwood, Front Lane, Upminster  
**Development:** Conversion of garage to day room and erection of new garage with room over.  
**Applicant:** Ms Victoria Guiver  
**Reasons:** The application is contrary to the Metropolitan Green Belt Policies of the Core Strategy and Development Control Policies Development Plan Documents.

**Application: P0093.16**  
**Location:** 131 Shepherds Hill, Romford  
**Development:** Erection of 1no. four-bedroom detached house to the rear of 131 Shepherds Hill.  
**Applicant:** Mr & Mrs R Wallis  
**Reasons:** The application is contrary to the Metropolitan Green Belt Policies of the Core Strategy and Development Control Policies Development Plan Documents.

**Application: P0138.16**  
**Location:** Reeds, 6 Cranham Hall Mews, Upminster  
**Development:** Removal of existing casement window and replace with 1.8m wide sliding doors on rear elevation.  
**Applicant:** Mr Marco Mello  
**Reasons:** The development is in a Conservation Area. The application is contrary to the Metropolitan Green Belt Policies of the Core Strategy and Development Control Policies Development Plan Documents.

**Application: P0157.16**  
**Location:** Land at Aldi Stores, Marlborough Road, Romford  
**Development:** Alterations to existing car park layout and provision of additional car parking on adjacent land to serve existing food store, together with reinstatement of former community allotment on remainder of adjacent land, associated landscaping and works.

**Application: P0159.16**  
**Location:** Havendale, 58 Orange Tree Hill, Havering-atte-Bower, Romford  
**Development:** Loft conversion, single storey rear extension and conversion of front bay window.  
**Applicant:** Mr Graham Teale  
**Reasons:** The application is contrary to the Metropolitan Green Belt Policies of the Core Strategy and Development Control Policies Development Plan Documents.

**Application: P0160.16**  
**Location:** 5 Cranham Hall Mews, Off the Chase, Upminster  
**Development:** Proposed single storey, front extension & new window to the rear  
**Applicant:** Mr Barry Stewart  
**Reasons:** The development is in a Conservation Area.

**Application: P0161.16**  
**Location:** Maytree Cottage/The Sanctuary, Pea Lane, Upminster  
**Development:** Erection of a detached double garage.  
**Applicant:** Mrs Julia Massey  
**Reasons:** The application is contrary to the Metropolitan Green Belt Policies of the Core Strategy and Development Control Policies Development Plan Documents.

**Application: P0164.16**  
**Location:** 14 The Mall Hornchurch  
**Development:** Removal of existing leaking glass roof and replacement with lightweight tiled roof  
**Applicant:** Mr Iain Thomson  
**Reasons:** The development is in a Conservation Area.

**Application: P0189.16**  
**Location:** Rainham Silt Lagoons, Rainham Marshes, Coldharbour Lane, Rainham  
**Development:** For the construction of an improved access for the benefit of vehicular movements to the proposed site compound at known as Silt Lagoons, Rainham Marshes, Coldharbour Lane, Rainham, Essex.  
**Applicant:** Land and Water Services Ltd  
**Reasons:** This is a major development because it involves waste development.

**Application: P0191.16**  
**Location:** Denver Industrial Estate Ferry Lane Rainham  
**Development:** Outline planning application for the construction of a new industrial estate (B1, B2 and B8 use classes)  
**Applicant:** Rainham Steel Investments Ltd  
**Reasons:** This is a major development because it involves development carried out on a site having an area of 1 hectare or more. This is a major development because it involves the provision of a building or buildings where the floor space to be created by the development is 1000 square metres or more.

**Application: P1532.15**  
**Location:** St Edward The Confessor Presbytery & Church, 5 Park End Road, Romford  
**Development:** Remove existing peripheral containment walls and replace with a dwarf wall with concrete coping and with black metal railings mounted above, plus the erection of a new replacement garage.  
**Applicant:** Father Thomas Jordan  
**Reasons:** The application affects the setting of a Listed Building.

**Application: P1532.15**  
**Location:** St Edward The Confessor Presbytery & Church, 5 Park End Road, Romford  
**Development:** Remove existing peripheral containment walls and replace with a dwarf wall with concrete coping and with black metal railings mounted above, plus the erection of a new replacement garage.  
**Applicant:** Father Thomas Jordan  
**Reasons:** The application affects the setting of a Listed Building.

Application details, including the plans, can be viewed online at [www.havering.gov.uk/planning](http://www.havering.gov.uk/planning) or at the Planning reception, located in the Public Advice and Service Centre (PASC), accessed via the Liberty Shopping Centre, Romford, between 9am and 11am, Monday to Friday, except for the last Wednesday of each month when the reception is closed.

If you wish to comment on an application, please use the online comment form available on the Council's web site or alternatively write to the Head of Regulatory Services at the 5th Floor, Mercury House, Mercury Gardens, Romford, RM1 3SL quoting the application number and location. Comments must be received within 21 days from the date on this notice. Please note that members of the public are entitled to see and take copies of any comments you make and your comments may also be available to view on the internet.

**Patrick Keyes  
Head of Regulatory Services  
Date: 26th February 2016**

**CONDITIONS OF ACCEPTANCE OF  
ADVERTISEMENTS**

- IMPORTANT: These Conditions contain an indemnity if You breach Your warranties to Us.
- General
  - These Conditions apply to any advertisement which You have asked Us to publish on Your behalf in a Title (the "Advertisement") and by making such an offer (an "Order") You agree to be bound by these Conditions in that respect.
  - These Conditions override any terms stipulated by You on order forms or elsewhere unless We accept those terms in writing. If we do so, these Conditions will apply to the extent that they are inconsistent with anything so agreed by Us.
  - Definitions  
"We" and "Us" means, and "Our" refers to, the Company which is the publisher of the Title in which You have asked Us to publish Your Advertisement.  
"Title" means any publication or Website which We publish.  
"You" means, and "Your" refers to, the person placing the Order with Us and where that person is an advertiser or other agency placing the Advertisement on behalf of their client that agency agrees that it has placed the Order as principal.
  - Orders
  - We may insist on You submitting Your Order in writing and if We do so You will not be deemed to have placed an Order until We receive it in writing. If We do not insist that You submit Your Order in writing it is deemed to be placed when the initial Order is made, subject to the terms and conditions below. If You deliver copy instructions to Us, We may treat this as an Order unless it is clearly marked as "not constituting an Order".
  - We will notify You if We do not accept Your Order within 3 working days of receiving it. Publication of the Advertisement will mean We have accepted the Order.
  - We are not obliged to accept Your Order or to publish any Advertisement placed by You and cannot guarantee insertion, special position, the date or the classification of any such Advertisement, or the distribution of the Title. We will not be liable for any loss or damage incurred as a result of Our failure in these respects. We may reject any Order (in whole or part) prior to (any) publication by notice to You and (to the extent rejected) We will refund any pre-payment in that case but will have no further liability.
  - We may carry forward an Advertisement not inserted to the next suitable issue of a Title.
  - If You place an Order but fail to provide copy/artwork by the publication deadline, We may repeat any previous relevant Advertisement from You for which We have copy, or use a filler, and charge You the full price of Your Order in any event.
  - Advertising standards, legal obligations and third party rights
  - You confirm and warrant to Us that the copy You provide and the publication by Us of an Advertisement pursuant to an Order will:
    - be legal, decent, honest and truthful;
    - not result in a breach of any relevant Code of Practice, including other provisions of the Advertising Standards Code of Practice
    - not breach any legislation;
    - not be defamatory;
    - not infringe any copyright, trademarks or other legal rights of any person or company and that You have received any consent needed to refer to or portray people (expressly or impliedly) in the Advertisement.
  - When appearing on any Archant Website will not contain hyperlinks or metatags linking to the advertiser's own Website unless express prior permission has been granted by Archant.
  - You agree:
    - to indemnify Us in respect of all costs, damages and other charges We incur or to which We are subject as a result of publication of any Advertisement pursuant to Your Order where there is a breach of any warranty given by You to Us;
    - not to be in breach of contract in relation to the Order/Advertisement;
    - that We may store, reproduce and distribute copy relating to any Advertisement, including by electronic means;
    - that We may without notice or warning destroy any box office correspondence or communication received in response to an Advertisement which We think inappropriate to deliver;
    - that We accept no liability in respect of any loss or damage alleged to have arisen through delay in forwarding or omitting to forward replies to box numbers to the advertiser (however caused)
    - that We may liaise with the police and/or any other relevant authority in relation to any Order/Advertisement or any response to any of them We receive (including passing on Your details);
    - that We may record and use Your details to perform Our obligations under these Conditions and publish Your Advertisement (including by passing them to other group companies and/or sub-contractors as reasonably necessary to do so);
    - if You are an agency acting for a client, that We may require a proof of the Advertisement direct to the client for approval by whatever means We deem appropriate;
    - that We may hold Your details on record for a reasonable period and contact You about future advertising opportunities which We believe may be of interest to You;
    - that any material submitted by You is held by Us at Your own risk and should be insured by You against loss or damage from what ever cause. We reserve the right to destroy without notice all such property after the date of its latest appearance in an advertisement unless You have given written instructions to the contrary;
    - that You acknowledge that We shall have no liability for any variation of up to 10% in the final published size of any advertisement.
  - Cancellation
  - We are not obliged to accept a cancellation request (which We may require to be made in writing). All magazine cancellations must be made in writing a least one calendar month prior to the publication date. All other cancellations should be made within four working days of publication.
  - If We accept a cancellation for part of a series of Advertisements, We may surcharge You for any insertions in that series which are not cancelled.
  - Artwork
  - We retain copyright (and any other intellectual property rights) in all Our artwork, copy and other materials in any Advertisement (even if combined with any of Your copyright materials). In addition, You agree that We own the copyright in the typographical arrangement of all Advertisements. No copy in any form will be returned unless agreed in writing by Us at the time of placing the Order.
  - We will not be liable for accidental loss or damage to Your copy, including artwork and photographs, in any format. Accordingly, Your liability for non-accidental damage to Your copy will be limited to the value of the medium in which they are embodied.
  - Errors, omissions or inaccuracies in Advertisements
  - We will not be liable for:
    - any error (including but not limited to spelling and text errors), misprint, inaccuracy or omission in Advertisements, a proof of which has been agreed by You;
    - any error (including but not limited to spelling and text errors), misprint, inaccuracy or omission in an Advertisement, if that error is notified to Us more than one week after its publication;
    - any error (including but not limited to spelling and text errors), misprint, inaccuracy or omission in a second or subsequent Advertisement in a series;
    - any error (including but not limited to spelling and text errors), misprint, inaccuracy or omission in an Advertisement which does not detract from the essence of that Advertisement.
  - Where We acknowledge an error (including but not limited to spelling and text errors), misprint, inaccuracy or omission We will, at Our choice, either publish the corrected Advertisement, or issue You a credit note to a value not exceeding the price of the Advertisement and this will be the limit of Our liability in respect of the error, misprint, inaccuracy or omission.
  - Payment
  - Except where We state otherwise, all prices are exclusive of VAT.
  - You will pay for an Advertisement on placing an Order, unless credit terms have been agreed. You will be sent an invoice unless You have pre-paid (or a direct debit arrangement is in place), in which case You will only be sent an invoice if You request one.
  - Credit terms are that payment is due seven days from the date of invoice, unless You apply for, and We grant, a monthly account.
  - A charge on an item on an invoice issued by Us will not affect the time at which You are liable to pay the rest of that or any other invoice issued by Us.
  - If You do not pay a sum due to Us by the due date, all sums due by You to Us become payable on the due date for the sum not paid and We may suspend further advertising for You and charge You compensation and interest according to the Late Payment of Commercial Debts (Interest) Act 1998.
  - Applicable Law
  - Nothing in these conditions shall exclude or limit Our liability for death or personal injury caused by Our negligence, for Our fraud or otherwise to the extent it would be illegal to do so.
  - These Conditions shall be governed by and construed in accordance with the laws of England and Wales.

ARCHANT Regional Ltd, Reg. No. 0019300 ENGLAND  
Registered Office: PROSPECT HOUSE, ROUEN ROAD, NORWICH NR1 1RE

**INSOLVENCY ACT 1986  
IN BANKRUPTCY  
ROMFORD COUNTY COURT**

**NO 125 of 1995 RE: PANKAJ KUMAR VITHAL BHAI PATEL (Male)** Unemployed at the time of bankruptcy order date 15/12/1995, residing at 75 Cranley Drive, Newbury Park, Iford, Essex. Lately a Company Director and previously trading as Tempeltons as an Accountant. NOTICE OF FINAL INTENDED DIVIDEND.

D.O.B: 3 April 1958

NOTE: the above-named was discharged from the proceedings and may no longer have a connection with the address listed.

I intend to pay within four months from 30th March 2016 (being the last day for proving) the first and final dividend of 23.40 p/£.

Creditors who have not yet proved their debts must do so by 30th March 2016 (being last day of proving) otherwise they will be excluded from the dividend. The required proof of debt form is available on the Insolvency Service website ([www.bis.gov.uk/insolvency](http://www.bis.gov.uk/insolvency), select "Forms" and then form 6.37). Alternatively, you can contact my office at the address below to supply a form.

**Mr D Gibson, Official Receiver and trustee,  
The Insolvency Service, LTADT Cardiff,  
Companies House, Crown Way,  
Cardiff CF14 3ZA. Tel: 02920 380137  
e-mail: [RTLUSouthWest@insolvency.gsi.gov.uk](mailto:RTLUSouthWest@insolvency.gsi.gov.uk)**





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 779162  
Facsimile: 01708 432 554  
Email:  
[Belinda.goodwin@met.pnn.police.uk](mailto:Belinda.goodwin@met.pnn.police.uk)**

**Your ref: FETE LOUNGE**

**Our ref:**

**Date: 17/03/2016**

Police have been served a new application by Ms Noreen Jaffer Khan for the venue called Fete Lounge, 6 Station Road, Upminster RM14 2UB. Police have consulted with the premises and have come to a satisfactory outcome and are happy with the licence as it stands.

Police have fully researched their indices including crime records, intelligence reports and liaised closely with the safer neighbourhood team covering the location. The result of such research has shown we can neither support nor object to this application.

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

Yours sincerely,

*Belinda Goodwin 695kd*

Pc Belinda Goodwin  
Licensing Officer  
Havering Borough





**From:** Belinda.Rooney@met.pnn.police.uk  
**Sent:** 02 March 2016 15:36  
**To:** njafferkhan@fetelounge.com; Paul Campbell  
**Cc:** Oisin.Daly@met.pnn.police.uk  
**Subject:** Licence application 6 Station Road Upminster RM14 2UB

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Nooreen,

Further to our conversation this morning, I am happy that I clarified the "challenge 25" to you, this does not mean that you cannot sell alcohol to anyone under the age of 25 it just gives you a bigger threshold to work from age wise.

I can confirm that you have accepted all the conditions, I have informed Mr Paul Campbell from the licensing local authority as you are supposed to do.

Regards

**Belinda Goodwin 695kd**

**Licensing Officer - Metropolitan Police - Havering**

Met Phone **712804** | Direct **01708 779162** or **01708 432781** | Fax **01708 432554**

Address - **ROMFORD POLICE STATION 19 MAIN ROAD, ROMFORD, ESSEX RM1 3BJ** or **5th Floor, Mercury House, Mercury Gardens, RM1 3SL**

E mail - [Belinda.goodwin@met.pnn.police.uk](mailto:Belinda.goodwin@met.pnn.police.uk)

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**From:** Nooreen Jafferkhan [<mailto:m.k.t.limited@gmail.com>]  
**Sent:** 01 March 2016 10:24  
**To:** Goodwin Belinda'B' - KD  
**Cc:** Nooreen Jafferkhan  
**Subject:** Re: Licence application 6 Station Road Upminster RM14 2UB

To Belinda Goodwin 695kd

Page 13

Thank you for your response. I would like to clarify that our primary function 6 days a week is a Tea lounge, supplying afternoon throughout the day and a wine bar in the evening. As part of this our aim is to be able to supply a cocktails, wines, beers and light entertainment such as music, harp player etc.

#### Challenge 21 scheme

A proof of age scheme such as Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification card such as a driving licence or passport.

- I think challenge 25 is too high of an age for the products that we sell. As mentioned we do afternoon tea with a cocktail or glass of champagne. I feel 21 years is age appropriate for this. We also have a day for business consultants to bring their clients for lunch meetings and many of the consultants are again 21 to 25years old. Your input would be great on this.

#### control over admission of children

Where the supply of alcohol is a licensed activity no persons under 18 shall be admitted to or allowed to remain on the premises after 19:00hrs.

- Not a problem

All occasions when persons have been refused service shall be recorded in writing and kept at the premises for six months

- I have created a log for this to be used and recorded. All staff will be trained on how to use this.

#### Noise reduction measures

Prominent, clear notices shall be displayed at all exits requesting that customers respect the needs of local residents and leave the premises and the area quietly.

- We have one main door and a sign will be clearly displayed there.

Entertainment is to be held internally only and no music or speakers shall be provided to external areas of the premises.

- Yes agreed

#### Dispersal policies

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.

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.

-A log book has be created for this.

-Do you have an example of a dispersal policy that I could look at.

#### External lighting

- There is current external lighting on the exterior on the shop. mainly around the sign. There is very good lighting for the street lights too.

### Door supervisors

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, SIA registration number and the time they commenced and concluded working. If the door supervisor was supplied by an agency details of that agency shall also be recorded including the name of the agency, the registered business address and a contact telephone number.

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'.

-A log as been created for this.

### CCTV

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.

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.

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.

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.

- this is current being upgraded to meet all your stated requirements.

### Pubwatch membership

#### continuing training on drink awareness

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.

-HR files and training records will be kept on premises for review.

-On-going and updating of training will be content

#### community safety partnership

#### Noise reduction measures- minimal noise glass/doors

Control over admissions/admissions policy/ dress code ([what is this policy?](#))

-No hats as suggested

- Control through health and safety-maximum number of people

-any examples of further admissions policies would be grateful

**Added condition should be**

All personal licence holders supervising the supply of alcohol shall hold a nationally recognised licensing qualification.

No person shall be allowed to leave the premises whilst in the possession of any glass drinking vessel or open glass bottle, whether empty or containing any beverage. Drinks for consumption outside of the premises shall be served in non-glassware drinking vessels (e.g. plastic, polystyrene, waxed paper).

- I agree. plastic glasses will be provided. Does this count during the day when having afternoon tea?

At this point I would not ask for door staff at the venue, but if the application is successful you could have something like

The licensee shall undertake a risk assessment and determine the need for doorstaff this shall be done on a regular basis and will accept permanent implementation of door staff if recommended by the Police or local authority.

- yes I agree with this also

Thank you for this. In addition I was wondering if there were further schemes I could join. It is extremely important for me to work closely with the local police. Is there any business police partnerships? Am I able to meet with local community officers?

Again thank you for your time,

Regards

Nooreen jafferkhan

On Fri, Feb 26, 2016 at 3:48 PM, Nooreen Jafferkhan <[njafferkhan@fetelounge.com](mailto:njafferkhan@fetelounge.com)> wrote:

**Nooreen Jafferkhan**

**Fete Lounge**

6 Station Road, Upminster, Essex RM14 2UB

[+44 \(0\)7958 410771](tel:+44207958410771)

[www.fetelounge.com](http://www.fetelounge.com)

@FeteLounge

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----- Originalmessage-----

From: [Belinda.Rooney@met.pnn.police.uk](mailto:Belinda.Rooney@met.pnn.police.uk)

Date: 26/02/2016 11:58 (GMT+00:00)

To: [njafferkhan@fetelounge.com](mailto:njafferkhan@fetelounge.com)

Cc: [Paul.Campbell@havering.gov.uk](mailto:Paul.Campbell@havering.gov.uk), [Jason.J.Rose@met.pnn.police.uk](mailto:Jason.J.Rose@met.pnn.police.uk), [Oisin.Daly@met.pnn.police.uk](mailto:Oisin.Daly@met.pnn.police.uk)

Subject: Licence application 6 Station Road Upminster RM14 2UB

Noreen Jafferkhan

I am the police licensing officer for the borough of Havering. I have received your application for the FETE LOUNGE at the address above, as one of the 9 responsible authorities. I have looked over the application and I am concerned that you have not shown enough thought into what measures you are putting in place to support the licensing objectives.

#### Challenge 21 scheme

A proof of age scheme such as Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification card such as a driving licence or passport.

#### control over admission of children

Where the supply of alcohol is a licensed activity no persons under 18 shall be admitted to or allowed to remain on the premises after 19:00hrs

All occasions when persons have been refused service shall be recorded in writing and kept at the premises for six months

#### Noise reduction measures ( what are you putting in place for the noise reduction?)

Prominent, clear notices shall be displayed at all exits requesting that customers respect the needs of local residents and leave the premises and the area quietly.

Entertainment is to be held internally only and no music or speakers shall be provided to external areas of the premises.

#### Dispersal policies

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.

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.

#### External lighting ( are they on the plans?)

#### Door supervisors

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, SIA registration number and the time they commenced and concluded working. If the door supervisor was supplied by an agency details of that agency shall also be recorded including the name of the agency, the registered business address and a contact telephone number.

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'.

## CCTV

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.

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.

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.

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.

## Pubwatch membership

continuing training on drink awareness

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.

community safety partnership

Noise reduction measures- minimal noise glass/doors

Control over admissions/admissions policy/ dress code ([what is this policy?](#))

Added condition should be

All personal licence holders supervising the supply of alcohol shall hold a nationally recognised licensing qualification.

No person shall be allowed to leave the premises whilst in the possession of any glass drinking vessel or open glass bottle, whether empty or containing any beverage. Drinks for consumption outside of the premises shall be served in non-glassware drinking vessels (e.g. plastic, polystyrene, waxed paper).

At this point I would not ask for door staff at the venue, but if the application is successful you could have something like

The licensee shall undertake a risk assessment and determine the need for doorstaff this shall be done on a regular basis and will accept permanent implementation of door staff if recommended by the Police or local authority.

I would like a response from you within the next 7 days with confirmation or not that you will accept all of these conditions.

Regards

**Belinda Goodwin 695kd**

**Licensing Officer - Metropolitan Police - Havering**

Met Phone **712804** | Direct **01708 779162** or **01708 432781** | Fax **01708 432554**

Address - **ROMFORD POLICE STATION 19 MAIN ROAD, ROMFORD, ESSEX RM1 3BJ** or **5th Floor, Mercury House, Mercury Gardens, RM1 3SL**

E mail - [Belinda.goodwin@met.pnn.police.uk](mailto:Belinda.goodwin@met.pnn.police.uk)

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\* 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? Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Yes  No

**Applicant 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:

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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

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

\* Registration number

\* 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.

**Registered Address**

Address registered with Companies House.

\* 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...

Private 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

**Section 8 of 19**

**PROVISION OF INDOOR SPORTING EVENTS**

Will you be providing indoor sporting events?

- Yes  No

**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

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Continued from previous page...

FRIDAY

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

SATURDAY

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

SUNDAY

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

Will the performance of live music take place indoors or outdoors or both?

- Indoors       Outdoors       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

live guitar player/harp player. they will use an amp

State any seasonal variations for the performance of live music

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

primary will be Sundays  
Could vary over Christmas

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

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

no

### Section 11 of 19

#### PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

- Yes       No

#### Standard Days And Timings

Continued from previous page...

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.

audio music to play during the day  
Dj in the evening

State any seasonal variations for playing recorded music

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

no

Continued from previous page...

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.

no

**Section 12 of 19**

**PROVISION OF PERFORMANCES OF DANCE**

Will you be providing performances of dance?

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



Continued from previous page...

Will the performance of dance take place indoors or outdoors or both?

- Indoors                       Outdoors                       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

belly dancing on theme nights

State any seasonal variations for the performance of dance

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

no

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

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

no

### Section 13 of 19

#### 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

### Section 14 of 19

#### 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

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...

TUESDAY

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

WEDNESDAY

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

THURSDAY

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

FRIDAY

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

SATURDAY

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

SUNDAY

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

Will the 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.

no

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.

no

Continued from previous page...

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

**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)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

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

**Section 16 of 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

Continued from previous page...

Section 17 of 19

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

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

none

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.

Continued from previous page...

no

## Section 18 of 19

### 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.

Challenge 21 scheme  
control over admission of children  
Noise reduction measures  
Dispersal policies  
External lighting  
Door supervisors  
CCTV

b) The prevention of crime and disorder

cctv inside and outside the premises  
Door supervisors  
Pubwatch membership  
continuing training on drink awareness  
community safety partnership

c) Public safety

external lighting  
Door supervisors  
CCTV  
working closely with the community police and council  
joining Havering community safety partnership

d) The prevention of public nuisance

Noise reduction measures- minimal noise glass/doors  
Dispersal policies  
working closely with the community police and council

e) The protection of children from harm

Challenge 21 scheme  
Control over admissions/admissions policy/ dress code  
control over admission of children

## 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 domestice rateable value go to the Valuation Office Agency site at <http://www.voa.gov.uk/>

**Continued from previous page...**

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

\* 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

nooreen jafferkhan

\* Capacity

60-70 people

\* Date

14 / 12 / 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.

*Continued from previous page...*

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

[< Previous](#)   [1](#)   [2](#)   [3](#)   [4](#)   [5](#)   [6](#)   [7](#)   [8](#)   [9](#)   [10](#)   [11](#)   [12](#)   [13](#)   [14](#)   [15](#)   [16](#)   [17](#)   [18](#)   [19](#)   [Next >](#)





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

Nooreen Jaffer Khan

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

of

3 heideck gardens  
Hutton  
Brentwood  
Essex  
Cm13 2ua

.....  
*[home address of prospective premises supervisor]*

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

Designated premises supervisor

.....  
*[type of application]*

by

Nooreen Jaffer Khan

.....  
*[name of applicant]*

relating to a premises licence .....  
012674  
*[number of existing licence, if any]*

for

6 Station road  
Upminster  
Essex  
Rm 14 2ub

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

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

Nooreen Jafferkhan

-----  
*[name of applicant]*

concerning the supply of alcohol at

6 Station road  
Upminster  
Essex  
Rm14 2ub

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

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

psl 861

-----  
*[insert personal licence number, if any]*

Personal licence issuing authority

Brentwood borough council

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

Signed

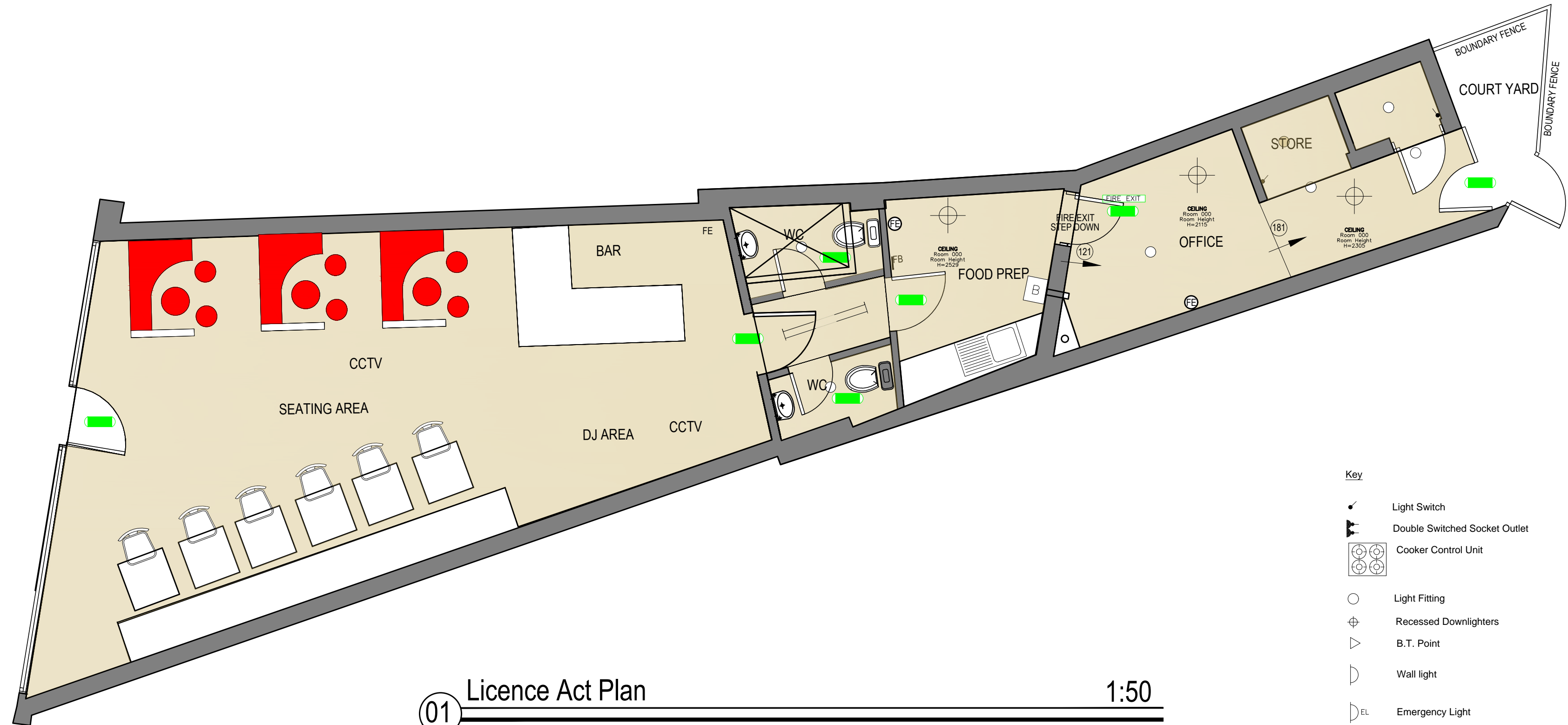
*M. Jafferkhan*

Name (please print)

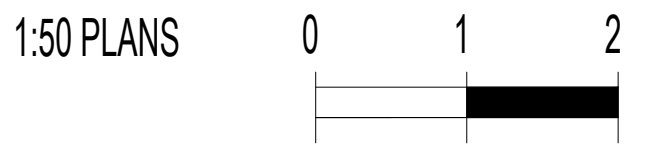
Nooreen Jafferkhan

Date

14.12.2015



**01 Licence Act Plan** 1:50  
 All dimensions and measurements contained on this drawing are approximate and it is the responsibility of the Contractor to ascertain all accurate dimensions and measurements on site.



- The plan shows -
- (a) the extent of the boundary of the building and any external and internal walls of the building and the perimeter of the premises
  - (b) the location of points of access to and egress from the premises;
  - (c) the location of escape routes from the premises;
  - (d) fixed structures (including furniture) or similar objects temporarily in a fixed location (but not furniture) which may impact on the ability of individuals on the premises to use exits or escape routes without impediment;
  - (e) the location of the steps
  - (f) the location of public convenience
  - (g) the location and type of any fire safety and any other safety equipment including
  - (h) the location of a kitchen

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- Key**
- Light Switch
  - Double Switched Socket Outlet
  - Cooker Control Unit
  - Light Fitting
  - Recessed Downlighters
  - B.T. Point
  - Wall light
  - Emergency Light
  - Mechanical Extract Fan
  - Radiator
  - Boiler
  - Switched Socket Outlet
  - Fused Spur
  - Fire Extinguishers
  - FOAM = Foam fire extinguisher
  - CO2 = Fire blanket
  - Table and chairs
  - Booth

	Paper A2
SHEET 1/1	Scale : 1:50 1:100 1:1250
Date :JAN 2016	Drwg No: 2016/01/01/6SR

**DSB PROPERTY DESIGNS LTD**  
**Architectural Consultants**

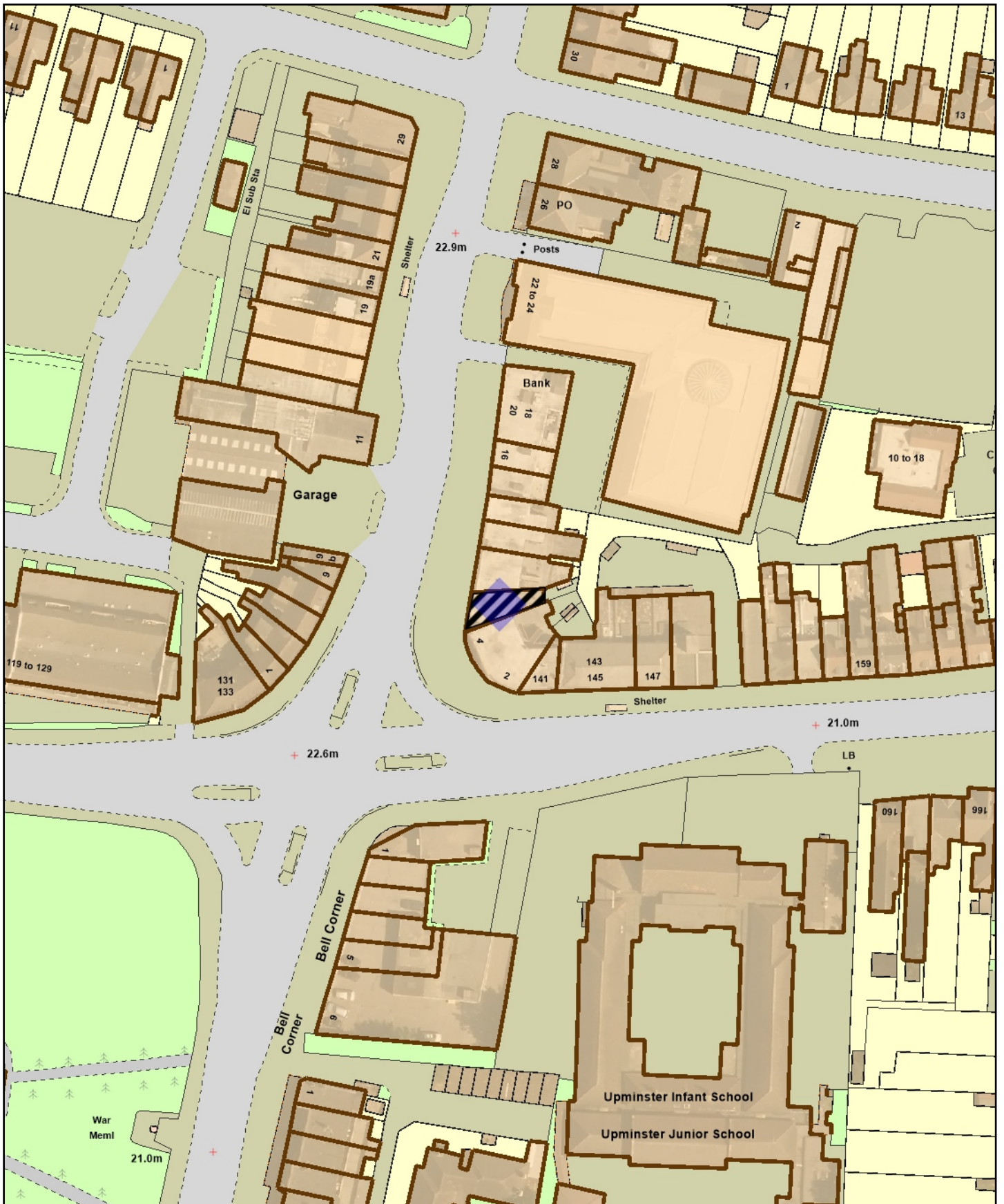
PROJECT: -  
 LICENCE PLAN  
 SITE ADDRESS:-  
 6 STATION ROAD  
 UPMINSTER  
 WSSEX  
 RM14 2UB  
 CLIENT: -  
 MR AND MRS JOSHI



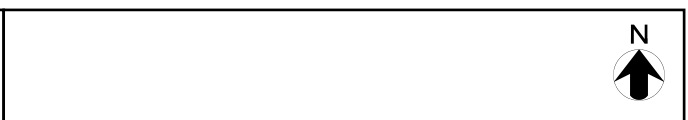
Email: [Info@dsbdesigns.co.uk](mailto:Info@dsbdesigns.co.uk)  
 Web: [www.dsbdesigns.co.uk](http://www.dsbdesigns.co.uk)

**Existing**  
 All dimensions and measurements contained on this drawing are approximate and it is the responsibility of the Contractor to ascertain all accurate dimensions and measurements on site.





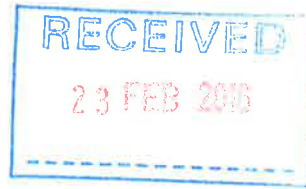
**Fete Lounge**



**Scale: 1:1000**  
**Date: 18 March 2016**



6A Station Road,  
Upminster,  
RM14 2UB.



21st February 2016

Paul Campbell,  
Public Protection,  
London Borough of Havering,  
Town Hall,  
Main Road,  
Romford,  
RM1 3BB.

Dear Mr Campbell,

Re: Licensing Act 2003 - Premises Licence Application  
Fete Lounge, 6 Station Road, Upminster, RM14 2UB

I wish to comment on the above application in regard to the noise nuisance it will cause. I live directly above this premises and am extremely concerned that the amplified music will cause a major disturbance, in particular that the live and DJ music will be heard in my property.

The hours of business appear to be excessive for a residential area, proposing 12 hours of amplified music per day and clients leaving the premises up to 23:30 every night of the week.

I can clearly hear loud revellers from my property, though these are thankfully few and tend to be restricted to Friday and Saturday nights, so it will present a serious commotion at the time when residents are sleeping. As a busy professional, I retire at 22:00 and rise at 06:00 in order to be refreshed and fit for work. My job, as a teacher, also requires that I plan and mark books in the evenings at home, this will be very difficult with the noise from a disco bar below.

Thank you for taking my comments into consideration when making your decision.

Yours sincerely

Bernadette Coffey







6A Station Road,  
Upminster,  
RM14 2UB.

21st February 2016

Paul Campbell,  
Public Protection,  
London Borough of Havering,  
Town Hall,  
Main Road,  
Romford,  
RM1 3BB.

Dear Mr Campbell,

Re: Licensing Act 2003 - Premises Licence Application  
Fete Lounge, 6 Station Road, Upminster, RM14 2UB

I wish to comment on the above application as I believe it will result in a major noise disturbance. I live above these premises and I will be able to hear the noise in my home, particularly if they are permitted to play amplified music and have a DJ.

The business is proposing to run for 12 hours on every day of the week, this means that any disturbance will be constant during the times when I am at home and, as a full-time student, studying and reading.

I already hear people leaving the local pub at the weekend and I am very worried that this will be unbearable with people shouting and making a ruckus late at night below my bedroom. I find it hard to concentrate on my studies when there is loud noise outside. This establishment will lead to a lot of noise and this will affect my studying.

Thank you for taking my comments into consideration when making your decision.

Yours sincerely

A handwritten signature in black ink, appearing to read "Ursula Coffey".

Ursula Coffey



# Objections to licence applications

Objections to or support of an application are called representations.

Representations must clearly set out the likely effects the grant or variation of the licence would have on the promotion of at least one of the licensing objectives, and must clearly relate to the premises for which the application is being made.

The four licensing objectives are:

1. The prevention of crime and disorder
2. Public Safety
3. The prevention of public nuisance
4. The protection of children from harm

It would be wise, therefore, to explicitly link one or more of the licensing objectives directly to the premises in question. In addition, the Licensing Authority can only consider representations that are not 'vexatious' or 'frivolous'. The Licensing Authority must determine whether a representation is vexatious or frivolous. A vexatious representation might be one that is based only upon a business rivalry, whilst a frivolous representation might be one that lacks seriousness.

A representation cannot be made anonymously, your name and address must be provided (which will become part of a public document), even if somebody else (e.g. a local MP or Councillor) is making the representation on your behalf. This is because the Licensing Authority needs to know how relevant an objection is in relation to the address and it is not being vexatious. It is also important that an applicant is able to respond to a representation, for example, if they believe that it is not a 'relevant' representation.

Relevant representations must be received within 28 days of the application being made and will normally result in a hearing by the Licensing Sub-Committee to determine the application. Only persons who have made a relevant representation are entitled to address the Sub-Committee.

## Premises

Premises name*	Fete Lounge
Address (Line 1)*	6 Station Road
Address (Line 2)	
Address (Line 3)	
Town/City*	Upminster
Postcode*	Rm14 2UB

## Your details

Your name*	robert knowles
Address (Line 1)*	1b Sunnyside Gardens
Address (Line 2)	
Address (Line 3)	
Town/City*	Upminster
Postcode*	Rm14
Email	
Telephone	

## Comments

Please comment on the below licensing objectives relevant to your concerns or observations, you may also wish to include suggestions how your concerns could be addressed.

Public nuisance	I am unsure what this premise is going to be - is it an afternoon tea room or bar? Clearly as a bar it could have significant impact on the local area especially in the centre of town where an afternoon tea room would not. Door supervisors suggest that there could be problems.
Crime and disorder	If it is a bar then the fact that door supervisors are suggested may raise concerns in the centre of town.
Protection of children from harm	How will children be affected if it is a bar rather than a tea room. Should children be allowed in if it is a bar. Will

Public safety

the local school be affected by the site of the premise. The application suggested 60-70 on the premise. For the size of premise and bearing in mind fixtures and fittings to be fitted can that amount be fitted in safely? What is the seating capacity of the premise or is it a vertical drinking establishment? Is this a back door attempt to get a drinking establishment without applying for change of use to A4 public house?

I wish my identity to be kept anonymous

No

Copies of this representation will be sent to the applicant, or their agent/solicitor, including name and address details (but other personal contact information such as telephone numbers and email addresses will be removed) unless you have specifically requested anonymity. Copies of this representation will be included in a report that will be available to the public and will be published on the internet.