

Licensing Sub-Committee

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Licensing Sub-Committee

Section 1 - Licensing Officers Report



LICENSING SUB-COMMITTEE

REPORT

27 June 2012

Subject Heading:

Variation of a premises licence at The Coopers Company & Coborn School St Mary's Lane Upminster RM14 3HS
Paul Campbell – Licensing Officer
01708 432777
licensing@havering.gov.uk

Report Author and contact details:

This application for a variation to a premises licence is made by The Coopers' Company & Coborn School under section 34 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 10th May 2012.

Geographical description of the area and description of the building

The premises are The Coopers Company and Coborn School and its out buildings.

The premises are detached buildings sited in its own grounds situated on the south side of St Mary's Lane Upminster near the junction with Argyle Gardens. Argyle Gardens are residential properties.

There are good public transport links to the area and it is within walking distance of Upminster Underground Rail Station.

A map of the area is attached to assist the committee.

Details of the application

The current premises licensing times are

Plays		
Day	Start	Finish
Monday to Friday	18:00hrs	23:00hrs

Live Music, Performance of Dance, Provision of Facilities for Making Music, Dancing and entertainment of a similar description to making music or dancing, Supply of Alcohol		
Day	Start	Finish
Monday to Saturday	18:00hrs	23:00hrs

Variation applied for:

To include the first floor of the pavilion

Plays, Live Music, Performance of Dance, Provision of Facilities for Making Music, Dancing and entertainment of a similar description to making music or dancing, Supply of Alcohol		
Day	Start	Finish
Monday to Saturday	18:00hrs	23:00hrs

Four conditions currently on the premises licence are being asked to be removed or altered.

Seasonal variations

There are no seasonal variations as part of this application.

Non-standard timings

The non-standard timings limit the number of times per year certain activities can take place in the pavilion.

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 Yellow Advertiser on Wednesday 16th May 2012.

Summary

There was one valid representation against this application from interested parties.

There were no representations against this application from responsible authorities.

Details of representations

Valid representations may only address the following licensing objectives:

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

Interested parties' representations

The interested party representation falls mainly under the heading of protecting children from harm.

Responsible Authorities' representations

The Metropolitan Police have been in negotiation with the applicant and their agreement has been included with my report.

Licensing Sub-Committee, 27 June 2012

There were no representations from the following responsible authorities:

The Metropolitan Police
Public Health
The London Fire and Emergency Planning Authority
The Health & Safety Enforcing Authority
The Trading Standards Service
Planning Control & Enforcement
Children & Families Service

Paul Campbell

From: Steve Hogan [jsh@cooperscoborn.co.uk]
Sent: 31 May 2012 18:06
To: Paul Campbell
Subject: RE: Vary Premises Licence Application
Attachments: COOPERS CO. COBORN.doc

Paul,

I have had a meeting with the police and, as a consequence, would wish to amend my application and add the additional conditions and amendments as per the attached document. They have also agreed the following times for the pavilion bar:

Monday - Friday 1800 - 2130
Saturday - Sunday 1200 - 2130

I trust this is in order or do you require anything further from me at this stage?

Best regards

Steve

Application to vary the premises licence number 6944.

The pavilion shall be licensed for alcohol only; no regulated entertainment shall take place in this area.

- There shall be no advertising internally or externally of a bar facility at the pavilion.
- Alcohol will be served between the hours of
Monday - Friday 1800 - 2130 hours
Saturday - Sunday 1200 - 2130 hours
- The premises will close 30 minutes after the last licensable activity.
- The premises will operate a challenge 25 scheme; the only acceptable form of Identification shall be photographic identification cards, such as driving licence or passport.
- All drinks will be served in non-glassware drinking vessels (e.g. plastic, polystyrene, waxed paper)
- All drinks in glass bottles shall be decanted into non glassware at the bar prior to serving to the customer.
- The premises shall operate a daily log/incident book; which will state who is responsible for the bar each day. All complaints, incidents and refusals of alcohol sales shall be recorded. This will be available to the police and licensing authority upon request.



Premises licence number

006944

Part 1 – Premises details

Postal address of premises

Coopers' Company & Coborn School
St. Marys Lane Upminster RM14 3HS

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Plays, live music, performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of facilities for entertainment of a similar description to making music or dancing, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Plays

Monday to Friday – 18:00 to 23:00

Live music, performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of facilities for entertainment of a similar description to making music or dancing, supply of alcohol

Monday to Saturday – 18:00 to 23:00

The opening hours of the premises

Monday to Saturday – 18:00 to 23:00

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

On supplies only

1 of 8

Signed

Paul Jones, Licensing Officer

Part 2

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

**Coopers' Company & Coborn School
St Mary's Lane Upminster RM14 3HS
01708 250500**

Registered number of holder

Not applicable

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

**Mr Lee David Hanford
School House St. Mary's Lane Upminster RM14 3HS**

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

7463 – London Borough of Havering

Mandatory conditions

1. **No supply of alcohol may be made under the Premises Licence;**
 - (a) **at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or**
 - (b) **at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.**
2. **Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.**
3. **(1) The responsible person 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);**

Mandatory conditions – contd.

- (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.
4. 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).
5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
6. 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.
7. (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.

Signed

Paul Jones, Licensing Officer

Annex 2 – Conditions consistent with the operating schedule

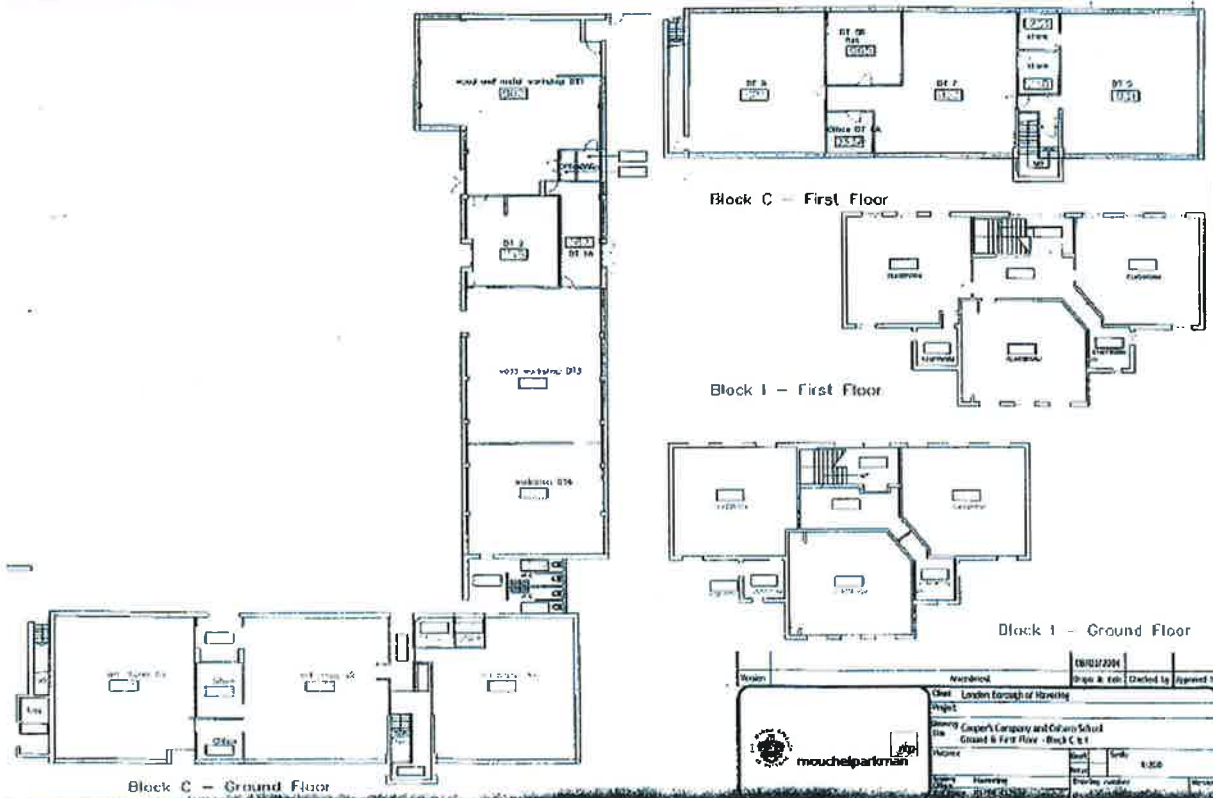
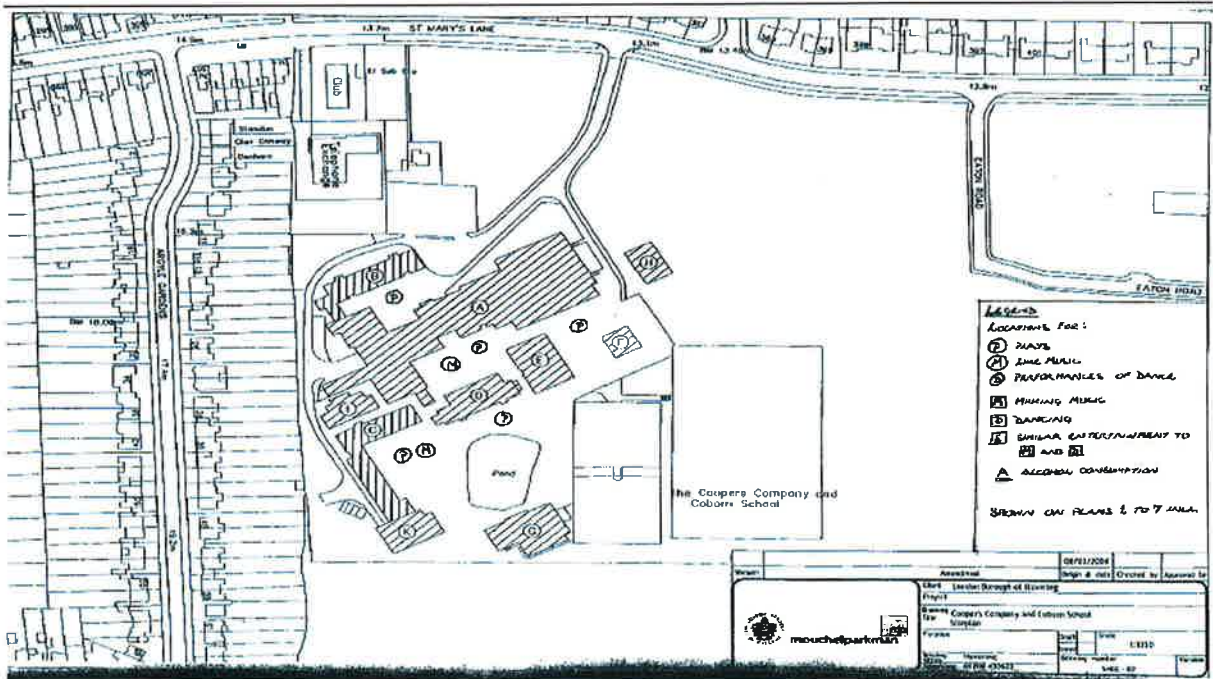
- 1. Any event taking place in the sports hall shall be limited to a maximum of 610 persons including staff and performers.**
- 2. Any event taking place in the theatre shall be limited to a maximum of 245 persons including staff and performers.**
- 3. Any event taking place in the drama studio shall be limited to a maximum of 125 persons including staff and performers.**
- 4. Any event taking place in the music auditorium shall be limited to a maximum of 240 persons including staff and performers.**
- 5. The audience for any form of authorised regulated entertainment shall be limited to parents, relatives and friends of participants as well as staff of the school and their relations or friends or specific guests by invitation. Members of the general public shall not be admitted to such entertainment.**
- 6. Plays shall not be staged over weekends or during school holiday periods.**
- 7. The total number of performances of plays in a year shall not exceed 25.**
- 8. Live music concerts shall not take place during school holiday periods.**
- 9. The total number of live music concerts in a year shall not exceed 20.**
- 10. Performances of dance shall not take place during school holiday periods.**
- 11. The total number of performances of dance in a year shall not exceed 10.**
- 12. Alcohol may be supplied during school productions (i.e. plays, musical or dance performances) and shall be limited to one glass of wine per adult to be supplied during the performance intermission.**
- 13. Alcohol, in the form of wine or canned lager, may be supplied during PA fund raising functions which may take place on a Friday or Saturday night at which student participation is prohibited.**
- 14. Participants of PA functions shall be limited to parents, relatives and friends of participants as well as staff of the school and their relations or friends or specific guests by invitation. Members of the general public shall not be admitted to such functions.**
- 15. All PA functions shall be held within school term time.**
- 16. Spirits may not be supplied at any time.**
- 17. Alcohol shall not be stored overnight on the premises.**
- 18. All events shall be risk assessed and supervised by members of school staff.**

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

Not applicable

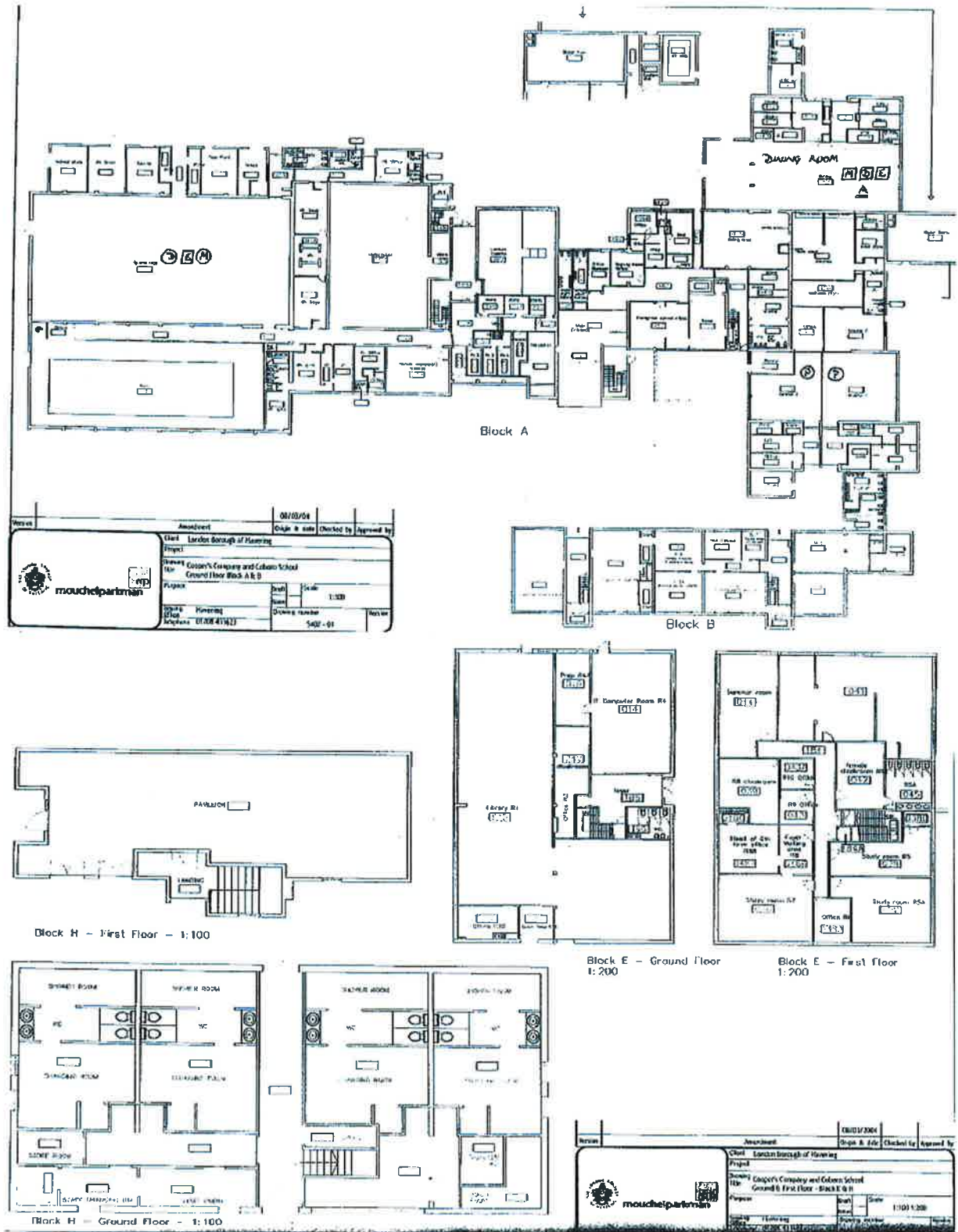
Annex 4 – Premises plans

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

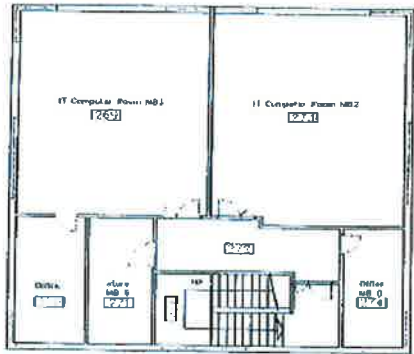


Signed
 Paul Jones, Licensing Officer
 Misc. Act./006944/PJJ03669

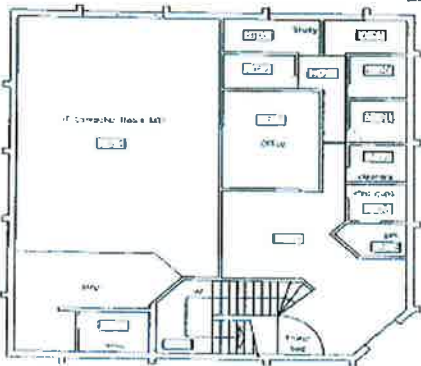
Annex 4 – Premises plans – contd.



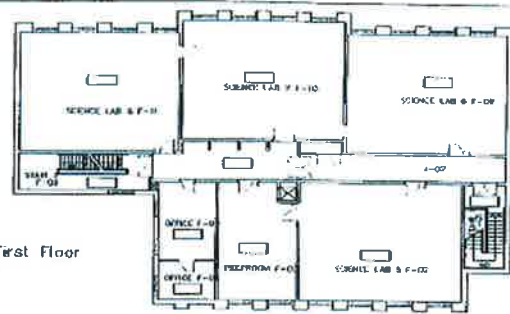
Annex 4 – Premises plans – contd.



Block F – First Floor
1:100



Block F – Ground Floor
1:100



Block G – First Floor
1:200

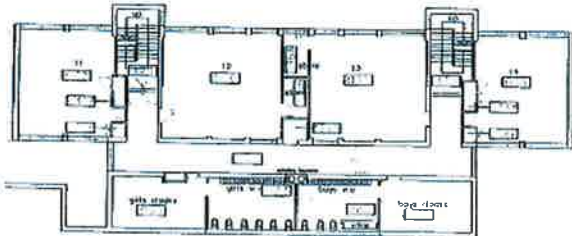


Block G – Ground Floor
1:200

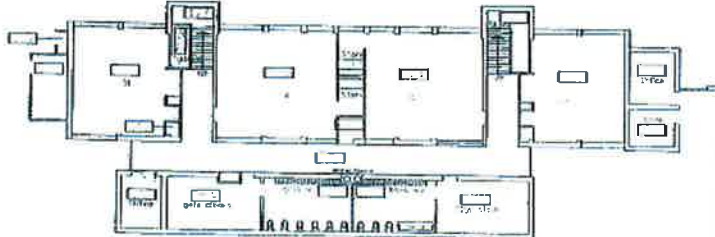
Version:	Area/Room:	08/10/2004	Origin & Date:	Checked by:	Approved by:
Client: London Borough of Havering					
Project:					
Site: Casper's Company and Culture School					
Title: Ground & First Floor - Block F & G					
Purpose:					
Scale: 1:100 - 1:200					



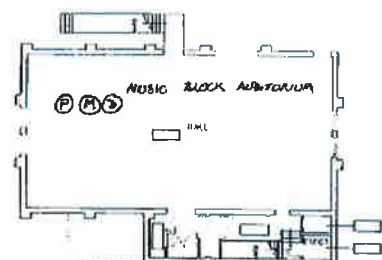
Block D – Second Floor



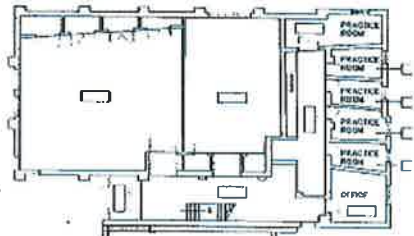
Block D – First Floor



Block D – Ground Floor



Block K – First Floor

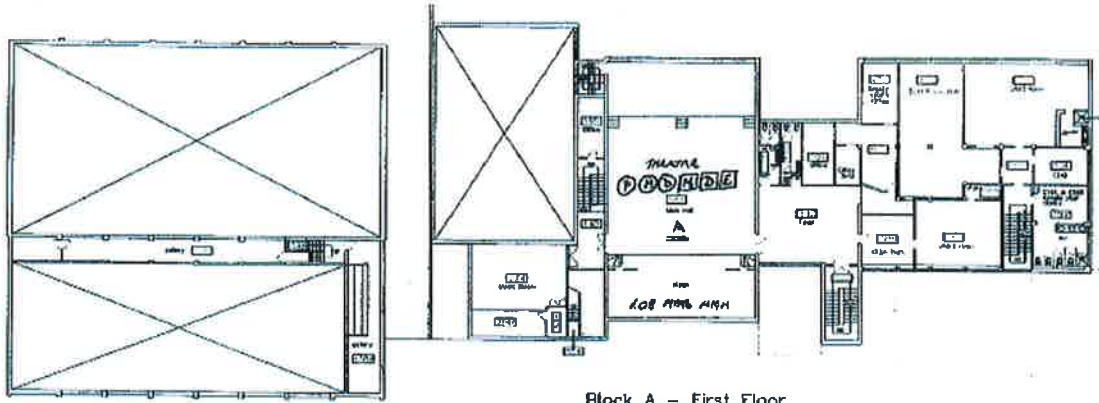


Block K – Ground Floor

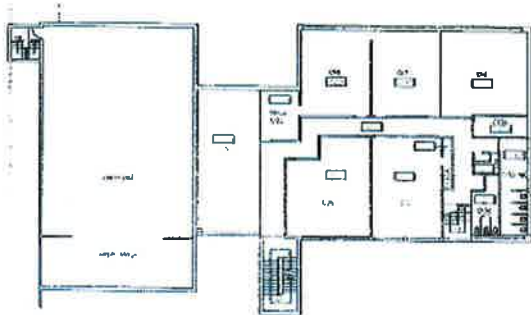
Version:	Area/Room:	08/03/2004	Origin & Date:	Checked by:	Approved by:
Client: London Borough of Havering					
Project:					
Site: Casper's Company and Culture School					
Title: Ground, First & Second Floor - Block D, Ground & First Floor - Block					
Purpose:					
Scale: 1:200					
Date: Issued Date: Issued Drawing number: 140/05 Version:					

Signed
 Paul Jones, Licensing Officer
 Misc. Act./006944/PJJ03669

Annex 4 – Premises plans – contd.



Block A – First Floor



Block A – Second Floor



Block B – First Floor

Version	08/01/2004	Origin & date	Checked by	Approved by
Client London Borough of Havering				
Project				
Drawing				
Site Cooper's Company and Coborn School				
First & Second Floor - Block A & First Floor Block B				
Purpose		Scale	1:100	
Drawing number		5402-02		
				
Drawing		Telephone 01708 413023		



Part B

Premises licence summary

Premises licence number

006944

Premises details

Postal address of premises

Coopers' Company & Coborn School
St. Marys Lane Upminster RM14 3HS

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Plays, live music, performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of facilities for entertainment of a similar description to making music or dancing, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Plays

Monday to Friday – 18:00 to 23:00

Live music, performances of dance, provision of facilities for making music, provision of facilities for dancing, provision of facilities for entertainment of a similar description to making music or dancing, supply of alcohol

Monday to Saturday – 18:00 to 23:00

The opening hours of the premises

Monday to Saturday – 18:00 to 23:00

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

On supplies only

Name, (registered) address of holder of premises licence

Coopers' Company & Coborn School
St. Marys Lane Upminster RM14 3HS

1 of 2

Signed

Paul Jones, Licensing Officer

Registered number of holder

Not applicable

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

Mr Lee David Hanford

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

Not applicable

2 of 2

Licensing Sub-Committee

Appendix 1 - Copy of the Application



Havering
LONDON BOROUGH



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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the Guidance Notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary. You may wish to keep a copy of the completed form for your records.

I/We The Coopers' Company & Coborn School

[full name(s) of premises licence holder]

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

Premises licence number

6944

Part 1 – Premises details

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

The Coopers' Company & Coborn School,
St. Mary's Lane,

Post town
Upminster

Post code
RM14 3HS

Telephone number at premises (if any)

01708 250500

Non-domestic rateable value of premises

£380,000

Part 2 – Applicant details

Daytime contact telephone number

01708 251811

E-mail address (optional)

jsh@cooperscoborn.co.uk

Current postal address if different from premises address

Post Town

Postcode

Part 3 – Variation

Please tick ✓ yes

Do you want the proposed variation to have effect as soon as possible?



If not do you want the variation to take effect from

Day	Month	Year

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

n/a

Please describe briefly the nature of the proposed variation (Please see Guidance Note 1)

The proposed variation is to open a bar facility in the first-floor of the pavilion, which consists of only one room plus a kitchen facility, to sell alcohol after Old Cooperians' rugby training nights during the week and following their matches on weekends. The bar would also be open as a café facility to sell to parents collecting children over the weekend. Any day that the bar facility has been opened, it would close at 2100 hrs or in accordance with the School's letting policy.

Part 4 Operating Schedule

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

Provision of regulated entertainment

Please tick ✓ yes

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

Provision of entertainment facilities for:

- | | |
|--|-------------------------------------|
| i) making music (if ticking yes, fill in box I) | <input checked="" type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J) | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j)
(if ticking yes, fill in box K) | <input checked="" type="checkbox"/> |

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

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

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read Guidance Note 6)			Will the performance of a play take place indoors or outdoors or both – please tick [✓] (please read Guidance Note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon	1800	2300	<p>Please give further details here (please read Guidance Note 3) school plays a staged as part of students preparation from drama public examinations audiences consist of relatives and friends of participants as well as staff of the school and their relations and friends or specific guests by invitation. Members of the general public and not admitted to these functions. Plays in the theatre are limited to a maximum number of 245 persons including staff and performers. Any lettee staging a play would be in accordance with the school's letting policy.</p> <p>State any seasonal variations for performing plays (please read Guidance Note 4)</p> <p>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read Guidance Note 5) The total number of performances an era should not exceed 25.</p>	Both	✓
Tue	1800	2300			
Wed	1800	2300			
Thur	1800	2300			
Fri	1800	2300			
Sat	1800	2300			
Sun					

B

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

C

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

D

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

E

Live music Standard days and timings (please read Guidance Note 6)			Will the performance of live music take place indoors or outdoors or both – please tick [✓] (please read Guidance Note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon	1800	2300	<p>Please give further details here (please read Guidance Note 3) School concerts are staged as part of the music curriculum, as preparation for public examinations or as charitable fund raisers. Audiences will consist of parents, relatives and friends of participants as well as staff of the school and their relations and friends or specific guests by invitation. Members of the general public are not admitted to these functions. Some concerts could involve the playing of amplified music. Numbers participating would be a maximum of 610 persons including staff and performers in the sports hall and 245 in the theatre. Any lettee staging live music would be in accordance with the school's letting policy.</p> <p>State any seasonal variations for performing of live music (please read Guidance Note 4)</p> <p>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read Guidance Note 5) Concerts would not normally take place during school holiday periods. Total performances in any one year should not exceed 25.</p>	Both	✓
Tue	1800	2300			
Wed	1800	2300			
Thur	1800	2300			
Fri	1800	2300			
Sat	1800	2300			
Sun					

F

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

G

Performance of dance Standard days and timings (please read Guidance Note 6)			Will the performance of dance take place Indoors or outdoors or both – please tick [✓] (please read Guidance Note 2).	Indoors	✓
Day	Start	Finish		Outdoors	
Mon	1800	2300	<p><u>Please give further details here</u> (please read Guidance Note 3) School dance performances are staged as part of the curriculum or in preparation for a public examination. Audiences consist of relatives and friends participants as well as staff of the school and their relations and friends or specific guests by invitation. Members of the general public are not admitted to these functions. Performances are limited to 610 persons in the sports hall and 245 in the theatre. Any lettee staging a dance performance would be in accordance with the school's letting policy.</p> <p><u>State any seasonal variations for performing of dance</u> (please read Guidance Note 4)</p> <p><u>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</u> (please read Guidance Note 5)</p> <p>The total number of performances in a year should not exceed 10.</p>	Both	
Tue	1800	2300			
Wed	1800	2300			
Thur	1800	2300			
Fri	1800	2300			
Sat	1800	2300			
Sun					

H

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

I

Provision of facilities for making music Standard days and timings (please read Guidance Note 6)			Please give a description of the type of the entertainment you will be providing To cover possible PA functions or other lettings.		
Day	Start	Finish	Will the facilities for making music be indoors or outdoors or both please tick [✓] (please read Guidance Note 2)	Indoors	✓
Mon	1800	2300		Outdoors	
				Both	
Tue	1800	2300	Please give further details here (please read Guidance Note 3) To include possible PA functions or other lettings which might involve live music. All such lettings would operate in accordance with the School's letting policy.		
Wed	1800	2300			
Thur	1800	2300	State any seasonal variations for the provision of facilities for making music (please read Guidance Note 4)		
Fri	1800	2300			
Sat	1800	2300	Non standard timings. Where you intend to use the premises for provision of facilities for making music entertainment at different times to those listed in the column on the left, please list (please read Guidance Note 5)		
Sun					

J

Provision of facilities for dancing Standard days and timings (please read Guidance Note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick [✓] (please read Guidance Note	
Day	Start	Finish	Indoors	✓
Mon	1800	2300	Outdoors	
			Both	
Tue	1800	2300	Please give further details here (please read Guidance Note 3) To cover any PA functions or other letting which might involve dancing. All such lettings would operate in accordance with the School's letting policy.	
Wed	1800	2300	State any seasonal variations for providing dancing facilities (please read Guidance Note 4)	
Thur	1800	2300		
Fri	1800	2300	Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list (please read Guidance Note 5)	
Sat	1800	2300		
Sun				

K

Provision of facilities for entertainment of a similar description to that falling within (j) or (k) Standard days and timings (please read Guidance Note 6)			Please give a description of the type of the entertainment you will be providing To include any PA function or other lettee function or similar which falls outside previous categories, for example, an auction with dinner.		
Day	Start	Finish	Will the entertainment facility be indoors or outdoors or both please tick [✓] (please read Guidance Note 2).	Indoors	
Mon	1800	2300		Outdoors	
			Both	✓	
Tue	1800	2300	Please give further details here (please read Guidance Note 3) To cover any PA function or other lettee function which has not been covered in earlier categories. All such lettings would operate in accordance with the School's letting policy.		
Wed	1800	2300			
Thur	1800	2300	State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within (j) or (k) (please read Guidance Note 4)		
Fri	1800	2300			
Sat	1800	2300	Non standard timings. Where you intend to use the premises for provision of facilities for making music entertainment at different times to those listed in the column on the left, please list (please read Guidance Note 5)		
Sun					

L

Late night refreshment Standard days and timings (please read Guidance Note 6)			Will the provision of late night refreshment take place Indoors or outdoors or both - please tick [✓] (please read Guidance Note 2).		Indoors	
Day	Start	Finish			Outdoors	
Mon					Both	
Tue			Please give further details here (please read Guidance Note 3)			
Wed			State any seasonal variations for the provision of late night refreshments (please read Guidance Note 4)			
Thur						
Fri			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times to those listed in the column on the left, please list (please read Guidance Note 5)			
Sat						
Sun						

M

Supply of alcohol Standard days and timings (please read Guidance Note 6)			Will the supply of alcohol be for consumption please tick [✓] (please read Guidance Note 7).	On the premises	✓
Day	Start	Finish		Off the premises	
Mon	1800	2300	<u>State any seasonal variations on the supply of alcohol</u> (please read Guidance Note 4) Rules for the sale of alcohol are detailed in the school's letting policy. <u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read Guidance Note 5)	Both	
Tue	1800	2300			
Wed	1800	2300			
Thur	1800	2300			
Fri	1800	2300			
Sat	1800	2300			
Sun					

N

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

None.

O

Hours premises are open to the public Standard days and timings (please read Guidance Note 6)			State any seasonal variation (please read Guidance Note 4))
Day	Start	Finish	<u>Non standard timings. Where you intend to use the premises to open to the public at different times from those listed in the column on the left, please list</u> (please read Guidance Note 5)
Mon	1800	2300	
Tue	1800	2300	
Wed	1800	2300	
Thur	1800	2300	
Fri	1800	2300	
Sat	1800	2300	
Sun			

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

1. Annex2, Condition 12, the limit of one glass of one is removed.
2. Annex2, Condition 13, PA Fund raising functions may occur on other days of the week.
3. Annex2, Condition 15 PA functions to be permitted during school holidays.
4. Annex2, Condition 17 Alcohol is permitted to be stored overnight in the Pavillon Bar

Please tick ✓ yes

I have enclosed the premises licence



I have enclosed the relevant part of the premises licence



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

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

P

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

a) General – all four licensing objectives (b,c,d,e) (please read Guidance Note 9)

All current conditions will apply to the new licensed area.

b) The prevention of crime and disorder

All current conditions will apply to the new licensed area.

c) Public safety

All current conditions will apply to the new licensed area.

d) The prevention of public nuisance

All current conditions will apply to the new licensed area.

e) The protection of children from harm

Risk assessment and staff supervision ensure public and student safety at all events. As this is a school, the safety and protection of children underwrites all that we do. People attending events at the school are all members of the school community, or known lettee organisations or specifically invited guests. Consequently, children are not exposed to the public at large and their well-being is constantly monitored throughout these occasions. Students do not attend PA functions or lettee functions.

CHECKLIST:-

Please tick ✓/yes

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

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

Part 5 – Signatures (please read Guidance Note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent. (See Guidance Note 11) If signing on behalf of the applicant please state in what capacity.

Signature  Date 09/05/12

Capacity Chair to the Governors

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

Signature Date

Capacity

Contact name (where not previously given) and postal address for correspondence associated with this application (please read Guidance Note 13)	
Post town	Post code
Telephone number (if any)	
If you would prefer us to correspond with you by e-mail your e-mail address (optional)	

Guidance Notes

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

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

Notes
 Dimensions shall not be scaled from these drawings in preference to figured dimensions.
 Any error or omission shall be reported to the Surveyors before proceeding with the work.
 Figured dimensions and levels should be verified by the Contractor on site before construction or manufacture and any discrepancies brought to the attention of the Surveyors.
 Copyright for all designs and drawings in whole or in part shall remain with the Surveyors in accordance with the copyright Act.

Revisions		
No.	Date	Detail

ksa
 Chartered Surveyors

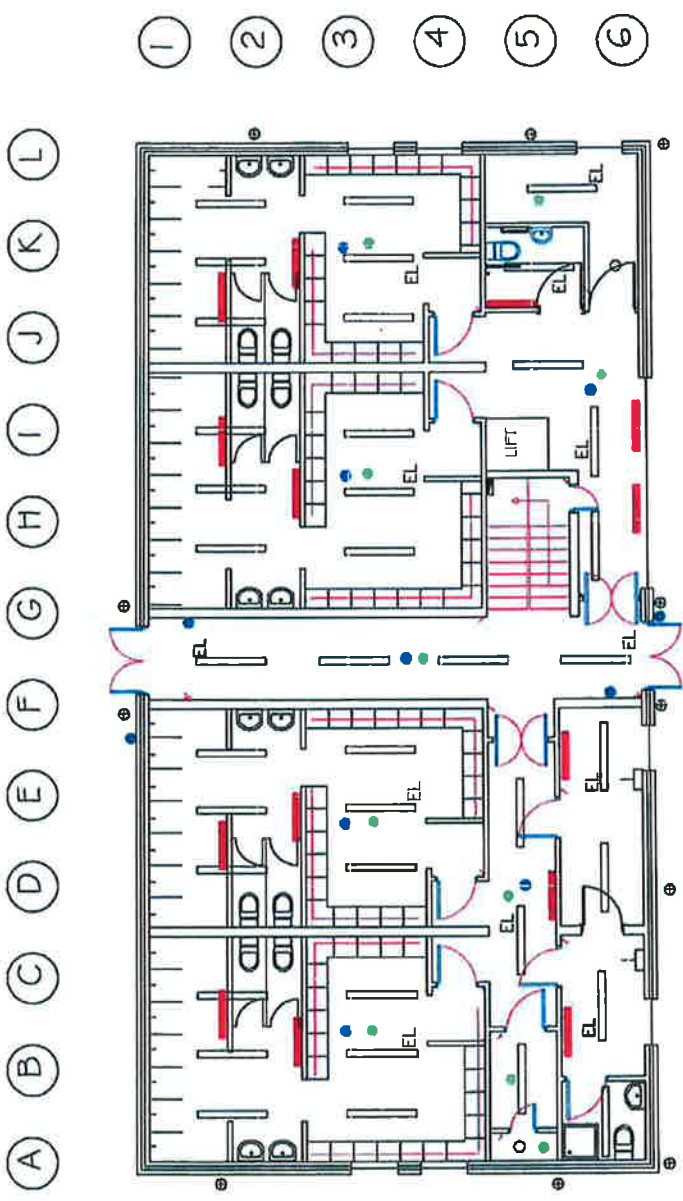
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Client
 Coopers Company and Coborn School

Project
 Pavilion

Detail
 Ground Floor Plan

Scale	1:100 @A3		
Date	May 2012	Drawn	RJS
Drawing No.	KS1204186/01		
Checked			
Revision			

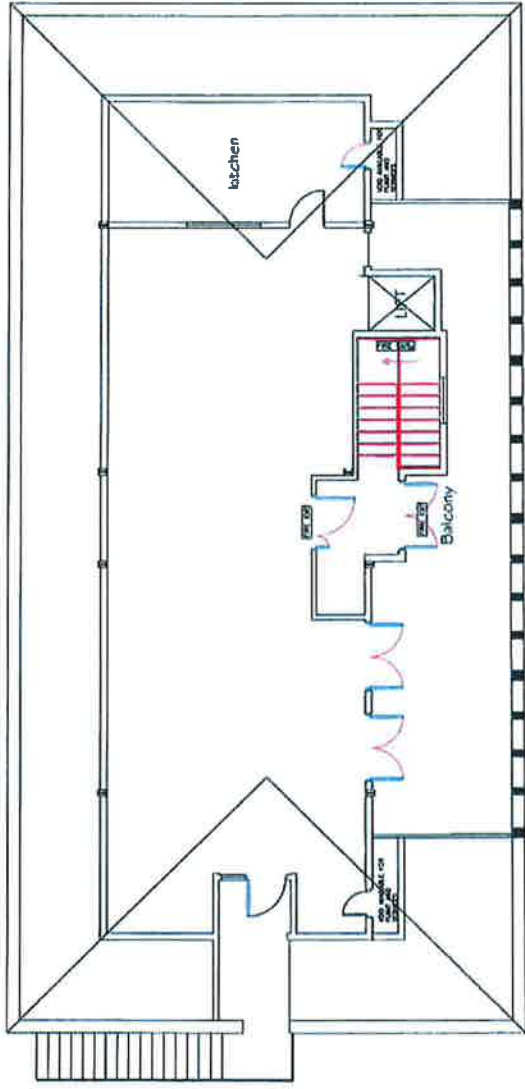


Pavilion Ground Floor Plan

Notes
 Dimensions shall be based from their drawings in accordance with the notes to the drawings.
 All work or materials shall be subject to the Surveyor's approval and shall be carried out in accordance with the notes.
 Figures dimensions and levels shall be verified by the Contractor on site before construction or installation. Surveyor's measurements shall be the criterion at all times.
 Copyright for all designs and drawings shall remain the property of KSA.

Revisions

No	Date	Revised	By



Pavilion First Floor GA
 2011.08.28

ksa
 chartered surveyors

Head Office: 100, Victoria Road, London, W12 0JF, UK
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Client
 Coopers Company & Cozum School

Project
 Pavilion

Title
 Existing First Floor GA

Scale	1:50 (A1)
Date	08/2011
Drawn	RLS
Checked	
Drawing No.	101/11/0110
Revision	

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Public Notices

LICENSING ACT 2003

Notice of Application For A Premises Licence Under Section 17 The Licensing Act 2003
Applicants Alan Masters and Michel O'Meara. Postal Address of Premises: The Diner, 13 Farham Road, Harold Hill, Romford, Essex RM3 5ED. The proposed licensed activity which it is proposed will be carried on from the premises: Sale of Alcoholic Products for consumption on the premises and playing of recorded music. Hours of supply of alcohol: Monday to Friday: 11.00-22.00, Saturdays 11.00-23.00, Sundays 11.00-17.00. Hours of Playing Recorded Music: Monday to Friday: 08.00-22.00, Saturdays 08.00-22.00, Sundays: 09.00-17.00.
Full details of the application may be inspected at the address below during normal business hours.
Any representations by an interested party or responsible authority regarding this application can be made to The Licensing Team, Housing and Public Protection, London Borough of Havering, 5th Floor, Mercury House, Mercury Gardens, Romford RM1 3RX. Website: www.havering.gov.uk. Such representation must be received in writing by 5th June 2012 clearly stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003. It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for the offence is £5,000.

LICENSING ACT 2003

Notice of Application For A Premises Licence Under Section 17 Of The Licensing Act 2003
Notice is hereby given that Mr David Poole has applied to the London Borough of Havering for a new premises licence for Burgains Gallors, 7A Western Road, Romford, Essex RM1 3LD as follows: to permit the sale of alcohol for consumption off the premises from 09.00 until 20.00 daily all week. The address of the Licensing Authority where the register is kept and the applications may be inspected during normal business hours is: Licensing Section, Housing & Public Protection, London Borough of Havering, Mercury House, Mercury Gardens, Romford, RM1 3SL or on the Councils website www.havering.gov.uk. Any representations by another person or responsible authority must be received in writing by the Licensing Authority by 11th June, 2012 stating the nature and grounds for making such representation.
It is an offence under section 158 of the Licensing Act 2003 to knowingly or recklessly make a false statement in connection with an application. The maximum fine on summary conviction for this offence is £5,000.

NOTICE OF APPLICATION TO VARY A PREMISES LICENCE UNDER SECTION 34 OF THE LICENSING ACT 2003

The Cooper's Company and Coborn School of St Mary's Lane, Uppminster, Essex, KM4 3US.
The proposed variation is to open a bar facility in the first-floor of the pavilion, which consists of only one room plus a kitchen facility, to sell alcohol after Old Coopers' rugby training nights during the week and following their matches on weekends. The bar would also be open as a café facility to let to parents collecting children over the weekend. Any day that the bar facility has been opened, it would close at 2100 hrs or in accordance with the School's letting policy.
Full details of the application and the variations sought can be inspected at the address noted below during normal business hours.
Any representations by an interested party or responsible authority regarding this application can be made to: Licensing Team, Housing & Public Protection, London Borough of Havering, Mercury House, Mercury Gardens, Romford, RM1 3SL. Website: www.havering.gov.uk.
Such representation must be received in writing by: Wednesday 6th June 2012 clearly stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003.
It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for the offence is £5,000.

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MCROWAVE, vgc, £20.
TV, Samsung, vgc, £20.
CHILD'S CHAMPION JUNIOR JOCKEY HELMET, as new, £12.
CHILD'S RIDING BOOTS, size 11, black leather, £5. Tel: 07951 752897.

CHICO POLLY HIGH CHAIR 6 months - 3 years, reclining, 7 height positions, very clean, good condition, rrp £119. Selling for £45. Will deliver locally Tel: 07711 157 177.
CHICO POLLY HIGHCHAIR 6 months - 3 years, reclining, 7 height positions, very clean, good condition, rrp £119. Selling for £45. Will deliver locally Tel: 07711 157 177.
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ELC TOWER OF DOOM WOODEN CASTLE complete set figures, £20. ELC WOODEN BOAT, full set pirate figures, £10. BOYS 14IN BIKE, £10 two available. Tel: 07979 904094.
HALOGEN CONVECTOR oven cooks food up to 60% faster, uses less electricity, complete with accessory pack, height extension ring, as new. £50. Tel: 01702 817704.
LADIES FULLY LINED IVORY SKIRT SUIT matching scarf/shawl, new with tags by Catherine C, delicate pale baby pink beading. £30. Tel: 07963 557153.

BROWN LEATHER TUR CHAIR well made, brass studs, died around back, perfect clean case, may pose deliver. £45. No offers. Tel: 0208 529 3726.
HIFI-FLARMA TABLE, THICK TOUCHSCREEN GLASS £50. Hot air portable oven £20. Inversion table for back problems, £30. Tel: 01268 540 140.
SINGLE DIVAN BED 3ft 5in mattress x 8ft, air sprung, used only as guest bed, vgc, £28. Tel: 01702 298225.
PROM DRESS red, size 10, orcasoora back, full skirt with diamante, shoes & tans included, used, £20. Tel: 01268 591457.

SEWING MACHINE Singer, electric, portable, complete with all accessories & carrying case, new cond, £85. Tel: 01268 798609.
BRITAX A88 2ND STAGE BABY CAR SEAT Vgc £20 o.n.o. Ikea Toddler bed with mattress £25 vgc. Call Basildon: 01268 445 166.
MAHOAGANY LED LIGHTED WALL UNIT Good condition, buyer collects bargain at £30. Tel: 01268 528938 or 0786613940.

GROUND SHEET breathable, blue, 2.5x4.5m, used once, set in storage bag, £25. CARLTON DESK FAN, oscillating, 12in, as new, £10. COFFEE TABLE, cane frame, glass top, £50cm x 50cm x 46cm, £16. Tel: 01702 714100.
BOUCH CONDENSER TUM- BLER DRYER free local delivery, £39.
THREE BOYS MACHINES free local delivery, £99.
FRIGIDAIRE UNDER WORKTOP FRIDGE, free local delivery, £85. Tel: 07970 070229.

KENWOOD BREADMAKER Brand new, unwrapped gift complete with accessories, instructions & book of recipes. New, value almost £100. Bargain! £30! 01702 353 190
KETTLE CROSS TRAINER £90. NEC Plasma Screen 42in. £40. Beach Computer £10. Two Pine div/d end stands, £10 each. Tel: 07891 460 458.
MONTEGOMERY CURTAINS - Made to measure from Rooms. Heavy sage green lined curtains W108" D82" £25. M&S Pendulum Mantle Clock £16 Tel: 01708 456 043

MOTORCYCLE LEATHER TROUSERS by Rossi, black, size 38, also pair Frank Thomas blue & white leather trousers, size 44, £25 for both £40. Tel: Romford 01708 720029.
PROM DRESS by ELBAN-GIA, royal blue, taffeta, size 8-10. Diamante drop waist corset. £10. Ornate table, £220 new. Worn once. £98. Tel: 01708 701205. Hx rare

TWO GRACIO BLACK & GREY CAR SEATS suitable 5yrs plus, TRAVELCOT hutch, vgc, £25. GOLF BAG & CLUBS no.4, 5, 6, 7, 8 & putters, £7 each. Tel: 01702 392 822.
CURTAIN POLES 50cm diameter, one 3m long or can be two 1.5m length, all relevant finials & brackets, £36. Tel: 01702 477283.
GARDEN FURNITURE Glass table & 6 metal chairs. Not bad condition. No cushions. Collect only. Laidon. £30. No offers. Tel: 07854152203.

MEN'S BIKE Carrera, silver frame, large, 26in, 21 gears, gp, £30 or both. Tel: 07890 524822.
TV PLUS REMOTE vgc cond, £5. Tel: 07768 158 076. Video plus remote vgc cond, £5. Tel: 07768 158 076.
PAGE WORKING ORDER £40. Tel: 020 8686 0985 or 07931 128 668.
BROWN LEATHER 2 SEATER BETTIE only 2 years old vgc £200 Tel: 01702 202 119

THREE PAIRS HEAVY LINED CUPRINE palmetto, 100% silk, as new, washable, turquoise with corset trim, depth 94 x depth 64, with 112 x depth 94 and with 112 x depth 85, £95 each one, or £200 the lot. Tel: 01708 458765.
CAR TOP BOX Halfords, black, wedge shape. H 45cm L 120cm W 100cm, good capacity. 2 working locks with keys. £40. TRAMPOLINE 10 ft round, will include a trampoline cover. £50. Carvey Tel: 07952 397881

MONTEGOMERY CURTAINS Made to measure from Rooms. Heavy sage green lined curtains W108" D82" £25. M&S Pendulum Mantle Clock £16 Tel: 01708 456 043
PINE ROCKING CHAIR used in baby's nursery, vgc, buyer collects, £45. CHILDS ELECTRIC QUAD BIKE, suit 4yrs plus, buyer collects, £45. Tel: 07516 349186.
PINE 8X DRAWER CHEST £25 one. Little people cottage kits extras, ex cond, £12.50. Little people track playmat lots of extras, ex cond, £12.50. Tel: 07798 158 076.

BROWN LEATHER TUR CHAIR well made, brass studs, died around back, perfect clean case, may pose deliver. £45. No offers. Tel: 0208 529 3726.
HIFI-FLARMA TABLE, THICK TOUCHSCREEN GLASS £50. Hot air portable oven £20. Inversion table for back problems, £30. Tel: 01268 540 140.
SINGLE DIVAN BED 3ft 5in mattress x 8ft, air sprung, used only as guest bed, vgc, £28. Tel: 01702 298225.
PROM DRESS red, size 10, orcasoora back, full skirt with diamante, shoes & tans included, used, £20. Tel: 01268 591457.

SEWING MACHINE Singer, electric, portable, complete with all accessories & carrying case, new cond, £85. Tel: 01268 798609.
BRITAX A88 2ND STAGE BABY CAR SEAT Vgc £20 o.n.o. Ikea Toddler bed with mattress £25 vgc. Call Basildon: 01268 445 166.
MAHOAGANY LED LIGHTED WALL UNIT Good condition, buyer collects bargain at £30. Tel: 01268 528938 or 0786613940.

MEN'S BIKE Carrera, silver frame, large, 26in, 21 gears, gp, £30 or both. Tel: 07890 524822.
TV PLUS REMOTE vgc cond, £5. Tel: 07768 158 076. Video plus remote vgc cond, £5. Tel: 07768 158 076.
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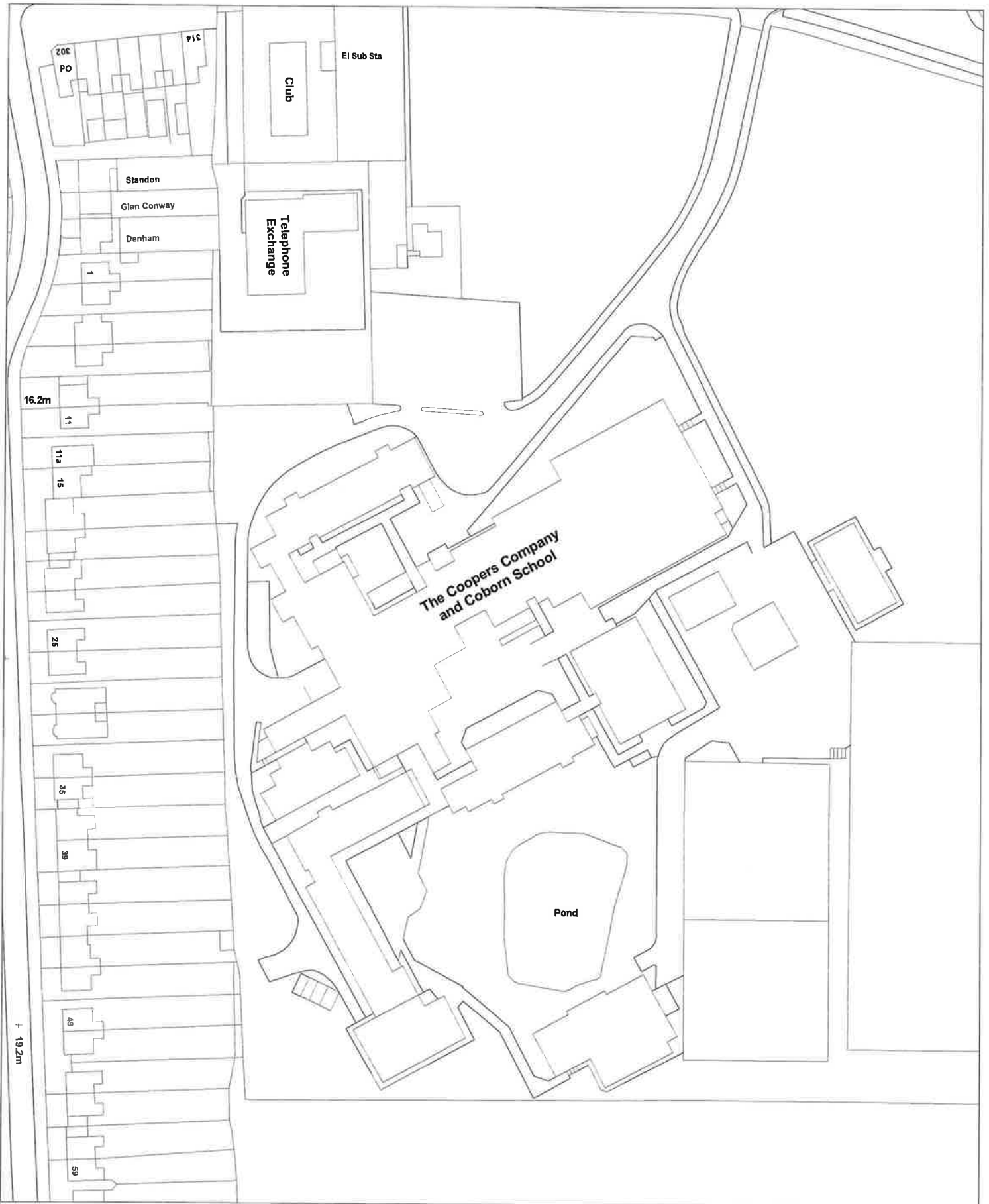
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Licensing Sub-Committee

Appendix 2 - Map of local area

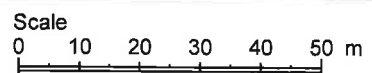


Coopers Company & Coborn School

Map Reference: TQ5686NE

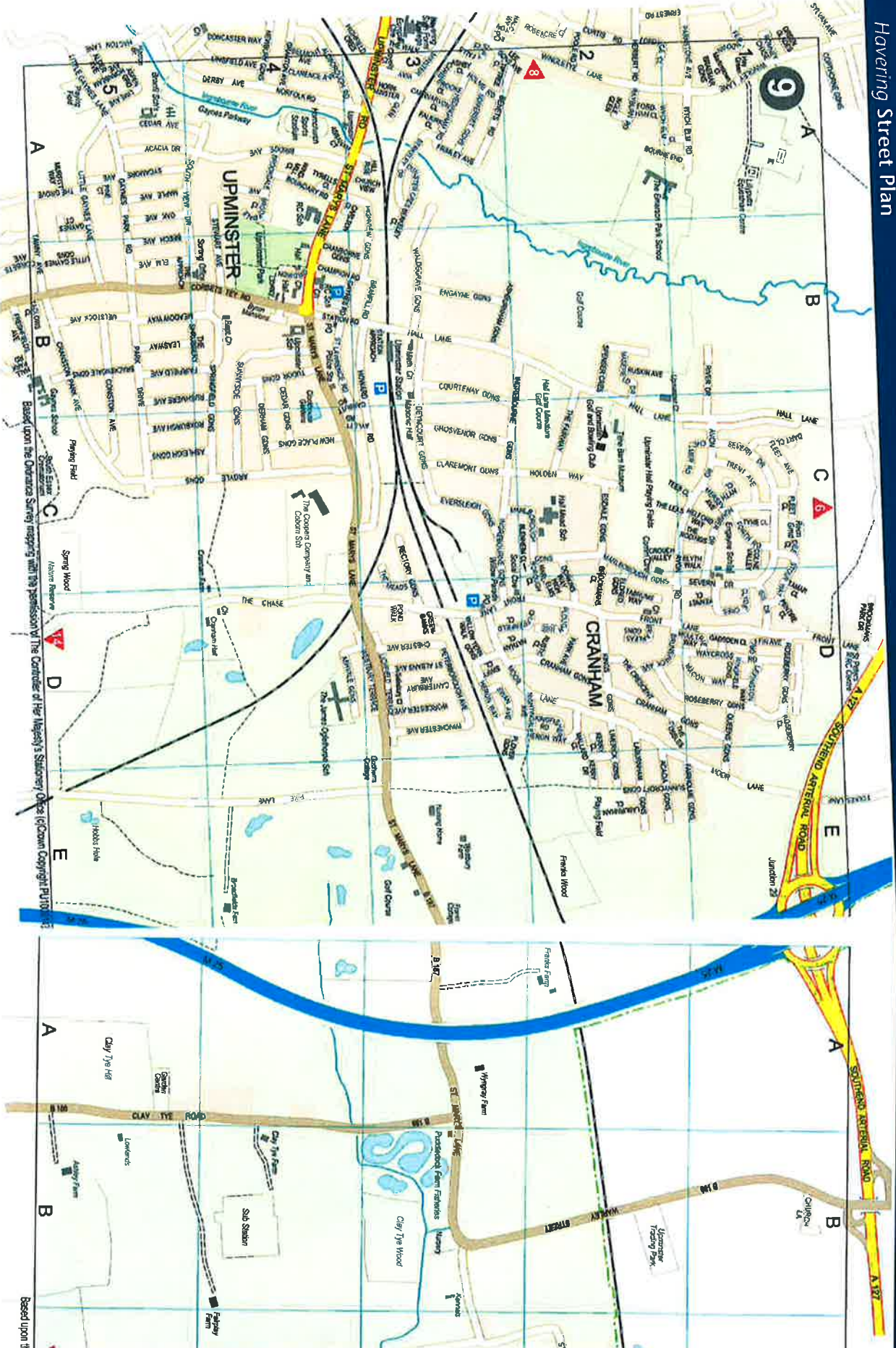


Scale @ A4 1:1250
Date: 07/06/2012



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

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Based upon t

Licensing Sub-Committee

Appendix 3 - Representations

Paul Campbell

From: Licensing
Sent: 06 June 2012 21:44
To: Paul Campbell
Subject: FW: objection to selling alcohol form the pavillion at The coopers Company Coborn School.

From: ELAINE BASTICK [mailto:ebastick@btinternet.com]
Sent: 06 June 2012 15:36
To: Licensing
Subject: objection to selling alcohol form the pavillion at The coopers Company Coborn School.

Dear Sir/Madam,

Please may I object to the sale of alcohol from the pavillion at The Coopers Company and Coborn School. I object under one of the four licensing objectives " The protection of children from harm."

My objections are;

1. The boy/girl scouts leave the school hall at 9pm, the same time the pavillion bar will be closing. Strange people could wait in the bar/cafe drinking alcohol and getting drunk until closing and follow scouts walking home alone. The Scouts could become victims of abuse.
2. It is unacceptable for a School to promote the sale of alcohol, when many children are at after school clubs until late in the evening. The lone children often wait near the pavillion to be collected by parents. Not all children are able to walk home as often live far away from the school. These children could easily become targets of unpleasent people waiting in the bar drinking alcohol. I think it would attract unpleasent people on to this site, the doors to the swimming pool are often open and some strange people may wish to view the children. Many children change alone for swimming in the changing rooms opposite the pavillion they could become targets
3. The Pavillion toilets are used by the Upminster hockey club on a Sunday morning Wednesday and Friday night, These children are as young as 6 and are entrusted to the busy Hockey staff but have to use the toilets. How can the children be protected from men who have been drinking or could lay in wait in the toilets for children. The Hockey staff can escort children to the toilets but they are NOT allowed into the toilets with the children. The football and Rugby pitches are used by rowdy groups of men, my children walk past them and already have to listen to the mens swearing and shouting on the way to Hockey at the astro turf pitch. I dont believe Coopers School could protect children from being targetted by unpleasent drinkers.
4. Coopers School have not consulted or asked the opinion of the Upminster Hockey Club or The 3rd Cranham Scout group before this application. The Coopers School have shown NO regard for the childrens well being that use the school. The council should please take note of this.
5. I believe that selling alcohol on the school grounds is going to send out the wrong message to the Coopers school children. It may encourage them to believe drinking is acceptable especially after Rugby matches, which is a very popular sport at Coopers school. There will be occasions when they see drunk adults on the school grounds and i dont believe that this can be seen as a positive image for any school.

Yours Sincerely,
E. BASTICK

403 ST. MARYS LANE
UPMINSTER
RM14 3HR