



# LICENSING SUB-COMMITTEE

# REPORT

16 July 2014

**Subject Heading:**

Application for a premises licence at  
Collier Row Catholic Club, Lowshoe Lane,  
Collier Row, Romford RM5 2AP  
Arthur Hunt – Licensing Officer  
01708 432777  
[licensing@havering.gov.uk](mailto:licensing@havering.gov.uk)

**Report Author and contact details:**

**This application for a premises licence is made by Mr Kevin Cole on behalf of Collier Row Catholic Club Limited under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 30 May 2014.**

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

The premise is located on the south side of Lowshoe Lane, Collier Row approximately 75 metres from the junction with Rodney Way. The venue is a church hall with bar facilities and a separate bar for members that is attached to Corpus Christi Church.

As stated above the premise is attached to the church and is adjacent to St Patrick's primary school. The Church, club and school are otherwise surrounded by residential properties. There are no other commercial properties in Lowshoe Lane.

The nearest public transport links are in Collier Row Lane, Collier Row Road or White Hart Lane, all of which are within walking distance.

A map of the area and aerial photograph are attached to assist the committee.

**Details of the application**

The premises currently hold a Club Premises Certificate with the following hours:-

<b>Live music, recorded music, performance of dance, anything of a similar description to live music, recorded music or performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of entertainment facilities of a similar description to making music or dancing, supply of alcohol</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Saturday	10:00hrs	23:00hrs
Sunday	12:00hrs	22:30hrs
Good Friday	12:00hrs	22:30hrs
Christmas Day	12:00hrs	15:00hrs
	17:00hrs	22:30hrs

<b>Opening Hours</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Saturday	10:00hrs	23:20hrs
Sunday	12:00hrs	22:50hrs
Good Friday	12:00hrs	22:50hrs
Christmas Day	12:00hrs	15:20hrs
	17:00hrs	22:50hrs

A copy is attached to this report for information.

**The application for a new premises licence requests the following:-**

<b>Indoor Sporting Events, Recorded Music, Performance of Dance, Provision of Anything of a Similar description to Live Music, Recorded Music or Performances of Dance.</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Saturday	10:00hrs	23:15hrs
Sunday	12:00hrs	22:45hrs

<b>Supply of Alcohol</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Saturday	10:00hrs	23:00hrs
Sunday	12:00hrs	22:45hrs

<b>Live Music</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Saturday	12:00hrs	23:15hrs
Sunday	12:00hrs	22:45hrs

<b>Opening Times</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Monday to Sunday	08:00hrs	23:30hrs

**Seasonal variations**

No seasonal variations were applied for.

**Non-standard timings**

The application requests a non-standard timing to apply on New Year's Day i.e. Live Music, Recorded Music to 00:45hrs and Supply of Alcohol to 00:30 on New Year's Eve into New Year's Day.

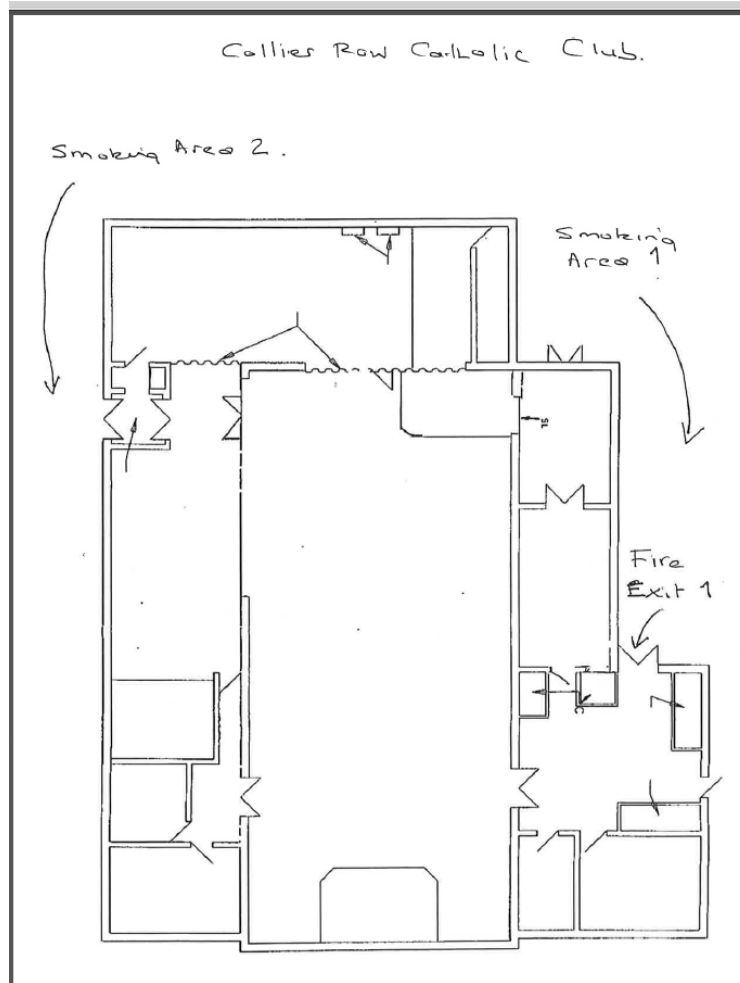
**Comments and observations on the application**

The applicant acted in accordance with premises licence regulations 25 and 26 relating to the advertising of the application. The required newspaper advertisement was installed in the Romford Recorder on Friday 6 June 2014.

Following the application there has been discussions between the applicant, the Licensing Authority and Environmental Health (Noise) of further conditions which would assist the application uphold the Licensing Objectives and they were accepted in their entirety and are detailed below:-

- **All staff shall be suitably trained for their job function for the premise. The training shall be written into a programme, ongoing and under constant review, and must be available to a relevant Responsible Authority when called upon.**
- **A Premises Daily Register shall be kept at the premise. This register will be maintained and kept for a minimum of 12 months. This register should record the name of the person responsible for the premise on each given day. The Premises Daily Register shall record all calls made to the premises where there is a complaint made by a resident or neighbour of noise, nuisance or anti social behaviour by persons attending or leaving the premises. This shall record the details of the caller, the time and date of the call and the time and date of the incident about which the call is made and any actions taken to deal with the call. The Premises Daily Register will be readily available for inspection by an Authorised Person throughout the trading hours of the premise.**
- **No person shall be allowed to leave the premises whilst in the possession of any glass drinking vessel or open glass bottle, whether empty or containing any beverage.**
- **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 will comply with other essential legislation, and all signs as required will be clearly displayed. The system will be maintained and fully operational throughout the hours that the premises are open for any licensable activity.**

- A staff member from the premises who can operate the CCTV system shall be on the premises at all times when the premises is open to the public. This staff member shall be able to show Police recent data or footage with the absolute minimum of delay when requested.
- Entertainment is to be held internally only and no music or speakers shall be provided to external areas of the premises.
- A proof of age scheme, such as Challenge 25 (being that , should a person not look the age of 25 then he/she would need to prove they are in fact of lawful age 18 or over) shall be operated at the premises where the only acceptable forms of identification concerning the issue of age are a ten year passport, PASS logo proof of age card or photocard driving licence.
- Prominent clear notices shall be displayed at the point of entry to the premises and in a suitable location at any points of sale, advising customers that they may be asked to produce evidence of their age.
- The noise monitor located within the main hall/bar area is to be set to 90dB(A) and to be operating at all times whilst the club is open to the public.
- “Fire Exit 1” to be alarmed and an audible alarm sound within the bar area when the door is opened (see attached plan below).
- When there are events/functions held within the main hall at the club using amplified music and/or live music “Fire Exit 1” is not to be used for the entry and exit, except in an emergency (see attached plan below).
- When there are events/functions held within the main hall at the club using amplified music and/or live music “Smoking Area 1” is not to be used for the duration of the event/function by patrons or staff for any purpose (see attached plan below).
- When there are events/functions held within the main hall at the club using amplified music and/or live music all high level windows in the main hall are to be closed for the duration of the event/function.



This application comes about because the current Club Premises Certificate does not provide the premises with the flexibility required to hire out the hall attached to the club for events to the public. Obviously this is a very important income stream that supports the club in being able to allow community groups access and use of the clubs facilities.

Some of the groups who use the premises are:-

- |                                 |                               |
|---------------------------------|-------------------------------|
| St Patricks School for Dancing  | Zumba Dance Class             |
| Badminton                       | Beavers/Cubs/Scouts           |
| Pensioners over 60 club         | Hip Hop dance class           |
| Pensioners Bingo                | Mother and Toddlers           |
| Fushia Club (monthly)           | Ladies Card and Bead Classes  |
| Sunday Church Group             | St Vincent De Paul Charity    |
| St. Francis Charity             | Great Ormond Street Charity   |
| The Havering Country Park Group | The Foster Carer get together |
| St Patricks PTA                 | Romford Raiders               |
| PKU Charity                     | Saving Faces Charity          |

## **Licensing Sub Committee, 16 July 2014**

It is anticipated that the Club Premises Certificate will be surrendered if the applicant is successful in obtaining a premises licence.

### **Summary**

There were 6 valid representations against this application from interested parties.

There were no representations from any of the responsible authorities:

### **Details of representations**

Valid representations may only address the following licensing objectives:

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

### **Interested parties' representations**

All 6 representations from interested parties detail concerns that they have with the premises primarily based around the prevention of public nuisance licensing objective.



Club Premises Certificate Number

1557

**Part 1 – Club details**

Postal address of club

**Collier Row Catholic Club  
Lowshoe Lane Romford RM5 2AP**

Where the certificate is time limited the dates

**Not applicable**

Qualifying club activities authorised by the certificate

**Live music, recorded music, performance of dance, anything of a similar description to live music, recorded music or performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of entertainment facilities of a similar description to making music or dancing, supply of alcohol**

The times the certificate authorises the carrying out of club activities

**Monday to Saturday – 10:00 to 23:00  
Sunday – 12:00 to 22:30  
Good Friday – 12:00 to 22:30  
Christmas Day – 12:00 to 15:00 & 17:00 to 22:30**

The opening hours of the club

**Monday to Saturday – 10:00 to 23:20  
Sunday – 12:00 to 22:50  
Good Friday – 12:00 to 22:50  
Christmas Day – 12:00 to 15:20 & 17:00 to 22:50**

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

**On supplies only**

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

**Restricted**

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**Mandatory conditions**

1. (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.  
(2) In this paragraph, an irresponsible promotion means any one or more of the following: activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children –
  - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to –
    - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
    - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
  - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
  - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
  - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on–
    - (i) the outcome of a race, competition or other event or process, or
    - (ii) the likelihood of anything occurring or not occurring;
  - (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
6. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
7. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
8. The responsible person shall ensure that –
  - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
    - (i) beer or cider: ½ pint;



- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
  - (iii) still wine in a glass: 125 ml; and
  - (b) customers are made aware of the availability of these measures.
9. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
- (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

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Annex 2 – conditions consistent with the club operating schedule

1. The admission of children shall be subject to the rules item 18 of the constitution.
2. Children shall be only admitted to the club and the hall when the bar is in operation under the care and control of an adult.
3. No child under the age of 14 shall be admitted to the public bar.
4. Children shall remain with their parents in the lounge bar or hall if available.
5. Children under the age of 18 shall not be permitted to buy or have alcohol beverages bought for them when the hall bar is in operation.
6. Notices to bar children from the bar servicing area shall be displayed.
7. The members club shall run in accordance with the constitution administered by the directors through officers appointed by them assisted by a general committee.
8. The premises shall have a fire alarm system for all areas.
9. The main entrance has a security door accessed by club members by a key fob issued on membership.
10. Guests should not be admitted without using the buzzer to obtain authorised admittance and be signed in by a member.
11. CCTV shall monitor all members/guests upon entry into the club.
12. The club shall continue to have a capacity of 250 persons.
13. Popular events shall be ticket only to restrict numbers and maximum number for the hall to be 180 persons.
14. Door supervisor shall be used during busy periods.
15. Members and guests using the hall shall be requested to leave the premises promptly and quietly at the end of an evening.
16. Refuse shall be kept in a locked compound.
17. Alcohol shall not be sold or supplied except during permitted hours. In this condition permitted hours means:
  - (a) on weekdays as stated;
  - (b) on Sundays as stated;
  - (c) on Good Friday 12:00 to 22:30;
  - (d) on New Year's Eve except on a Sunday 10:00 to 23:00;
  - (e) on New Year's Eve on a Sunday 12:00 to 22:30;
  - (f) on New Year's Eve from the end of permitted hours to the start of permitted hours on the following day o, if there are no permitted hours on the following day 00:00 on 31st December;

(g) on Christmas Day as provided by the rules of the club and notified in writing by the chairman or secretary of the club to the chief executive of the justices for the petty sessions area in which the premises are. The said hours shall:

- (i) not exceed six and a half hours;
- (ii) not begin earlier than 12:00;
- (iii) not end later than 22:30;
- (iv) provide for a break of at least two hours including 15:00 to 17:00;
- (v) not extend for more than three and a half hours after 17:00.

The above restrictions do not prohibit the supply to or consumption by any person of alcohol in any premises where they are residing.

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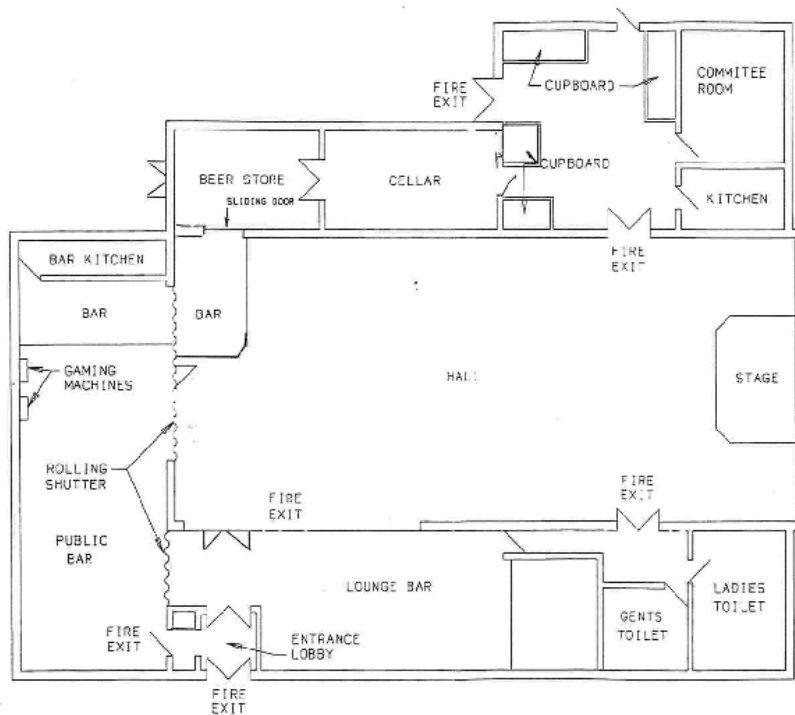
Annex 3 – conditions attached after a hearing by the Licensing Authority

Not applicable

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Annex 4 – premises plans

Full premises plans are held by the Licensing Authority of the London Borough of Havering. The plans reproduced below are not to scale:





# Havering

LONDON BOROUGH

## Part B Club Premises Certificate Summary

Club Premises Certificate Number

1557

### Club details

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Postal address of club

**Collier Row Catholic Club  
Lowshoe Lane Romford RM5 2AP**

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Where the certificate is time limited the dates

**Not applicable**

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Qualifying club activities authorised by the certificate

**Live music, recorded music, performance of dance, anything of a similar description to live music, recorded music or performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of entertainment facilities of a similar description to making music or dancing, supply of alcohol**

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The times the certificate authorises the carrying out of qualifying club activities

**Monday to Saturday – 10:00 to 23:00  
Sunday – 12:00 to 22:30  
Good Friday – 12:00 to 22:30  
Christmas Day – 12:00 to 15:00 & 17:00 to 22:3**

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The opening hours of the club

**Monday to Saturday – 10:00 to 23:20  
Sunday – 12:00 to 22:50  
Good Friday – 12:00 to 22:50  
Christmas Day – 12:00 to 15:20 & 17:00 to 22:50**

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

**On supplies only**

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

**Restricted**

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RECRUITMENT

Drivers



Monarch Removals Ltd  
require a **CLASS TWO DRIVER**  
and **7.5 TONNE DRIVER**,  
must have experience in domestic  
moves. Salary negotiable.  
Call Keith 01708 251000

## Class 2 Multi Drop Driver

Must have experience/knowledge  
of home counties. Purfleet based

07850 815477

### NAVARE TRANSPORT

Require  
**OWNER  
DRIVERS**  
of large (12ft) vans  
for immediate start.  
Call 07951 013564

Allied Recruitment  
urgently require  
**HGV 1 DRIVERS**  
to work from Dagenham, North  
London, Hatfield or Aylesbury.  
Full/Part Time,  
excellent rates paid.  
Uniform provided. Driver CPC  
courses can be provided  
Contact Andrew or Dan on  
**020 8555 7422**  
**07824 363 290**

### Pre-School & Nurseries

**LEVEL 3** (or equivalent) Nursery Nurse  
with experience for busy  
nursery in Seven Kings.  
Contact Lisa / Kay on  
020 8590 1413

**NVQ Level 2/3**  
Nursery Nurse required.  
Please e-mail CV to  
info@cleverlogsdaysnursery.  
co.uk

Look local  
with  
**jobs24.co.uk**  
IN-PAPER • ONLINE • ON MOBILE

### Sales & Marketing

### Telesales Executive Wanted

Managed Print and office services Company  
Central London based  
Full time employment previous experience  
beneficial  
Good communication skills essential  
Please forward CV to:  
**careers@logixal.co.uk**

### Training & Career Development

#### Safety Training

**SMSTS**  
**SSSTS**  
Railway Training  
Confined Space  
Abrasive Wheels  
First Aid  
Other courses available  
Visit:  
**www.fastlinetraining.co.uk**  
Call: **020 8596 5164/**  
**020 8596 5121**  
Email:  
**enquiries@fastlinetraining.co.uk**

**FASTLINE**  
CITB



### Goods Vehicle Operator's Licence

Chase Equipment Solutions Ltd of Unit 3  
Spilsby Road, Harold Hill, Romford, Essex,  
RM3 8SB is applying for a licence to use Unit  
3 Spilsby Road, Harold Hill, Romford, Essex,  
RM3 8SB as an operating centre for 6 goods  
vehicles and 0 trailers

Owners or occupiers of land (including buildings)  
near the operating centre(s) who believe that  
their use or enjoyment of that land would be  
affected, should make written representations  
to the Traffic Commissioner at Hillcrest House,  
386 Harehills Lane, Leeds, LS9 6NF, stating  
their reasons, within 21 days of this notice.  
Representors must at the same time send a copy  
of their representations to the applicant at the  
address given at the top of this notice. A Guide  
to Making Representations is available from the  
Traffic Commissioner's Office.

### Goods Vehicle Operator's Licence

Wellspeed Limited trading as Wellspeed Limited of  
Nirvana Moultain Hill, Swanley, Kent BR8 8BS is  
applying to change an existing licence as follows: To  
keep an extra 1 goods vehicles and 1 trailers at the  
operating centre at A8 Dovers Corner, Dovers Corner  
Industrial Estate, New Road, Rainham, Essex RM13  
8QT. To add an Operating Centre to keep 2 vehicles  
and 2 trailers at A8 Dovers Corner Dovers Corner  
Industrial Estate, New Road, Rainham, Essex RM13  
8QT

Owners or occupiers of land (including buildings)  
near the operating centre(s) who believe that their  
use or enjoyment of that land would be affected,  
should make written representations to the Traffic  
Commissioner at Hillcrest House, 386 Harehills Lane,  
Leeds, LS9 6NF, stating their reasons, within 21 days  
of this notice. Representors must at the same time  
send a copy of their representations to the applicant at  
the address given at the top of this notice. A Guide to  
Making Representations is available from the Traffic  
Commissioner's Office.

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

Applicant: Collier Row Catholic Club Ltd of Lowshoe  
Lane, Collier Row, Romford, Essex RM5 2AP. The  
proposed licensable activities are: Sale and supply  
of on and off sales of alcohol between between the  
hours: Monday-Saturday 10.00am-11.00pm; Sunday  
12.00pm-10.30pm. Live Music, recorded Music, Indoor  
Sporting Events, Performances of Dance & other similar  
entertainment such as Karaoke and Quizzes between the  
hours: Monday-Saturday 10.00am-11.15pm, Sunday  
12.00pm-10.45pm.

Full details of the application can be inspected at the  
address noted below during normal business hours or on  
the Havering website, any representations by an interested  
party or responsible authority regarding the application:  
Licensing Team, Housing & Public Protection, London  
borough of Havering, c/o The Town Hall, Main Road,  
Romford RM1 3BD. Email: licensing@havering.gov.uk  
Website www.havering.gov.uk

Such representation must be received in writing by 26th  
June 2014, clearly stating the grounds upon which the  
representation is made in relation to the four objectives of  
the Licensing Act 2003.

It is an offence to knowingly or recklessly make a  
false statement in connection with an application. The  
maximum fine for which a person is liable on summary  
conviction for the offence is £5000.

### NICHOLAS ARTHUR DOREY (Deceased)

Pursuant to the Trustee Act 1925 any person  
having a claim against or an interest in the Estate of  
the aforementioned deceased, late of Ye Olde  
Plough House Brentwood Road Bulphan  
Upminster RM14 3SR, who died on 24/06/2013,  
is required to send particulars thereof in writing to  
the undersigned at the address below, on or before  
15/08/2014, after which date the Estate will be  
distributed having regard only to claims and  
interests of which he has had notice.

**David John Game**  
Ballintlea The Bridleway Howe Green  
Chelmsford CM2 7RL

7410384

### ALAN WALTER ARTHUR STYLES (Deceased)

Pursuant to the Trustee Act 1925 any persons having  
a claim against or an interest in the Estate of the  
aforementioned deceased, late of 28 Wakerfield  
Close Hornchurch Essex RM11 2TH, who died on  
24/04/2014 are required to send particulars thereof  
in writing to the undersigned on or before  
15/08/2014, after which date the Estate will be  
distributed having regard only to claims and interests  
of which they have had notice.

**CHORUS LAW LTD**  
Heron House Timothy's Bridge Road  
Stratford upon Avon CV37 9BX

7411547

### Legal and Public Notices

#### LONDON BOROUGH OF HAVERING

#### THE HAVERING (WAITING AND LOADING RESTRICTION) (CIVIL ENFORCEMENT AREA) (NO. 1) (AMENDMENT NO. 212) ORDER 2014

1. NOTICE IS HEREBY GIVEN that the Council of the London Borough of Havering, hereinafter called the Council, on 2 June 2014 made the above-mentioned Order under sections 6 and 124 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984, as amended.
2. The effect of the Waiting & Loading Restriction Order will be to impose waiting restrictions operative at any time on the lengths of street specified in the Schedule to this Notice.
3. A copy of the Order, which will come into operation on 9 June 2014, of the Order being amended, together with the Council's statement of reasons for making the Order and plans showing the locations and effects of the Order can be inspected until the end of six weeks from the date on which the Order was made, during normal office hours on Mondays to Fridays inclusive, at Traffic & Parking Control, StreetCare, Mercury House, Mercury Gardens, Romford, Essex RM1 3SL.
4. Any person desiring to question the validity of the Order or of any provision contained therein on the grounds that it is not within the relevant powers of the Road Traffic Regulation Act 1984, or that any of the relevant requirements thereof or of any relevant regulations made thereunder has not been complied with in relation to the Order may, within six weeks of the making of the Order, make application for the purpose to the High Court.

Dated 6 June 2014

Published in the Romford Recorder: 6 June 2014

Authorised Officer, for and on behalf of  
**Helen Edwards, Director of Legal and Governance**

London Borough of Havering, Town Hall, Main Road, Romford RM1 3BD

#### SCHEDULE

##### Bampton Road

- (a) the north-east side, between a point in line with the northern kerb-line of the access road leading to Martin Dale Pharmaceuticals and a point 10 metres north-west of that kerb-line;
- (b) the south-west side, between a point in line of the southern kerb-line of the access road leading to Martin Dale Pharmaceuticals and a point 25 metres north-west of that kerb-line.

**Cloister Close**, both sides, between the southern kerb-line of Upminster Road South and a point 10 metres south of that kerb-line.

**Digby Mews**, both sides, between the north-western kerb-line of Kingsbridge Road and a point 20 metres north-west of that kerb-line.

**Halesworth Close**, both sides, between the south-western kerb-line of Halesworth Road and a point 10 metres south-west of that kerb-line.

##### Halesworth Road

- (a) both sides, between a point 10 metres north-west of the north-western kerb-line of Lancing Road and a point 10 metres south-east of the south-eastern kerb-line of Lancing Road;
- (b) both sides, between a point 10 metres north-east of the north-eastern kerb-line of Kettering Road and a point 10 metres south-west of the south-western kerb-line of Kettering Road;
- (c) both sides, between a point 10 metres north-west of the north-western kerb-line of Halesworth Close and a point 10 metres south-east of the south-eastern kerb-line of Halesworth Close.

##### Keighley Road

- (a) both sides, between a point 10 metres north-west of the north-western kerb-line of Kettering Road and a point 10 metres south-east of the south-eastern kerb-line of Kettering Road;
- (b) both sides, between the south-eastern kerb-line of Leyburn Crescent and a point 10 metres south-east of that kerb-line.

##### Kettering Road

- (a) both sides, between a point 10 metres north-east of the north-eastern kerb-line of Lancing Road and a point 10 metres south-west of the south-western kerb-line of Lancing Road;
- (b) both sides, between the north-eastern kerb-line of Keighley Road and a point 10 metres north-east of that kerb-line;
- (c) both sides, between the south-eastern kerb-line of Halesworth Road and a point 10 metres south-east of that kerb-line.

**Kingsbridge Circus**, both sides, between a point 10 metres north-west of the north-western kerb-line of Leyburn Road and a point 10 metres south-east of the south-eastern kerb-line of Leyburn Road.

**Kingsbridge Close**, both sides, between the north-western kerb-line of Kingsbridge Road and a point 10 metres north-west of that kerb-line.

##### Kingsbridge Road

- (a) both sides, between a point 10 metres north-east of the north-eastern kerb-line of Leyburn Crescent and a point 10 metres south-west of the south-western kerb-line of Leyburn Crescent;
- (b) both sides, between a point 10 metres south-west of the south-western kerb-line of Digby Mews and a point 10 metres north-east of the north-eastern kerb-line of Digby Mews;
- (c) the north-west side, between a point 10 metres north-east of the north-eastern kerb-line of Kingsbridge Close and a point 10 metres south-west of the south-western kerb-line of Kingsbridge Close.

##### Lancing Road

- (a) both sides, between the south-eastern kerb-line of Kettering Road and a point 10 metres south-east of that kerb-line;
- (b) both sides, between the south-western kerb-line of Halesworth Road and a point 10 metres south-west of that kerb-line.

##### Leyburn Crescent

- (a) both sides, between the south-eastern kerb-line of Leyburn Road and a point 10 metres south-east of that kerb-line;
- (b) both sides, between the south-eastern kerb-line of Kingsbridge Road and a point 10 metres south-east of that kerb-line;
- (c) both sides, between a point 10 metres north-east of the north-eastern kerb-line of Keighley Road and a point 10 metres south-west of the south-western kerb-line of Keighley Road;
- (d) the south side, between a point 5 metres east of the eastern kerb-line of Ryedale Place and a point 5 metres west of the western kerb-line of Ryedale Place.

##### Leyburn Road

- (a) both sides, between a point 10 metres north-east of the north-eastern kerb-line of Leyburn Crescent and a point 10 metres south-west of the south-western kerb-line of Leyburn Crescent;
- (b) both sides, between the south-western kerb-line of Kingsbridge Circus and a point 10 metres south-west of that kerb-line.

**St. Helens Court**, the westernmost north to south arm, both sides, between the southern kerb-line of Upminster Road South and its southern extremity.

**Upminster Road South**, the south side, between a point 10 metres east of the eastern kerb-line of Cloister Close and a point 10 metres west of the western kerb-line of Cloister Close.

# Looking for a local career?

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# IT PAYS TO ADVERTISE


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Collier Row Catholic Club, Lowshoe Lane

N  
↑

Scale: 1:1000 0 2.5 5 7.5 metres  
 Date: 30 May 2014 


London Borough of Havering  
Town Hall, Main Road  
Romford, RM1 3BD  
Tel: 01708 434343
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Ordnance Survey 100024327

Collier Row Catholic Club, Lowshoe Lane RM5 2AP





\* required information

### Section 1 of 19

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

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

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

Are you an agent acting on behalf of the applicant?

Yes  No

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

### Applicant Details

\* First name

\* Family name

\* E-mail

Main telephone number  Include country code.

Other telephone number

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

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

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

### Applicant Business

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

\* Registration number

\* Business name  If your business is registered, use its registered name.

\* VAT number   Put "none" if you are not registered for VAT.

\* Legal status

**Continued from previous page...**

\* Your position in the business

Home country

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

**Section 2 of 19**

**PREMISES DETAILS**

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

**Premises Address**

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

Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

**Section 3 of 19****APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

**Confirm The Following**

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

**Section 4 of 19****NON INDIVIDUAL APPLICANTS**

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

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

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

Continued from previous page...

Private Ltd Company

**Address**

Building number or name	<input type="text"/>
Street	<input type="text" value="Lowshoe Lane"/>
District	<input type="text" value="Collier Row"/>
City or town	<input type="text" value="Romford"/>
County or administrative area	<input type="text" value="Essex"/>
Postcode	<input type="text" value="RM5 2AP"/>
Country	<input type="text" value="United Kingdom"/>

**Contact Details**

E-mail	<input type="text" value="cole460@tinternet.com"/>
Telephone number	<input type="text" value="01708 766365"/>
Other telephone number	<input type="text" value="07799 142394"/>

**Section 5 of 19**

**OPERATING SCHEDULE**

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

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

Provide a general description of the premises

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

The premises consist of a members bar within the area named as public bar on plan A. A lounge bar area as marked on the plan. The bar within the lounge bar is no longer in use. The Parish hall with a bar. The premises are within the complex consisting of the Corpus Christi Church and St. Patrick's School

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

Continued from previous page...

**Section 6 of 19**

**PROVISION OF PLAYS**

Will you be providing plays?

Yes

No

**Section 7 of 19**

**PROVISION OF FILMS**

Will you be providing films?

Yes

No

**Section 8 of 19**

**PROVISION OF INDOOR SPORTING EVENTS**

Will you be providing indoor sporting events?

Yes

No

**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

Continued from previous page...

SUNDAY

Start

End

Start

End

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

Short mat bowls, badmington  
Pool table and darts available during ar opening hours opening hours with background music from radio or CD

State any seasonal variations for indoor sporting events

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

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

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

Cubs and scouts may hold indoor sports intermitantly

**Section 9 of 19**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

Will you be providing boxing or wrestling entertainments?

Yes  No

**Section 10 of 19**

**PROVISION OF LIVE MUSIC**

Will you be providing live music?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

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

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

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

Indoors

Outdoors

Both

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 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.

New Years Eve we wish to extend the music until 45 minutes after midnight

Continued from previous page...

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes  No

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

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

Indoors  Outdoors  Both

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 bar and lounge areas have a radio and cd player for recorded music. Music can be played in the hall and some weekends we have functions with Discos.



**Continued from previous page...**

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

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

New Years Eve we wish to extend the music for 45 minutes after midnight

**Section 12 of 19**

**PROVISION OF PERFORMANCES OF DANCE**

Will you be providing performances of dance?

Yes

No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

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...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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.

Children's dance classes occasionally have performances in the hall but they are not a regular event

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.

There are no planned events at present.

**Section 13 of 19**

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

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

Yes       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

Continued from previous page...

TUESDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:15"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:15"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:15"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:15"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:15"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="22:45"/>
Start	<input type="text"/>	End	<input type="text"/>

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

Karaoke, quiz nights

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.

Continued from previous page...

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

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

We may wish to have karaoke in the bar area or hall intermittently

**Section 14 of 19**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

Yes

No

**Section 15 of 19**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

Yes

No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

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 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.

New Years Eve we wish to continue the supply of alcohol for a further 30 minutes after midnight

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.

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

**Name**

First name

Family name

Continued from previous page...

**Enter the contact's address**

Building number or name	Collier Row Catholic Club Ltd
Street	Lowshoe Lane
District	Collier Row
City or town	Romford
County or administrative area	Essex
Postcode	RM5 2AP
Country	United Kingdom
Personal Licence number (if known)	004067
Issuing licensing authority (if known)	London Borough of Havering

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

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

Reference number for consent form (if known)

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

**Section 16 of 19**

**ADULT ENTERTAINMENT**

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

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

We have two gaming machines in the area designated the public bar with access restricted to children under 14 years old.

**Section 17 of 19**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

Continued from previous page...

TUESDAY

Start 08:00

End 23:30

Start

End

WEDNESDAY

Start 08:00

End 23:30

Start

End

THURSDAY

Start 08:00

End 23:30

Start

End

FRIDAY

Start 08:00

End 23:30

Start

End

SATURDAY

Start 08:00

End 23:30

Start

End

SUNDAY

Start 08:00

End 23:30

Start

End

State any seasonal variations

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

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

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

The public bar area is locked and alarmed and the bar area and cellar are locked outside times that alcoholic refreshments are served except for housekeeping and maintenance. The hall and lounge bar area are accessible to the Parish at all times. The lounge bar is no longer in use.

**Section 18 of 19**

**LICENSING OBJECTIVES**

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

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

**Continued from previous page...**

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

The club is a member's club run by volunteers and volunteer directors. The club is run for the benefit of the Parish of Corpus Christi Church, Collier Row and the local community.

**b) The prevention of crime and disorder**

During the opening hours the areas are supervised by bar staff and/or Directors.

**c) Public safety**

The premises has a fire alarm system fitted for all areas. The main entrance has a security door accessed by club members by a key fob issued on membership. Guests must use the buzzer to obtain entrance. The entrance is monitored by CCTV. The club has a capacity of 250 persons. Popular events are by ticket only to restrict numbers and booking forms state the maximum number for the hall is 180 persons.

**d) The prevention of public nuisance**

Members and guests using the club and hall are requested to leave quietly and promptly at the end of the evening. Signage will be clearly displayed for this objective. Rear doors are self closing and monitored during events. Refuse and bottle disposal will not happen outside the premises after 9.30pm. The installation of a noise monitor to be supervised by staff to a level agreed by the Havering council noise nuisance team.

**e) The protection of children from harm**

Children are only admitted to the hall and bar areas, when the bar is open, under the care and supervision of an adult. No child under the age of 14 years is admitted to the area known as the public bar area.

**Section 19 of 19**

**PAYMENT DETAILS**

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

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

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](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



**Continued from previous page...**

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 (£)

315.00

**DECLARATION**

\* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application.

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

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

Mr. Kevin Cole

\* Capacity

Chairperson

\* Date

29 / 05 / 2014

dd

mm

yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/havering/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**OFFICE USE ONLY**

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

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

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

Mr. Kevin Cole

-----  
*[full name of prospective premises supervisor]*

Of 16 Fry Close, Collier Row, Essex, RM5 2QE

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

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

Premises License

-----  
*[type of application]*

by

Mr. Kevin Cole

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

relating to a premises licence

-----  
*[number of existing licence, if any]*

for

Collier Row Catholic Club Ltd, Lowshoe Lane, Collier Row, Essex, RM5 2AP

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

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

Mr. Kevin Cole

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

concerning the supply of alcohol at

Collier Row Catholic Club Ltd, Lowshoe Lane, Collier Row, Essex RM5 2AP

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

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

Personal licence number

004067

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

Personal licence issuing authority

London Borough of Havering

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

Signed



Name (please print)

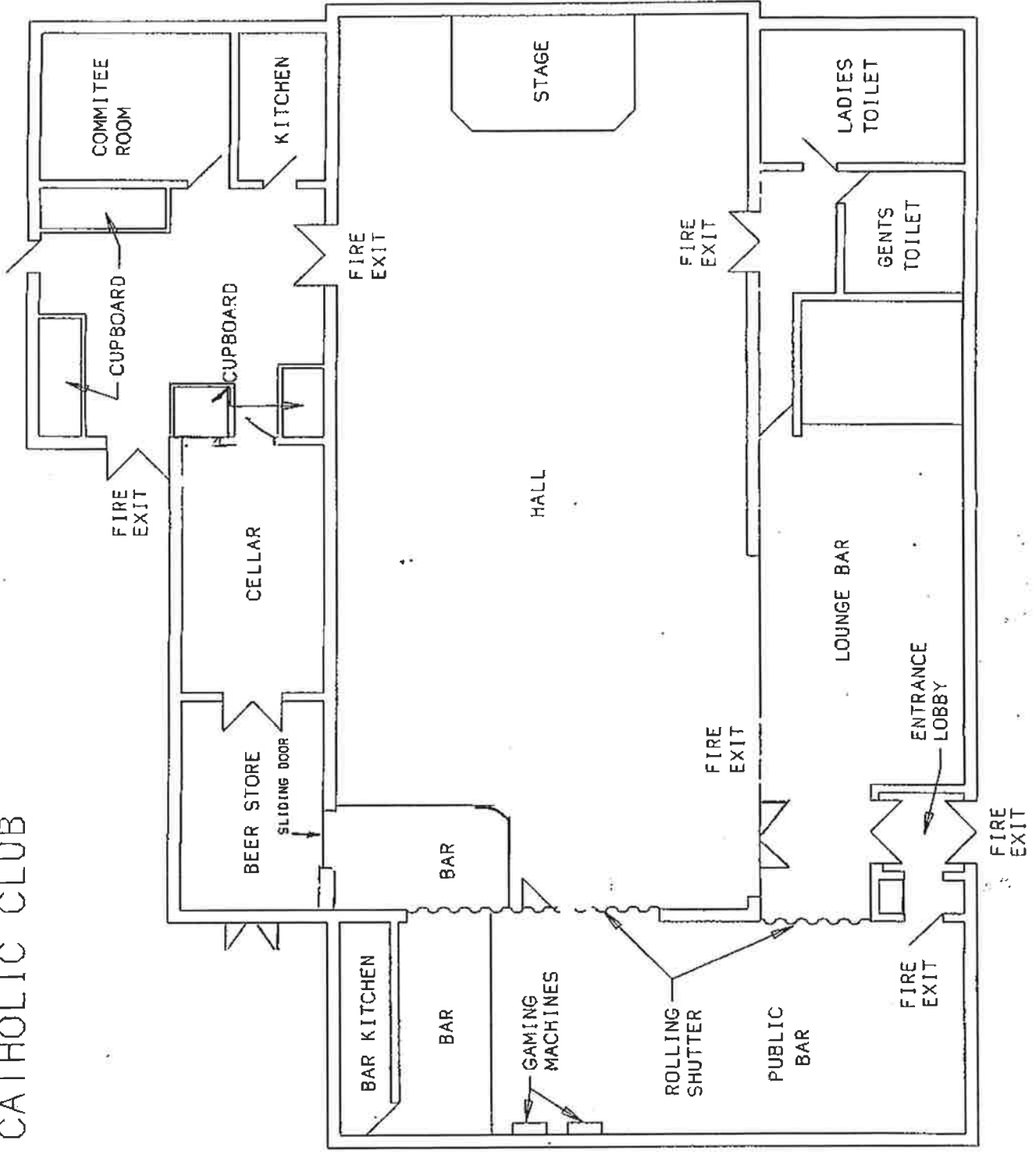
Mr. Kevin Cole

Date

23.3.14

COLLIER ROW

CATHOLIC CLUB







**Licensing Act 2003 representation pro-forma**

Should you wish to comment on a licence application this form intended to help you. Please feel free to attach additional sheets.

You do not have to make any comment, and comments may be made in support of as well as against the application, providing they refer to one or more of the licensing objectives. We require your personal details, as we are unable to accept anonymous representations. (See below about the Licensing Authority withholding personal details)

Premises Name and address: 50 LOWSHOE LANE

ROMFORD RM5 2AP

Your Name: SARPER RIZA

Your Address: \_\_\_\_\_

Email: Sarperriza@hotmail.co.uk

Telephone: 07710 285 322

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

**Public Nuisance** There are loud noise coming from the club across the road to me.  
Also when there are leaving they noisy about talking loud for hours sometimes singing loud

**Crime and Disorder**

**Protection of Children from Harm**

**Public Safety**

I wish my identity to be kept anonymous Yes/No –

We can withhold personal details where there is a genuine reason to do so; if you wish your name and address details to be withheld then please explain the reason:

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Signature: Sayer Riza  
Date: 10-6-14

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**Licensing Act 2003 representation pro-forma**

Should you wish to comment on a licence application this form intended to help you. Please feel free to attach additional sheets.

You do not have to make any comment, and comments may be made in support of as well as against the application, providing they refer to one or more of the licensing objectives. We require your personal details, as we are unable to accept anonymous representations. (See below about the Licensing Authority withholding personal details)

Premises Name and address: Church Hall - Lowshoz lane.

Your Name: Bill Anderson

Your Address: 32A Lowshoz Lane  
RMS 2AP

Email: \_\_\_\_\_

Telephone: 01708-751759.

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

**Public Nuisance (Noise)**  
The main issue of concern is the noise generated from the hall when used with disco music and when people stand outside with the doors prompted open. The noise nuisance is compounded when people are leaving the hall late at night.

**Crime and Disorder** N/A.


Protection of Children from Harm N/A.

Public Safety N/A

I wish my identity to be kept anonymous Yes/No

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Signature:   
Date: 3<sup>rd</sup> June 2014.

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Premises Name and address: COLLIER ROW CATHOLIC CLUB  
LOWSHOE LANE, ROMFORD RM5 2AP

Your Name: TREVOR MILLER

Your Address: 42 LOWSHOE LANE, COLLIER ROW  
ROMFORD RM5 2AP

Email: ROBERT48@HOTMAIL.CO.UK

Telephone: 01708 742976

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

**Public Nuisance** MY HOUSE IS SITUATED DIRECTLY OPPOSITE THE REAR FIRE DOORS OF THESE PREMISES. AND WHEN THERE IS A FUNCTION ON INVOLVING DISCO MUSIC ETC. THESE REAR FIRE DOORS ARE WEDGED OPEN ~~AND~~ BY PEOPLE WHO ARE SMOKING. WHILE THESE DOORS ARE OPEN CHILDREN ALSO COME ONTO THE GRASS AREA AT THE REAR UNSUPERVISED SCREAMING & SHOUTING. THESE NOISE LEVELS ARE UNACCEPTABLE TO MYSELF AND MY NEIGHBORS. THIS COULD EASILY BE CURED BY HAVING A PROPER ALARM SYSTEM ON THESE FIRE DOORS, ENSURING THEY DO NOT OPEN WHEN A FUNCTION IS ON WITH MUSIC, UNLESS THE Crime and Disorder Act 1998 NEEDS TO BE EVACUATED.

**Protection of Children from Harm**

**Public Safety**

I wish my identity to be kept anonymous ~~Yes~~/No –

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_



3-6-14

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**Premises Name and address:** The Church Hall  
Lowshoe Lane

**Your Name:** S. Harrison.

**Your Address:** 34 Lowshoe Lane Collier Row Romford  
B.M5. 2AP

**Email:** \_\_\_\_\_

**Telephone:** 01708 739337

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

CHURCH HALL IN LOWSHOE LANE. FRIDAY, SATURDAY & SUNDAY

**Public Nuisance** The volume of music is often excessively loud, <sup>EVENINGS,</sup> especially on summer evenings, when the hall's windows and doors are left open, In addition there is noise from children screaming on the grass outside the church. We have to close our windows, even though it is warm and against our wishes.

**Crime and Disorder**

**Protection of Children from Harm**

**Public Safety**

I wish my identity to be kept anonymous Yes/No –

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Signature: S. Hansen

Date: 4/6/2014

**Please ensure name and address details completed above**

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or send by email to: [licensing@haverling.gov.uk](mailto:licensing@haverling.gov.uk)

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Premises Name and address: Collier Row Catholic Club

Lowshoe Lane Romford RM5 2AP

Your Name: Mrs Kay Samuels

Your Address: 46 Lowshoe Lane Collier Row Romford RM5 2AP

Email: nigel.samuels@ntlworld.com

Telephone: 01708 761066

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

**Public Nuisance** The rear fire doors are directly opposite my house and when celebrations are taking place in the hall these doors always seem to be open. Smokers use this area all the time and so they prop the doors open. Might I suggest that this area is made a NON SMOKING AREA, then the smokers would have to walk away from the doors and there would be ~~no~~ need for the doors to remain open. Also I feel that the people who hire the hall should be made aware of the nuisance they are causing when leaving at 11.30 - 12pm. Not fair when we

**Crime and Disorder** have to get up for work the next morning. People leave the hall shouting and calling out sometimes till way after midnight. I think the people running the bar should be reminding people as they leave that it is a residential area and that they should respect the local residents. An alarm for the noise level would be an excellent addition as this would cut the systems out if too loud. ~~and~~ also with the doors propped open this is very annoying with ~~loud~~ music able to escape. I feel that I

should be able to go to bed in the warm weather with my windows open. Sadly sometimes I cannot.

**Protection of Children from Harm.**

I also feel that the provision of the 'ash tray!' on the outside wall by the rear fire doors is inappropriate as this is the entrance to the nursery/play groups that take place daily. It should be a smoke free zone.

**Public Safety**

When events are taking place in the hall, if there is a need for children to be playing outside on the grass area then an appropriate adult should be out there at all times, this doesn't always happen and if children are running around onto the pavement, Loushwe Lane can be very busy and drivers would not necessarily see children between the parked

I wish my identity to be kept anonymous Yes/No - cars. Also there should be a time limit on this say 9-9.30pm.

We can withhold personal details where there is a genuine reason to do so; if you wish your name and address details to be withheld then please explain the reason:

[Empty box for providing reasons for withholding details]

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Signature: [Handwritten Signature]

Date: 16.6.14

**Please ensure name and address details completed above**

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Mr RJ Surman MBE  
40 Lowshoe Lane  
Collier Row  
Romford  
Essex  
RM5 2AP

16<sup>th</sup> June 2014

Ref: Premises License Application  
Catholic Club & Hall  
Lowshoe Lane

Dear Sir/Madam,

This letter forms part of my submission of representation on the Premises License application for Collier Row Catholic Club & Hall.

The church hall is viewed by its neighbours as a valuable asset for the area offering facilities for activities open to all age groups from the very young to our senior citizens. Various groups run their own activities within the hall and cause no concerns or problems to its neighbours.

The issues raised in my representation mainly concern noise pollution and disturbance when the hall is used for events that include the use of amplified live or disco music with the use of PA systems. These amplified music events are usually held in the evenings at the end of the week Friday, Saturday & Sunday. Local residents are concerned that as the premises license hours of operation are for seven days a week events could be held every day of the week.

Emphasis has been made that events will be held for charitable reasons however, regardless of the reason or cause any events being held, the noise levels must be controlled, neighbouring residences should have a right to live in a peaceful environment.

I have lived opposite these premises since 1986, in the early years events were held and the noise was kept in check giving neighbours no cause for concern or complaint, unfortunately that was not to last and in more recent years I and many of my neighbours have on many occasions made complains concerning the noise. I have complained directly to the club and to the Environmental Health Team who have attended and witnessed the problem first hand, sadly both resulting in very short term solutions.

Despite having environmental health backing no lasting action has been taken. My grandson who lives with me will not sleep in his bedroom at weekends because of the noise, he sleeps downstairs at the rear of the house.

I have no issue with the granting of the Premises License itself providing there are conditions contained within the license regarding the level of noise and disturbance currently being forced on its neighbours to tolerate.

The fitting of a Noise Limiter is essential, NOT a noise indicator, the club have received many indicators over the past years in the form of complaints from local residents and from the environmental services none of which have resolved the on-going problem.

A noise limiter **does not** require an action by a third party to reduce the level of noise being produced, it is pre-set, sealed by the local authority and works automatically if the noise level is breached. It cannot be ignored or tampered with.

Other conditions concerning doors and windows also need to be included all of which are contained in the LB of Havering Statement of Licensing Policy.

The noise issues I raise are easily remedied, it will mean that the clubs committee must commit themselves to take noise issues seriously by taking the necessary action required and by providing the right technology for the job.

I appreciate that the committee have recently taken steps to try and resolve some of the noise issues but unfortunately their effects have not been successful. The noise indicator purchased will still rely on a third party to firstly notice an issue is present and then to either respond to it or ignore it. I have been informed that bar sales are more important than other issues, hence if the bar is busy anything else takes second place.

I have not mentioned in my representation the noise made when patrons leave the premises, I feel although connected with the club once they leave the club have no control. The issue here is that there being no car park for the premises and patrons park in the road outside local residence and when leaving tend to spend some considerable time saying their goodbyes sometimes into the early morning hours. Glasses and bottles are often left on pavements and garden walls.

The fabric of the building itself together with its location in a residential area in my opinion is not suitable for modern sound systems, that is not to say that events should not be held but that they must be strictly controlled so to fit in with the local community and its environment.

I know that the club in 2002 was made a private limited company, I do not know what effect if any this has on the use of the premises, its license or its connection with the Catholic Church. Relative information would be welcome.

I am hopeful that the committee will finally take the necessary steps and agree to the fitting of the correct equipment to reduce the noise level once and for all to a pre-set satisfactory level where the club, hall and residents can all enjoy the local environment.

With conditions attached to any Premises license granted it would further encourage the license holder to keep a firm check on any noise produced at the risk of losing the license.

**May I ask that should this application need go to before the licensing panel can the first week of July be avoided.**

Respectfully submitted



Rod Surman MBE

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### **Licensing Act 2003 representation pro-forma**

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**Premises Name and address:** Collier Row Catholic Club & Hall

**Your Name**            Mr RJ Surman MBE  
**Your Address**      40 Lowshoe Lane  
                                 Collier Row. Romford Essex RM5 2AP  
**Email:**                [rodsurman@tiscali.co.uk](mailto:rodsurman@tiscali.co.uk)  
**Telephone**            01708 768595

#### **Preface:-**

The main points of my representation (listed below) are concerning noise levels and disturbance issues resulting from the use of unrestricted live or recorded music sound systems. It is aggravated by people attending events standing outside the rear of the hall holding or propping the fire doors open while smoking, drinking and talking above the music. Unsupervised children are allowed to run in and out of the rear doors late into the evenings screaming and shouting (being kids) they are at risk.

After many complaints by residents over the years, made either directly to the club or to the council environmental services only very short term reductions in the noise levels was ever achieved.

Havering Licensing Policy lists solutions and conditions to limit such noise issues particularly where premises are located within residential areas.

If solutions are implemented with conditions attached to the premises license prior to it being granted it would result in a reduction of noise and disturbance issues.

Conditions attached to the license would give a reassurance to local residents that the license holder is taking the noise and disturbance issues seriously and in turn allow local residents peace during the many events held.

In conclusion I ask the Club/Hall Committee to employ the correct equipment to tackle the noise levels of the music and PA systems, and take the necessary steps to keep the doors and windows closed so that both club and local residents can all enjoy the environment where we live.

**It is all achievable.**

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

## **Public Nuisance**

### **Noise:**

My main issue of concern are the noise levels emitted from amplified live or disco music and the use of PA systems.

The hall has large opening windows along the top of both flank walls that are fully opened during the summer months.

The rear fire doors are used as the entry and exit point for functions, no security or checks on attendees entering are undertaken and the doors remain open. The doors to the beer cellar are propped fully opened during warm weather. Both sets of doors act as a trumpet horn directing noise towards facing houses.

The smoking area is located outside the rear fire doors where smokers stand outside drinking smoking and trying to talk to each other above the level of noise of the music.

At functions where children attend they are allowed to run in and out of the hall via the rear fire doors screaming and shouting (being kids) to play on the grass area to the side of the church without supervision. This is putting them at risk.

Noise levels should be the responsibility and controlled by the license holder. Neighbours should not be required to sound proof their homes to keep other peoples noise out.

### **Staff levels:**

There appears to be Insufficient staff on duty to manage/supervise events.

### **Recommendations:**

#### **Noise impact assessment.**

A noise impact assessment should be conducted on the building , combined with an specification and orientation of all speakers to reduce sound effects.

Currently stage area and speakers face directly towards Lowshoe Lane.

**See Havering Licensing PN22**

### **Staffing Levels:**

Staffing levels need to be determined for each event and sufficient staff must be available and in place before events go ahead..

Staff requirements may vary depending on type of event and the numbers expected to attend.

The correct level of staffing is Key and essential for the safe running of events. Lack of staff will result in no supervision and being unable to monitor or react to situations that may occur on the premises.

**See Havering Licensing PN18/19**

### **Approved Noise Limiter:**

The fitting of an appropriately approved noise limiter set and seal by the local authority that will cut the power supply to music systems should pre-set levels are breached.

I understand that a stand-alone noise "indicator" has been recently installed (Not a noise Limiter). This would indicate via a light if noise levels are exceeded, it require a 3<sup>rd</sup> person to first notice the light and then to react (usually the barman if he is not busy. I have been informed that bar sales will take priority) to manually reduce the volume.

It is a stand-alone device the setting of which can be altered with ease and indeed ignored.

There needs to be an appropriate approved noise limiter fitted.

**See Havering Licensing PN3/21**

### **Windows:**

The high windows need to be kept closed to reduce noise escaping. Air conditioning units should be considered.

I understand that the window opening rods had now been removed from these window and fans have been installed. There are however windows that are still in the open position and no guarantee that the opening rods will not be refitted.

### **Sound Trap Lobby:**

There is no sound trap lobby between the rear doors and the Hall. The lobby exists only at the main entrance. **See Havering Licensing PN5**

### **Rear Doors:**

The rear fire doors are used as the entry and exit point for functions in the hall, there is no security or check on persons using these doors.

The plan on the license application shows the entry/exit point at the other side of the building where the lobby exists with security measure in place.

The rear fire doors should be fitted with appropriate door closers and alarmed so that should the doors be held open longer than a pre-set time an indication is given to a staff member to deal with the situation. Doors must not be propped open.

I understand that door closers have been fitted and notices placed on the doors however this has made little difference, the doors are still propped open.

**See Havering Licensing PN7/8/9**

### **Smoking area:**

Access to this area is the major reason why the rear doors are opened and left open. Consideration should be given to moving the smoking area to the school side of the building further along the corridor that connects the hall to the church where double doors already exist that open onto a small garden area. This area is not part of the school boundary.

It would also be a major benefit for nearby residences if the same doors (school side)

could be used as the entry and exit point. The church has a large car park that could also be used. It does not encroach on school premises albeit part of the church complex.

**Children:**

Children should not be allowed to run in and out of the hall.

Parents need to be more responsible for their children and their safety during functions.

**See Havering Licensing PN15**

**Crime and Disorder**

NONE

**Protection of Children from Harm**

Children that are allowed to run in and out of the hall late into the night are at risk of danger, they run alongside the dark areas of the church and play hide and seek.

Parents must be made responsible for their children and their safety.

This occurrence should be stopped because of child safety issues.

Although the hall premises is part of the church complex when the hall is hired out for functions the area of grass outside the church should not become a beer garden or a children's play area.

**See Havering Licensing PN15**

**Public Safety**

The main entrance into the club and hall is the only monitored access and egress point that has access control and CCTV via a lobby area. It should be used.

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Signature:   
Date: 16/5/2014

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