



Agenda

Licensing Sub-Committee

Friday, 27 August 2021 at 10.00 am
Council Chamber - Town Hall

Membership (Quorum – 3)

Cllrs Barber, Heard and Laplain

Agenda

	Item	Wards(s) Affected	Page No
	Live broadcast		
	Live broadcast to start at 10am and available for repeat viewing		
	Contents		
1.	Appointment of Chair		
2.	Administrative Function 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.	Application for a New Premises Licence, Chick N Shack, 119 High Street, Brentwood, CM14 4RX		5 - 54

A handwritten signature in black ink, reading "Jonathan Stephenson", is centered at the top of the page. The signature is written in a cursive style with a horizontal line crossing through the middle of the letters.

Jonathan Stephenson
Chief Executive

Town Hall
Brentwood, Essex
19.08.2021

Information for Members

Substitutes

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.

Rights to Attend and Speak

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.

Point of Order/ Personal explanation/ Point of Information

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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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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 **Evacuation Procedures**

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

Committee(s): Licensing & Appeals Committee	Date: 27 August 2021
Subject: Application for a New Premises Licence <i>Chick N Shack, 119 High Street, Brentwood CM14 4RX</i>	Wards Affected: <i>Brentwood North</i> <i>Brentwood South</i>
Report of: Dave Leonard - Licensing Officer	Public
Report Author: Name: Dave Leonard Telephone: 01277 312523 E-mail: dave.leonard@brentwood.gov.uk	For Decision

Summary

An application has been received for a new premises licence to allow for the provision of late-night refreshment at ***Chick N Shack, 119 High Street, Brentwood CM14 4RX***. Representations have been received from the following three Responsible Authorities- Brentwood Borough Council’s Licensing & Environmental Health departments & Essex Police (Licensing). There have been no representations received from Other Persons. Members are requested to determine the application having regard to the operating schedule, the representations received, the Secretary of State’s guidance, Brentwood Borough Council’s Statement of Licensing Policy and the four Licensing objectives.

Recommendation(s)

Members are asked to:

Consider 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:

1. To grant the application in full on the terms and conditions contained in the operating schedule along with any applicable mandatory conditions;
2. To grant the application in full, modified to such extent as considered appropriate in order to satisfy any relevant representations and to promote the licensing objectives; or
3. To reject the application in whole or in part

Main Report

1. Introduction and Background

1.1 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

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

1.3 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.

1.4 The four licensing objectives are;

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

1.5 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.

2. Issue, Options and Analysis of Options

2.1 This application was initially received on 15 June 2021 from Mr Gautam Premchand, director of Prem's Solutions Ltd. T/A Chick N Shack in respect of **Chick N Shack, 119 High Street, Brentwood CM14 4RX**. However, owing to administrative and advertising errors the consultation period was extended until 4 August 2021. A copy of the application and its clarification is attached at **Appendix A**.

2.2 The premise is a small fast-food takeaway outlet located in the High Street. Inside there is limited upright counter space to stand at but there are no toilet or wash facilities available to customers. The applicant states that no food will be allowed to be consumed on the premises past 2300hrs and is seeking to provide late-night refreshment for take away only from the premises from the following hours;

Thursday - 23:00 to Friday 03:00
Friday - 23:00 to Saturday 03:00
Saturday - 23:00 to Sunday 03:00

plus Bank Holidays, Christmas Eve, New Year's Eve & other public holidays

2.3 Based on the content of the operating schedule, the conditions attached to any licence issued (in addition to the mandatory condition relating to the use of licensed Security Industry Authority door supervision) will be:

- There will be licenced security on the door from 23:00 until 03:00.
- After close a staff member will be assigned to collect any litter in the vicinity of the shop.

A set of OS Street Maps together with images to better identify the location are attached at **Appendix B**.

2.4 There were three representations received from the Responsible Authorities.

From Brentwood Borough Council –

The Licensing Manager, Mr Paul Adams, identifies that the premises fronts onto the High Street, which is a designated clearway, and has concerns in relation to the public safety licensing objective. He has suggested the following five proposals which, if attached to any subsequently issued licence, may help to promote the licensing objectives –

- Signage should be placed at the entrance to the premises to ask customers to park lawfully, abiding by the parking restrictions and safely when collecting takeaways.
- Any website should provide the same message as above and direct customers to the nearest lawful parking areas.
- All deliver drivers, both employed direct or acting through a third party provider must not park, stop or wait along the length of the parking restrictions of the High Street or adjacent roads unless in a designated loading bay. A written policy/procedure must be in place and agreed with the Licensing Authority that covers the daily management of the parking of customers and delivery drivers when collecting takeaway orders.

- Door staff engaged at the premises should actively engage with customers and delivery drivers that park, stop or wait in breach of parking restrictions.
- CCTV must be provided that covers the customer areas and the area immediately outside the premises. (The standard Essex Police working could be appropriate here)

Environmental Health Manager, Mr David Carter, has made representation stating that the applicant has not satisfactorily addressed the prevention of public nuisance or the potential issues caused by customers leaving the premises, queuing for food or consuming food outside the shop, other than to say that any large groups would be dispersed by security, (which they would appear to have no lawful authority to do). Mr Carter claims that the prompt dispersal of patrons from licensed premises at night is impeded by the availability of food businesses, resulting in additional disturbance to residents, anti-social behaviour and litter. He asks that the Licensing Sub-Committee refuse this application or, alternatively, reduce the hours for provision of late-night refreshment such that there is not an attraction for customers to remain in the High Street after other venues have closed.

From Essex Police (Licensing) –

Senior Licensing Officer, Mr Gary Burke, claims that the applicant has not satisfactorily addressed the promotion of the licensing objectives. The police maintain that some areas are natural hotspots for potential crime and disorder and, with a collection of late-night pubs, bars and nightclubs, Brentwood High Street is one such hotspot.

The existence of premises providing late night refreshment in the High Street encourage individuals, many of whom are intoxicated, to remain in the area when the alcohol focused premises close. This congregation often leads to varying degrees of crime and disorder, so it is essential that all premises in the area are doing what they can to prevent such incidents. In its current form, the licence application does not actively prevent, discourage or provide a basis for investigation of any such incidents.

However, Essex Police will consider withdrawing their representation should the application be amended to include the following suggested conditions that are in line with both the operating schedule detailed in the application and other similar premises in the vicinity -

- The premises shall have installed and maintain a closed-circuit television surveillance (CCTV) system which at all times complies with the below requirements:
 - i. CCTV will be provided in the form a recordable system, capable of providing pictures of evidential quality {in all lighting conditions} particularly facial recognition;
 - ii. CCTV cameras shall cover all entrances {and exits} and the areas where alcohol sales take place;

- iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of {31} days;
Upon the reasonable request of the police or licensing authority staff, within 48 hours viewable copies of recordings will be provided
- Signs must be displayed at all entrances {and exits} advising customers that CCTV is operating at the premises and shall be a minimum size of 200 x 148 mm and clearly legible at all times when the premises conducts licensable activities.
- Door supervision by SIA licensed door supervisors must be provided every day. On these days, door supervisors must be on duty from 2300 until at least 30 minutes after the premises has closed.
- All SIA licensed door supervisors engaged at the premises for the purpose of supervising or controlling queues or customers must wear a form of high visibility clothing {jackets/vests/ armbands}
- Clear and legible notices must be prominently displayed at all exits requesting customers to respect local residents and leave the area quietly. {These signs shall be a minimum size of 200mm x 148 mm}.

All three Responsible Authority representations are attached at **Appendix C**.

2.5 There were no representations received from Other Persons.

3. **Relevant Sections of the Secretary of State's Guidance**

3.1 The following guidance issued under Section 182 Licensing Act 2003 relates to determining applications in relation to promoting the licensing objectives and the hours of trading;

Steps to promote the licensing objectives

8.43 Applicants are expected to include positive proposals in their application on how they will manage any potential risks. Where specific policies apply in the area (for example, a cumulative impact policy), applicants are also expected to demonstrate an understanding of how the policy impacts on their application; any measures they will take to mitigate the impact; and why they consider the application should be an exception to the policy.

8.46 While applicants are not required to seek the views of responsible authorities before formally submitting their application, they may find them to be a useful source of expert advice on local issues that should be taken into consideration when making an application. Licensing authorities may wish to encourage co-operation between applicants, responsible authorities and, where relevant, local residents and businesses before applications are submitted in order to minimise the scope for disputes to arise.

8.47 Applicants are expected to provide licensing authorities with sufficient information in this section to determine the extent to which their proposed steps are appropriate to promote the licensing objectives in the local area. Applications must not be based on providing a set of standard conditions to promote the licensing objectives and applicants are expected to make it clear why the steps they are proposing are appropriate for the premises.

8.49 For some premises, it is possible that no measures will be appropriate to promote one or more of the licensing objectives, for example, because they are adequately covered by other existing legislation. It is however important that all operating schedules should be precise and clear about the measures that are proposed to promote each of the licensing objectives.

Hours of trading

10.13 The Government acknowledges that different licensing strategies may be appropriate for the promotion of the licensing objectives in different areas. The 2003 Act gives the licensing authority power to make decisions about the hours during which premises can conduct licensable activities as part of the implementation of its licensing policy statement. Licensing authorities are best placed to make decisions about appropriate opening hours in their areas based on their local knowledge and in consultation with responsible authorities. However, licensing authorities must always consider each application and must not impose predetermined licensed opening hours, without giving individual consideration to the merits of each application.

10.14 Where there are objections to an application to extend the hours during which licensable activities are to be carried on and the licensing authority determines that this would undermine the licensing objectives, it may reject the application or grant it with appropriate conditions and/or different hours from those requested.

3.2 Statement of Licensing Policy

Brentwood Borough Council's Statement of Licensing Policy makes reference to;

Prevention of Crime & Disorder

19.3 The promotion of the licensing objective, to prevent crime & disorder places a responsibility on licence holders to become key partners in achieving this objective. **Applicants will be expected to demonstrate in their operating schedule that suitable and sufficient measures have been identified and will be implemented and maintained to reduce or prevent crime and disorder on and in the vicinity of their premises, relevant to the individual style and characteristics of their premises and events.**

Public Safety

21.1 The Licensing Authority is committed to ensuring that the safety of any person visiting or working in licensed premises is not compromised. **To this end, applicants will be expected to demonstrate in their operating schedule that suitable and sufficient measures have been identified and will be implemented and maintained to ensure public safety, relevant to the individual style and characteristics of their premises and events.**

Prevention of Public Nuisance

22.1 Licensed premises have a significant potential to impact adversely on communities through public nuisances that arise from their operation. The Licensing Authority wishes to maintain & protect the amenity of residents & other businesses from the consequence of the operation of licensed premises whilst recognising the valuable cultural, social and business importance that such premises provide.

22.5 Applicants will be expected to demonstrate in their operating schedule that suitable and sufficient measures have been identified and will be implemented and maintained to prevent public nuisance, relevant to the individual style and characteristics of their premises and events.

4. Reasons for Recommendation

4.1 These are the options available to the Committee under the Licensing Act 2003.

5. Consultation

5.1 The application has been consulted on in accordance with the requirements of the Licensing Act 2003.

5.2 Officers from the licensing authority have made several checks on the display of notices to ensure that the blue advertising notice was correctly on display at the front of the building. The applicant did struggle to understand the importance of correctly displaying public notices and of the requirement to advertise in a local paper. As a result, the consultation period was extended on more than one occasion until 4 August 2021.

Implications

Financial Implications

**Name/Title: Jacqueline Van Mellaerts, Corporate Director (Finance & Resources)
Tel/Email: 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk**

There are no financial implications for this report.

Legal Implications

**Name & Title: Amanda Julian, Corporate Director (Law & Governance) and
Monitoring Officer
Tel & Email: 01277 312705/amanda.julian@brentwood.gov.uk**

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.

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.

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

Background Papers

None

Appendices to this report

- Appendix A - Application Form & Clarification
- Appendix B - OS Street Maps & Images
- Appendix C - Representations from Responsible Authorities -
BBC (Licensing) – Mr Paul Adams
BBC (Environmental Health) – Mr David Carter
Essex Police (Licensing) – Mr Gary Burke

Report Author Contact Details:

Name: Dave Leonard

Telephone: 01277 312523

E-mail: licensing@brentwood.gov.uk

CHICK N SHACK, 119 HIGH ST, BRENTWOOD CM14 4RX

APPENDIX A

Application Form

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



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.

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

I/We,

Name of the applicant: Prem's Solutions

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.

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)

House number/name 119

Road name High Street

Town Brentwood

County Essex

Post Code CM14 4RX

Daytime contact telephone number (if any) Page 14

Premises email address (optional): gautampremhead01@gmail.com

Please state whether you are applying for a Premises Licence as: (b) a person other than an individual: as a limited company; as a partnership; as an incorporated association; or other (for example, a statutory corporation)

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

Individual Applicants

Title:

First name(s):

Surname:

Date of birth:

I am 18 years old or older:

Nationality:

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information):

Applicant Address

Flat number (if any)

House number/name

Road name

Town

County

Post Code

Daytime contact telephone number:

Application email address (optional):

Second Individual Applicant (if applicable)

Title:

First name(s):

Surname:

Date of birth:

I am 18 years old or older:

Nationality:

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see

note 15 for information):

Applicant Address

Flat number (if any)

House number/name

Road name

Town

County

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.

Name: Prem's Solutions

Flat number (if any)

House number/name 119

Road name High Street

Town Brentwood

County Essex

Post Code CM14 4RX

Registered number (where applicable): 10474550

Description of Applicant: Limited Company

Telephone

Email:

When do you want the premises licence to start?: 15/06/2021

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):

We are a fast food takeaway restaurant

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 for:

Provision of late night refreshment:

Yes

Supply of alcohol:

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)

Day Start Finish

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):

5.1 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)

Day Start Finish

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):

c) Indoor Sporting Events

Standard Days and Timings (please read guidance note 6)

<u>Day</u>	<u>Start</u>	<u>Finish</u>
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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):

A. 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)

Day Start Finish

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):

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)

Day Start Finish

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):

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)

Day Start Finish

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):

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)

Day Start Finish

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):

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)

Day Start Finish

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):

i) Late Night Refreshment

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

Standard Days and Timings (please read guidance note 6)

<u>Day</u>	<u>Start</u>	<u>Finish</u>
Monday	07:00	23:00
Tuesday	07:00	23:00
Wednesday	07:00	23:00
Thursday	07:00	23:00
Friday	07:00	23:00
Saturday	07:00	23:00
Sunday	07:00	23:00

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

We would like to apply for a late night refreshments licence, Please note that there will be no one eating in the restaurant after 23:00 . It will be a take away and delivery service only.

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

There will be no seasonal variations.

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):

Our extended times that we request are stated below.

Monday- 23:00 to Friday 03:00

Tuesday- 23:00 to Friday 03:00

Wednesday- 23:00 to Friday 03:00

Thursday - 23:00 to Friday 03:00

Friday - 23:00 to Saturday 03:00

Saturday - 23:00 to Sunday 03:00

Sunday - 23:00 to Monday 03:00

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

Standard Days and Timings (please read guidance note 6)

Day Start Finish

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

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

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):

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

Name:

Address

Flat number (if any)

House number/name

Road name

Town

County

Post Code

Personal Licence Number (if known):

Issuing Licensing Authority (if known):

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):

There will be no adult entertainment on our premises , we will ensure there will be a security team on the door for after hour refreshments.

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):

There will be licenced security on the door from 23:00 until 03:00.

b) The prevention of crime and disorder:

There will be licenced security on the door from 23:00 until 03:00. No food will be allowed to be consumed on premises past 23:00. Any large groups congregating outside of the premises will be dispersed by security.

c) Public safety:

There will be licenced security on the door from 23:00 until 03:00. No food will be allowed to be consumed on premises past 23:00. Any large groups congregating outside of the premises will be dispersed by security. Free water will be provided to customers upon request.

d) The prevention of public nuisance:

There will be licenced security on the door from 23:00 until 03:00. No food will be allowed to be consumed on premises past 23:00. Any large groups congregating outside of the premises will be dispersed by security. After close a staff member will be assigned to collect any litter in the vicinity of the shop.

e) The protection of children from harm:

There will be licensed security on the door from 23:00 until 03:00. No food will be allowed to be consumed on premises past 23:00. Any large groups congregating outside of the premises will be dispersed by security. Any children under the age of 18 will not be served after 23:00 hours.

I) 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	07:00	03:00
Tuesday	07:00	03:00
Wednesday	07:00	03:00
Thursday	07:00	03:00
Friday	07:00	03:00
Saturday	07:00	03:00
Sunday	07:00	03:00

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

There are no seasonal variations

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):

Our extended times that we request are stated below. we have inputed the extended hours above.

Monday- 23:00 to Friday 03:00
Tuesday- 23:00 to Friday 03:00
Wednesday- 23:00 to Friday 03:00
Thursday - 23:00 to Friday 03:00
Friday - 23:00 to Saturday 03:00
Saturday - 23:00 to Sunday 03:00
Sunday - 23:00 to Monday 03:00

Declaration

I agree to submit a plan of the premises: I agree

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](#)

(Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships) I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15): I agree

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

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

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

Signature

(please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature (name): gautam premhcand

Date: 15/06/2021

Capacity: Director

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

(Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership) I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15): I agree

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15): I agree

Signature (name):

Date: 15/06/2021

Capacity:

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14):

Correspondence name: gautam premchand

Telephone number:

Mobile telephone number:

Correspondence Address

Flat number (if any)

House number/name

Road name

Town

County

Post Code

To receive email confirmation of your application and payment, please provide a correspondence

Dave Leonard

From: Gautam Premchand [REDACTED]
Sent: 23 June 2021 17:37
To: Licensing
Cc: Dave Leonard
Subject: Re: CHICK N SHACK, 119 HIGH STREET, BRENTWOOD CM14 4RX - APPLICATION FOR A NEW PREMISES LICENCE

Hi Dave,

Following our phone call yesterday, I'm just informing you that Prem's Solutions is the applicant. 119 High Street, CM14 4RX is the correct address. The address shown on Companies House is the address for our Accountant.

For late night refreshments, the days that we would like are below.

Thursday - 23:00 to Friday 03:00

Friday - 23:00 to Saturday 03:00

Saturday - 23:00 to Sunday 03:00

Could we also have the late night refreshments for the following days.

Bank Holidays

Christmas Eve

New Years Eve

Other public Holiday

Please let me know if there is any more information that you need from me.

Many Thanks

On Thu, Jun 17, 2021 at 4:38 PM Licensing <licensing@brentwood.gov.uk> wrote:

Dear Gautam Premchand

I acknowledge receipt of your application for a Premises Licence at:

CHICK N SHACK, 119 HIGH STREET, BRENTWOOD CM14 4R

There are a few anomalies on the application form that require clarification as follows:

Other Applicants:

The Other Applicant details e.g the company business address for Prem's Solutions Ltd does not match that as registered with Companies House. Please amend this by email.

Provision of Late Night Refreshment:

You have stated Outdoors – is this correct

The times for Late Night Refreshment is from 23:00 hours to 05:00 hours. You have stated extended times as:

Monday- 23:00 to Friday 03:00

Tuesday- 23:00 to Friday 03:00

Wednesday- 23:00 to Friday 03:00

Thursday - 23:00 to Friday 03:00

Friday - 23:00 to Saturday 03:00

Saturday - 23:00 to Sunday 03:00

Sunday - 23:00 to Monday 03:00

Please clarify that these are the hours you are applying for Provision of Late Night Refreshment.

I have included a copy of the plan that was submitted with your previous application. Is this plan correct.

The plan you have submitted Jo-Jos 119 High Street, Brentwood, Essex shows 119A highlighted on the plan. Is this correct?

Can you please forward a copy of your public notice that you intend to display at the premises and publish in the newspaper.

Thanks in advance.

If I can be of any further assistance please do not hesitate to contact me in the Licensing Office on **01277 312500**.

Kind regards,

Debra Wright | Licensing Technical Officer | Brentwood Borough Council

T| F 01277 312500 | www.brentwood.gov.uk | [REDACTED]

From: Gautam Premchand [REDACTED]

Sent: 15 June 2021 17:29

To: Licensing <licensing@brentwood.gov.uk>

Cc: Debra Wright <[REDACTED]>

Subject: Re: CHICK N SHACK, 119 HIGH STREET, BRENTWOOD CM14 4RX - APPLICATION FOR A NEW PREMISES LICENCE - REJECTED

Hi Dave ,

I have resubmitted the application. Please could you take a look and let me know if you require any more information.

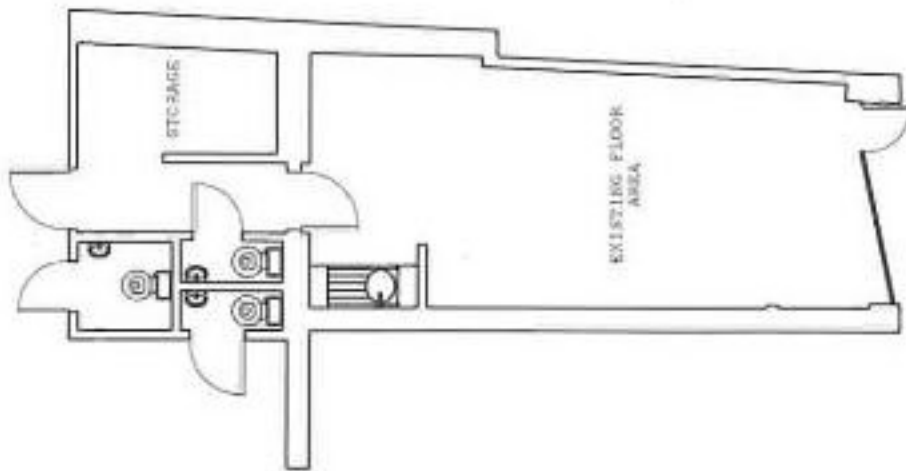
The Reference is : PL342357317.



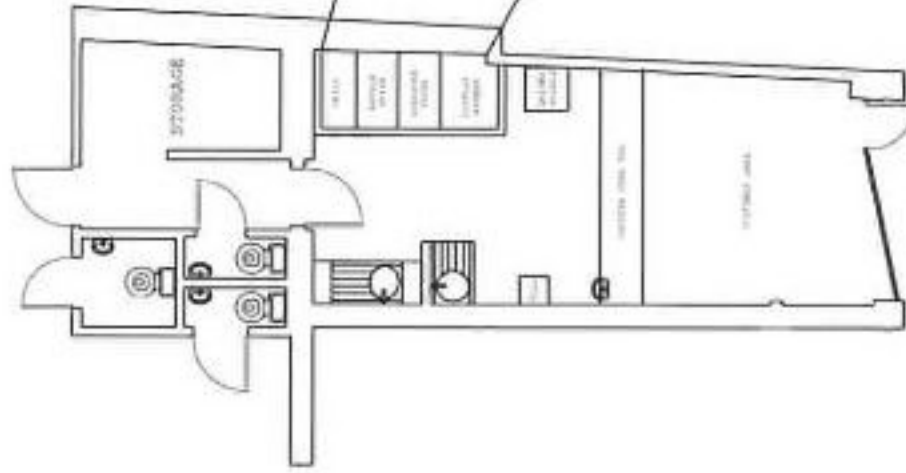
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We will use your information to provide the service requested. We may share your personal data between our services and with partner organisations, such as government bodies and the police. We will do so when it is of benefit to you, or required by law, or to prevent or detect fraud. To find out more, go to www.brentwood.gov.uk/privacy.

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EXISTING GROUND FLOOR PLAN



EXTRACTION CANOPY

A stainless steel wall mounted extraction canopy 2700mm long x 1200mm deep x 480mm high at the rear 200mm high at the front to be fitted internally.

STAINLESS STEEL CLADDING

To install stainless steel wall cladding:
 • 2700mm long x 2000mm high below canopy.
 • 1200mm long x 2000mm high to the left of the canopy.

PROPOSED GROUND FLOOR PLAN


<p>METRIC Scale 1:100</p>		<p>NOTE DO NOT SCALE OFF THIS DRAWING</p>	
<p>JOB TITLE 119 HIGH STREET BRENTWOOD ESSEX. CM14 4RX</p>		<p>PAPER SIZE A3</p>	<p>SCALE 1 : 100</p>
<p>DRAWING TITLE CHANGE OF BUSINESS FROM A1 TO A5 - ADDITION OF EXTRACTOR HOOD & VENTILATION SYSTEM - REPLACEMENT OF EXISTING ASBESTOS ROOF.</p>		<p>STATUS PLANNING</p>	<p>DATE 09/2018</p>
		<p>DRAWING No. 119HIGHSTREET/REV-A/100/1</p>	

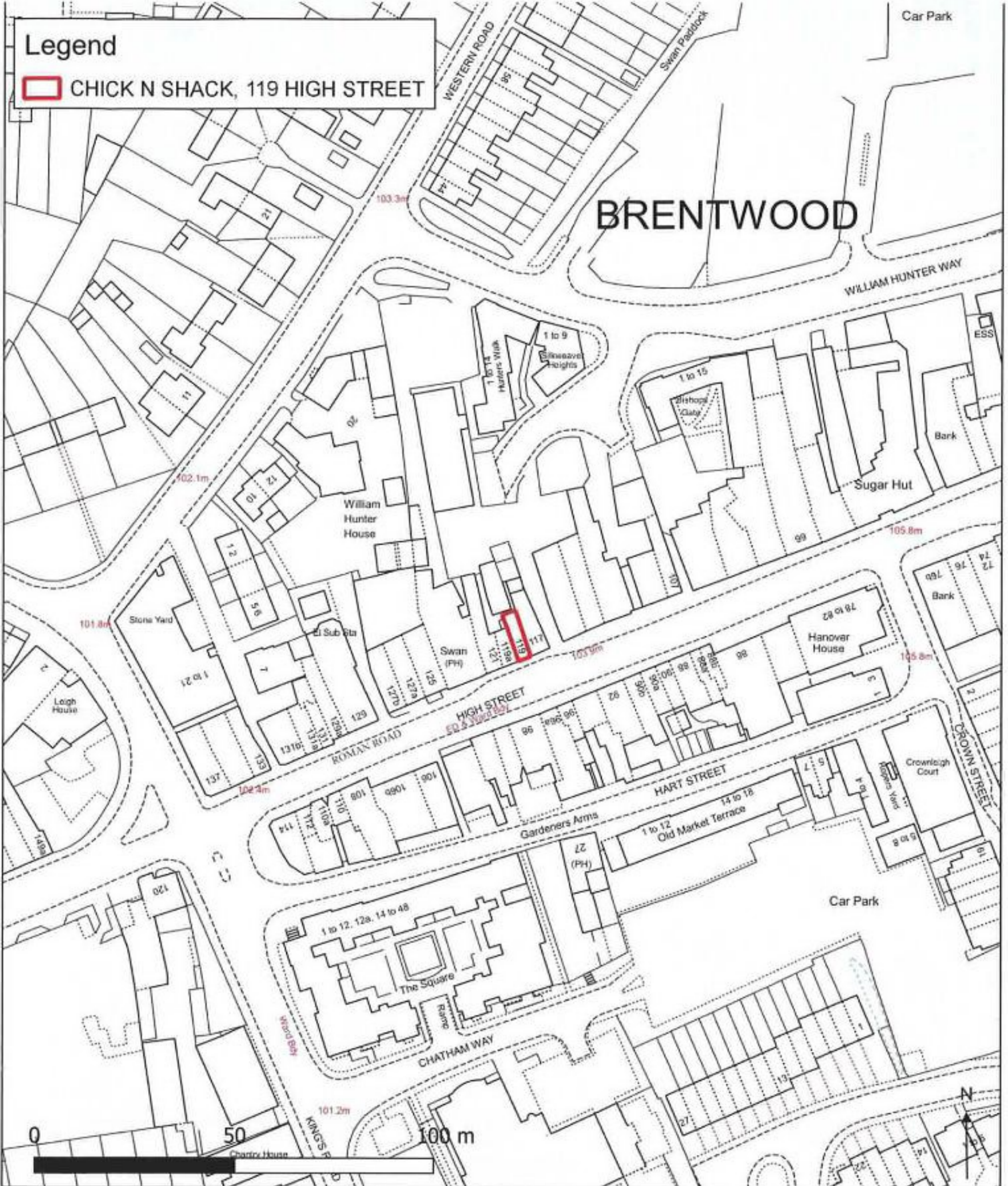
CHICK N SHACK, 119 HIGH ST, BRENTWOOD CM14 4RX

APPENDIX B

OS Maps & Images

Legend

 CHICK N SHACK, 119 HIGH STREET



CHICK N SHACK, 119 HIGH STREET, BRENTWOOD, CM14 4RX

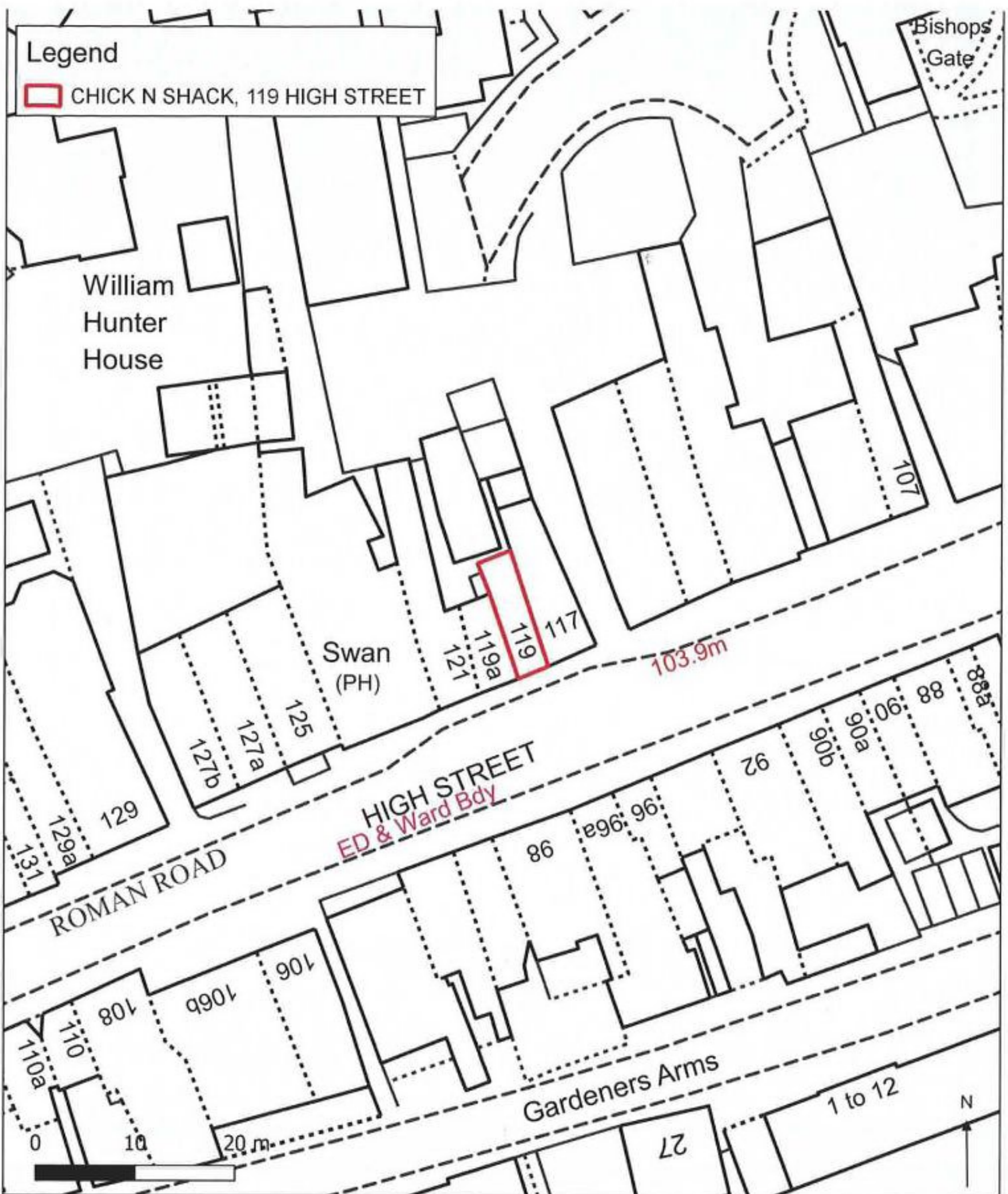


Drawing No. :
Scale at A4 : 1:1250
Drawn by : OSJ
Service : ICT
Date : 10th August 2021

Jonathan Stephenson
Chief Executive
Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel. : (01277) 312500

Legend

CHICK N SHACK, 119 HIGH STREET



CHICK N SHACK, 119 HIGH STREET, BRENTWOOD, CM14 4RX

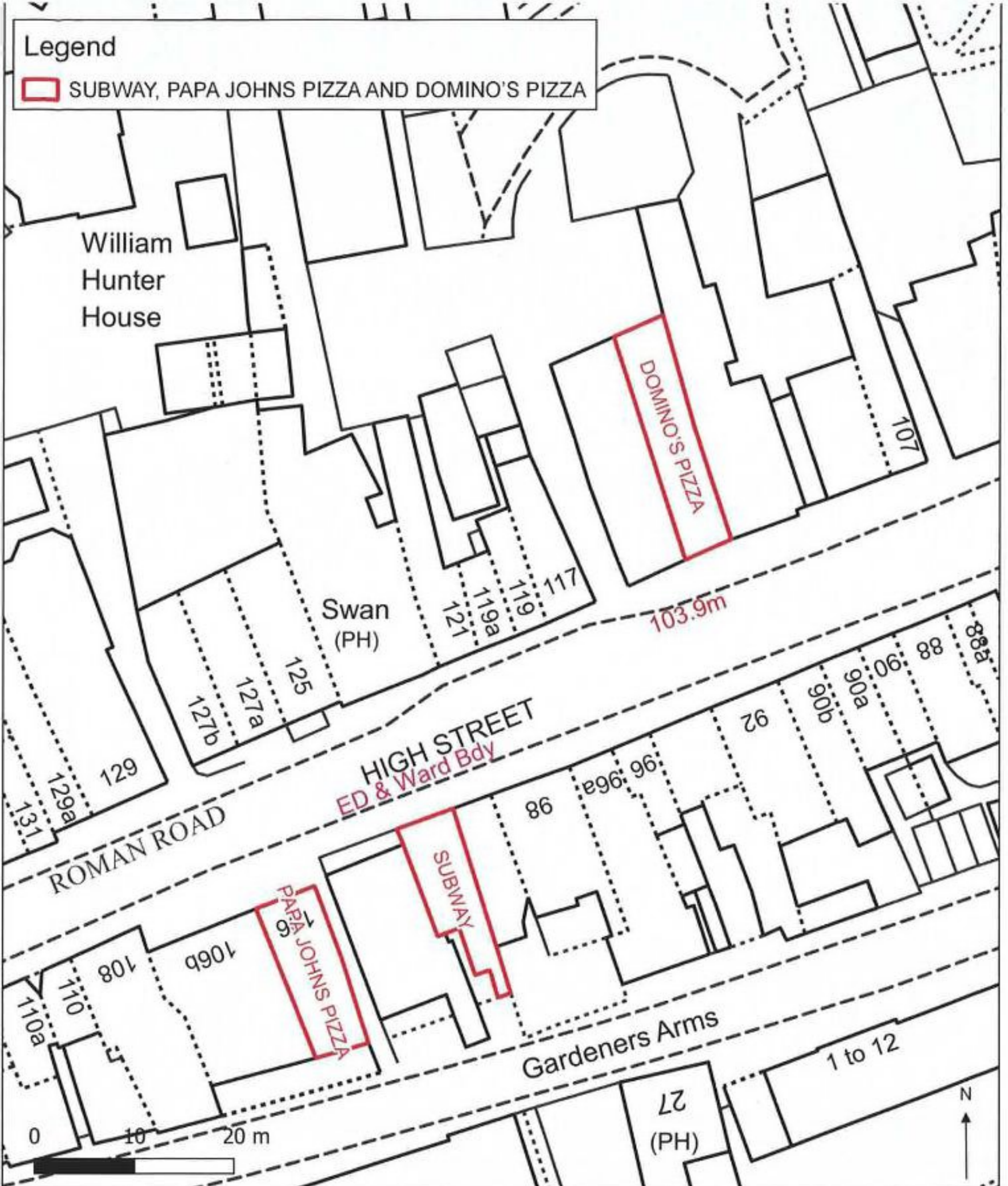


Drawing No. :
 Scale at A4 : 1:500
 Drawn by : OSJ
 Service : ICT
 Date : 10th August 2021

Jonathan Stephenson
 Chief Executive
 Brentwood Borough Council
 Town Hall, Ingrave Road
 Brentwood, CM15 8AY
 Tel.: (01277) 312500

Legend

SUBWAY, PAPA JOHNS PIZZA AND DOMINO'S PIZZA



SUBWAY 102 HIGH STREET, PAPA JOHNS PIZZA 106 HIGH STREET AND DOMINO'S PIZZA 113 HIGH STREET



Drawing No. :
 Scale at A4 : 1:500
 Drawn by : OSJ
 Service : ICT
 Date : 10th August 2021

Jonathan Stephenson
 Chief Executive
 Brentwood Borough Council
 Town Hall, Ingrave Road
 Brentwood, CM15 8AY
 Tel.: (01277) 312500









CHICK N SHACK, 119 HIGH ST, BRENTWOOD CM14 4RX

APPENDIX C

Representations

Responsible Authorities

Mr Paul Adams – Brentwood Borough Council (Licensing)

*Mr David Carter – Brentwood Borough Council
(Environmental Health)*

Mr Gary Burke – Essex Police (Licensing)

Dave Leonard

From: Licensing
Sent: 03 August 2021 08:09
To: Gautam Premchand
Cc: Dave Leonard
Subject: FW: CHICK N SHACK, 119 HIGH STREET, BRENTWOOD CM14 4RX - APPLICATION FOR A NEW PREMISES LICENCE - CONSULTATION PERIOD EXTENDED TO 21ST JULY 2021

Dear Gautam Premchand

I write to advise that a further representation has been received to your application for a premises licence for Late Night Refreshment. Please see the email below for details of the representation and suggested conditions.

Should you wish to discuss, Paul Adams, Licensing Manager, will be happy to liaise with you.

If I can be of any further assistance please do not hesitate to contact me in the Licensing Office on **01277 312500**.

Kind regards,

Debra Wright | Licensing Technical Officer | Brentwood Borough Council

T| F 01277 312500 | www.brentwood.gov.uk [REDACTED]

From: Paul Adams [REDACTED]
Sent: 02 August 2021 12:25
To: Dave Leonard [REDACTED]
Cc: Licensing <licensing@brentwood.gov.uk>
Subject: RE: CHICK N SHACK, 119 HIGH STREET, BRENTWOOD CM14 4RX - APPLICATION FOR A NEW PREMISES LICENCE - CONSULTATION PERIOD EXTENDED TO 21ST JULY 2021

Dave,

I wish to make representation with regards to the application in relation to Public Safety licensing objective.

The Premises fronts onto the High Street which is designated as a clearway, with no vehicle parking along its length. The application makes no reference to how delivery drivers (either employed or from third party companies) will leave their vehicles when accessing the premises to collect or wait for deliveries. We currently see up and down the high street vehicles pulling onto what is a narrow pavement to collect deliveries etc., at other similar late night refreshment premises forcing members of the public to walk into the busy road. While it is accepted that the applicant has little control over customers collecting orders, they are in a position to control where delivery drivers park before collecting orders, which will help promote the Public Safety licensing objective.

I would suggest that the conditions along the following lines would need to be attached to the licence in order to adequately promote the licensing objectives:

1. Signage should be placed at the entrance to the premises to ask customers to park lawfully, abiding by the parking restrictions and safely when collecting takeaways.
2. Any website should provide the same message as above and direct customers to the nearest lawful parking areas.
3. All deliver drivers, both employed direct or acting through a third party provider must not park, stop or wait along the length of the parking restrictions of the High Street or adjacent roads unless in a designated

orders.

4. Door staff engaged at the premises should actively engage with customers and delivery drivers that park, stop or wait in breach of parking restrictions.
5. CCTV must be provided that covers the customer areas and the area immediately outside the premises. (The standard Essex Police working could be appropriate here)

If the applicant wishes to discuss the conditions as above, I would be happy to do so.

Many Thanks

Paul Adams | Licensing Manager

T: [REDACTED] | M: [REDACTED] | www.brentwood.gov.uk |
[REDACTED]

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MEMO From David Carter

To: Licensing
Our ref 21/001213/LICON
Your ref
cc
Date 21st July 2021

Location	119 High Street, Brentwood, Essex, CM14 4RX
Details	<p>On 12th March 2021 the Licensing Office received an application from Mr Gautam Premchand for a new premises licence at</p> <p>CHICK N SHACK but showing JO-JOs at 119A on an attached plan. OWING TO A NUMBER OF DISCREPANCIES ON THE FORM THE APPLICATION WAS REJECTED.</p> <p>On 15th June 2021 the Licensing Office received an application from Mr Gautam Premchand, Director of Prems Solutions Ltd. T/A Chick N Shack for a new premises licence at</p> <p>CHICK N SHACK, 119 HIGH STREET, BRENTWOOD CM14 4RX</p> <p>Once again, there were discrepancies on the application but, keen to progress with his project, these have now been clarified by Mr Premchand.</p> <p>The application seeks to provide late night refreshment to take away:</p> <p>Thursday - 23:00 to Friday 03:00 Friday - 23:00 to Saturday 03:00 Saturday - 23:00 to Sunday 03:00</p> <p>Plus Bank Holidays, Christmas Eve, New Years Eve and other public holidays 2300hrs until 0300hrs the following morning</p>

On behalf of the Pollution Team of Environmental Health I would wish to object to this application.

The objection is with regard to the licensing objective of prevention of public nuisance, which does not seem to have been addressed by the applicant, other than there will be licenced security on the door from 23:00 until 03:00.

The application seeks to provide late night refreshment for a takeaway food business situated in Brentwood High Street in the vicinity of several late-night licensed premises,

which are likely to provide a significant proportion of the potential clientele, after the licensed premises have closed or for patrons leaving these premises having consumed alcohol. The proposal is to provide late night refreshment until 03:00hrs on Friday, Saturday, and Sunday mornings.

There are relatively few takeaway food premises open late at night in Brentwood High Street, including Subway, Domino's Pizza and Papa John's Pizza.

It is apparent from observations of activity at night that these premises attract customers leaving licensed premises and the activity of customers outside has resulted in noise from people waiting for food and consuming food in the vicinity of the premises and other issues such as urination in the street and adjacent alleyways.

There is also an increase in litter and food debris left on the streets which has to be cleared up by the Council workers on the following morning; there is relatively little action taken by the food premises themselves to ensure that litter in the vicinity of their businesses is cleared up during their opening hours.

It is likely that this business will also attract customers late at night, who would be provided with hot food which is likely to be at a lower cost than the pizza takeaway shops and would possibly be more popular as a result.

The premises as shown on the plan has a very limited customer area inside the building that appears to be less than 8 square metres. There are no customer toilets in the premises and there is no indication of how the behaviour of customers who may be intoxicated will be managed.

The limited space within the premises would be likely to lead to external queuing of customers at peak periods, which are likely to occur after the closure of licensed premises, resulting in late night disturbance to High Street residential occupiers, some of which appear to be located directly opposite the building.

This premises would also be the closest food business to the Sugar Hut, the Slug & Lettuce and Bloc40, all of which operate into the early hours of the morning and would be likely to generate customers.

In my opinion the application does not address the potential issues caused by customers leaving the premises, queuing for food or consuming food outside the shop, other than to say that any large groups would be dispersed by security, (which they would appear to have no lawful authority to do).

The prompt dispersal of patrons from licensed premises at night is impeded by the availability of food businesses, resulting in additional disturbance to residents, anti-social behaviour and litter.

I would wish the Licensing Sub-Committee to refuse this application, or alternatively to reduce the hours for provision of late-night refreshment such that there is not an attraction for customers to remain in the High Street after other venues have closed.

David Carter
Environmental Health Manager

Dave Leonard

From: Licensing Epping and Brentwood

Sent: 04 August 2021 11:21

To: Licensing

Subject: Chick N Shack

Follow Up Flag: Follow up

Flag Status: Completed

Good morning,

I sent an email yesterday (copy below) explaining the need for some additional conditions for the above's new grant and was wondering if you had heard anything from them yet?

Thank you

Gary Burke

Senior Licensing Officer

[REDACTED]
[REDACTED]
Licensing Department (Alcohol & Gambling)
Essex Police | Braintree Police Station | Blyth's Meadow | CM7 3DJ

Good morning,

With regards to the above application for late night refreshment I would like some conditions added to the application. The suggested conditions are in line with both your operating schedule detailed in the application and other similar premises in the vicinity.

The suggested conditions are as follows;

- The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:
 - i. CCTV will be provided in the form a recordable system, capable of providing pictures of evidential quality {in all lighting conditions} particularly facial recognition;
 - ii. CCTV cameras shall cover all entrances {and exits} and the areas where alcohol sales take place;
 - iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of {31} days;

Upon the reasonable request of the police or licensing authority staff, within 48 hours viewable copies of recordings will be provided

- Signs must be displayed at all entrances {and exits} advising customers that CCTV is operating at the premises and shall be a minimum size of 200 x 148 mm and clearly legible at all times when the premises conducts licensable activities.

ways, door supervisors must be on duty from 2000 until at least 30 minutes after the premises has closed.

- All SIA licensed door supervisors engaged at the premises for the purpose of supervising or controlling queues or customers must wear a form of high visibility clothing {jackets/vests/ armbands}
- Clear and legible notices must be prominently displayed at all exits requesting customers to respect local residents and leave the area quietly. {These signs shall be a minimum size of 200mm x 148 mm}.

If you are happy with the above, can you please email licensing@brentwood.gov.uk to request the addition of the conditions

If you wish to discuss the above, please feel free to contact me by email or on [REDACTED]

Thank you

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Licensing Team
Brentwood Borough Council
Town Hall
Ingrave Road
Brentwood
CM15 8AY

Licensing Team
Braintree Police Station
Blyths Meadow
Braintree
CM7 3DJ

4 August 2021

Objection to Premises Licence Application;

**Chick n Shack 21/00013/LAPRE
119 High Street, Brentwood, CM14 4RX**

Dear sirs,

Essex Police received the latest iteration of the premises licence application for the above premises on 15 June 2021. The details contained within the application concerning the licensing objectives and how the premises would promote them were sparse and concerns were raised around the promotion of those objectives.

Correspondence was sent to the applicant regarding proposed conditions that would assist with promoting the licensing objectives. These conditions were in line with the operating schedule suggested within the application and are similar in nature to other premises providing late night refreshment in the vicinity.

Whilst Essex Police are broadly supportive in encouraging new business across the county, some areas are natural hotspots for potential crime and disorder. A collection of late-night pubs, bars and nightclubs means Brentwood High Street is one such hotspot.

The existence of premises providing late night refreshment in the High Street encourage individuals, many of whom are intoxicated, to remain in the area when the alcohol focused premises close. This congregation often leads to varying degrees of crime and disorder, so it is essential that all premises in the area are doing what they can to prevent such incidents. In its current form, the licence application does not actively prevent, discourage or provide a basis for investigation of any such incidents.

The case of East Lindsey District Council v Abu Hanif (Trading as Zara's Restaurant and Takeaway), [2016] EWHC 1265 (Admin) reaffirmed the principle that responsible authorities need not wait for the licensing objectives to actually be undermined, that crucially in considering whether the crime prevention objective has been engaged a

prospective consideration (i.e. what is likely to happen in the future) of what is warranted is a key factor.

Essex Police therefore give formal notice of their objection as, in their opinion, if this premises licence was granted with no conditions additional to the mandatory ones, the licensing objective of preventing crime and disorder would be undermined.

It should be noted however, that Essex Police will consider the withdrawal of this objection should the application be amended to include the suggested conditions.

Essex Police reserve the right to amplify on their submission and produce supplementary evidence necessary to support our objection, which will be served on each relevant party ahead of a hearing.

Yours sincerely

Gary Burke
Senior Licensing Officer

This page is intentionally left blank

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.