



Havering

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

LICENSING SUB-COMMITTEE JUKEBOX AGENDA

10.30 am

**Thursday
17 September 2026**

**Council Chamber -
Town Hall**

Members 3: Quorum 2

COUNCILLORS:

Christine Vickery (Chairman)
Geoff Starns
Kevin Ayres

For information about the meeting please contact:

**Taiwo adeoye - 01708 433079
taiwo.adeoye@haverling.gov.uk**

Please would all Members and officers attending ensure they sit in their allocated seats as this will enable correct identification of participants on the meeting webcast.

Under the Committee Procedure Rules within the Council's Constitution the Chairman of the meeting may exercise the powers conferred upon the Mayor in relation to the conduct of full Council meetings. As such, should any member of the public interrupt proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room and may adjourn the meeting while this takes place.

Excessive noise and talking should also be kept to a minimum whilst the meeting is in progress in order that the scheduled business may proceed as planned.

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.

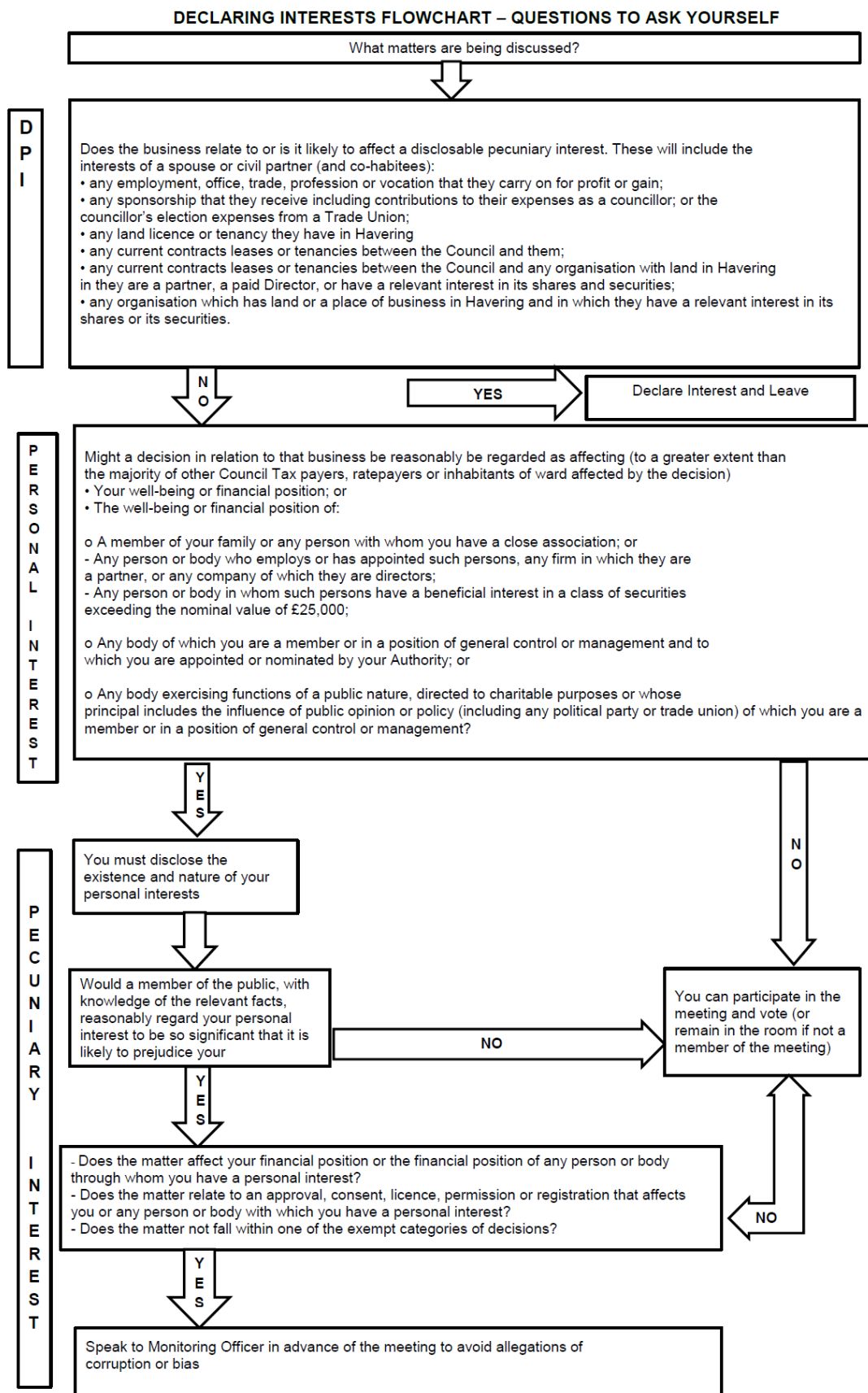
Reporting means:-

- 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 5 - 10)

Procedure for hearing under the Licensing Act 2003 attached for noting.

5 APPLICATION FOR A PREMISES LICENCE - JUKEBOX 72-74 SOUTH STREET ROMFORD (Pages 11 - 74)

This application for a premises licence is made by Moonshine Entertainment Limited under section 17 of the Licensing Act 2003.

Zena Smith
Head of Committee and Election Services

LICENSING SUB-COMMITTEE

17th September 2026

REPORT

Subject Heading:

Procedure for the Hearing: Licensing Act 2003

Report Author and contact details:

Taiwo Adeoye (01708) 433079
e-mail: taiwo.adeoye@havering.gov.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.**
 - 1.1.1 A member of the Licensing Committee will be excluded from hearing an application where he or she has considered an application in respect of the premises in the previous 12 months as a Member of the Regulatory Services Committee; or
 - 1.1.2 is a Ward Councillor for the Ward in which the premises, subject to the application, are located; or
 - 1.1.3 is a Ward Councillor for a Ward which is likely to be affected by the application or;
 - 1.1.4 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.

110. Recording of proceedings:

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

11. Power to vary procedure:

- 11..1 The Sub-committee may depart from following any of the procedures set out in this document if it considers the departure to be necessary in order to consider an application, notice or representation.



Licensing Officer's Report

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LICENSING SUB-COMMITTEE

REPORT

7th September 2026

Subject heading:

Report author and contact details:

Jukebox
72-74 South Street Romford RM1 1NL
Premises licence application
Mr O Daly, Public Protection Officer
licensing@havering.gov.uk
01708 433777

This application for a premises licence is made by Moonshine Entertainment Limited under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 23rd July 2026.

Geographical description of the area and description of the building

Jukebox is in Romford Town centre at the junction of South Street and Arcade Place. The immediate area contains commercial and residential properties so may be considered an area of mixed use.

Details of the application

Jukebox currently benefits from a premises licence which permits the provision of the following licensable activities:

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

Monday to Thursday – 10:00 to 02:00

Friday & Saturday – 10:00 to 02:30

Sunday – 11:00 to 02:00

Late night refreshment

Sunday to Thursday – 23:00 to 02:00

Friday & Saturday – 23:00 to 02:30

Supply of alcohol

Monday to Thursday – 10:00 to 02:00

Friday & Saturday – 10:00 to 02:30

Sunday – 11:00 to 01:30

New Year's Eve – from the end of permitted hours to the start of permitted hours on the following day

All licensable activities listed above

On the following days the permitted hours may be extended for an additional hour:
St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween,
Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the
start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 02:30 on any Sunday immediately preceding
a bank holiday

Opening hours of the premises

Monday to Thursday – 10:00 to 02:30
Friday & Saturday – 10:00 to 03:00
Sunday – 11:00 to 02:30

-----oOo-----

This application is to permit the provision of licensable activity to the following hours:

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

Monday to Thursday – 10:00 to 02:00
Friday & Saturday – 10:00 to 03:30
Sunday – 11:00 to 02:00

Recorded music

Monday to Thursday – 10:00 to 02:00
Friday & Saturday – 10:00 to 04:00
Sunday – 11:00 to 02:00

On the following days the permitted hours may be extended for an additional hour:
St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween,
Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the
start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 4am on any Sunday immediately preceding a
bank holiday

Late night refreshment

Sunday to Thursday – 23:00 to 02:00
Friday & Saturday – 23:00 to 03:30

Supply of alcohol

Monday to Thursday – 10:00 to 02:00
Friday & Saturday – 10:00 to 03:30
Sunday – 11:00 to 02:00

New Year's Eve – from the end of permitted hours to the start of permitted hours on the
following day

All licensable activities listed above (excluding recorded music)

On the following days the permitted hours may be extended for an additional hour:
St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween,
Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the
start of British Summer Time, and the Thursday immediately preceding Good Friday

Permitted hours may be extended until 02:30 on any Sunday immediately preceding a bank holiday

Opening hours of the premises

Monday to Thursday – 10:00 to 02:30

Friday & Saturday – 10:00 to 04:00

Sunday – 11:00 to 02:30

On the following days the permitted hours may be extended for an additional hour:

St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday.

Permitted hours may be extended until 4am on any Sunday immediately preceding a bank holiday

Comments and observations on the application

Havering's licensing policy further to cumulative impact states at paragraph 6.3:

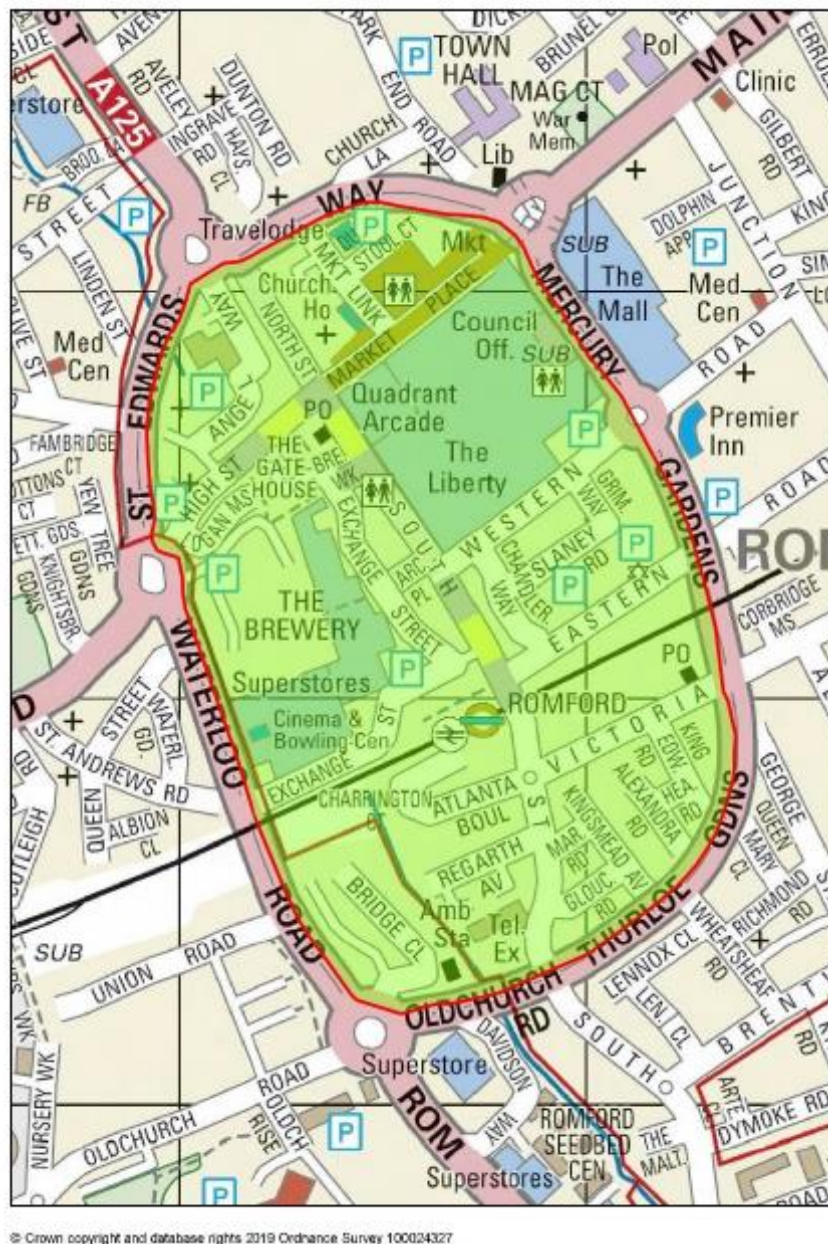
- For areas where a cumulative impact policy is adopted, it creates a rebuttable presumption that applications for new premises licences, club premises certificates, or variation applications that will add to the existing cumulative impact, will normally be refused, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact and not impact adversely on the promotion of the licensing objectives. The exception to this policy may be for applications for restaurants where alcohol is sold ancillary to a table meal.

Havering's licensing policy further to the Romford Town cumulative impact zone states at paragraph 8.5:

- On the basis of the above evidence the Licensing Authority is of the view that the number, type and density of premises selling alcohol for consumption on and off the premises and the provision of late night refreshment within the ring road is having a cumulative impact and undermining the licensing objectives. It is likely that granting further licences would be inconsistent with the authority's duty to promote the licensing objectives and a cumulative impact policy has been adopted in this area.

The area defined as the Romford Town cumulative impact zone is as follows:

Figure 2-Romford Town Cumulative Impact Zone



Summary

There were no representations against this application from interested persons or businesses.

There were three representations against this application from responsible authorities: the Metropolitan Police, Havering's Licensing Authority and Havering's Environmental Health Service. All three responsible authorities expressed concern at the terminal hours included in the application.



Havering
LONDON BOROUGH

Copy of Application

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ABOUT US

Jukebox LDN is a high-energy bar and late-night party venue where you help shape the soundtrack. Since opening in February 2020, Jukebox has given guests the chance to influence the music, with our DJs mixing crowd requests alongside the biggest classics and anthems from across the decades.

Our aim has always been simple: to bring the fun back to nights out and keep the party going into the early hours. Our DJs are fully interactive and microphone-friendly, creating a shared experience with shout-outs for birthdays, anniversaries and special moments – because at Jukebox, the crowd is part of the show.

Arrive early and enjoy happy hour with 2-4-1 drinks, including cocktails, while shots and bomb offers run all night, ensuring the drinks match the energy on the dancefloor. Whether you're here for the music, the atmosphere or the dancing, every detail is designed to deliver an unforgettable night from start to finish.

Expect a full-on party atmosphere, complete with inflatables, leis, giveaways and surprise moments throughout the night – so it won't just be great memories you take home with you.

Open to 18+ (photo ID required), Jukebox guarantees unforgettable nights powered by experienced DJs, feel-good anthems and a crowd that's always ready to party.

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* required information

Section 1 of 21

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

WOO5-1/2303

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

Moonshine Entertainment Limited

* Family name

Moonshine Entertainment Limited

* E-mail

office@dadds.co.uk

Main telephone number

01277631811

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

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

Registration number

12387495

Business name

Moonshine Entertainment Limited

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

VAT number

-

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

Legal status

Private Limited Company

Continued from previous page...

Applicant's position in the business

Private Limited Company

Home country

United Kingdom

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

10 Victoria Road

Street

District

City or town

Deal

County or administrative area

Kent

Postcode

CT14 7AP

Country

United Kingdom

Agent Details

* First name

David

* Family name

Dadds

* E-mail

office@dadds.co.uk

Main telephone number

01277631811

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

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

Registration number

OC358152

Business name

Dadds LLP

If your business is registered, use its registered name.

VAT number

GB

101599625

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

Legal status

Limited Liability Partnership

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent 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 21

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 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ 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

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 His Majesty's prerogative

Section 4 of 21

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

* Date of birth / /
dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

Add another applicant

Section 5 of 21

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.

Licensed Premises

Continued from previous page...

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

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of a play take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

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

Continued from previous page...

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

The applicant wishes to provide such performance of plays as may be required from time to time to complement the range of entertainment or in conjunction with dancing or any other permitted activity.

State any seasonal variations for performing plays

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

Non standard timings. Where the premises will be used for the performance of a play 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.

On the following days the permitted hours may be extended for an additional hour:
St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Continued from previous page...

THURSDAY

Start 10:00

End 02:00

Start

End

FRIDAY

Start 10:00

End 03:30

Start

End

SATURDAY

Start 10:00

End 03:30

Start

End

SUNDAY

Start 11:00

End 02:00

Start

End

Will the exhibition of films take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

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

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.

The applicant wishes to provide films as may be required from time to time to complement the range of entertainment or in conjunction with dancing or any other permitted activity.

State any seasonal variations for the exhibition of film

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

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

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

On the following days the permitted hours may be extended for an additional hour:
St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Continued from previous page...

Will you be providing indoor sporting events?

☒ 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

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Start

End

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

The applicant wishes to provide sporting events as may be required from time to time to complement the range of entertainment or in conjunction with dancing or any other permitted activity.

State any seasonal variations for indoor sporting events

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

Continued from previous page...

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

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

On the following days the permitted hours may be extended for an additional hour:

St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday

Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

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

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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.

The applicant wishes to have the facility for the provision of live music whether as the principal entertainment provided or in conjunction with dancing or any other permitted activity.

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.

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.

On the following days the permitted hours may be extended for an additional hour:

St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

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

Continued from previous page...

TUESDAY

Start	10:00	End	02:00
Start		End	

WEDNESDAY

Start	10:00	End	02:00
Start		End	

THURSDAY

Start	10:00	End	02:00
Start		End	

FRIDAY

Start	10:00	End	04:00
Start		End	

SATURDAY

Start	10:00	End	04:00
Start		End	

SUNDAY

Start	10:00	End	02:00
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.

The applicant wishes to have the facility for the provision of recorded music whether as the principal entertainment provided or in conjunction with dancing or any other permitted activity.

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.

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

Continued from previous page...

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

On the following days the permitted hours may be extended for an additional hour:

St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 4am on any Sunday immediately preceding a bank holiday

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

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.

The applicant wishes to provide such performance of dance as may be required from time to time to complement the range of entertainment or in conjunction with dancing or any other permitted activity.

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.

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.

On the following days the permitted hours may be extended for an additional hour:

St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

Section 13 of 21

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

[See guidance on regulated entertainment](#)

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

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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

Continued from previous page...

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Give a description of the type of entertainment that will be provided

The applicant wishes to provide such other entertainment of a kind as may be required from time to time to complement the range of entertainment or in conjunction with dancing or any other permitted activity

Will this entertainment 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.

State any seasonal variations for entertainment

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

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

Continued from previous page...

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

On the following days the permitted hours may be extended for an additional hour:

St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☒ 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 provision of late night refreshment 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.

The applicants wish to be able to provide facilities for late night refreshment as may be required from time to time to complement the range of activities (whether licensable or not) being provided at the premises whether as principal or in conjunction any other permitted activity

State any seasonal variations

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

Non-standard timings. Where the premises will be used for the supply of late night refreshments 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.

On the following days the permitted hours may be extended for an additional hour:
St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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

Continued from previous page...

WEDNESDAY

Start	10:00	End	02:00
Start		End	

THURSDAY

Start	10:00	End	02:00
Start		End	

FRIDAY

Start	10:00	End	03:30
Start		End	

SATURDAY

Start	10:00	End	03:30
Start		End	

SUNDAY

Start	11:00	End	02:00
Start		End	

Will the sale of alcohol be for consumption:

☐ On the premises ☐ Off the premises ☒ Both

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

State any seasonal variations

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

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.

On the following days the permitted hours may be extended for an additional hour:
St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 03:30 on any Sunday immediately preceding a bank holiday

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

Continued from previous page...

Name

First name

Family name

Date of birth / /
dd mm yyyy

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 21

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

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

10:00

End

02:30

Start

End

TUESDAY

Start

10:00

End

02:30

Start

End

WEDNESDAY

Start

10:00

End

02:30

Start

End

THURSDAY

Start

10:00

End

02:30

Start

End

FRIDAY

Start

10:00

End

04:00

Start

End

SATURDAY

Start

10:00

End

04:00

Start

End

SUNDAY

Start

11:00

End

02:30

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.

State any seasonal variations

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

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

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

Page 40

On the following days the permitted hours may be extended for an additional hour:

Continued from previous page...

St Patrick's Day, St George's Day, St Andrew's Day, St David's Day, Halloween, Christmas Eve, Boxing Day, the trading day on which the clocks go forward, i.e. the start of British Summer Time, and the Thursday immediately preceding Good Friday
Permitted hours may be extended until 4am on any Sunday immediately preceding a bank holiday

Section 18 of 21

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

The premises licence holder is a responsible operator who is aware of the 4 Licensing objectives, the Council's licensing policy, that they are within the current Special Cumulative Impact Policy Area and their responsibilities under the Licensing Act 2003. The business has been running for 6 years without under this licence and successfully within the conditions of their current licence.

This application asks for an additional hour on Friday and Saturday and to bring recorded music into line with closing time at a lower level within the last half hour to aid with dispersal.

The business is run lawfully and in accordance with good business practice and offers the following conditions to be attached to the premises licence.

All health & safety, fire and other legal commitments will be complied with under the relevant legislation.

Annex 2 – conditions consistent with the operating schedule

1. No customers carrying open bottles upon entry shall be admitted to the premises at any time the premises are open to the public.
2. Alcoholic and other drinks shall not be removed from the premises in open containers save for consumption in any external area provided for that purpose.
3. All drinking vessels used at the premises shall be either toughened glass or made of polycarbonate.
4. Prominent clear and legible notices shall be displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and area quietly.
5. The premises shall implement and incorporate policies on drugs, dispersal, queue management and bag exchange; such policies shall be reviewed periodically and not changed without consultation with the Police.
6. The premises shall adopt and maintain the 'Challenge 21' scheme whereby any person to whom alcohol is sold or supplied that appears to be under 21 years of age shall be challenged to prove they are over 18 by providing identification by means of a passport, a photographic identity driver's licence or an identification card approved by the Proof of Age Standards Scheme (PASS) and bearing the PASS logo
7. The premises shall adopt a club ID scan or a suitable equivalent which shall be utilised as part of the conditions of entry after 21:00 on any day where SIA door supervisors are engaged. Patrons seeking to enter may then be subject to the entry process whereby a photograph may be taken, fingerprints may be taken or documentation is required or other means to enable identification to take place.
8. 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 made available to a relevant responsible authority when called upon.
9. 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
 - all calls made to the premises where there is a complaint 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

Continued from previous page...

call, the time and date of the incident about which the call is made and any actions taken to deal with the call

- all incidents in relation to the use of any force by staff or door supervisors in the removal of persons from the premises. It shall record the time and date of the occurrence, name or brief description of the person removed and details of the staff involved.

10. The premises daily register shall be readily available for inspection by an authorised person throughout the trading hours of the premises.

11. The premises licence holder shall ensure that door supervisors when so employed at the premises are all individually registered with the Security Industry Authority (SIA). The SIA name badge should be displayed at all times whilst on duty.

12. 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.

13. All door supervisors working outside the premises or whilst engaged in the dispersal of patrons at the close of business shall be dressed in professional, smart and appropriate attire, so as to be readily identifiable, and shall wear their SIA identification badges in a clearly visible position at all times.

14. 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.

15. The premises licence holder shall ensure that a 'system file' for CCTV is implemented and the documentation listed below shall be included within. The 'system file' is to be kept at the premises and shall be readily available for inspection by the relevant authority and shall include:

- Site plan showing position of cameras
- Incident log
- Maintenance records including weekly visual checks.

16. 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.

17. 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 are open for any licensable activity.

18. The maximum occupancy of the building including staff and performers shall be restricted to 391 persons.

19. The licence holder shall take all reasonable steps to ensure that noise and vibration emanating from the premises do not give rise to a public nuisance at nearby residential properties.

20. Persons under the age of 18 shall not be permitted on the premises after 18:00 except for pre-booked functions when the terminal hour for persons under 18 shall be 22:00.

21. The premises licence holder shall ensure during door supervisor hours when more than one door supervisor is employed that consideration be taken for one to be female; such consideration shall be noted in the premises daily register.

22. The premises licence holder shall ensure that the designated premises supervisor or other nominated person shall hold a National Certificate of Drugs Awareness qualification run by the BII or similar accredited body.

23. The premises licence holder shall ensure that all staff shall be trained in dealing with persons who are incapacitated

Continued from previous page...

through the use of drugs or the combined effect of drugs and alcohol.

24. The premises licence holder shall ensure that no music or speech shall be relayed via external speakers other than for events with the prior written approval of the Licensing Authority.

b) The prevention of crime and disorder

Please see box a) above

c) Public safety

Please see box a) above

d) The prevention of public nuisance

Please see box a) above

e) The protection of children from harm

Please see box a) above

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

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

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

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

Band A - No RV to £4300 - £100

Band B - £4301 to £33000 - £190.00

Band C - £33001 to £87000 - £315.00

Band D - £87001 to £125000 - £450.00*

Band E - £125001 and over - £635.00*

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

Band D - £87001 to £125000 - £900.00

Band E - £125001 and over - £1,905.00

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

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

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

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

Capacity 5000 to 9999 - £1,000.00

Capacity 10000 to 14999 - £2,000.00

Capacity 15000 to 19999 - £4,000.00

Capacity 20000 to 29999 - £8,000.00

Capacity 30000 to 39999 - £16,000.00

Capacity 40000 to 49999 - £24,000.00

Capacity 50000 to 59999 - £32,000.00

Capacity 60000 to 69999 - £40,000.00

Capacity 70000 to 79999 - £48,000.00

Capacity 80000 to 89999 - £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

450.00

DECLARATION

Continued from previous page...

- * 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

David Dadds

* Capacity

Applicant's Solicitor

* Date

23

07

2026

ddmmyyyy

Add another signatory

- Once you're finished you need to do the following:
1. Save this form to your computer by clicking file/save as...
 2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/havering/apply-1> to upload this file and continue with your application.
- Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY

Applicant reference number	WOO5-1/2303
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	☐



Representations from Responsible Authorities

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From: Mike Richardson Sent: 27 July 2026 16:18
To: dadds.co.uk
Cc: George Pater; Paul Jones; Licensing; met.police.uk
Subject: SRU158468 - Premises licence Jukebox LDN

Dear Sirs

I refer to your recent application for the premises licence for Jukebox LDN, 72-74 South Street, Romford. I am responding on behalf of the Council's Public Protection Unit, regarding the prevention of public nuisance.

I note that the application is for the provision for licencable activities, with a variation to the current licence until 03.30 hours on Friday and Saturday nights, with the rest of the week retaining the current hours of finishing at 02.00 hours Sunday-Thursday.

Whilst it is acknowledged that the current hours (Until 02.00 hours Sunday - Thursday, and until 02.30 hours Friday and Saturday, with a 03.00 hours closure on these days) are outside of the scope of the Council's statement of licencing policy, it is my understanding that the current hours were granted before the current policy was implimented.

This additional extension of an hour will not promote the licencing objectives, particularly of preventing a public nuisance, as customers leave the venue at 04.00 hours (and would be loitering in the area beyond this time).

The impact from this customer noise will be most experienced by those residents who live above the commercial venues within the immediate vicinity of the premises, and in particular the new residents who will be occupying the new development adjacent to the club above the Santander branch at 71-73 South Street. Whilst these residents will be expected to experience some disturbance until 03.00 hours under the current licence, extending the current licence by another hour at the weekend would be unreasonable and will increase the public nuisance being caused to these residents.

I also note that the premises is within the Romford Town Centre CIZ, and no additional noise mitigation has been suggested to suggest that the requested extension outside of the Council's recommended hours within our licencing policy hours will not impact on the CIZ.

As such, I am making representations that the hours of until 03.30 hours on Friday and Saturday are not granted. If you are able to suggest enforceable conditions to address the above concerns, I would be willing to reconsider the application and withdraw my representations. However, I am unable to consider what additional measures to the operating schedule will reduce the impact of noise on these neighbouring residential properties can be reasonably implimented, as customers leave the venue (or indeed use the smoking area of the venue until 04.00 hours).

I have copied in police and Council licencing colleagues who will also be in touch regarding any concerns that they may have, and have copied them in for reference.

Please note that I am on leave from 31 July, returning on 24 August, so may not be able to respond to any suggestions you may make (mindful that the consultation period finishes on 20 August). As such, I have copied in my colleague, George Pater, who will be able to respond to any correspondence if required in my absence.

Regards

Mike Richardson
Team Leader, Environmental Health (Environmental Protection)
Environmental Health
Place Directorate

From: George Pater
Sent: 18 August 2026 11:23
To: Jean Adams
Cc: Mike Richardson; office@dadds; mpslicensingsector2; Paul Jones; Licensing
Subject: Re: SRU158468 - Premises licence Jukebox LDN

Good Morning Jean,

Thank you for your detailed response and please accept apologies for the delay in my reply.

Fundamentally even with your additional measures the application still looks to operate for an extended hour.

We expect and anticipate that the new residential development will generate complaints of noise from the venue and as long as there has been no change to the operations of this established business then I believe under the Agent of Change principle, those complaints will be considered unreasonable. As you have stated, much responsibility will be on the developer to mitigate the impact of existing noise within the locality.

However, the principle is limited in its protection from complaints as you know. The established venue cannot make alterations to its operations such as but not limited to, the addition of sound amplifying equipment and or the change in operational hours.

My senior officer has addressed that the venue operates beyond the established scope of the council's statement of licencing policy and we do not seek to use this application for variation to bring those hours of operation in-line with the existing policy. In addition, we must also note and take into consideration that business already operates within Romford's Cumulative Impact Zone (CIZ).

Unless there are exceptional circumstances as to the reason why the business needs to operate even later into the evening and further beyond the scope of the licencing authorities licencing policy or without exceptional procedures that will to our satisfaction give assurances which prevent the occurrence of a public nuisance I cannot allow for no representation of concern to made the licencing sub-committee.

I understand if this is not the response you were hoping for. I am happy to proceed to a licensing hearing with the licensing sub-committee and for the for elected members

representing the residents of Havering local authority to hear our representations and make their decision.

Kindest Regards

**Mr George Charles Pater, CertHE, MCIEH | Public Protection Officer
London Borough of Havering | Neighbourhoods, Public Protection & Licensing
Town Hall, Main Road, RM1 3BB**

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Licensing Authority
London Borough of Havering

PC Chris Stockman
Sector 2 Licensing Team
Romford Police Station
19 Main Road
Romford
Essex
RM1 3BJ
Telephone:
Email: stockman.christopher@met.pnn.police.uk
20/08/2026

Police Representation

Premises Licence Application
Jukebox 72-74 South Street Romford RM1 1RX

Dear Licensing Authority

Police acknowledge receipt of a Premises Licence Application for Jukebox 72-74 South Street Romford RM1 1RX which we received by email on the 27th July 2026.

The application states the premises seeks authorisation to provide:-

Regulated entertainment

10:00hrs to 02:00hrs Monday to Thursday
10:00hrs to 03:30hrs Friday & Saturday
10:00hrs to 02:00hrs Sunday

Late night refreshment

23:00hrs to 02:00hrs Monday to Thursday & Sunday
23:00hrs to 03:30hrs Friday & Saturday

Supply of alcohol

10:00hrs to 02:00hrs Monday to Thursday
10:00hrs to 03:30hrs Friday & Saturday
10:00hrs to 02:00hrs Sunday

The application further states that the premises will be open to the public at the following times:-

10:00hrs to 02:30hrs Monday to Thursday
10:00hrs to 04:00hrs Friday & Saturday
11:00hrs to 02:30hrs Sunday

On behalf of the Commissioner of Police of the Metropolis, consideration has been given to this application and Police object to it under the following licensing objectives:-

The prevention of crime and disorder & public nuisance

Jukebox is located on South Street in Romford town centre, close to shops, restaurants, bars and Romford Rail Station. While it sits within a busy commercial and nightlife area, there are also residential premises and flats in the surrounding area, meaning noise and patron dispersal can have an impact on nearby residents.

More importantly the premises is located within Havering Council's designated Cumulative Impact Zone (CIZ) which exists due to the concentration of licensed premises and the associated levels of crime, disorder and anti-social behaviour experienced within the area. As such, applications which are likely to add to the cumulative impact within the zone should be carefully scrutinised.

Paragraph 6.3 of Havering's Statement of Licensing Policy states *for areas where a cumulative impact policy is adopted, it creates a rebuttable presumption that applications for new premises licences, club premises certificates, or variation applications that will add to the existing cumulative impact, will normally be refused, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact and not impact adversely on the promotion of the licensing objectives. The exception to this policy may be for applications for restaurants where alcohol is sold ancillary to a table meal.*

Whilst the premises currently benefits from a licence until 0300 hours, this new application seeks to extend those hours until 0400 hours. Police submit that the additional hour would add to the cumulative impact already experienced within the locality increasing the availability of alcohol, increasing levels of intoxication, delaying dispersal of patrons, and extending the period during which crime and disorder may occur.

Police acknowledge that the premises licence holder is generally a responsible and cooperative operator who has engaged positively with Police and demonstrated a willingness to address issues arising from the operation of the premises.

However, it's noted that during a recent licensing visit on the 14th August 2026 by PC Dunn several breaches of the current premises licence were identified. Whilst some of these breaches related to administrative or technical compliance matters, they nevertheless demonstrated deficiencies in the licence holder's understanding and implementation of existing licence conditions.

During the inspection, it was identified that staff training records lacked sufficient detail regarding the nature and content of training delivered, and the door supervisor register did not contain all of the information required by the premises licence, including home addresses, contact telephone numbers, SIA licence numbers and, where applicable, registered business addresses. Furthermore, door supervisors positioned externally were not wearing high-visibility clothing as required, and venue documentation required including a 'system file' for CCTV could not be produced upon request.

Of greater concern was evidence that the premises had been conducting licensable activities namely regulated entertainment beyond those currently authorised by the premises licence. A review of the premises' CCTV system identified that regulated entertainment was continuing beyond the permitted terminal hour of 02:30hrs on multiple occasions. Footage from the 8th August 2026 showed regulated entertainment taking place at approximately 02:45hrs and 02:55hrs, and CCTV footage from 1st August 2026 (**can be shown if required**) indicated that similar activity was taking place outside the authorised hours.

The premises licence clearly authorises licensable activities until 02:30hrs on Fridays and Saturdays, with the premises remaining open until 03:00hrs. During discussions with the premises licence holder, it was explained that they had been operating under the belief that an agreement existed with Police which permitted music to continue at a reduced volume beyond 02:30hrs in order to assist with the gradual egress and dispersal of patrons from the premises. The licence holder advised that this understanding had been in place for approximately six years.

Police have been unable to identify any formal variation to the premises licence or any documented agreement authorising regulated entertainment to continue beyond the permitted terminal hour. Regardless of how this understanding may have arisen, the current premises licence clearly requires all licensable activities, including regulated entertainment, to cease at 02:30hrs.

Whilst Police accept that these breaches may not have been deliberate, the fact remains that licensable activities were being provided outside the authorised hours. Furthermore, the apparent misunderstanding, which had reportedly existed for a considerable period of time, raises concerns regarding the licence holder's understanding of the existing authorisation and the effective management of licence compliance.

Whilst Police acknowledge the licence holder's willingness to engage positively and address issues when identified, these findings are relevant to the Sub-Committee's consideration of the application.

Police records demonstrate that a significant proportion of police incidents linked to the premises occurred after midnight and particularly during the final hours of operation. Whilst these incidents may not be indicative of poor management, they demonstrate that crime and disorder risks remain present during late-night operation. In Police's view, extending the trading hours by a further hour is likely to increase those risks and the potential for alcohol-related harm. Details of these incidents are contained within **Appendix I**.

In addition to this representation, the Sergeant responsible for the Romford Town Centre Policing Team has submitted a supporting statement detailing the operational impact of the night-time economy within Romford Town Centre and the likely effect of a further extension of licensed hours. It's respectfully requested that this statement is considered by the Licensing sub-committee when determining the application.

Additionally, Police are concerned that permitting a further hour of operation will increase levels of intoxication amongst patrons and extend the period during which alcohol-related incidents are likely to occur. It is well recognised that as the night progresses, levels of intoxication increase, resulting in a greater likelihood of violence, crime and disorder, anti-social behaviour, and vulnerability-related incidents.

The increase in terminal hours will increase the likelihood of vulnerable individuals remaining within the night-time economy during the early morning period. Policing experience demonstrates that highly intoxicated individuals are at an increased risk of becoming victims of crime, violence, theft and other forms of exploitation. The later stages of the night-time economy frequently present additional safeguarding concerns, particularly where patrons are seeking transport home whilst under the influence of alcohol.

The proposed terminal hour falls during a period when the night-time economy has wound down, and patrons are likely to remain in the town centre for longer periods. This creates greater opportunities for conflict, disorder and nuisance than would otherwise occur. Experience indicates that patrons leaving licensed premises often congregate in surrounding streets, near takeaway establishments, taxi ranks and other public areas. Where alcohol consumption is a factor, this can result in increased noise, disorderly behaviour and anti-social conduct.

Given the premises' location within the Romford Town Centre Cumulative Impact Zone, the evidence of crime and disorder associated with late-night activity, the proximity of residential accommodation, and the likelihood that the additional hour sought will increase intoxication levels and delay dispersal, Police submit that the application is likely to add to the cumulative impact already experienced within the locality.

Police therefore believe that granting the application would undermine the licensing objectives of the prevention of crime and disorder and the prevention of public nuisance and respectfully request that the Licensing Authority refuse the application.

Submitted respectfully,



PC Chris Stockman - Sector 2 Licensing Team

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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List of police incidents for Jukebox
5th August 2025 to 5th August 2026

01/7848996/25

Administer poison/noxious thing to injure/annoy

Event date - 07/08/2025

Event time - 00:30hrs

Summary - Police spoke to the victim who stated they had been out on the 7th of August in Romford town centre with some mates and that all she recalled was that she was in Jukebox and woke up at home. Victim believed she was spiked while in the venue.

01/7833429/25

Racially or religiously aggravated assault or assault occasioning actual bodily harm

Event date - 08/08/2025

Event time - 03:00hrs

Summary - Victim was in the venue when they began talking with the suspect about the drink they had and had their hand slapped and back kicked.

01/7835770/25 & 01/7836191/25

Sexual assault on a female

Event date - 09/08/2025

Event time - 03:10hrs

Summary - Police were called to a commotion over the town link radio whereby males were hassling females on Atlanta Boulevard. All parties were separated and the victim alleged that suspect had grabbed her bottom inside Jukebox. Both suspects were dispersed from the town centre using S.35 dispersal powers. Victim was intoxicated and unwilling to provide details.

01/7865108/25

Assault occasioning actual bodily harm (ABH)

Event date - 15/08/2025

Event time - 01:00hrs

Summary - Security at Jukebox flagged down officers stating that the day prior a male inside the venue was involved in a physical altercation during which a male elbowed a door supervisor in the face.

01/7883598/25

Assault without Injury - Common assault and battery

Event date - 22/08/2025

Event time - 01:30hrs

Summary - Police were called to Jukebox by Council CCTV after they stated security at the location were restraining a male on the floor. The male and another male were loitering around the area, and both were extremely intoxicated. Security informed Police that the male had been ejected from the venue as he was too drunk and was getting hands on with security in the premises.

01/7887280/25

Possession of cannabis

Event date - 23/08/2025

Event time - 00:40

Summary - Suspect was attempting entry into Jukebox when they were stopped by door supervisors. Found in possession of cannabis & drugs were seized.

01/7917549/25

Assault occasioning actual bodily harm (ABH)

Event date - 31/08/2025

Event time - 01:30hrs

Summary - Officers were called via the town link radio to Jukebox due to reports that a violent female had been detained. Upon arrival officers found the subject actively resisting security, and officers were advised the female was involved in an altercation within the venue and therefore they were being ejected. The female resisted and grabbed onto a door supervisor digging her nails into both his left and right forearm.

01/7919205/25

Sexual assault on a female

Event date - 31/08/2025

Event time - 01:30hrs

Summary - Female reported to Police that her bottom had been grabbed by a door supervisor who works at location. Female states she was walking through the nightclub, near the toilets next to a fruit machine when she felt a hand cup and grab her bottom. She stated she looked to the side to see in her peripheral vision and noticed it was a door supervisor who worked there. CCTV enquiries were completed and confirmed no offence took place. Linked to 01/7917549/25 above.

01/7942617/25

Sexual assault on a female

Event date - 07/09/2025

Event time - 00:15hrs

Summary - Police were flagged down by security at Jukebox after they ejected a male from the premises. Two females then approached Police and suggested the male had sexually assaulted the female by grabbing her bottom and when confronted he had punched her. Suspect arrested.

01/7996226/25

Sexual assault on a female

Event date - 21/09/2025

Event time - 02:00hrs

Summary - Both the victim and the suspect were present inside Jukebox. The victim stated that she had seen the suspect at the venue on previous occasions and that they had spoken before, mainly about tattoos. During the evening, the suspect offered to buy the victim a drink, which she accepted. The victim then joined her friends on the dance floor, where she noticed the suspect watching her. She later reported that, while standing at the bar, the suspect approached her and repeatedly attempted to kiss her. These advances were unwanted, and the victim pushed him away. The victim further stated that the suspect approached her again later in the evening and touched her buttocks over her clothing without her consent. She reported that the suspect then placed his hands inside her skirt and touched her buttocks directly. Following the report of the incident, the suspect was arrested.

01/8044838/25

Sexual assault on a female

Event date - 04/10/2025

Event time - 02:10hrs

Summary - The victim was inside Jukebox nightclub with a group of friends when the suspect allegedly approached her on the dancefloor and attempted to dance with her. The victim stated that she felt uncomfortable with the suspect's behaviour. It is alleged that the suspect then placed their hands on the victim's waist and rubbed her waist with their hands. The victim further reported to attending officers that the suspect put their hands up her skirt and touched her bare skin. Following the report, the suspect was arrested.

01/8074306/25 & 01/8078524/25

Sexual assault on a female

Event date - 12/10/2025

Event time - 02:20hrs

Summary - Two couples attended Jukebox and were on the dancefloor when one of the male subjects approached a female and placed his hands around her waist, attempting to pull her towards him. The female pushed him away and stated, "I have a boyfriend, get off me." Shortly afterwards, the female reported feeling a hand touch her buttocks. As a result of the allegation, the male was arrested.

01/8100138/25 & 01/8101264/25

Sexual assault on a female

Event date - 18/10/2025

Event time - 00:00hrs

Summary - The witness and the two victims had been socialising at various bars in Romford before attending Jukebox. Whilst inside the venue, the victims were dancing when the suspect approached them from behind and grabbed them around the upper body. The victims pushed the suspect away; however, the suspect then attempted to kiss them without their consent. Police attended the scene, and the suspect was subsequently arrested.

01/8103948/25

Possession of Cocaine

Event date - 19/10/2025

Event time - 01:59hrs

Summary - Suspect was searched as a condition of entry by door staff at Jukebox. Two small bags of white powder were found in their shoe.

01/8127263/25

Assault occasioning actual bodily harm (ABH)

Event date - 25/10/2025

Event time - 02:02hrs

Summary - Police were outside Jukebox when the suspect was seen exiting the venue and approached the victim and punch them in the face resulting with the victim falling to the ground. Suspect was restrained and arrested.

01/8130527/25

Assault occasioning actual bodily harm (ABH)

Event date - 26/10/2025

Event time - 01:25hrs

Summary - Verbal altercation between a group of fiends which then became physical when one of the group spitting in the face of the female and punching her in the face causing a small facial injury. This was seen by door supervisors who ejected the suspect and informed Police.

01/8153670/25 & 01/8308942/25

Causing intentional harassment, alarm or distress

Event date - 01/11/2025

Event time - 02:20hrs

Summary - Suspect had been removed from Jukebox for being drunk inside the venue and causing a nuisance. Suspect refused to leave the door area and was spoken to by police and refused to give personal details to enable police to issue a dispersal notice. Suspect eventually arrested for being drunk and disorderly.

01/8208874/25

Possession of cocaine

Event date - 15/11/2025

Event time - 00:45hrs

Summary - Suspect attempted to enter Jukebox and was searched as a condition of entry by door supervisors. A bag of white powder was found, and police were advised and suspect was issued with an out of court disposal community resolution.

01/8263153/25 & 01/8263161/25

Racially or religiously aggravated harassment, alarm or distress

Event date - 29/11/2025

Event time - 02:30hrs

Summary - Whilst being ejected from Jukebox suspect shouted "Indian cunt" to a door supervisor. Victim didn't wish to support prosecution, and suspect was issued a dispersal notice to leave Romford town centre.

01/8264006/25 & 01/8264055/25

Assault without Injury - Common assault and battery

Event date - 30/11/2025

Event time - 01:55hrs

Summary - Officers attended Jukebox after Council CCTV saw security restraining a male on the floor outside the premises. Victim stated to officers that the suspect was involved in a verbal altercation with another male inside the venue. He was asked to leave, refused to do so and upon being escorted out took a vape out of his waistband which security initially believed was a knife. Suspect was taken to the ground and kicked the victim in the leg.

01/8287368/25 & 01/8287459/25

Fear or provocation of violence

Event date - 06/12/2025

Event time - 02:50hrs

Summary - Victim approached Police after he left Jukebox and stated that while walking out of the venue he had a verbal altercation with one of the door supervisors. On the initial interaction with Police the victim was extremely rude and refused to give any further details around what occurred. Officers spoke with door supervisors who stated the male was ejected from the venue due to being too intoxicated. Upon being ejected from the nightclub he began threatening security with assault.

01/8293208/25, 01/8293265/25 & 01/8298086/25

Sexual assault on a female

Event date - 07/12/2025

Event time - 00:30hrs

Summary - Police were requested to attend Jukebox and were informed by security there had been a physical altercation and sexual assault inside the venue involving two males and three females. Suspect became aggressive to staff and was taken to the ground and was arrested. Victims refused to provide statements at the time and did not want the matter progressed. Suspects were de-arrested as a result of this and left the town centre.

01/8316976/25

Possession of cannabis

Event date - 13/12/2025

Event time - 02:20hrs

Summary - Police were alerted by security at Jukebox to a suspect smoking cannabis in the smoking area. Suspect was detained and issued with community resolution.

01/8318136/25

Assault without Injury - Common assault and battery

Event date - 14/12/2025

Event time - 01:30hrs

Summary - Victim was asked to leave Jukebox by security and was reportedly pushed by one of the door supervisors'. Following this, and upon his brother also leaving the club, the door supervisors allegedly made remarks which the victim took to be homophobic in nature. Victim attended Romford Police Station to report but stated several times that he felt like "dealing with it himself" which the officer took to mean that he meant violence towards security. He was advised against this course of action.

01/8318158/25

Possession of cocaine

Event date - 14/12/2025

Event time - 02:30hrs

Summary - Suspect was searched as a condition of entry into Jukebox and found in possession of a small quantity of white powder. Police detained the suspect and the substance was confirmed as being cocaine.

01/8318197/25

Assault occasioning actual bodily harm (ABH)

Event date - 14/12/2025

Event time - 02:35hrs

Summary - Informant who was drunk and was ejected by the venue made an allegation of ABH that security had manhandled and strangled him. Officers attended and there was no allegation to answer having witnessed the events.

01/8341806/25

Possession of Cocaine

Event date - 20/12/2025

Event time - 01:30hrs

Summary - Suspect attempted to enter Jukebox and during the condition of entry search was found in possession of a single bag containing a white powder. Suspect detained and issued with a community resolution.

01/8347487/25

Possession of cocaine

Event date - 21/12/2025

Event time - 02:21hrs

Summary - Suspect attempted to gain entry to Jukebox and was searched as a condition of entry. A small bag of white powder was found by door supervisor's. Suspect was issued with a community resolution. The white powder was tested and found to be cocaine.

01/8347591/25

Possession of cocaine

Event date - 21/12/2025

Event time - 01:52hrs

Summary - Suspect attempted to gain entry to Jukebox and was searched as a condition of entry. A small bag of white powder was found by security and suspect was issued with a postal charge requisition. The white powder was tested and found to be cocaine.

01/7000364/26

Possession of cannabis

Event date - 01/01/2026

Event time - 01:50hrs

Summary - Suspect was searched as a condition of entry into Jukebox and found with cannabis. Detained and issued with a community resolution.

01/7038433/26

Assault occasioning actual bodily harm (ABH)

Event date - 11/01/2026

Event time - 01:30hrs

Summary - A altercation took place in Jukebox between members of two groups whereby a drink was thrown over a male from the other group. Punches were thrown causing a nail to be ripped off causing bleeding. The two groups exited the venue where police were flagged down due to the two groups continuing to try and fight each other. All parties were separated and dispersal notices issued.

01/7200874/26

Administering a substance with intent

Event date - 22/02/2026

Event time - 00:30hrs

Summary - Victim was out with a group at Jukebox, sharing bottles of AU Vodka after purchasing one drink for herself. She consumed several mixed drinks, including Blue Raspberry and Pink Lemonade flavoured vodka, and began feeling unwell after drinking part of the second bottle. She became lightheaded, struggled to breathe, and was sick after repeatedly leaving her friends to get air and use the toilet. Victim collapsed in the toilet, vomited, and felt too weak to support herself before being found by a friend and was assisted by security. Victim's partner collected her and took her home. The following day, the victim attended the Police station to report.

01/7231686/26

Possess counterfeit coin or note

Event date - 28/02/2026

Event time - 01:18hrs

Summary - Police were called to Jukebox after staff within the venue had detained two males in relation to being in possession of counterfeit currency. Officers attended the venue and seized the cash and spoke to both suspects. Proceeded with by way of a community resolution.

01/7290056/26 & 01/7365088/26

Assault or assault by beating on a constable

Event date - 13/03/2026

Event time - 01:11hrs

Summary - Police responded to a female who was heavily intoxicated and had been removed from Jukebox due to being excessively drunk, trying to kiss multiple random men within the venue and swearing and screaming. Upon being removed by security the suspect began headbutting the door of the venue. Suspect spoke with officers and then bit one of them on the left arm.

01/7324126/26

Assault without Injury - Common assault and battery

Event date - 21/03/2026

Event time - 03:00hrs

Summary - Police on foot patrol noticed tension between two males and were separated to prevent a breach of the peace. One of the males alleged they had been ejected from Jukebox at closing time and whilst outside was put into a headlock by the other male. Dispersal notices issued.

01/7364132/26

Assault occasioning actual bodily harm (ABH)

Event date - 29/03/2026

Event time - 02:23hrs

Summary - Police were alerted via the Town Link Radio, to a call for assistance with an aggressive male whom had assaulted a door supervisor at Jukebox. Upon police arrival suspect immediately attempted to flee the area but Police were able to detain them and arrest. Door supervisors were spoken to who stated the suspect was queuing to enter the venue and was discovered to have a glass beer bottle in his hand and when told they couldn't enter with the bottle on his person become agitated and for no apparent reason headbutted a door supervisor.

01/7420835/26

GBH serious wound without intent (s20)

Event date - 11/04/2026

Event time - 00:42hrs

Summary - Police were called to Jukebox after reports of an assault. Victim alleged she was attacked by suspect following a dispute over an ice cube being thrown, sustaining minor grazes. CCTV and witness accounts showed the suspect approach the victim, grab her hair, and threw multiple punches. Victim suffered minor facial injuries and a split lip and provided a statement supporting prosecution. Following enquiries with Jukebox management and reviewing CCTV, suspect was arrested outside the venue.

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Licensing Act 2003 – responsible authority representation

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

Applicant: Moonshine Entertainment Limited
Premises: Jukebox 72-74 South Street Romford RM1 1NL
Name: Paul Jones
Organisation: London Borough of Havering Licensing Authority
Address: c/o Town Hall Main Road Romford RM1 3BD
Email: paul.jones@haverling.gov.uk
Telephone no.: 01708 432692

Objection summary:

Jukebox is located in Havering's most prominent cumulative impact zone (CIZ), Romford Town. This application is effectively to extend the hours of operation authorised by the premises licence currently in force at the site. The hours of operation in place already extend beyond Havering's licensing policy guideline hours; this application therefore seeks to extend terminal hours even further beyond the hours the policy deems reasonable. The risk this presents is that the premises will add to the cumulative impact (CI) of licensed premises in the CIZ and adversely impact upon the promotion of the licensing objectives, namely the prevention of public nuisance, the prevention of crime and disorder and public safety.

Policy considerations:

4. Expectations of applicants

4.5 Where specific policies apply in the area (for example, a Cumulative Impact Policy), applicants are also expected to:

- Demonstrate an understanding of how the Policy impacts on their application,
- Identify any measures they will take to mitigate the impact, and
- Confirm why they consider their application should be an exception to the Policy.

6. Cumulative Impact

6.3 For areas where a cumulative impact policy is adopted, it creates a rebuttable presumption that applications for new premises licences, club premises certificates, or variation applications that will add to the existing cumulative impact, will normally be refused, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact and not impact adversely on the promotion of the licensing objectives. The exception to this policy may be for applications for restaurants where alcohol is sold ancillary to a table meal.

8. Special Cumulative Impact Policy for Romford Town Centre

8.5 On the basis of the above evidence the Licensing Authority is of the view that the number, type and density of premises selling alcohol for consumption on and off the premises and the provision of late night refreshment within the ring road is having a cumulative impact and undermining the licensing objectives. It is likely that granting further licences would be inconsistent with the authority's duty to promote the licensing objectives and a cumulative impact policy has been adopted in this area.

12. Licensing Hours

12.1 When dealing with new and variation applications the Licensing Authority may give more favourable consideration to applications with the following closing times:

Public Houses and Bars – 23:00 hours Sunday to Thursday
Midnight Friday and Saturday

Nightclubs – 01:00 hours Sunday to Thursday
02:00 hours Friday and Saturday

Restaurants and Cafes – 23:00 hours Sunday to Thursday
Midnight – Friday and Saturday

Off licences – 23:00 Monday to Sundays

Hot food and drink supplied by takeaways, fast food premises
Midnight – Sunday to Thursdays
01:00 Friday and Saturday

Hotel residents only – 24 hours sale of alcohol for on sales only

12.2 Consideration will also be given to the type of area that the premises is located in with regulated activities normally being permitted until 23.30 in residential areas and 00.30 in mixed use areas.

12.4 The above hours are intended to guide applicants on the Licensing Authority's expectations when preparing their operating schedules.

17. Noise

17.1 The Licensing Authority is committed to protecting the amenity of residents and businesses in the vicinity of licenced premises, particularly when late hours have been sought. Where relevant representations are received, the Licensing Authority will request appropriate restrictions or controls on the licence to support the prevention of undue noise disturbance from licensed premises.

17.2 The Licensing Authority will seek to balance the protection of residents from undue disturbance against noise and the activity that is the natural by-product of people going about their business, entertainment or leisure.

17.3 The Licensing Authority expects that premises intended for the provision of noise-generating licensable activities are acoustically controlled and engineered to a degree where the noise from the premises when compared to the ambient noise level will not cause undue disturbance.

Representation

As mentioned in my objection summary, this premises already benefits from a premises licence the hours of which are outside those guideline hours detailed in licensing policy 12 (LP12). The premises' website – <https://jukeboxldn.com> – describes the premises as “a high-energy bar and late-night party venue.” Given that the premises defines itself as a *bar* LP12's policy hours further to public houses and bars might appear appropriate; however, the current licence hours extend beyond those considered reasonable for nightclubs which are traditionally late-night venues. This application seeks to extend the hours during which licensable activity may be provided (including the provision of live and recorded music) even further into the early hours of the morning. This is, of course, of concern to the licensing authority.

LP4.5 expects an applicant to confirm why their application should be considered an exception to the CI policy. While section 18 of the application refers to the CI policy there appears to be no explicit rebuttal of the policy. The closest comment to a rebuttal appears to be:

- The business has been running for 6 years without under [*sic*] this licence and successfully within the conditions of their current licence.

This statement, along with the contents of the application, appears to suggest that current compliance with the extant licence should be accepted as confirmation of future compliance under the new licence and hence provide reassurance as to any potential impact upon the promotion of the licensing objectives. I will address the issue of current compliance shortly.

LP6 and LP8 address cumulative impact. Given that the premises already benefits from a premises licence which permits the provision of licensable activity beyond the guideline terminal hours of LP12 we might feel inclined to reason this licence, which will presumably replace the current version if the application is granted, would not add to CI. We should, however, consider that the premises will be able to remain open until 04:00 every Friday and Saturday and on multiple non-standard days, including mid-week, with customer dispersal occurring beyond 04:00, which has the potential to add to CI and to adversely impact upon the promotion of the licensing objectives.

LP17 addresses noise which may result from the provision of licensable activity at licensed premises. The area in which the premises is located is one of mixed-use which means that there are commercial *and* residential properties in the immediate vicinity. While the appropriate responsible authority may have comments to make upon the potential for noise nuisance, we might reasonably examine the application's stance on noise prevention.

This application largely repeats the contents of the current premises licence. The conditions from the current licence's annex 2 have been broadly duplicated in this application with some amendments which the licensing authority feels are detrimental to the promotion of the licensing objectives.

In relation to LP17 the current licence requires the following compliance via condition 19:

- Noise or vibration shall not emanate from the premises which could cause a nuisance to nearby properties.

Proposal 19 in section 18 of this application is as follows:

- The licence holder shall take all reasonable steps to ensure that noise and vibration emanating from the premises do not give rise to a public nuisance at nearby residential properties.

As we can see, the current condition requires a *prevention* of noise emanation affecting nearby properties; the new proposal appears to require the applicant to try their best to prevent noise emanation. The proposal also appears to accept that noise and vibration *will* be emanating from the premises while the applicant must take all reasonable steps to ensure it does not give rise to a public nuisance. A public nuisance is one which affects a large group of people rather than a particular individual. This proposal might therefore remain in compliance even if a small number of people were to be directly affected by noise emanating from the premises. Given the application is to extend the period in which regulated entertainment may be provided until 03:30 we might reasonably expect the current condition to be enhanced rather than diminished.

Section 18 proposal 6 repeats the 'Challenge 21' requirement of current condition 6; however, Challenge 21 has largely been abandoned for the current industry standard of Challenge 25 as it provides a larger margin for error when assessing a potential customer's age, thereby enhancing the licence holder's due diligence further to preventing under-age alcohol sales.

Current condition 13 requires:

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

whereas proposal 13 states:

- All door supervisors working outside the premises or whilst engaged in the dispersal of patrons at the close of business shall be dressed in professional, smart and appropriate attire, so as to be readily identifiable, and shall wear their SIA identification badges in a clearly visible position at all times.

Removing the requirement for high-visibility clothing and replacing it with a requirement to wear 'professional, smart attire' might appear to make door supervisors *less* discernible than the current licence condition commands. The requirement to wear an SIA identification badge is already compelled by the relevant provisions of the Private Security Industry Act 2001 so its inclusion here might appear superfluous. Indeed, paragraph 1.16 of the s.182 Guidance to the Licensing Act 2003 reminds us that licence conditions *should not duplicate other statutory requirements or other duties or responsibilities placed on the employer by other legislation*.

Current condition 22, which proposal 22 repeats, requires:

- The premises licence holder shall ensure that the designated premises supervisor or other nominated person shall hold a National Certificate of Drugs Awareness qualification run by the BII or similar accredited body.

On 29th July 2026 we requested from the applicant's representative sight of the required drugs awareness qualification. On 30th July 2026 the following document was provided:



Drugs Awareness

This is to certify that



completed an e-learning course in the above subject.

The key areas covered:

- Drug classification and legislation
- Signs of drug use on licensed premises
- Commonly used drugs and their effects
- Environmental factors can contribute to preventing drugs on premises

Date: 30/07/2026

Signed on behalf of: *CPL Learning*



As can be seen, this certificate was issued on 30th July 2026, the day *after* I requested evidence of the licence holder's compliance with condition 22. We might reasonably conclude that since the licence was transferred to the applicant in February 2020 this condition has not been in compliance. The person who gained the qualification is not the DPS so is presumably a nominated person while the certificate is issued by an organisation which is not accredited under the Act. Accredited qualification providers offer an industry standard which, in turn, provides reassurance that any qualification issued by the accredited body is worthy of its name. Qualification issuing bodies which are not accredited do not provide such reassurance. I queried these matters with the applicant's representative on 30th July 2026 and again on 13th August 2026 but have yet to receive a response.

Conclusion

The matters provided above might suggest that this premises causes the licensing authority concern further to its current operation; however, this is not the case. The licensing authority is reassured that the premises is run largely in accordance with its duty to promote the licensing objectives within the current permitted hours. The last complaint we have on record was further to noise and was made in July 2021. The absence of complaints about this premises suggests that the current licence is fit for purpose and working successfully for which the operators should receive due credit.

By repeating the provisions of the current licence in a new application to extend terminal hours we might reasonably conclude that the applicant's position is one where compliance with the current licence is intended to provide reassurance of future compliance with a new licence. Based upon this, responsible authorities might reasonably assess current compliance as a guide to predicting future compliance. What seems to be the case is that the new set of proposals have been somewhat diluted with the apparent intended effect of removing certain responsibilities from the licence holder. We seem to be left with an application which seeks to increase the permissions afforded by the licence while simultaneously decreasing the responsibilities of the premises' operator. These two positions might appear in conflict.

Given that this premises is in a CIZ and seeks to operate to hours far beyond our policy guideline hours the licensing authority is, unfortunately, unable to support the application. We respectfully suggest that the application is not in accordance with the aims of LPs 6, 8 and 12 and should therefore be refused.

Complaint and inspection history

None

Other documents attached

None

Signed: *Paul Jones*

Date: 19th August 2026