



Havering

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

LICENSING SUB-COMMITTEE TEN - RISING SUN PH AGENDA

10.00 am	Wednesday 17 November 2021	Council Chamber - Town Hall
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Members 3: Quorum 2

COUNCILLORS:

Sally Miller BCAC (Chairman)

Nisha Patel

Natasha Summers

For information about the meeting please contact:

Luke Phimister - 01708 436419

Luke.Phimister@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 APPLICATION FOR TWO TEMPORARY EVENTS NOTICE (TEN) THE RISING SUN 64-68 HIGH STREET HORNCURCH RM12 4UW (Pages 7 - 50)

Papers attached

Andrew Beesley
Head of Democratic Services



LICENSING SUB-COMMITTEE

17 November 2021

Subject Heading:

Procedure for the Hearing: Licensing Act 2003

Report Author and contact details:

Luke Phimister - 01708 436419
e-mail: Luke.Phimister@Onesource.co.uk

PROCEDURE FOR THE HEARING: LICENSING ACT 2003 (TEMPORARY EVENT NOTICE)

This is a hearing to consider an application for a temporary events notice under section 100 of the Licensing Act 2003. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application now under consideration.

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

"Where relevant representations are made, the authority must

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

The steps are:

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

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

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

Assuming that the Sub-Committee is satisfied that a hearing is required, then the following procedural steps are recommended. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application

now under consideration. This report accords with the requirements of that Act and the Regulations, and in particular Regulations 21-25 (procedure at the hearing).

1. Membership of the Sub-Committee:

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

2. Roles of other participants:

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

3. Location and facilities:

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

4. Notification of attendance:

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

5. Procedural matters:

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

Introduction of the application:

The Licensing officer will outline:

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

Documentary evidence:

- Documentary or other information in support of applications, representations or notices should be provided to the Clerk of the Sub-Committee at least 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.

6. Failure of parties to attend the hearing:

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

7. Adjournments and extension of time:

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

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

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

9. Power to exclude people from hearing:

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

10. Recording of proceedings:

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

11. Power to vary procedure:

- 11.1 A written record of the hearing will be produced and kept for 6 years from the date. The Sub-committee may depart from following any of the procedures set out in this document if it considers the departure to be necessary in order to consider an application, notice or representation.



Havering
LONDON BOROUGH

Licensing Officer's Report

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LICENSING SUB-COMMITTEE

17 November 2021

REPORT

Subject heading:

The Rising Sun 64-68 High Street
Hornchurch RM12 4UW

Temporary events notices

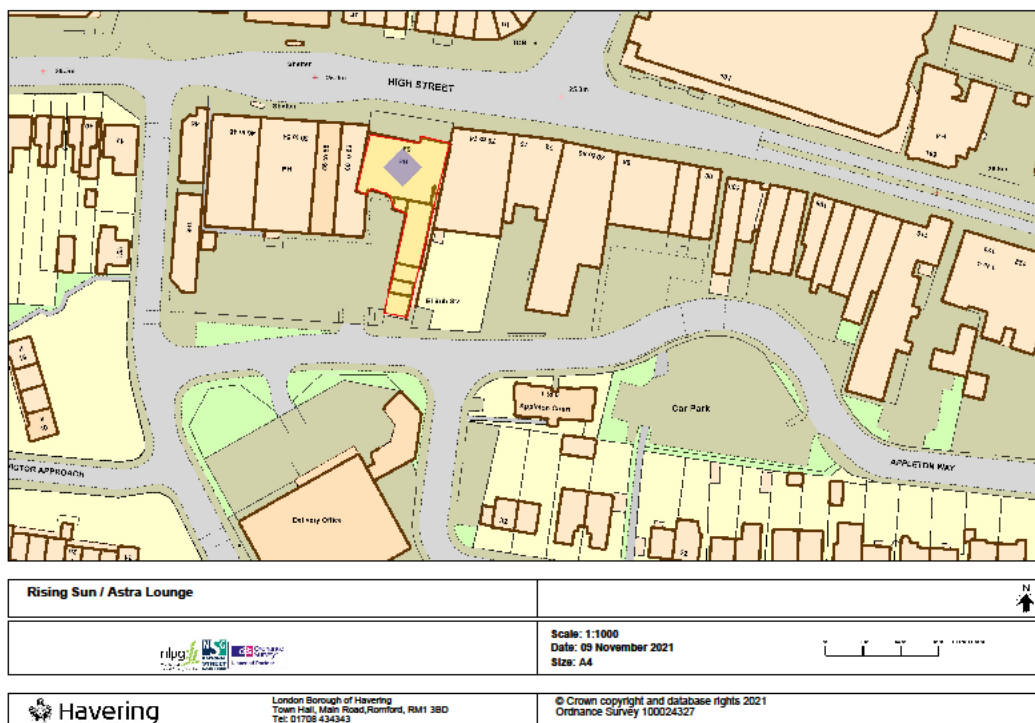
Report author and contact details:

Mr P Jones, Public Protection Officer
licensing@havering.gov.uk
01708 432777

Two temporary events notices (TENs) were submitted by Mr Charlie Faires under s.100 of the Licensing Act 2003. TEN A was received by Havering's Licensing Authority on 4th November 2021 and TEN B received on 7th November 2021.

Geographical description of the area and description of the building

The Rising Sun is a public house located in Hornchurch town centre. Astra Lounge is the area of the premises located to the rear of the property. The area is broadly commercial in nature; however, there are residential properties in the vicinity.



Details of the TENS

TEN A is to permit a birthday party to occur from 19th-21st November 2021 from 19:00 to 01:30 each night. TEN B is to permit a birthday party to occur from 26th-28th November 2021 from 19:00 to 01:30 each night. Both TENS are to permit the on-supply of alcohol, the provision of regulated entertainment and the provision of late night refreshment during these periods.

Comments and observations on the TENS

The Rising Sun benefits from a premises licence authorising a range of licensable activities. The TENS were submitted appropriately and provided to the relevant responsible authorities upon the day of submission. In response Havering's Environmental Health Officer submitted a representation against the TENS.

This representation follows below.

Licensing Sub-Committee, dd mmmm yyyy

From: Mike Richardson <[REDACTED]>
Sent: 09 November 2021 09:28
To: Paul Jones <[REDACTED]>
Cc: Licensing <Licensing@havering.gov.uk>; GRAHAM HOPKINS
<[REDACTED]>; George Pater <[REDACTED]>
Subject: SRU 135627 - Rising Sun/Astra Lounge TENs

Dear Paul

I refer to the two recent TENs for the Rising Sun/Astra Lounge which have been requested to occur on 19-21 November and also on 26-28 November 2021. As my comments regarding both applications are the same, I thought it best to address both events in the same email, however if you would prefer I respond separately, please let me know.

I am objecting to both events, on the grounds of that they will cause a public nuisance from loud music. The TEN held at the premises, on the 22 October 2021, was witnessed by George Pater between about 22.30-23.15. George was mostly in the road behind the Astra Lounge, in Victor Gardens (approx. 40 m from the venue). This event was meant to be a wake, but the level of music emanating from the Astra Lounge was unreasonably loud. From the recordings he has shown me, I am of the opinion that the music would have been causing a public nuisance.

The Council has served an abatement notice on the pub, and the level of music coming from the event on 22 October 2021 would have triggered the service of a noise abatement notice, on the likely occurrence of a nuisance. Unfortunately, as we were unable to gain access to any complainant's property that evening, we are unable to determine if the notice has been breached.

I am of the opinion that the Astra Lounge is unable to contain the level of music being played within it, and as such, any regulated entertainment within the Astra Lounge is likely to cause a public nuisance. Therefore the TENs should not be granted on this occasion. Whilst I appreciate that the applicant intends to use a noise limiter, I am not aware of the make/type and installation, so am currently unable to assess if it is appropriate for the venue, and indeed if it will be effective in preventing a public nuisance.

George and I are meeting with the pub and licencing correspondent tomorrow (10 November) so it may be that our concerns will be adequately addressed, and my objection can be withdrawn. The conversation will include discussing the TENs, as well as the noise abatement notice and the general levels of music from the pub, club and also the new Astra Lounge. However, in light of the tight timescales for commenting on the Temporary Event Notices, (ie comments by today and tomorrow respectively) I feel it is better to object at this moment, and if satisfied, withdraw the objections later this week.

Regards

Mike

Mike Richardson
Senior Public Protection Officer
Environmental Health
Town Hall Main Road, Romford
RM1 3BB
t 01708 [REDACTED]
e [REDACTED]

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Havering
LONDON BOROUGH

Current Licence

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Part A

Premises licence number

1728

Part 1 – premises details

Postal address of premises

The Rising Sun
64-68 High Street Hornchurch RM12 4UW
[REDACTED]

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

The Rising Sun (i.e. ground floor)

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, supply of alcohol

Monday to Wednesday – 10:00 to 23:00

Thursday to Sunday – 10:00 to 01:00

Christmas Eve & Boxing Day if Monday, Tuesday or Wednesday – 10:00 to 01:00

New Year's Eve – from the normal commencement hour to

the normal terminal hour on 1st January

Late night refreshment

Thursday to Sunday – 23:00 to 01:00

Christmas Eve & Boxing Day if Monday, Tuesday or Wednesday – 23:00 to 01:00

New Year's Eve – 23:00 to 05:00

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The times the licence authorises the carrying out of licensable activities – contd.

Luna (i.e. first floor)

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, late night refreshment, supply of alcohol

Monday to Wednesday – 10:00 to 23:00

Thursday – 10:00 to 01:00 (01:30 Late night refreshment)

Friday & Saturday – 10:00 to 03:00 (Including Late night refreshment)

Sunday – 12:00 to 01:00 (01:30 Late night refreshment)

Christmas Eve, Boxing Day and bank holiday Sundays – 10:00 to 03:00

All Licensable activity permitted until 04:00 on the night when the clocks go forward from GMT to BST

New Year's Eve – from the normal opening hour to the normal closing hour on 1st January

The opening hours of the premises

The Rising Sun (i.e. ground floor)

Monday to Wednesday – 10:00 to 23:30

Thursday to Sunday – 10:00 to 01:30

Christmas Eve & Boxing Day if Monday, Tuesday or Wednesday – 10:00 to 01:30

New Year's Eve – from the normal opening hour to the normal closing hour on 1st January

Luna (i.e. first floor)

Monday to Wednesday – 10:00 to 23:30

Thursday & Sunday – 10:00 to 02:00

Friday & Saturday – 10:00 to 03:30

Christmas Eve, Boxing Day and bank holiday Sundays – 10:00 to 03:30

04:30 finish on the night when the clocks go forward from GMT to BST

New Year's Eve – from the normal opening hour to the normal closing hour on 1st January

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

On and off supplies

Part 2

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

Mr Joseph Stephen Anthony Sullivan

&

Mr Peter John Faires

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Registered number of holder

Not applicable

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

Mr Charlie Faires

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

Mandatory conditions

1. No supply of alcohol may be made under the premises licence:
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

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- (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
- 4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.
- 6. The responsible person must ensure that—
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
- 7. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
- 8. For the purposes of the condition set out in paragraph 7 —
 - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - (b) “permitted price” is the price found by applying the formula —
$$P=D+(D \times V)$$
where —
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

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

Annex 2 – conditions consistent with the operating schedule

- 1. The premises licence holder shall ensure noise levels are monitored by regular patrols both internally and on the exterior of the premises so not to annoy residents.
- 2. Signs shall be displayed in the premises and on its frontage instructing patrons to recognise the residential nature of the area and to conduct their behaviour in a courteous manner with a notice clearly visible from outside the premises showing the telephone number where to make complaints.
- 3. All doors and windows shall be kept closed during the provision of regulated entertainment except to allow entry to and exit from the premises.

4. A CCTV system shall be installed and operated at all times throughout the premises whilst it is open for trading. The images should be of an identification standard, the cameras located in the premises as agreed with the Police. Images retained shall be kept and stored for a minimum of one month and will be made available to Police or other such authorised officers upon formal request in a downloadable format such as CD, DVD or other such removable storage device.
5. Only toughened glassware is to be used at all times throughout the whole of the premises to include the first floor.
6. The SIA registered door staff shall wear 'high-vis' jackets and shall be fitted with individual body cameras.
7. From 21:00 all bottled product sales shall be decanted by the bar staff into the approved toughened glassware. Wines shall be decanted into approved glassware or where a full size bottle is purchased then this shall be decanted into a suitably toughened decanter or carafe. Where champagne is purchased by the bottle a member of staff shall monitor the consumption and agree the appropriate removal of the empty bottle from the patron's care.
8. All staff shall be suitably trained for their job functions for the premises. 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.
9. The premises licence holder shall implement a written children's policy.
10. 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 name of agency, registered business address and contact telephone number.
11. The premises shall be cleared of customers and closed 30 minutes after the conclusion of the last licensable activity.
12. The premises licence holder shall implement a written crime prevention policy aimed to reduce crime within the premises. The policy shall be approved in writing by Havering Police.
13. The premises licence holder shall implement a written responsible drinking policy to be agreed in writing by Havering Police.
14. All members of staff at the premises shall seek 'credible photographic proof of age evidence' from any person who appears to be under the age of 18 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Such credible evidence which shall include a photograph of the customer shall include a passport, photographic driving licence or proof of age card carrying a "PASS" logo.
15. Prominent clear notices shall be displayed at the point of entry to the premises and in a suitable location at any points of sale advising customers that they may be asked to produce evidence of their age.
16. Prominent clear notices shall be displayed at every public entrance stating the actual operating hours of the premises.
17. Prominent clear notices shall be displayed at every public entrance stating any restrictions relating to the admission of children to the premises or other admission restrictions.

18. When operating drinks promotions on any day of the week a written policy shall be produced. The policy shall detail the extra measures in place to deal with departing patrons both throughout and at the end of the promotion. It shall include the policy for refusing to serve persons who are drunk. The policy shall be agreed in writing by Havering Police.
19. The premises licence holder shall implement a written drugs policy. This shall detail the strategies to minimise the use and supply of illegal drugs within the premises. The drugs policy shall include a structured training programme covering the issues relevant to the misuse of drugs in relation to licensed premises which shall be delivered to all staff. This policy shall be approved in writing by Havering Police.
20. All staff shall be trained in dealing with persons who are incapacitated through the use of drugs and alcohol.
21. In addition to the use of temporary event notices allowed under the Licensing Act 2003 the premises may open on 12 non-standard occasions in line with the Association of Chief Police Officers' guidelines subject to a minimum of 10 working days' notice being given to the Licensing Authority and the Police for each occasion. The prior written consent of the Police shall be obtained and the Police shall have absolute right to refuse any occasion. A register shall be kept at the premises in the manner required by the Police and the Licensing Authority and made available for inspection by the Police or an authorised officer of the Licensing Authority and details of each occasion shall be recorded in it including the written consent of the Police.
22. A drugs log book shall be at the premises and monitored by the designated premises supervisor. All drugs seized during searches shall be recorded in a book by the appropriate SIA door supervisor. Police shall be notified when a collection is required.
23. Use of the area to the rear and to the front of the premises shall be restricted to 02:00 on Friday and Saturday.
24. No alcoholic drinks shall be taken outside the premises either to the front or to the rear after 23:00 on any day.
25. Immediately following the cessation of the sale of alcohol the playing of music is to be wound down with lower tempo music at a decreased volume.
26. In the period between the cessation of the sale of alcohol and the closing of the premises the lighting inside the premises shall be gradually increased.
27. Once all music ceases an announcement shall be made asking all patrons to leave in an orderly manner and to have consideration for local residents.
28. Door staff shall observe leaving patrons and remove all drinking vessels from them.
29. Door staff and management shall ensure that patrons do not cause any disturbance or nuisance within the vicinity of the premises. Any patrons causing a nuisance shall be moved on.
30. Door staff shall remain outside the premises until all patrons have left the vicinity of the premises.

31. The overall capacity for the first floor shall be 170 persons.
32. A minimum of two (2) SIA licensed door supervisors shall be on duty at the premises when West Ham football matches are being shown at the premises from at least an hour before kick-off time until at least an hour after the match finishes.
33. The premises licence holder(s) or DPS shall carry out an ongoing risk assessment taking into account any local events taking place or advice received from the Metropolitan Police Service to identify the need for SIA licensed door supervisors or additional SIA licensed door supervisors and/or premises staff to be duty on any day. Details of the ongoing risk assessment shall be recorded in the appropriate part of the incident book.
34. Whenever available at least one of the door supervisors shall be female.
35. On nights when the premises licence permits licensable activities to continue after 02.00 in Luna, if there are queueing customers they shall be monitored by a door supervisor.
36. A written dispersal policy shall be drafted and regularly reviewed by the premises licence holders. The provisions of the dispersal policy shall be included in the training for all bar staff & door supervisors both on induction and at six monthly refresher training sessions. All staff including door supervisors shall be instructed to implement the dispersal policy. The dispersal policy shall be approved by the Metropolitan police licensing team & a copy supplied to the council licensing team.
37. All door supervisors employed at the premises shall wear bodycams while on duty. Door supervisors shall be required to switch on the bodycams prior to dealing with an incident, including the ejections of customers and ensure all incidents are recorded. Details of all incidents so recorded shall be entered in the incident book as soon as possible and footage provided to the police on request.
38. The last admission time to Luna shall be 01.30. Only persons who have been outside to smoke may be readmitted after 01.30. A clear notice shall be prominently displayed by the front gate and entry/exit door to Luna stating that the last admission time (to Luna) is 01.30. The last admission time shall also be displayed on any website and on any adverts or flyers.
39. All smokers leaving the premises after 01.30 shall be issued with a wristband which must be surrendered on re-entry. All persons re-entering may be liable to be searched.
40. A minimum of five sia licensed door supervisors shall be on duty at the premises when both the rising sun & Luna are in operation on Friday, Saturday and on all nights when non standard timings are in operation. The door supervisors shall be on duty from 20.00 until 30 minutes after the premises are closed to the public and clear of customers. When only the rising sun is open to the public a minimum of two sia licensed door supervisors shall be on duty in accordance with this condition.
41. At 01.30 when Luna is open on the nights specified in condition 4) all door supervisors on duty shall be redeployed to be on duty at Luna until 30 minutes after the premises are closed to the public and clear of customers.
42. A phone number for a local cab office shall be prominently displayed in Luna by the exit door which shall refer to the free phone available to contact the cab company.

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

- 43. No unaccompanied child or young person under the age of 18 shall be allowed on the premises after 20.00 from Sunday to Thursday or after 18.00 Friday & Saturday. The only exception to this shall be if the child is attending with a supervising adult a pre-booked event. This amendment applies to both the rising sun on the ground floor and Luna on the first floor.**
- 44. At close a member of staff shall ensure that the premises frontage and the pavement outside and 10 metres either side are clear of any rubbish emanating from the rising sun & Luna.**
- 45. Challenge 25 will be operated as the proof of age policy. Only a photographic driving licence, passport, UK armed forces / MOD photographic identity card or a proof of age card bearing the holders photograph and the pass (proof of age standards scheme) hologram / logo on it will be accepted as valid proof of age.**

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

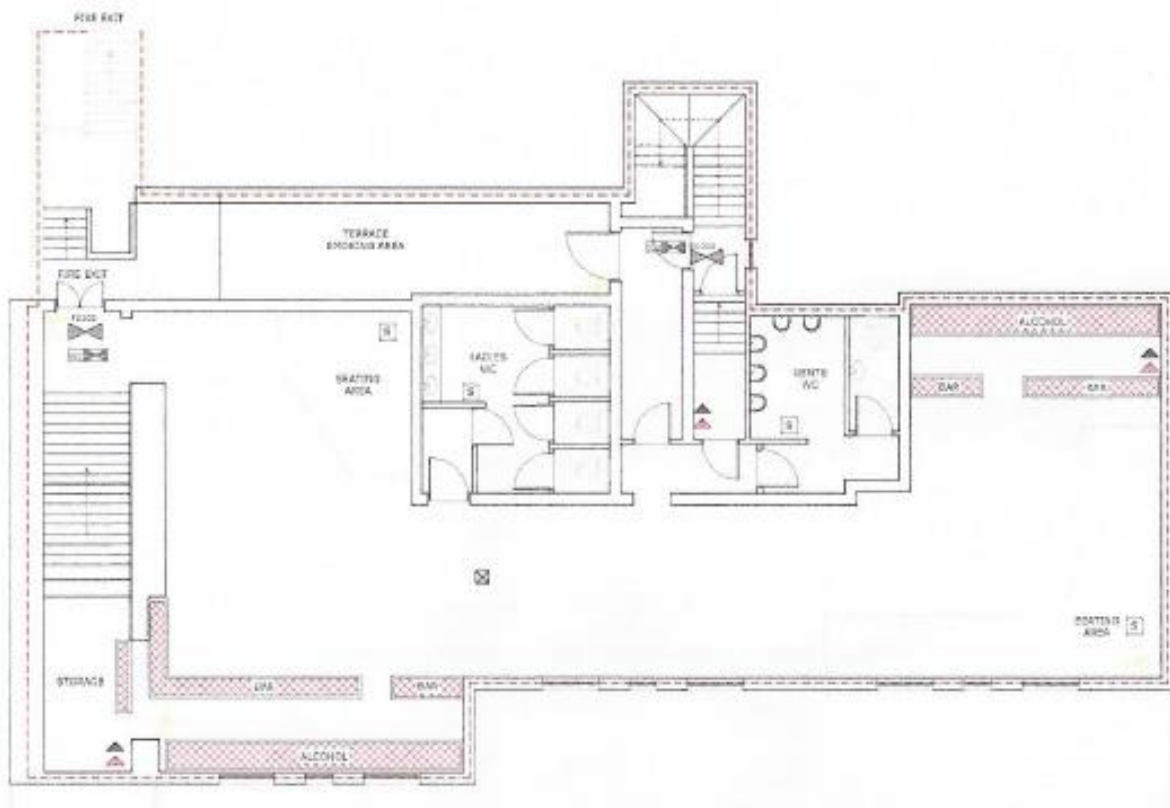
Not applicable

9 of 10

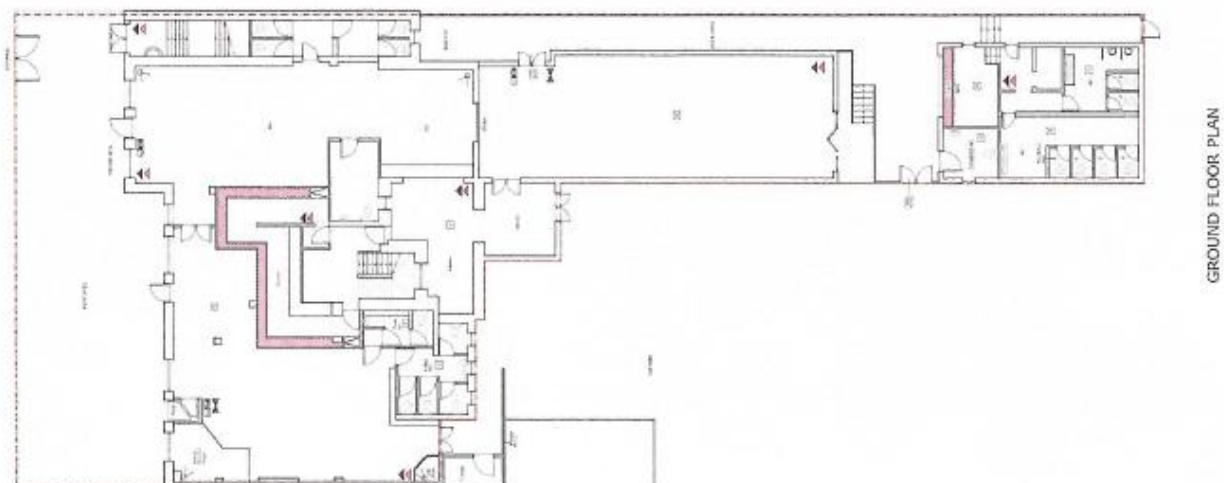
Annex 4 – premises plans

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

Luna (i.e. first floor)



Rising Sun (i.e. ground floor)





Part B

Premises licence summary

Premises licence number

1728

Premises details

Postal address of premises

The Rising Sun
64-68 High Street Hornchurch RM12 4UW
[REDACTED]

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

The Rising Sun (i.e. ground floor)

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, supply of alcohol

Monday to Wednesday – 10:00 to 23:00

Thursday to Sunday – 10:00 to 01:00

Christmas Eve & Boxing Day if Monday, Tuesday or Wednesday – 10:00 to 01:00

New Year's Eve – from the normal commencement hour to the normal terminal hour on 1st January

Late night refreshment

Thursday to Sunday – 23:00 to 01:00

Christmas Eve & Boxing Day if Monday, Tuesday or Wednesday – 23:00 to 01:00

New Year's Eve – 23:00 to 05:00

1 of 3

The times the licence authorises the carrying out of licensable activities

Luna (i.e. first floor)

Plays, films, indoor sporting events, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music or performances of dance, late night refreshment, supply of alcohol

Monday to Wednesday – 10:00 to 23:00

Thursday – 10:00 to 01:00 (01:30 Late night refreshment)

Friday & Saturday – 10:00 to 03:00 (Including Late night refreshment)

Sunday – 12:00 to 01:00 (01:30 Late night refreshment)

Christmas Eve, Boxing Day and bank holiday Sundays – 10:00 to 03:00

All Licensable activity permitted until 04:00 on the night when the clocks go forward from GMT to BST

New Year's Eve – from the normal opening hour to the normal closing hour on 1st January

The opening hours of the premises

The Rising Sun (i.e. ground floor)

Monday to Wednesday – 10:00 to 23:30

Thursday to Sunday – 10:00 to 01:30

Christmas Eve & Boxing Day if Monday, Tuesday or Wednesday – 10:00 to 01:30

New Year's Eve – from the normal opening hour to the normal closing hour on 1st January

Luna (i.e. first floor)

Monday to Wednesday – 10:00 to 23:30

Thursday & Sunday – 10:00 to 02:00

Friday & Saturday – 10:00 to 03:30

**Christmas Eve, Boxing Day and bank holiday Sundays – 10:00 to 03:30
04:30 finish on the night when the clocks go forward from GMT to BST**

New Year's Eve – from the normal opening hour to the normal closing hour on 1st January

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

On and off supplies

Name, (registered) address of holder of premises licence

Mr Joseph Stephen Anthony Sullivan

&

Mr Peter John Faires

Registered number of holder

Not applicable

2 of 3

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

Mr Charlie Faires

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

Restricted

3 of 3

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

Copies of applications

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* required information

Section 1 of 9

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

GTH/THERISINGSUN/ASTRA/TEN/04/21

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

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

Applicant Details

First name

CHARLIE

Family name

FAIRES

E-mail address

gtlicensingconsultants@gmail.com

Main telephone number

07810 826778

Include country code.

Other telephone number

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

Is the applicant:

☒ Applying as a business or organisation, including as a sole trader
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House?

☐ Yes ☒ No

Is the applicant's business registered outside the UK?

☐ Yes ☒ No

Business name

THE RISING SUN

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

VAT number

- NONE

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

Continued from previous page...

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Applicant Business Address

If the applicant has one, this should be the applicant's official address - that is an address required of the applicant by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

First name

Family name

E-mail address

Main telephone number

Include country code.

Other telephone number

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

Are you:

- ☒ An agent that is a business or organisation, including a sole trader
- ☐ A private individual acting as an agent

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

Agent Business

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

Is your business registered outside the UK? ☐ Yes ☒ No

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Business Address

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

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 9

APPLICATION DETAILS ([See also guidance on completing the form, general notes and note 1](#))

Have you had any previous or maiden names?

☐ Yes ☒ No

Your date of birth / /
dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Correspondence Address

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

☐ Yes ☒ No

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

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Continued from previous page...

Additional Contact Details

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

☒ Yes ☐ No

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

E-mail

Telephone number

Other telephone number

Section 3 of 9

THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). ([See also guidance on completing the form, note 2](#))

Does the premises have an address?

☒ Yes ☐ No

Address

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

☒ Yes ☐ No

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

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

☐ Neither ☒ Premises licence ☐ Club premises certificate

Premises licence number

Location Details

Provide further details about the location of the event

Continued from previous page...

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below ([see also guidance on completing the form, note 3](#))

IN ASTRA LOUNGE TO THE REAR OF THE PUB ON THE GROUND FLOOR OF THE RISING SUN PH.

Describe the nature of the premises below ([see also guidance on completing the form, note 4](#))

PUBLIC HOUSE

Describe the nature of the event below ([see also guidance on completing the form, note 5](#))

BIRTHDAY PARTY.

THE APPLICANT CONFIRMS THAT MEASURES THE SAME AS THE CONDITIONS ON THE PREMISES LICENCE WILL BE APPLIED DURING THE TEN. THIS INCLUDES THE PROVISION OF THREE DOOR SUPERVISORS AND THE USE OF A NOISE LIMITER.

Section 4 of 9

LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises

([see also guidance on completing the form, note 6](#)):

- ☒ The sale by retail of alcohol
- ☐ The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- ☒ The provision of regulated entertainment
- ☒ The provision of late night refreshment
- ☐ The giving of a late temporary event notice

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.

([See also guidance on completing the form, note 7](#)).

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

([see also guidance on completing the form, note 8](#))

Event start date

19	/	11	/	2021
dd		mm		yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date

21	/	11	/	2021
dd		mm		yyyy

Continued from previous page...

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

[\(see also guidance on completing the form, note 9\)](#)

19.00 19/11/21 TO 01.30 20/11/21+
19.00 20/11/21 to 01.30 21/11/21

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

[\(see also guidance on completing the form, note 10\)](#)

165

Note that the maximum number of people cannot exceed 499.

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

[\(see also guidance on completing the form, note 11\):](#)

- ☒ On the premises only
☐ Off the premises only
☐ Both

Section 5 of 9

RELEVANT ENTERTAINMENT [\(See also guidance on completing the form, note 12\)](#)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

NONE

Section 6 of 9

PERSONAL LICENCE HOLDERS [\(See also guidance on completing the form, note 13\)](#)

Do you currently hold a valid personal licence?

- ☒ Yes ☐ No

Provide the details of your personal licence below.

Issuing licensing authority

LONDON BOROUGH OF HAVERING

Licence number

22121

Date of issue

/ /
dd mm yyyy

Date of expiry

/ /
dd mm yyyy

Continued from previous page... Any further relevant details

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 14\)](#)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

☒

Yes

☐

No

State the number of temporary event notices you have given for events in that same calendar year

1

Have you already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or

☐

Yes

☒

No

b) Begins 24 hours or less after the event period proposed in this notice?

Section 8 of 9

ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 15\)](#)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☒

Yes

☐

No

State the total number of temporary event notices your associate(s) have given for events in the same calendar year

2

Continued from previous page...

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice?

☐ Yes ☒ No

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice?

☐ Yes ☒ No

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 17\)](#)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

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.
This formality requires a fixed fee of £21

DECLARATION [\(See also guidance on completing the form, note 18\)](#)

- * The information contained in this form is correct to the best of my knowledge and belief
- * I understand that it is an offence:
 - * (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and
 - * (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both

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

Continued from previous page...

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

Capacity

Date / /
dd mm yyyy

Full name

Capacity

Date / /
dd mm yyyy

[Remove this signatory](#)

[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/temporary-event-notice/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.

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed ☐

[< Previous](#) [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [Next >](#)

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* required information

Section 1 of 9

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

GTH/THERISINGSUN/ASTRA/TEN/05/21

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

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

Applicant Details

First name

CHARLIE

Family name

FAIRES

E-mail address

gtlicensingconsultants@gmail.com

Main telephone number

07810 826778

Include country code.

Other telephone number

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

Is the applicant:

☒ Applying as a business or organisation, including as a sole trader
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House?

☐ Yes ☒ No

Is the applicant's business registered outside the UK?

☐ Yes ☒ No

Business name

THE RISING SUN

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

VAT number

-

NONE

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

Continued from previous page...

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Applicant Business Address

If the applicant has one, this should be the applicant's official address - that is an address required of the applicant by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

First name

Family name

E-mail address

Main telephone number

Include country code.

Other telephone number

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

Are you:

- ☒ An agent that is a business or organisation, including a sole trader
- ☐ A private individual acting as an agent

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

Agent Business

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

Is your business registered outside the UK? ☐ Yes ☒ No

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Business Address

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

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 9

APPLICATION DETAILS ([See also guidance on completing the form, general notes and note 1](#))

Have you had any previous or maiden names?

☐ Yes ☒ No

Your date of birth / /
dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Correspondence Address

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

☐ Yes ☒ No

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

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Continued from previous page...

Additional Contact Details

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

☒ Yes ☐ No

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

E-mail

Telephone number

Other telephone number

Section 3 of 9

THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). [\(See also guidance on completing the form, note 2\)](#)

Does the premises have an address?

☒ Yes ☐ No

Address

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

☒ Yes ☐ No

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

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

☐ Neither ☒ Premises licence ☐ Club premises certificate

Premises licence number

Location Details

Provide further details about the location of the event

Continued from previous page...

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below ([see also guidance on completing the form, note 3](#))

IN ASTRA LOUNGE TO THE REAR OF THE PUB ON THE GROUND FLOOR OF THE RISING SUN PH.

Describe the nature of the premises below ([see also guidance on completing the form, note 4](#))

PUBLIC HOUSE

Describe the nature of the event below ([see also guidance on completing the form, note 5](#))

BIRTHDAY PARTY.

THE APPLICANT CONFIRMS THAT MEASURES THE SAME AS THE CONDITIONS ON THE PREMISES LICENCE WILL BE APPLIED DURING THE TEN. THIS INCLUDES THE PROVISION OF THREE DOOR SUPERVISORS AND THE USE OF A NOISE LIMITER.

Section 4 of 9

LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises

([see also guidance on completing the form, note 6](#)):

- ☒ The sale by retail of alcohol
- ☐ The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- ☒ The provision of regulated entertainment
- ☒ The provision of late night refreshment
- ☐ The giving of a late temporary event notice

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.

([See also guidance on completing the form, note 7](#)).

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

([see also guidance on completing the form, note 8](#))

Event start date

/ /
dd mm yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date

/ /
dd mm yyyy

Continued from previous page...

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

[\(see also guidance on completing the form, note 9\)](#)

19.00 26/11/21 TO 01.30 27/11/21+
19.00 27/11/21 to 01.30 28/11/21

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

[\(see also guidance on completing the form, note 10\)](#)

165

Note that the maximum number of people cannot exceed 499.

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

[\(see also guidance on completing the form, note 11\):](#)

- ☒ On the premises only
☐ Off the premises only
☐ Both

Section 5 of 9

RELEVANT ENTERTAINMENT [\(See also guidance on completing the form, note 12\)](#)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

NONE

Section 6 of 9

PERSONAL LICENCE HOLDERS [\(See also guidance on completing the form, note 13\)](#)

Do you currently hold a valid personal licence?

- ☒ Yes ☐ No

Provide the details of your personal licence below.

Issuing licensing authority

LONDON BOROUGH OF HAVERING

Licence number

22121

Date of issue

/ /
dd mm yyyy

Date of expiry

/ /
dd mm yyyy

Continued from previous page... Any further relevant details

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 14\)](#)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

☒

Yes

☐

No

State the number of temporary event notices you have given for events in that same calendar year

2

Have you already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or

☐

Yes

☒

No

b) Begins 24 hours or less after the event period proposed in this notice?

Section 8 of 9

ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 15\)](#)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☒

Yes

☐

No

State the total number of temporary event notices your associate(s) have given for events in the same calendar year

2

Continued from previous page...

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice?

☐ Yes ☒ No

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice?

☐ Yes ☒ No

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 17\)](#)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

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.
This formality requires a fixed fee of £21

DECLARATION [\(See also guidance on completing the form, note 18\)](#)

* The information contained in this form is correct to the best of my knowledge and belief

* I understand that it is an offence:

- * (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and
- * (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both

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

Continued from previous page...

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

Capacity

Date / /
dd mm yyyy

Full name

Capacity

Date / /
dd mm yyyy

[Remove this signatory](#)

[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/temporary-event-notice/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.

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed ☐

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