

APPLICATION TO VARY THE PREMISES LICENCE

PRINCE ALBERT, THE GREEN, BLACKMORE CM4 ORT

Wednesday 14 December 2022

APPENDIX A

Application to Vary a Premises Licence

Received 19 November 2022

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*Amended Terms of Application
Received 5 December 2022*

Application to Vary a Premises Licence under the Licensing Act 2003

Reference: VPrL459711872

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 a debit card.

Before completing this form, please read the guidance notes:

[Application to Vary a Premises Licence 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 Non-domestic rateable value of the premises?: 4301-33000

Cost of licence: £190.00

I/We, George Hand, being the premises licence holder, apply for to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below.

Part 1 - Premises Details

Premises Address

Flat number (if any)

House number/name Prince Albert

Road name The Green

Town Blackmore

County Essex

Post code CM4 0RT

Daytime contact telephone number (if any): [REDACTED]

Premises email address (optional): [REDACTED]

Applicant Address

Flat number (if any)

House
number/name

Road name

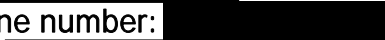
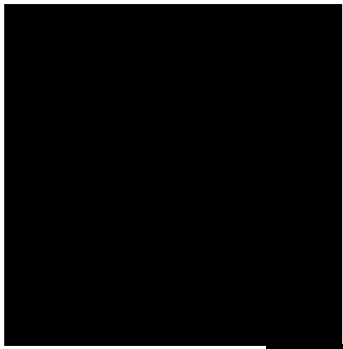
Town

County

Post code

Daytime contact telephone number:

Applicant email address:



Part 2 - Variation

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

If not, from what date do you want the variation to take effect?:

Please describe briefly the nature of the proposed variation (please see guidance note 1):

- 1) To extend the permitted hours for the sale of alcohol for the consumption on and off the premises to be from 11.00 until 00.00 (Midnight) Monday to Thursday, from 11.00 until 01.00 the following day Friday and Saturday and from 11.00 until 23.00 Sunday.
- 2) To add live music and late night refreshment to the premises licence from 23.00 until 00.00 (Midnight) Monday to Thursday and from 23.00 until 01.00 the following day Friday and Saturday.
- 3) To remove the embedded restrictions and the conditions at Annex 2 of the Licence and replace them with revised conditions.

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

Part 3 - Operating Schedule

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

Provision of regulated entertainment for:

(e) live music

Provision of late night refreshment:

Yes

Supply of alcohol: Yes

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>
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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):

Application to Vary a Premises Licence under the Licensing Act 2003

Reference: VPrL459711872

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Cost of licence: £190.00

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County Essex

Post code CM4 0RT

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Premises email address (optional): [REDACTED]

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House
number/name

Road name

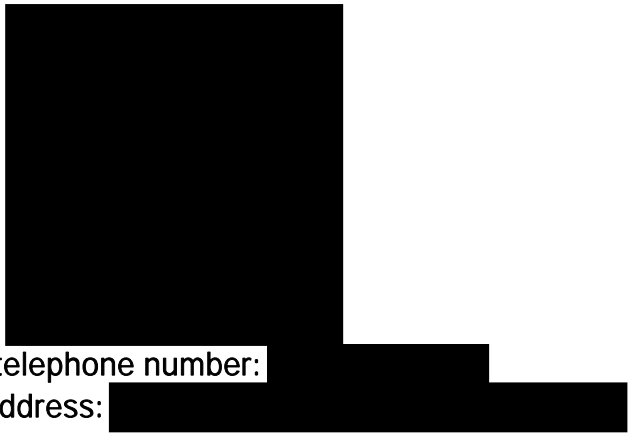
Town

County

Post code

Daytime contact telephone number:

Applicant email address:



Part 2 - Variation

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If not, from what date do you want the variation to take effect?:

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- 2) To add live music and late night refreshment to the premises licence from 23.00 until 00.00 (Midnight) Monday to Thursday and from 23.00 until 01.00 the following day Friday and Saturday.
- 3) To remove the embedded restrictions and the conditions at Annex 2 of the Licence and replace them with revised conditions.

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

Part 3 - Operating Schedule

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

Provision of regulated entertainment for:

(e) live music

Provision of late night refreshment:

Yes

Supply of alcohol: Yes

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>
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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):

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)

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)

Day Start Finish

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):

d) Box 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>
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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 live music take place indoors or outdoors or both? (please read guidance note 2): Indoors

Standard Days and Timings (please read guidance note 6)

<u>Day</u>	<u>Start</u>	<u>Finish</u>
Monday	23:00	00:00
Tuesday	23:00	00:00
Wednesday	23:00	00:00
Thursday	23:00	00:00
Friday	23:00	01:00
Saturday	23:00	01:00
Sunday		

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

Music may be amplified or unamplified.

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

None.

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):

None.

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>
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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 entertainment at different times to those listed above, please list (please read guidance note 5):

g) Performance of Dance

Will the performance of dance 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>
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Please give further details here (please read guidance note 3):

State any seasonal variations for the performance of dance (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):

(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>
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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 take place indoors or outdoors or both? (please read guidance note 2): Indoors

Standard Days and Timings (please read guidance note 6)

<u>Day</u>	<u>Start</u>	<u>Finish</u>
Monday	23:00	00:00
Tuesday	23:00	00:00
Wednesday	23:00	00:00
Thursday	23:00	00:00
Friday	23:00	01:00
Saturday	23:00	01:00
Sunday		

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

Supply of hot drinks and food.

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

None.

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

None.

(j) Supply of Alcohol

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

Standard Days and Timings (please read guidance note 6)

<u>Day</u>	<u>Start</u>	<u>Finish</u>
Monday	11:00	00:00
Tuesday	11:00	00:00
Wednesday	11:00	00:00
Thursday	11:00	00:00
Friday	11:00	01:00
Saturday	11:00	11:00
Sunday	11:00	11:00

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

Sale of alcohol.

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

None.

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):

None.

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 Licence Authority (if known): 

(I) Hours premises are open to public

Standard Days and Timings (please read guidance note 6)

<u>Day</u>	<u>Start</u>	<u>Finish</u>
Monday	11:00	00:30
Tuesday	11:00	00:30
Wednesday	11:00	00:30
Thursday	11:00	00:30
Friday	11:00	01:30
Saturday	11:00	01:30
Sunday	11:00	23:30

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

None.

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

None.

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

The embedded restrictions and all conditions at Annex 2 of the Licence.

Alternatively, this 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.

If you are not able to provide the premises licence or relevant part of the premises licence, please state the reason why:

(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.

(o) Promoting Licensing Objectives

Describe any additional steps that you intend to take to promote the four licensing objectives as a result of the proposed variation

a) General –all four licensing objectives (b, c, d, e) (please read guidance note 9):

We will continue to operate our business in a responsible manner and actively promote the Licensing Objectives at all times.

b) The prevention of crime and disorder:

1) The premises licence holder shall ensure that a CCTV system is installed in the premises of a standard acceptable to Essex Police. The system shall be maintained in good working order & fully operational covering all internal areas of the premises to which the public have access and also the area immediately outside the premises. All entry and exit points shall be covered enabling frontal identification (full head and shoulders images), of every person entering the premises in any light condition to an evidential standard.

b) All staff shall be fully trained in the operation of the CCTV system including the ability to download screenshots and images for Police or Authorised Officers on request. A minimum of one such member of staff fully trained in the operation of the CCTV system shall be on duty at all times that the premises are open to the public.

c) Screenshots and images shall be provided immediately to the Police or Authorised Officers on request.

d) The CCTV system shall have the capability to either download footage onto a disk or memory stick. The footage of the CCTV system shall be retained for a minimum period of 31 days before re-writing itself with the correct date and time showing.

e) If the CCTV system is broken the premises licence holder shall notify the Licensing Authority and Police Licensing Team as soon as possible and get the fault rectified as soon as practicable.

f) The premises licence holder shall ensure that a log is kept with the details of the dates of all work / repairs carried out on the CCTV system including the name and phone number of the engineer.

g) On a minimum daily basis the premises licence holder / DPS shall check that the CCTV system is operational and the date and time stamp are correctly set and on a minimum of a weekly basis check that the CCTV system is also correctly recording images for a minimum of 31 days and that screenshots and footage can be correctly downloaded. Details of these checks are to be recorded in the appropriate section of the Incident Book.

2) An Incident Book shall be kept at the premises and made available to the Police or Authorised Officers, which will record the following:

All crimes reported;

Lost property;

All ejections of customers;

Any complaints received and the outcome;

Any incidents of disorder;

Any faults in the CCTV;

Any refusal in the sale of alcohol;

Any visit by a relevant authority or emergency service. Whenever Police are called a CAD shall be obtained and recorded in the Incident Book.

3) Appropriate notices shall be clearly displayed by the entry / exit door and behind the counter advising customers:

That CCTV and the Challenge 25 proof of age policy are in operation;

Of the provisions of the Licensing Act 2003 regarding underage or proxy sales;

Of the permitted (licensed) hours for the sale of alcohol and the opening hours of the shop;

Asking customers to respect residents , to leave the shop and area quietly, not to loiter or drink outside the shop (due to the Public Spaces protection Order) and to dispose of litter legally.

c) Public safety:

A fire risk assessment and emergency plan shall be prepared and regularly reviewed. Staff shall be given appropriate fire safety training.

d) The prevention of public nuisance:

1) Appropriate notices shall be clearly displayed by the entry / exit door and behind the counter.

(See Box B Prevention of Crime & Disorder - Condition 3 for full details.)

2) Management and staff shall proactively monitor customer conduct outside the premises by monitoring the CCTV system & physical checks, politely asking persons to keep respect residents & keep noise levels to a minimum.

3) All doors & windows shall be closed except for entry and egress during regulated & musical entertainment.

4) No noise emanating from the Prince Albert shall be audible at the nearest noise sensitive premises.

5) No deliveries shall be received or removal of rubbish especially glass take place between 20.00 and 08.00 daily.

6) A telephone number for the Prince Albert shall be prominently displayed outside the premises for residents to call with any concerns. All complaints shall be recorded in the Incident Book together with the outcome which shall be given to the complainant on request.

e) The protection of children from harm:

1) The Challenge 25 proof of age policy shall be operated and only a photographic driving licence, a valid passport, a valid UK Armed Forces / MOD photographic identity card with the bearer`s photograph on it or Home Office approved proof of age card with the bearer`s photograph and the PASS logo / hologram on it will be accepted as proof of age.

2) A written refusals record shall be kept as part of the Incident Book and made available to Police or Authorised Officers on request.

The refusals record shall contain details of date & time, description of the person attempting to buy the age restricted products & the products that they were attempting to purchase , reasons why the sale was refused and the name and signature of the person refusing the sale. The refusals book is to be examined on a weekly basis by the premises licence holder / DPS and the data and time of each examination is to be endorsed in the book in order to predict trends and identify staff training and compliance issues.

3) Appropriate notices shall be displayed by the entry / exit door and behind the counter. (See Box B Prevention of Crime & Disorder - Condition 3 for full details.

4) All staff shall be trained for their role on induction and be given refresher training at minimum

The Prince Albert
Sun 04/12/22 16:04
Graham Hopkins
To: Dave Leonard, Licensing

Dear Dave,

Re The Prince Albert

Hope you are well.

Firstly I can confirm that our clients have agreed to reduce the terminal hour for live music to 23.00 daily all week so that it is removed from the application (and of course deregulated until 23.00).

Secondly Mr Hand Director of the Company applying for the premises licence may be in Finland on urgent business on the day of the Hearing. He has nominated Mr Zachary Sitton, Senior Manager & DPS at The Prince Albert to represent him if he can not get back. Mr Sitton has full authority to act for Mr Hand. I presume this will be acceptable? Can you please confirm?

I and Mrs Linda Potter will be attending for GT Licensing Consultants to represent the Company.

Kind regards,

Graham Hopkins
GT Licensing Consultants 07810 826778

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Graham Hopkins

GT Licensing Consultants,
Tel 07810 826778
em: gtlicensingconsultants@googlemail.com
05/12/22

Dear Sir / Madam,

Application for Variation of the Premises Licence / The Prince Albert PH 1 The Green, Blackmore, Essex,

We are the Licensing Consultants for Holme Property Management & Development Ltd the operators and premises licence holders of The Prince Albert PH. We will be representing them at the Licensing Hearing on 14th December.

As this is a variation the Licensing Sub Committee can not consider the terms and conditions of the current licence.

We are writing to advise you that our clients have withdrawn the performance of live music from the application to vary the premises licence which means live music can not be played after 23.00 on any night.

Please note that the performance of live music is already approved until 23.00 and that the performance of recorded music is unrestricted at any time under the current premises licence.

The request to extend the permitted hours for the sale of alcohol remains.

The request to provide late night refreshment (hot food and drink) also remains so that our clients can provide hot drinks to customers requesting one after 23.00.

If you would like to discuss the remaining aspects of the variation please feel free to contact us by email or phone.

If the amendment withdrawing live music after midnight addresses your concerns and you wish to withdraw your representation please notify the Licensing Authority in writing.

Yours faithfully

Graham Hopkins
GT Licensing Consultants [07810 826778](tel:07810826778)

FW: Prince Albert Premises Licence application - letter from the Licensing Consultant
Debra Wright
To: Dave Leonard, Paula Hammond, Domika Jaskolska
Tue 06/12/22 17:13

Hi all

The email below has been emailed out individually to the objectors for the Prince Albert. I am logging off now. Have a good day tomorrow 😊

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 | debra.wright@brentwood.gov.uk

From: Debra Wright <debra.wright@brentwood.gov.uk>

Sent: 06 December 2022 17:11

To: Debra Wright <debra.wright@brentwood.gov.uk>

Subject: Prince Albert Premises Licence application - letter from the Licensing Consultant

The Licensing Consultant for the Prince Albert requested that the letter below be sent to the persons who had submitted representation to the Prince Albert premises licence variation application:

Dear Sir / Madam,

Application for Variation of the Premises Licence / The Prince Albert PH 1 The Green, Blackmore, Essex,

We are the Licensing Consultants for Holme Property Management & Development Ltd the operators and premises licence holders of The Prince Albert PH. We will be representing them at the Licensing Hearing on 14th December.

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Yours faithfully

Graham Hopkins
GT Licensing Consultants [07810 826778](tel:07810826778)
gtlicensingconsultants@googlemail.com
05/12/22