



# Agenda

## Licensing Sub-Committee

Wednesday, 25 April 2018 at 7.00 pm

Meeting Room 3, 1-2 Seven Arches Road, Brentwood CM14 4JG

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### Membership (Quorum – 3 )

Cllrs Ms Sanders, Mrs Slade and Wiles

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### Agenda

Item	Item	Wards(s) Affected	Page No
1.	<b>Appointment of Chair</b>		
2.	<b>Administrative Function</b> Members are respectfully reminded that, in determining the matters listed below, they are exercising an administrative function with the civil burden of proof, i.e. 'on the balance of probabilities'. The matter will be determined on the facts before the Sub-Committee and the rules of natural justice will apply.		
3.	<b>Licensing Sub-Committee Hearing in respect of an Application for a New Premises Licence - Licensing Act 2003</b>	Shenfield	5 - 44

A handwritten signature in black ink, appearing to read "P. L. Russell". The signature is written in a cursive style with a large, sweeping underline that extends to the right.

Chief Executive

Town Hall  
Brentwood, Essex  
17.04.2018

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### Information for Members

#### Substitutes

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The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

Where substitution is permitted, substitutes for quasi judicial/regulatory committees must be drawn from Members who have received training in quasi- judicial/regulatory decision making. If a casual vacancy occurs on a quasi judicial/regulatory committee it will not be filled until the nominated member has been trained.

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#### Rights to Attend and Speak

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Any Members may attend any Committee to which these procedure rules apply.

A Member who is not a member of the Committee may speak at the meeting. The Member may speak at the Chair's discretion, it being the expectation that a Member will be allowed to speak on a ward matter.

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting.

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#### Point of Order/ Personal explanation/ Point of Information

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##### Point of Order

A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Mayor on the point of order will be final.

##### Personal Explanation

A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Mayor on the admissibility of a personal explanation will be final.

##### Point of Information or clarification

A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Mayor. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate, If the Mayor gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Mayor on the admissibility of a point of information or clarification will be final.

## Information for Members of the Public

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### **Access to Information and Meetings**

You have the right to attend all meetings of the Council and Committees. You also have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published.

Dates of the meetings are available at [www.brentwood.gov.uk](http://www.brentwood.gov.uk).

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### **Guidelines on filming, photography, recording and use of social media at council and committee meetings**

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

Where members of the public use a laptop, tablet device, smart phone or similar devices to make recordings, these devices must be set to 'silent' mode to avoid interrupting proceedings of the council or committee.

If you wish to record the proceedings of a meeting and have any special requirements or are intending to bring in large equipment then please contact the Communications Team before the meeting.

The use of flash photography or additional lighting may be allowed provided it has been discussed prior to the meeting and agreement reached to ensure that it will not disrupt proceedings.

The Chair of the meeting may terminate or suspend filming, photography, recording and use of social media if any of these activities, in their opinion, are disrupting proceedings at the meeting.

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### **Private Session**

Occasionally meetings will need to discuss some of its business in private. This can only happen on a limited range of issues, which are set by law. When a Committee does so, you will be asked to leave the meeting.

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### **Access**

There is wheelchair access to the meeting venue from the Main Entrance. If you do wish to attend this meeting, please contact the clerk should you have specific accessibility needs. There is an induction loop in the meeting room.

### **Evacuation Procedures**

Evacuate the building using the nearest available exit and congregate at the assembly point in the Car Park.

25 April 2018

## Licensing and Appeals Committee

### Licensing Sub-Committee Hearing in respect of an Application for a New Premises Licence – Licensing Act 2003

#### **SHENFIELD STATION NEWS, SHENFIELD STATION, HUTTON ROAD, SHENFIELD, ESSEX, CM15 8JD**

*Report of:* Caroline Harrison –Licensing Officer

*Wards Affected:* Shenfield

*This report is:* Public

## 1. Executive Summary

- 1.1 An application has been received for a new premises licence in respect of **Shenfield Station News Kiosk, Shenfield Station, Hutton Road, Shenfield, Essex, CM15 8JD. Two relevant representations have been received.** Members are requested to determine the application having regard to the operating schedule, the representations received, the Council's Statement of Licensing Policy and the four Licensing objectives.

## 2. Recommendation

- 2.1 That the Sub Committee considers this report and appendices together with any oral submissions at the hearing and determines the application in line with the options open to the sub-committee under the Licensing Act 2003. However, the available options are:
- i) To grant the application in full on the terms and conditions contained in the operating schedule along with any applicable mandatory conditions;
  - ii) To grant the application, modified to such extent as considered appropriate in order to satisfy any relevant representations and to promote the licensing objectives; or
  - iii) To refuse the application in whole or in part

### **3. Introduction and Background**

3.1 An authorisation is required in respect of any premises where it is intended to conduct one or more of the four licensable activities, these being:

- Sale of alcohol
- Supply of alcohol (in respect of a club)
- Regulated Entertainment
- Provision of Late Night Refreshment

3.2 An appropriate authorisation is either, a premises licence, a club premises certificate or a Temporary Event Notice.

3.3 Licence holders are required, when offering any licensable activity, to ensure that they promote the licensing objectives at all times. The operating schedule of the application contains details of the activities applied for and the control measures that the applicant will have in place in order to promote these objectives. Such measures will, where appropriate, be converted into enforceable conditions on any licence issued.

3.4 The four licensing objectives are;

- Prevention of crime and disorder
- Prevention of public nuisance
- Public safety
- Protection of children from harm

3.5 Any representation must be able to demonstrate that on the balance of Probability the application in its current form will fail to adequately promote one or more of the licensing objectives. No other matters may be considered.

### **4. The Application**

4.1 This application was received on 8<sup>th</sup> March 2018 from Mr Mitul Mahendrabhai Patel in respect of Shenfield Station News Shenfield Station, Hutton Road, Shenfield, Essex, CM15 8JD. A copy of the application is attached at **Appendix A.**

4.2 This premise is a small news kiosk situated within the Shenfield Station ticket office area, currently selling newspapers, drinks, sweets and confectionery, an

OS Street Map and frontage images to better identify the location are attached at **Appendix B**.

- 4.3 The applicant seeks a new premises licence to conduct the following licensable activity:
- Supply of Alcohol - 06:00 to 21:00 Monday to Sunday
- 4.4 There have been 2 valid representations received from the Responsible Authorities.
- 4.5 The first representation is from British Transport Police, which relates to all the licensing objectives focusing on the theft of alcohol, increased issues relating to the consumption in the station and increased public safety risk. A copy of the full representation is attached at **Appendix C**.
- 4.6 The second representation is from the Licensing Authority and relates to the prevention of crime and disorder objective, around the supervision of the alcohol and risk of theft from its location. A copy of the full representation is attached at **Appendix D**.
- 4.7 Any matters recorded in the Operating Schedule (Section O of the application form) will become conditions on the licence if this application is granted, the following conditions will be attached unless modified by this Committee:
- Suitable staff training shall be provided which must include the requirements for ID as part of age verification, how to detect proxy sales, the consequences of underage sales (fines and punishment), drunks, and other relevant matters as regards the licensing act, and the responsibilities of staff. This training shall be recorded and updated every 6 months.
  - The licence holder shall ensure that a refusals register is kept on the premises and that this shall be immediately available upon request of an authorised officer. The register shall record any refused sale of alcohol. The refusal register shall be inspected on a regular basis by the DPS and signed by the DPS that they have checked the register. At least 12 months of refusal register details shall be retained and made available upon request by an authorised officer.
  - There shall be a documented reporting structure back to the Designated Premises Supervisor (DPS) and premises licence holder which shall include

telephone contact numbers. This reporting document shall be immediately available upon request of an authorised officer.

- A 'challenge 25' policy must be adopted on the premises at all times. Signage of the 'challenge 25' policy shall be prominently displayed on the premises. Acceptable identification accepted shall be a passport, photo driving licence or PASS accredited identity card.
- Signage shall be displayed in a prominent position on the premises requesting that customers leave quietly
- Signage shall be prominently displayed warning customers of the legal penalties for purchasing alcohol for any person under the age of 18 years
- There must be a suitable colour digital CCTV RECORDING system installed at the premises. The system must be capable of providing a minimum of 21 days recording. The images recorded are to be retained for 21 days and made available to the Police or other enforcement agencies upon a lawful request. DVD/USB copies of relevant footage to be provided to the Police or other enforcement agencies at no cost.
- The CCTV system shall be checked REGULARLY to ensure it is working in line with the requirements of the license. Any failure to be rectified within a two-week period

## **5. Reasons for Recommendation**

- 5.1 These are the options available to the Sub-Committee under the Licensing Act 2003.

## **6. Consultation**

- 6.1 The application has been consulted on in accordance with the requirements of the Licensing Act 2003.
- 6.2 Officers from the Licensing Authority have made checks on the display of public notices and in a local newspaper and are satisfied that these requirements have been met.

## **7. Statement of Licensing Policy**



7.1 There are no specific issues arising from this application in relation to the Councils' Statement of Licensing Policy.

## **8. Relevant Sections of the Secretary of State's Guidance**

8.1 There are no specific issues arising from this application in relation to the Section 182 Guidance.

## **9. Legal Considerations**

9.1 Conditions may be attached to the grant of any licence, the hours or activities may be amended as appropriate, or in some cases the application may be refused. However, any action taken must be appropriate and relevant to promotion of the licensing objectives having considered the full details of the application and representations including testimony from any interested party present at the hearing.

9.2 The justification behind any decision to grant or refuse a licence application or the attachment of conditions, or variation of terms applied for must be recorded and given to the applicant and any person that has made representation.

9.3 There is a right of appeal to Magistrates Court by any person or party aggrieved by any decision made by the Sub-Committee.

### **Appendices to this report**

- Appendix A - Application Form
- Appendix B - OS Street Plan & frontage images
- Appendix C – Representation from BTP
- Appendix D – Representation from Licensing Authority

### **Report Author Contact Details:**

**Name:** Caroline Harrison

**Telephone:** 01277 312794

**E-mail:** caroline.harrison@brentwood.gov.uk

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# Application for a Premises Licence to be granted under the Licensing Act 2003

Reference: PrL69799155

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**Please note:** You must provide online payment for this licence after completing the form. After clicking the submit button at the end of the form you will be taken to our secure online payment website. You can then make the required payment using either a credit or debit card.

Before completing this form please read the guidance notes:

[Premises Licence Application Guidance Notes](#)

You should keep a copy of the completed application for your records, this will be attached (PDF format) to your acknowledgement email which you will receive upon completion of this application. By completing this application online, you will automatically be notifying the Responsible Authorities.

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## Cost of Licence

The fee you pay for your licence is based on the rateable value of the premises and if the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises. If you do not know what the rateable value of your premises is, you can find this on the [Valuation Office Agency](#) website.

What is the Nondomestic rateable value of the premises?: 4301-33000

Cost of licence: £190.00

I/We,

Applicant first name: MITUL MAHENDRABHAI

Applicant surname: PATEL

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 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.

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## Premises Details

Does the premises have a postal address, or would you like to enter ordnance survey map references, or a description of its location?: Yes, it has a postal address

Ordnance survey map reference or description:

### Premises Address

Flat number (if any)	SHENFIELD STATION NEWS
House number/name	Shenfield Station
Road name	Hutton Road

Town Shenfield, BRENTWOOD  
County Essex  
Post Code CM15 8JD

Daytime contact telephone number (if any): 01277264829  
Premises email address (optional): aktampatel@googlemail.com

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Please state whether you are applying for a Premises Licence as: (a) an individual or individuals

I am carrying on or proposing to carry on a business which involves the use of premises for licensable activities

### **Individual Applicants**

Title: Mr

First name(s): MITUL MAHENDRABHAI

Surname: PATEL

I am 18 years old or older:

#### **Applicant Address**

Flat number (if any)  
House number/name 17  
Road name Hunter Avenue  
Town Shenfield  
County Essex  
Post Code CM15 8PE

Daytime contact telephone number: 01277 264829

Application email address (optional):

### **Second Individual Applicant (if applicable)**

Title:

First name(s):

Surname:

I am 18 years old or older:

#### **Applicant Address**

Flat number (if any)

House number/name

Road name

Town

County

Essex

Post Code

Daytime contact telephone number:

Application email address (optional):

## Other Applicants

**Please provide name and registered address of the applicant in full. Where appropriate, please give any registered number.**

**In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.**

## Club Operating Schedule

When do you want the premises licence to start?: 05/04/2018

If you wish the licence to be valid only for a limited period, when do you want it to end?:

General description of the premises (Please read guidance note 1):

NEWSAGENTS/CONVENIENCE STORE

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

What licensable activities do you intend to carry on from the premises? (please see [section 1](#) and [section 14](#) of the Licensing Act 2003 and [Schedule 1](#) and [Schedule 2](#) to the Licensing Act 2003)

Provision of regulated entertainment:

Provision of late night refreshment:

Supply of alcohol:

Yes

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## a) Plays

Will the performance of a play take place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues1 }	

Please give further details here (please read guidance note 3):

State any seasonal variations for performing plays (please read guidance note 4):

Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed above, please list (please read guidance note 5):

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## **b) Films**

Will the exhibition of films take place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues }	

Please give further details here (please read guidance note 3):

State any seasonal variations for the exhibition of films (please read guidance note 4):

Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed above, please list (please read guidance note 5):

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## **c) Indoor Sporting Events**

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues111 }	

Please give further details here (please read guidance note 3):

State any seasonal variations for indoor sporting events (please read guidance note 4):

Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed above, please list (please read guidance note 5):

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## **d) Boxing or Wrestling**

Will the boxing or wrestling entertainment take place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues12}	

Please give further details here (please read guidance note 3):

State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4):

Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed above, please list (please read guidance note 5):

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## **e) Live Music**

Will the performance of a live music take place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues2}	

Please give further details here (please read guidance note 3):

State any seasonal variations for the performance of live music (please read guidance note 4):

Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed above, please list (please read guidance note 5):

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## **f) Recorded Music**

Will the playing of recorded music take place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues21}	

Please give further details here (please read guidance note 3):

State any seasonal variations for playing recorded music (please read guidance note 4):

Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed above, please list (please read guidance note 5):

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## **g) Performances of Dance**

Will the performance of dances take place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues13}	

Please give further details here (please read guidance note 3):

State any seasonal variations for the performance of dances (please read guidance note 4):

Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed above, please list (please read guidance note 5):

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## **h) Anything of a Similar Description to that falling within (e) Live Music, (f) Recorded Music or (g) Performance of Dance**

Please give a description of the type of entertainment you will be providing:

Will this entertainment take place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues22}	

Please give further details here (please read guidance note 3):

State any seasonal variations for entertainment of similar description to that falling within (e), (f) or (g) (please read guidance note 4):

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 above, please list (please read guidance note 5):

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## **i) Late Night Refreshment**

Will the provision of late night refreshment be taking place indoors or outdoors or both? (please read guidance note 2):

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
	startTues1111}	

Please give further details here (please read guidance note 3):

State any seasonal variations for the provision of late night refreshment (please read guidance note 4):



Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times to those listed above, please list (please read guidance note 5):

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## j) Supply of Alcohol

Will the sale of alcohol be for consumption on the premises, of the premises or both? (please read guidance note 7): Off the premises

### Standard Days and Timings (please read guidance note 6)

<u>Day</u>	<u>Start</u>	<u>Finish</u>
Monday	06:00	21:00
Tuesday	startTues132}	21:00
Wednesday	06:00	21:00
Thursday	06:00	21:00
Friday	06:00	21:00
Saturday	06:00	21:00
Sunday	06:00	21:00

Please give further details here (please read guidance note 3):

NA

State any seasonal variations for the supply of alcohol (please read guidance note 4):

NA

Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed above, please list (please read guidance note 5):

NA

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

Name: MITUL MAHENDRABHAI PATEL

### Address

Flat number (if any)

House number/name 17

Road name Hunter Avenue

Town Shenfield

County Essex

Post Code CM15 8PE

Personal Licence Number (if known): PSL936

Issuing Licensing Authority (if known): BRENTWOOD

## **l) Hours Premises are open to the public**

**Standard Days and Timings (please read guidance note 6)**

<u>Day</u>	<u>Start</u>	<u>Finish</u>
Monday	05:00	21:00
Tuesday	startTues1321}	21:00
Wednesday	05:00	21:00
Thursday	05:00	21:00
Friday	05:00	21:00
Saturday	05:00	21:00
Sunday	05:00	21:00

State any seasonal variations (please read guidance note 4):

NA

Non standard timings. Where you intend to have the premises to be open to the public at different times to those listed above, please list (please read guidance note 5):

NA

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## **n) Adult Entertainment and Services**

Please 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 (please read guidance note 8)

NONE

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## **o) Promoting Licensing Objectives**

Describe the steps that 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):

Staff training shall be recorded and updated every 6 months Training shall cover the requirements for ID as part of age verification, how to detect proxy sales, the consequences of underage sales (fines and punishment) , drunks , and other relevant matters as regards the licensing act, and the responsibilities of staff The licence holder shall ensure that a refusals register is kept on the premises and that this shall be immediately available upon request of an authorised officer. The register shall record any refused sale of alcohol.. The refusal register shall be inspected on a regular basis by the DPS and signed by the DPS that they have checked the register

At least 12 months of refusal register details shall be retained and made available upon request by an authorised officer

There shall be a documented reporting structure back to the Designated Premises Supervisor (DPS) and premises licence holder which shall include telephone contact numbers. This reporting document shall be immediately available upon request of an authorised officer

The premises licence holder shall ensure that a 'challenge 25' policy is adopted on the premises at all times. Signage of the 'challenge 25' policy shall be prominently displayed on the premises.

Acceptable identification accepteshall be a passport, photo driving licence or PASS accredited identity card

Signage shall be displayed in a prominent position on the premises requesting that customers leave quietly

Signage shall be prominently displayed warning customers of the legal penalties for purchasing alcohol for

any person under the age of 18 years

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

There must be a suitable colour digital CCTV RECORDING system installed at the premises The system must be capable of providing 21 days recording. The images recorded are to be retained for 21 days and made available to the Police or other enforcement agencies upon reasonable request. AND IN LINE WITH DATA PROTECTION LEGISLATION DVD/USB copies of relevant footage to be provided to the Police or other enforcement agencies at no cost.

The CCTV system shall be checked REGULARLY to ensure it is working in line with the requirements of the license. Any failure to be rectified within a two week period

**c) Public safety:**

Adhere to legislation and covered in a) above

**d) The prevention of public nuisance:**

Staff training shall be recorded and updated every 6 months Training shall cover the requirements for ID as part of age verification, how to detect proxy sales, the consequences of underage sales (fines and punishment) , drunks and street drinkers, licensing objectives and other relevant matters as regards the licensing act, and the responsibilities of staff

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

**PREVENTION OF PUBLIC NUISANCE**

Staff training shall be recorded and updated every 6 months Training shall cover the requirements for ID as part of age verification, how to detect proxy sales, the consequences of underage sales (fines and punishment) , drunks and street drinkers, licensing objectives and other relevant matters as regards the licensing act, and the responsibilities of staff

**PROTECTION OF CHILDREN FROM HARM**

The premises licence holder shall ensure that a 'challenge 25' policy is adopted on the premises at all times. Signage of the 'challenge 25' policy shall be prominently displayed on the premises.

Acceptable identification accepted by the premises licence holder, DPS, or other staff members shall be a passport, photo driving licence or PASS accredited identity card

Staff training in i.d procedure will be carried out on a regular basis.

The licence holder shall ensure that a refusals register is kept on the premises and that this shall be immediately available upon request of an authorised officer. The register shall record any refused sale of alcohol.. The refusal register shall be inspected on a regular basis by the DPS and signed by the DPS that they have checked the register

At least 12 months of refusal register details shall be retained and made available upon request by an authorised officer

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## **Declaration**

I agree to submit a plan of the premises:

Alternatively these should be sent by post to:

Licensing, Brentwood Borough Council, Town Hall, Ingrave Road, Brentwood, Essex CM15 8AY

Please include the reference number for this form, which will be produced when you submit it.

I will send copies of this application and the plan to the relevant authorities and others where applicable: I agree

I will submit a consent form completed by the individual I wish to be designated premises supervisor, if applicable (available as a separate online form on our website): I agree

I understand that I must now advertise my application: I agree

A copy of the Prescribed Form of Notice is available here:

[Public Notice of Application](#)

I understand that if I do not comply with the above requirements my application will be rejected: I agree

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## 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 (name): ROBERT JORDAN PR RETAIL CONSULTANTS

Date: 08/03/2018

Capacity: AGENT

For joint applications, signature of 2nd applicant 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 (name):

Date: 08/03/2018

Capacity:

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13):

Correspondence name: ROBERT JORDAN

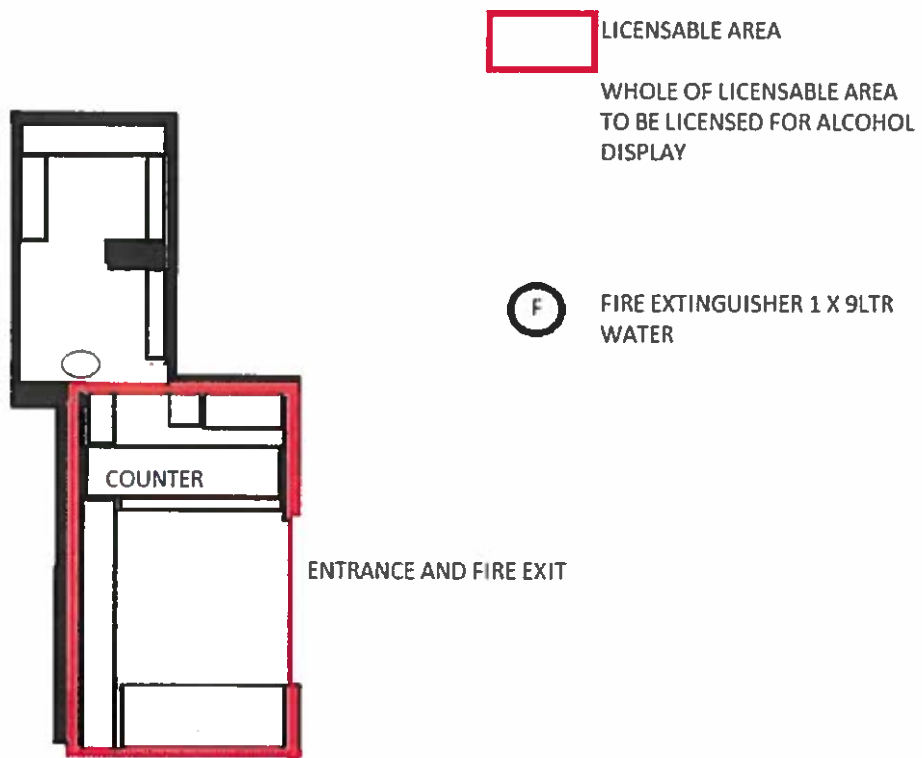
Telephone number: 01279 850753

Mobile telephone number: 07774044585

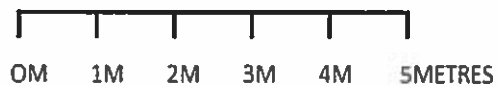
To receive email confirmation of your application and payment, please provide a correspondence email address: robertjordan01@btinternet.com



PREMISES, SHENFIELD STATION NEWS, SHENFIELD STATION,  
HUTTON ROAD, SHENFIELD, BRENTWOOD, CM15 8JD



SCALE BAR 1:100 AT A4







Consent of individual to being specified as premises supervisor

I MITUL MAHENDRABHAI PATEL.  
[full name of prospective premises supervisor]

of 17 HUNTER AVENUE  
X SHENFIELD  
BRENTWOOD  
CM15 8PE  
Y

[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

A PREMISES LICENCE  
[type of application]

by

MITUL MAHENDRABHAI PATEL  
[name of applicant]

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

for

SHENFIELD STATION NEWS  
SHENFIELD  
HATCH ROAD  
CM15 8JD.

[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

MITUL MAHENDRABHAI PATEL.  
*[name of applicant]*

concerning the supply of alcohol at

SHENFIELD STATION NEWS.

SHENFIELD

HUTTON RD.

CN15 8JD

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

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

PSL 936  
*[insert personal licence number, if any]*

Personal licence issuing authority

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

Signed

M.M. Patel

Name (please print)

MITUL MAHENDRABHAI PATEL.

Date

21/2/18





Map of premises

> Reception Inspection Decision Notices Other Print Map Index

Map

Reference  
18/00011/LAPRE

Address  
Shenfield Station  
Hutton Road  
Shenfield

Occupier  
Shenfield Station News

Trading As  
Shenfield Station News

Name  
Mr Mitul Mahendrabhai Patel

Buffer (m)  
10.00

Show Only This Record  
 Show Only These Records

The map displays a street layout with Hutton Road running diagonally. Buildings are marked with addresses such as 164, 166, 176, 180, 182, 184, 186, 196, 200, 202, 204, 206 to 212, 214, 216, 220, 222, 224, 226, 230, 232, 240, 242, 244, 246, 248, 250, 252, 254, 256, 258, 260, 262, 264, 266, 268, 270, 272, 274, 276, 278, 280, 282, 284, 286, 288, 290, 292, 294, 296, 298, 300, 302, 304, 306, 308, 310, 312, 314, 316, 318, 320, 322, 324, 326, 328, 330, 332, 334, 336, 338, 340, 342, 344, 346, 348, 350, 352, 354, 356, 358, 360, 362, 364, 366, 368, 370, 372, 374, 376, 378, 380, 382, 384, 386, 388, 390, 392, 394, 396, 398, 400, 402, 404, 406, 408, 410, 412, 414, 416, 418, 420, 422, 424, 426, 428, 430, 432, 434, 436, 438, 440, 442, 444, 446, 448, 450, 452, 454, 456, 458, 460, 462, 464, 466, 468, 470, 472, 474, 476, 478, 480, 482, 484, 486, 488, 490, 492, 494, 496, 498, 500, 502, 504, 506, 508, 510, 512, 514, 516, 518, 520, 522, 524, 526, 528, 530, 532, 534, 536, 538, 540, 542, 544, 546, 548, 550, 552, 554, 556, 558, 560, 562, 564, 566, 568, 570, 572, 574, 576, 578, 580, 582, 584, 586, 588, 590, 592, 594, 596, 598, 600, 602, 604, 606, 608, 610, 612, 614, 616, 618, 620, 622, 624, 626, 628, 630, 632, 634, 636, 638, 640, 642, 644, 646, 648, 650, 652, 654, 656, 658, 660, 662, 664, 666, 668, 670, 672, 674, 676, 678, 680, 682, 684, 686, 688, 690, 692, 694, 696, 698, 700, 702, 704, 706, 708, 710, 712, 714, 716, 718, 720, 722, 724, 726, 728, 730, 732, 734, 736, 738, 740, 742, 744, 746, 748, 750, 752, 754, 756, 758, 760, 762, 764, 766, 768, 770, 772, 774, 776, 778, 780, 782, 784, 786, 788, 790, 792, 794, 796, 798, 800, 802, 804, 806, 808, 810, 812, 814, 816, 818, 820, 822, 824, 826, 828, 830, 832, 834, 836, 838, 840, 842, 844, 846, 848, 850, 852, 854, 856, 858, 860, 862, 864, 866, 868, 870, 872, 874, 876, 878, 880, 882, 884, 886, 888, 890, 892, 894, 896, 898, 900, 902, 904, 906, 908, 910, 912, 914, 916, 918, 920, 922, 924, 926, 928, 930, 932, 934, 936, 938, 940, 942, 944, 946, 948, 950, 952, 954, 956, 958, 960, 962, 964, 966, 968, 970, 972, 974, 976, 978, 980, 982, 984, 986, 988, 990, 992, 994, 996, 998, 1000. Distances are marked as 77.4m, 76.5m, and 73.5m. Other labels include 'Bank', 'Shenfield Station', 'Surgery', 'Wildwood', 'MP.25', 'SL', 'TCBs', 'PC', 'DW', 'Tr Park', 'LB', '91', '93', '95', '97', '105', '106', '108', '110', '112', '114', '116', '118', '120', '122', '124', '126', '128', '130', '132', '134', '136', '138', '140', '142', '144', '146', '148', '150', '152', '154', '156', '158', '160', '162', '164', '166', '168', '170', '172', '174', '176', '178', '180', '182', '184', '186', '188', '190', '192', '194', '196', '198', '200', '202', '204', '206', '208', '210', '212', '214', '216', '218', '220', '222', '224', '226', '228', '230', '232', '234', '236', '238', '240', '242', '244', '246', '248', '250', '252', '254', '256', '258', '260', '262', '264', '266', '268', '270', '272', '274', '276', '278', '280', '282', '284', '286', '288', '290', '292', '294', '296', '298', '300', '302', '304', '306', '308', '310', '312', '314', '316', '318', '320', '322', '324', '326', '328', '330', '332', '334', '336', '338', '340', '342', '344', '346', '348', '350', '352', '354', '356', '358', '360', '362', '364', '366', '368', '370', '372', '374', '376', '378', '380', '382', '384', '386', '388', '390', '392', '394', '396', '398', '400', '402', '404', '406', '408', '410', '412', '414', '416', '418', '420', '422', '424', '426', '428', '430', '432', '434', '436', '438', '440', '442', '444', '446', '448', '450', '452', '454', '456', '458', '460', '462', '464', '466', '468', '470', '472', '474', '476', '478', '480', '482', '484', '486', '488', '490', '492', '494', '496', '498', '500', '502', '504', '506', '508', '510', '512', '514', '516', '518', '520', '522', '524', '526', '528', '530', '532', '534', '536', '538', '540', '542', '544', '546', '548', '550', '552', '554', '556', '558', '560', '562', '564', '566', '568', '570', '572', '574', '576', '578', '580', '582', '584', '586', '588', '590', '592', '594', '596', '598', '600', '602', '604', '606', '608', '610', '612', '614', '616', '618', '620', '622', '624', '626', '628', '630', '632', '634', '636', '638', '640', '642', '644', '646', '648', '650', '652', '654', '656', '658', '660', '662', '664', '666', '668', '670', '672', '674', '676', '678', '680', '682', '684', '686', '688', '690', '692', '694', '696', '698', '700', '702', '704', '706', '708', '710', '712', '714', '716', '718', '720', '722', '724', '726', '728', '730', '732', '734', '736', '738', '740', '742', '744', '746', '748', '750', '752', '754', '756', '758', '760', '762', '764', '766', '768', '770', '772', '774', '776', '778', '780', '782', '784', '786', '788', '790', '792', '794', '796', '798', '800', '802', '804', '806', '808', '810', '812', '814', '816', '818', '820', '822', '824', '826', '828', '830', '832', '834', '836', '838', '840', '842', '844', '846', '848', '850', '852', '854', '856', '858', '860', '862', '864', '866', '868', '870', '872', '874', '876', '878', '880', '882', '884', '886', '888', '890', '892', '894', '896', '898', '900', '902', '904', '906', '908', '910', '912', '914', '916', '918', '920', '922', '924', '926', '928', '930', '932', '934', '936', '938', '940', '942', '944', '946', '948', '950', '952', '954', '956', '958', '960', '962', '964', '966', '968', '970', '972', '974', '976', '978', '980', '982', '984', '986', '988', '990', '992', '994', '996', '998', '1000.

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N: 195054.37

Single click or click and drag an extent to zoom out.

Photo images of the premises





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**WITNESS STATEMENT**

**Criminal Procedure Rules, r 27.2; Criminal Justice Act 1967, s. 9; Magistrates' Courts Act 1980, s.5B**

Occurrence Number:		URN			
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Statement of:	<b>Stephen William MORRISON</b>				
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Age if under 18:	<b>Over 18</b> (if over 18 insert 'over 18')	Occupation:	<b>Police Officer</b>		
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This statement (consisting of 7 page(s) each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it, anything which I know to be false, or do not believe to be true.

Signature:		Date:	<b>4<sup>th</sup> April 2018</b>		
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Tick if witness evidence is visually recorded  (supply witness details on rear)

I am the OIC for the Ilford sector; the sector itself comprises of 54 stations which are served by six different train operating companies and crosses a number of force boundaries.

Shenfield railway station is one of the stations that falls under the Ilford sector.

I have 14 years' experience as a police officer with BTP, I have worked on the Ilford sector for 10 months as a sergeant and Inspector and have been in my current role for 6 months.

I feel that it is important to provide the panel with a flavour of the Railway environment from the British Transport perspective.

Railways stations are seen by Children and Young adults as a place to congregate. It provides a convenient service enabling them to see and meet up with friends. There is usually free WiFi, Lighting and shops, shelter and opportunities to commit crime or anti social behaviour but also to become victims of crime.

Officers working within the railway environment deal with all types of harms, vulnerabilities and risks. To put this into perspective our officers policing the railway network across Great Britain deal with on average each month:


- 27 fatalities from apparent suicides
- 8 people seriously injured in suicide attempts
- 4 people killed in accidents on the railway
- 7 people seriously injured in accidents on the railway
- 375 children at risk or vulnerable

OFFICIAL

Signature:		Signature witnessed by:	
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Occurrence Number:		URN			
Statement of:	<b>Stephen William MORRISON</b>				
<ul style="list-style-type: none"> <li>• 674 mental ill health incidents, which includes:</li> <li>• 91 life-saving interventions with people who attempted or contemplated suicide</li> <li>• 180 detentions to a place of safety under Section 136/S297 of the Mental Health Act</li> <li>• 165 offences of unwanted sexual attention</li> <li>• 65 victims of domestic violence</li> <li>• Our aim is to prevent harm where possible, reduce the likelihood of harm, mitigate the impact of harm by facilitating access to pathways that provide help and support and promote the wellbeing of all children and vulnerable adults in need of help and support.</li> </ul> <p>"Railway fatalities and suicides"</p> <p>The national suicide rate is projected to increase. Without continued efforts we could assume a similar increase in apparent suicide incidents on the rail network. This represents not only a tragic cost in human lives and to society, but as the rail infrastructure continues to grow, potentially increased disruption and an increased demand on frontline resources. We already work in close collaboration with industry partners and have effective and established responses to ensure that the instances of suicide are minimised. The vast majority of those who succeed in taking their own life on the railway have not come to our attention before. We must focus on how we can help to identify and prevent potential members of this unknown group from planning to use the railway for this purpose.</p> <p>Shenfield Station</p> <p>Shenfield Railway station is a large interchange station, where a number of train services pass or stop on their way to locations in Essex, Suffolk, Norfolk or towards London. The station has five running rails enabling the trains to go direct towards London or out to Norfolk, Suffolk and Essex, and is serviced by Abellio Greater Anglia and TFL Rail</p> <p>Given the stations location, it is classified as a Non-Stopping station. This means some trains do not stop and travel through at a speed between 50mph and 70mph.</p> <p>The significance of the train speed and that it is a non-stopping station has in the past attracted person's</p>					

OFFICIAL

Signature:		Signature witnessed by:	
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Occurrence Number:		URN				
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Statement of:	<b>Stephen William MORRISON</b>
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intent on committing suicide.

It is also worth noting, that all platforms are marked with yellow hazard lines to alert passengers not to stand within the yellow lines for safety reasons.

This is to prevent:

Passengers being pulled towards a train from the draft created by non- stopping trains.

Prevents those in possession of ruck sacks and other luggage not being caught on any train and then being dragged under the train.

Prevent overcrowding affording some protection to passengers on the platforms.

Platforms 1 and 2 are the London bound platform while platform 3 is the Essex, Suffolk and Norfolk platform. These are some of the busier platforms with passengers waiting on them during the morning and evening peak rush hour; they also have non-stopping intercity trains pass through them at speed. Platform 5 is the where the TFL line trains start and terminate and again during peak morning and evening rush hour can be busy with passengers waiting on them. Part of the design on the platforms 1 & 2 is restricted due to platform furniture, kiosks, waiting rooms, making the area more restricted than elsewhere on the station.

"Protection of Children From Harm"

The Safeguarding on Rail Scheme introduces safeguarding requirements that train operators are obliged to fulfil in order to secure future franchises (Authority to run a railway). It is an initiative that follows on from work with British Transport Police in developing Railway Children's Safeguarding on Transport programme.


Safeguarding is now a mandatory part of the franchise process, Railway Children's Business Development Manager Suzanne Parsons said: "About 100,000 under-16s run away each year, with many becoming vulnerable to grooming and sexual exploitation and areas surrounding major stations are a particular concern. This scheme represents a breakthrough in changing lives on the transport front line, with improved rail staff awareness and confidence in how to respond when suspecting a young person is at risk." One child runs away from home every five minutes in the UK and it is estimated that 16,500 children are at risk of sexual exploitation every year. Figures show that British Transport Police handled nearly 5,000 child safeguarding incidents in 2016, of which a third were children who had run away or gone missing. The new Department for Transport scheme, which covers all rail networks policed by British Transport Police,

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Signature:		Signature witnessed by:	
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Occurrence Number:		URN			
Statement of:	<b>Stephen William MORRISON</b>				
<p>establishes standards of good practice and emphasises the importance of well-trained frontline staff. As part of their franchise agreement, operators will now need to demonstrate a commitment to safeguarding training and stations generating the highest number of safeguarding reports will also need to implement additional activity.</p> <p>It is known that many vulnerable children are influenced by adults and this risk is increased if that adult is intoxicated or under the influence of any other type of substance thereby creating a greater risk to children</p> <p>Public Safety</p> <p>The impact of a body hitting the front of a train will cause the train driver to apply the emergency brakes; this can increase the risk of harm to those passengers on a train. The BTP recognises that suicides can occur at any time during the operation of a station.</p> <p>BTP also recognise that people may also be perceived or determined as vulnerable because of their:</p> <ul style="list-style-type: none"> <li>• Age, • Illness • Mental capacity • Social impairment • Disability • Race • Alcohol or other substance misuse •</li> </ul> <p>Because they have been subjected to repeated offences.</p> <ul style="list-style-type: none"> <li>• Because they are at a high risk of being abused or targeted, for example lone female commuters in crowded train carriages targeted by persons under the influence of alcohol and revenue protection staff at ticket barriers assaulted by persons under the influence.</li> </ul> <p>In the past 3 years there has been one suicide at the station and three interventions made, of which alcohol was involved in one of the interventions. These figures are for the station only and do not take into account suicides or interventions made at access points outside of the station environment.</p> <p>The presence of alcohol is a significant factor in attempted suicides across the rail network. Where successful interventions have been made, a number of persons detained under mental health powers have consumed alcohol to gain courage to make the attempt. Easy access to this at the station may well lead to more attempted suicides at the station and successful attempts.</p> <p>Stations where persons have been successful at taking their life have seen family members and friends turn up to hold vigils to their loved ones, this can lead to the some of those in attendance making suicide attempts themselves.</p>					

OFFICIAL

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Occurrence Number:		URN				
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Statement of:	<b>Stephen William MORRISON</b>
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Prevention of Crime and Disorder

In the crime recording period 2016 – 2017 Shenfield station saw 75 notifiable crimes recorded of which 16 offences were violent offences and 22 were public order related, Of this I can see that alcohol was a factor in 11 of the violent or public order offences, however that is only where the presence of alcohol is flagged, that is not to say that it was not present or a factor in more offences. This figure is purely for offences committed at the station and does not take into account offences committed on train where either the victim or suspect alighted at Shenfield, where the presence of alcohol will no doubt be higher. For the current recording period from 2017 to now Shenfield has seen 64 notifiable crimes recorded of which 9 are violent offences and 16 public order related offences. Though this is a decrease these figures are not for the full year. Of the violent and public order offences alcohol was a factor in 13 offences an increase on the previous year. Again these figures are for purely station related offences and does not take into account on train offences.

The consumption of or presence of alcohol is a factor in a number of assaults on rail staff and police officers. It is anticipated that offending, particularly alcohol related offences will rise if the licence is granted, not just at the station but in Shenfield itself.

On average 14000 passengers use the station every day either entering or exiting the station or using it as an interchange. This figure is rising in line with predicted increase nationally and will only increase when Crossrail begin running service's through the station.


Security along the route is provided by Land Sheriffs. They have responsibility for looking after safety on the platforms, staff working the gate line and ensuring passengers have the appropriate ticket to travel. Whenever an incident occurs at the station, a report is normally submitted by a member of staff be it Abellio Greater Anglia Staff or TFL Rail.

Public Nuisance

Youth nuisance at Shenfield is low at this time. Primarily the station is used for commuters and there are key peak hours between 0700 - 0900 and 1700 - 1900.


During this time, traffic frequently uses the area directly outside of the station, which also comprises a taxi rank. This area is a drop off point with no waiting, unless it is a taxi waiting in the authorised area.

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Statement of:	<b>Stephen William MORRISON</b>				
<p>While there is unlikely to be any impact from vehicles stopping at the station to purchase alcohol, in terms of public nuisance it could lead to competing demands for parking in the area of the station.</p> <p>When there are engineering works affecting the running of one or all of the lines in and out of Shenfield the front of the station is used for rail replacement bus services. This area can become congested with passengers waiting for a replacement bus which has it's own safety concerns, the presence of a shop inside the station selling alcohol leading to intoxicated persons waiting in this area will only add to the safety issues.</p> <p>Consideration by the council must be given to the Control of Litter, Waste and Station Fouling. Waste bins are provided at the station and due to the volume of passengers, domestic staffs are employed throughout the day to maintain a clean station.</p> <p>Licensed premises of all types can potentially cause public nuisance from litter and waste.</p> <p>Uncontrolled litter, waste and street fouling is unsightly and can lead to a negative image of the area. It can cause offensive odour, may attract rats and insects and therefore be a public health risk, it may cause people to slip, trip and injure themselves, and it may harm the reputation of the station.</p> <p>In conclusion</p> <p>The railway environment has its own unique problems and along the route from London to Shenfield only Liverpool Street Railway Station has licensed premises to cater for the London commuter and City worker.</p> <p>Whilst Abellio Greater Anglia do not operate a "Dry Train" policy, with on train buffet cars selling alcohol, there are concerns highlighted in PACT meetings of alcohol related anti-social behaviour on their trains in the evening and late into the night. Abellio however are not opposed to this application and the sale of alcohol is included in the lease.</p> <p>TFL rail operate a dry train policy, passengers are discouraged to consume alcohol on their services with specific byelaws to combat this. TFL Rail themselves are opposed to this application.</p> <p>Outside of Shenfield station there are two metro supermarkets selling alcohol should any one wish to purchase it, a Tesco metro and CO-OP. These are situated on either side of the road a short walk from the station. These two shops are part of a large chain of shops and can therefore sell alcohol at a lower rate</p>					

OFFICIAL

Signature:		Signature witnessed by:	
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Occurrence Number:		URN				
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Statement of:	<b>Stephen William MORRISON</b>
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without affecting their trading. I have concerns that if the licence is granted then in order to exist alongside these two shops the kiosk will either have to sell alcohol at a reduced rate or sell higher strength alcohol at a reduced rate which can lead to an increase in alcohol related offences at the station. The kiosk itself is small in size, open planned and positioned by the front door of the station, there is no barrier to persons accessing the shop as it is not behind the ticket barriers. I have not been made aware of what security measures will be put in place if the licence is granted such as enhanced CCTV, so unless the alcohol is kept behind the counter then I am also concerned that it will be easily accessible for opportunistic thefts leading to further offending not just at the station but further into Shenfield itself.

The application for an Off Licence is not supported by myself for the following reasons:

Children frequent stations and vulnerability can increase with adults drinking alcohol or supplying alcohol.

Alcohol is a factor in suicides and attempted suicides.

There are hazards at the station, and alcohol consumption can increase risks to passengers or other users of the railway. British Transport Police run regular alcohol awareness campaigns highlighting the dangers of excessive alcohol consumption and the railway environment.

Ready access to alcohol at a station with mainline trains passing through at speed will increase the risks highlighted.

Current crime shows an increase in alcohol related offences on the previous year, whilst the numbers seem low, there is still at least one a month and only accounts for on station offences, not on train or offences off the station. If this licence is granted I believe these figures may well only increase. I therefore humbly request that this application is refused and a premises application is not granted.



OFFICIAL

Signature:		Signature witnessed by:	
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Occurrence Number:		URN					
<b>Witness contact details: Statement of: Stephen William MORRISON</b>							
Home address (inc. Postcode):		C/O STRATFORD BTP STATION, UNDER MERIDIAN STEPS, 23 STATION STREET, STRATFORD, E15					
Email address:		stephen.morrison@btp.pnn.police.uk		Mobile No.:			
Home telephone No.:				Work telephone No.:		0208 209 6427	
Preferred means of contact (specify details):		email					
Gender:		Male		Date of Birth:		25/12/1976	
Ethnicity code (16+1):		W1		Place of Birth:		HAROLD WOOD	
Former Name:		N/A					
<b>DATES OF WITNESS NON-AVAILABILITY:</b>			N/A				


<b>Witness care</b>	
a) Is the witness willing to attend court?	<b>PLEASE SELECT</b> If 'No', include reason(s) on form <b>MG6</b>
b) What can be done to ensure attendance?	N/A
c) Does the witness require a Special Measures Assessment as a vulnerable or intimidated witness? (youth under 18; witness with mental disorder, learning or physical disability; or witness in fear of giving evidence or witness is the complainant in a sexual offence case)	<b>PLEASE SELECT</b> If 'Yes', submit <b>MG2</b> with file in anticipated not guilty, contested or indictable only cases.
d) Does the witness have any particular needs?	<b>PLEASE SELECT</b> If 'Yes', what are they? N/A (Disability, healthcare, childcare, transport, language difficulties, visually impaired, restricted mobility or other concerns?)
e) <b>VICTIMS ONLY:</b> Is the victim entitled to an enhanced service under the Code of practice for Victims? (Vulnerable, intimidated, victim of most serious crime or persistently targeted victim? If 'Yes', please update this on the MG6/MG3	

<b>Witness Consent (for witness completion)</b>	
a) The Victim Personal Statement scheme (victims only) has been explained to me:	<b>PLEASE SELECT</b>
b) I have been given the Victim Personal Statement leaflet.	<b>PLEASE SELECT</b>
c) I have been given the leaflet "Giving a witness statement to the police – what happens next?"	<b>PLEASE SELECT</b>
d) I consent to police having access to my medical record(s) in relation to this matter (obtained in accordance with local practice):	<b>PLEASE SELECT</b>
e) I consent to my medical record in relation to this matter being disclosed to the defence:	<b>PLEASE SELECT</b>
f) I consent to the statement being disclosed for the purposes of civil, or other proceedings if applicable, e.g. child care proceedings, CICA:	<b>PLEASE SELECT</b>
g) Child witness cases only. I have had the provision regarding reporting restrictions explained to me. I would like CPS to apply for reporting restrictions on my behalf.	<b>PLEASE SELECT</b> <b>PLEASE SELECT</b>
h) I have made a victim personal statement and would like it to be read out in court I wish to read it out in court myself as opposed to it being read out by a CPS prosecutor	<b>PLEASE SELECT</b> <b>PLEASE SELECT</b>

**RESTORATIVE JUSTICE (FOR VICTIMS ONLY)**

Restorative Justice is victim led and will provide you with the opportunity to explain the full effects of the crime and have your questions answered. It also allows offenders who admit guilt to take responsibility and understand the real impact of their behaviour.

*'I understand that the information recorded above will be passed on to the Witness Service, which offers help and support to witnesses pre-trial and at court.'*

<p><b>Signature of witness:</b></p>		<p><b>PRINT NAME:</b></p>	<p>S. MORRISON</p>
<p><b>Signature of parent/guardian/ appropriate adult:</b></p>		<p><b>PRINT NAME:</b></p>	
<p><b>Address and telephone number (of parent etc) if different from above:</b></p>			
<p><b>Statement taken by (print name):</b></p>	<p>SELF</p>	<p><b>Station:</b></p>	<p>Stratford</p>
<p><b>Time and Place Statement taken:</b></p>	<p>13:08hrs STRATFORD BTP</p>		

Thursday, 5<sup>th</sup> April 2018

**Paul Adams**  
**Principal Licensing Officer,**  
**Brentwood Borough Council Depot**  
**The Drive**  
**Warley CM13 3BH**

Dear Mr Adams,

**SHENFIELD STATION NEWS, SHENFIELD STATION, HUTTON ROAD, SHENFIELD CM15 8JD**

**Application For a Premises Licence to be Granted**

**Representation by a Responsible Authority (Licensing)**

I wish to make a representation against the Application for a Premises Licence to be Granted at Shenfield Station News, Shenfield Station, Hutton Road, Shenfield CM15 8JD made by Mr. Mitul Mahendrabhai Patel. I make this representation as a Responsible Authority (Licensing) in my capacity as the Brentwood Borough Council Licensing Officer as permitted by virtue of the Licensing Act 2003 (as amended).

I visited the premises on Friday, 9<sup>th</sup> March 2018 and noted that it was sited immediately inside the entrance to Shenfield Station [please see attached pictures]. This premises comprises of a small kiosk and has an open plan design. There is no barrier to persons accessing the shop.

With the proprietor enclosed within the confines of the small kiosk, I see no way how alcohol can be safely secured in the open plan area. There is minimal space behind the kiosk to display alcohol for sale.

The front of the station, and the foyer area just inside, is focal meeting place for persons using both rail and taxi cab. Even during my visit there were groups of children congregating in the immediate vicinity having finished at school. I have also been made aware of local unrest at that location on occasions when unruly supporters congregate to travel on the Shenfield to Stratford line for football matches at the London Stadium.

It is my contention that, with only one member of staff confined behind a small kiosk counter, there are no means of adequately securing alcohol from potentially dishonest or vulnerable persons anywhere in the open plan area. The limited storage area behind the counter makes it an inappropriate proposition & improper location to be supplying alcohol

I also made additional enquiries with the two refreshment venues that are actually situated on the station platforms. They advised me that they cannot obtain a premises licence because of station by-laws relating to the banning of alcohol. I suspect that those specific by-laws have been imposed for a very good reason.

I fully support the concerns raised by the British Transport Police and make representation against this application on the grounds that it fails to adequately promote the licensing objectives relating to the prevention of crime and disorder and, potentially, to public safety and the protection of children from harm.

If I can be of any further assistance please do not hesitate to contact me in the Licensing Office at the Brentwood Council Depot at Warley on **01277 312523**.

Yours sincerely,

Dave Leonard

Licensing Officer | Brentwood Borough Council

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## **Members Interests**

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, of if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.

## **Licensing Sub-Committees**

To hear and determine applications that do not sit within the scope of delegation to officers, usually where representations have been received either by a third party against grant of a license, or from the applicant against intended refusal or revocation of a license/registration.

The Planning and Licensing Committee has delegated all functions other than relevant policies and fees setting to officers, with the exception of those other matters as indicated below, which are heard by licensing sub-committee unless otherwise indicated:

### **Licensing Act 2003 and Gambling Act 2005**

- (a) Determination of any application type where a representation has been received in accordance with the legislation.
- (b) Determination of applications for review or expedited review.

### **Hackney Carriage vehicles and drivers (including enforcement of ranks) and Private Hire vehicles, drivers and operators, with the exception of:**

- (a) Suspension or revocation of drivers' licenses (save for initial suspension under provision of Local Government (Miscellaneous Provisions) Act 1976 S61 (2B) if it appears that the interests of public safety require the suspension to have immediate effect).
- (b) Where representation has been submitted by the applicant/license holder against refusal of any application.
- (c) Where representation has been received from an applicant to vary a licensing or pre-licensing condition.

### **Scrap Metal Dealing**

- (a) Determination of applications where representations have been received against refusal in accordance with legislative requirements; and
- (b) Consideration of revocation of a license where representations have been received in accordance with legislative requirements

### **Street Collections and House to House Collections**

- (a) Appeals against refusal to grant or renew a license.

### **Licensing of sex establishments**

- (a) Determination of all applications, revocations and appeals.

### **Street Trading**

- (a) Determination of applications where representation(s) has been received.
- (b) Determination of applications that fall outside of current policy.
- (c) Determination of matters relating to revocation of a license.

### **Acupuncture, Tattooing, Skin and Ear Piercing and Electrolysis**

- (a) Appeals against refusal to grant or renew a registration.
- (b) Revocation of a registration.

### **Animal Welfare and Security, except for the following:**

- (a) Appeals against refusal to grant or renew a license.
- (b) Revocation of a license.

### **Exercise of Powers under Caravan Sites and Control of Development Act 1960, except for:**

- (a) Refusal and revocation of licenses, (other than urgent refusals which are delegated to officers)

### **Mobile Homes**

- (a) Appeals against revocation of a license and/or conditions attached to the grant of a license.