



## **Licensing Sub Committee Hearing Panel**

Date: Monday, 14 October 2019

Time: 10.00 am

Venue: Council Antechamber - Level 2, Town Hall Extension,  
Manchester

Everyone is welcome to attend this committee meeting.

### **Access to the Council Antechamber**

Public access to the Council Antechamber is on Level 2 of the Town Hall Extension, using the lift or stairs in the lobby of the Mount Street entrance to the Extension. That lobby can also be reached from the St. Peter's Square entrance and from Library Walk.

**There is no public access from the Lloyd Street entrances of the Extension.**

## **Membership of the Licensing Sub Committee Hearing Panel**

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**Councillors** - Ludford (Chair), Lynch and Stone

## Agenda

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**1. Urgent Business**

To consider any items which the Chair has agreed to have submitted as urgent.

**2. Appeals**

To consider any appeals from the public against refusal to allow inspection of background documents and/or the inclusion of items in the confidential part of the agenda.

**3. Interests**

To allow Members an opportunity to [a] declare any personal, prejudicial or disclosable pecuniary interests they might have in any items which appear on this agenda; and [b] record any items from which they are precluded from voting as a result of Council Tax/Council rent arrears; [c] the existence and nature of party whipping arrangements in respect of any item to be considered at this meeting. Members with a personal interest should declare that at the start of the item under consideration. If Members also have a prejudicial or disclosable pecuniary interest they must withdraw from the meeting during the consideration of the item.

**4. Application for a New Premises Licence - Cape Coast Restaurant, 798 Ashton New Road, Manchester, M11 4RY**

The report of the Director of Planning, Building Control and Licensing is enclosed.

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## Information about the Committee

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The Licensing Sub-Committee Hearing Panel fulfills the functions of the Licensing Authority in relation to the licensing of premises.

A procedure has been agreed which governs how the Panel will consider such applications.

Decisions made by the Panel will be under delegated authority and will not require to be referred to the Council for approval. Meetings are controlled by the Chair, who is responsible for seeing that the business on the agenda is dealt with properly.

Copies of the agenda are published on the Council's website. Some additional copies are available at the meeting from the Governance Support Officer.

The Council is concerned to ensure that its meetings are as open as possible and confidential business is kept to the strict minimum. When confidential items are involved these are considered at the end of the meeting at which point members of the public are asked to leave.

Smoking is not allowed in Council buildings.

Joanne Roney OBE  
Chief Executive  
Level 3, Town Hall Extension,  
Albert Square,  
Manchester, M60 2LA

## Further Information

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For help, advice and information about this meeting please contact the Committee Officer:

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This agenda was issued on **Friday, 4 October 2019** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Lloyd Street Elevation), Manchester M60 2LA

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**Manchester City Council  
Report for Resolution**

**Report to:** Licensing Subcommittee Hearing Panel – 14 October 2019

**Subject:** Cape Coast Restaurant, 798 Ashton New Road, Manchester, M11 4RY - App ref: Premises Licence (new) 236099

**Report of:** Director of Planning, Building Control and Licensing

**Summary**

Application for the grant of a premises licence which has attracted objections.

**Recommendation**

That the Panel determine the application.

**Wards Affected:** Clayton & Openshaw

<b>Manchester Strategy Outcomes</b>	<b>Summary of the contribution to the strategy</b>
A thriving and sustainable City: supporting a diverse and distinctive economy that creates jobs and opportunities	Licensed premises provide a key role as an employer, in regeneration, and in attracting people to the city. The efficient processing of applications as well as effective decision making in respect of them, plays an essential role in enabling businesses to thrive and maximise contribution to the economy of the region and sub-region.
A highly skilled city: world class and home grown talent sustaining the city's economic success	An effective Licensing regime will enable growth in our City by supporting businesses who promote the Licensing Objectives.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	The Licensing process provides for local residents and other interested parties to make representations in relation to licensing applications. Representations have to be directly related to the licensing objectives.
A liveable and low carbon city: a destination of choice to live, visit and work.	An effective licensing system supports and enables growth and employment in our City with neighbourhoods that provide amenities suitable to the surrounding communities.

A connected city: world class infrastructure and connectivity to drive growth	
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**Full details are in the body of the report, along with any implications for:**

Equal Opportunities Policy  
Risk Management  
Legal Considerations

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**Financial Consequences – Revenue - None**

**Financial Consequences – Capital – None**

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**Contact Officers:**

Name: Fraser Swift  
Position: Principal Licensing Officer  
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Name: Bryan Johnson  
Position: Technical Licensing Officer  
Telephone: 0161 234 1248  
E-mail: b.johnson@manchester.gov.uk

**Background documents (available for public inspection):**

- Manchester City Council Statement of Licensing Policy 2016 - 2021
- Guidance issued under section 182 of the Licensing Act 2003, April 2017
- Licensing Act 2003 (Hearings) Regulations 2005
- Any further documentary submissions by any party to the hearing

## 1. **Introduction**

- 1.1 On 19/08/2019, an application for the grant of a Premises Licence under s17 of the Licensing Act 2003 was made in respect of Cape Coast Restaurant, 798 Ashton New Road, Manchester, M11 4RY in the Clayton & Openshaw ward of Manchester. A location map and photograph of the premises is attached at **Appendix 1**.
- 1.2 A 28-day public consultation exercise was undertaken in accordance with Licensing Act 2003 regulations; requiring the application to be advertised by the displaying of a blue notice at or on the premises, a notice published in a newspaper or similar circulating in the local area, and details of the application published on the Council's website.
- 1.3 Representations may be made for or against an application during the consultation period. To be 'relevant' and, therefore, able to be taken into account in determining the application, they must be about the likely effect of the grant of the premises licence on the promotion of the licensing objectives. Where representations are made by persons who are not a responsible authority, they must not be frivolous or vexatious.
- 1.4 Relevant representations have been received in respect of this application and so it must be determined by a Licensing Hearing Panel in accordance with the Council's Constitution.

## 2. **The Application**

- 2.1 A copy of the application is attached at **Appendix 2**.
- 2.2 The applicant is Mrs Nefisa Naa A.A.Hammond.
- 2.3 The description of the premises given by the applicant is: *'A 50 seater restaurant to primarily cook and serve hot food as well as serve cold food and hot beverages including alcohol.'*
- 2.4 The proposed designated premises supervisor is Mr Edem Seshie.
- 2.5 **The licensable activities applied for:**
  - Provision of regulated entertainment (live music):  
Friday 5.00pm to 12.00midnight  
Saturday to Sunday 12.00noon to 12.00midnight
  - Provision of regulated entertainment (recorded music, anything of a similar description to live music, recorded music or performances of dance):  
Monday to Thursday 12.00noon to 11.00pm  
Friday to Sunday 12.00noon to 2.00am
  - Provision of late night refreshment:  
Friday to Sunday 11.00pm to 2.00am

The supply of alcohol for consumption on the premises only:  
 Monday to Thursday 12.00noon to 11.00pm  
 Friday to Sunday 12.00noon to 2.00am

Opening hours:  
 Monday to Thursday 12.00noon to 11.00pm  
 Friday to Sunday 12.00noon to 2.00am

2.5.1 In accordance with the Live Music Act 2012 and Deregulation Act 2015, performances of Live Music and Recorded Music between the hours of 0800 and 2300 hours have been deregulated and so should not be regarded as licensable activities for the purposes of this application.

2.5.2 Any further details provided relating to any of the individual licensable activities are specified on the application form at **Appendix 2**.

## 2.6 **Activities unsuitable for children**

2.6.1 The applicant has not highlighted any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

## 2.7 **Steps to promote the licensing objectives**

2.7.1 The applicant proposes to promote the licensing objectives by taking the steps identified in the operating schedule.

2.7.2 These steps must be translated into conditions by the licensing authority to be included in any granted premises licence, unless the conditions are modified by the Panel following consideration of relevant representations. These conditions are set out in the Schedule of Conditions at **Appendix 4**.

## 3. **Relevant Representations**

3.1 A total of 5 relevant representations were received in respect of the application (**Appendix 3**). The personal details of all members of the public have been redacted. Original copies of these representations will be available to the Panel at the hearing.

### Responsible Authorities:

- Greater Manchester Police;
- MCC Licensing and Out of Hours Compliance Team;
- MCC Trading Standards

### Other Persons:

- Cheetham Ward Councillors;

3.2 Summary of the representations:



Party	Grounds of representation	Recommends
<b>GMP</b>	GMP are objecting to the application on the grounds of the prevention of crime and disorder and the prevention of public nuisance. Due to the application seeking to provide the sale of alcohol and the provision of Late Night Refreshment and regulated entertainment until 0200hrs Friday to Sunday and the proximity of the premises to residential premises it is felt that there exists the certainty that noise disturbance to nearby residents will occur as a consequence. GMP are also dissatisfied with the applications Operating Schedule, which they believe is offering very little by way of enforceable conditions and, consequently so, GMP are requesting that the application be refused.	Refuse
<b>Licensing and Out of Hours Compliance</b>	LOOH compliance are objecting to the premises on the same basis as GMP and are concerned that the applied for operating times (specifically in relation to the period Friday to Sunday), compounded with the close proximity to residential premises, will mean that unacceptable noise disturbance will occur, adversely affecting local residents.	Refuse
<b>Trading Standards</b>	The Trading Standards Service have objected to the application on the basis of the protection of children from harm. Due to the fact the applications Operating Schedule makes little, if any, reference to age verification policies, ID checks, age restriction signage etc., Trading Standards are requesting that the application be refused.	Refuse
<b>Clayton and Openshawe Ward Councillors</b>	The Ward Councillors have collectively objected to the application on the basis of the prevention of public nuisance. It is felt, by the Ward Councillors, the proximity of the premises to nearby residential premises will mean that unacceptable levels of noise disturbance and antisocial behaviour will impact negatively upon local residents.	Refuse

3.3 Any conditions proposed by objectors are set out in the Schedule of Conditions at **Appendix 4**.

- 3.4 Agreements on conditions and amended operating times have been reached with Licensing and Out of Hours Compliance and Trading Standards.

#### **4. Key Policies and Considerations**

##### **4.1 Legal Considerations**

- 4.1.1 Hearings under the Licensing Act 2003 operate under the Licensing Act 2003 (Hearings) Regulations 2005.

##### **4.2 New Information**

- 4.2.1 In accordance with Regulation 18 of the Licensing Act 2003 (Hearings) Regulations 2005, the authority may take into account documentary or other information produced by a party in support of their application, representations or notice either before the hearing or, with the consent of all parties, at the hearing.

##### **4.3 Hearsay Evidence**

- 4.3.1 The Panel may accept hearsay evidence and it will be a matter for the Panel to attach what weight to it that they consider appropriate. Hearsay evidence is evidence of something that a witness neither saw nor heard, but has heard or read about.

##### **4.4 The Secretary of State's Guidance to the Licensing Act 2003**

- 4.4.1 The Secretary of State's Guidance to the Licensing Act 2003 is provided for all parties involved in licensing. It is a key medium for promoting best practice, ensuring consistent application of licensing powers across England and Wales and for promoting fairness, equal treatment and proportionality.
- 4.4.2 Section 4 of the 2003 Act provides that, in carrying out its functions, a licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182. The Guidance is therefore binding on all licensing authorities to that extent. However, the Guidance cannot anticipate every possible scenario or set of circumstances that may arise and, as long as licensing authorities have properly understood this Guidance, they may depart from it if they have good reason to do so and can provide full reasons.
- 4.4.3 Departure from the Guidance could give rise to an appeal or judicial review, and the reasons given will then be a key consideration for the courts when considering the lawfulness and merits of any decision taken.

##### **4.5 Manchester Statement of Licensing Policy**

- 4.5.1 Section 4 of the 2003 Act provides that, in carrying out its functions, a licensing authority must 'have regard to' its statement of licensing policy.

- 4.5.2 The Licensing Policy sets out the vision the licensing authority has for the regulation of licensed premises throughout Manchester and outlines the standards expected in order to ensure the promotion of the licensing objectives in the city. The Panel may depart from the policies should it consider doing so would benefit the promotion of the licensing objectives. Reasons are to be given for any such departure from the Policy.
- 4.5.3 Section 4 of the Policy (Operation of the Policy) sets out how the Licensing Policy is intended to be used in practice for licence applications and licensed premises.
- 4.5.4 Relevant to this application and the grounds of the representations made, the Panel are recommended to have regard to the following sections of the Policy:

***Section 6: What we aim to encourage***

This section identifies certain types of venues and initiatives the licensing authority aims to encourage in order to promote an inclusive evening and night-time economy not simply focused on the consumption of alcohol. We aim to encourage:

- Premises that will extend the diversity of entertainment and attract a wider range of participants
- Live music, especially original material, which will provide a range of live performances and styles of music, provided that such entertainment does not undermine the licensing objectives
- National cultural institutions, global sports events and cultural festivals
- Non-drink-led premises, including restaurants, cafes, theatres and cinemas
- Communication and integration with local residents and businesses through licensees consulting with those in the local area prior to an application
- Participation in Pubwatches, off licence forums and other crime-reduction partnerships
- Engagement with the NITENET radio scheme and DISC secure information sharing platform by city centre venues through the Cityco Manchester Business Crime Reduction Partnership
- Designing out crime in the layout of the premises.

***Section 7: Local factors***

This section sets out key issues that applicants are expected to take into account relevant to the individual characteristics of the premises when preparing their operating schedule and address any local factors relevant to their premises.

Having regard to the grounds of the representations made, the Panel are recommended to have regard to the following Factors:

- Identified risk factors specific to the licensed premises
- Evidence of pre-existing problems in the area

- Consistency with relevant Council strategies
- The proximity of the premises to local residents and other local businesses, particularly in relation to the potential for nuisance
- The availability of transport to and from the premises
- Ability to clean and maintain the street scene.

### ***Section 8: Manchester's standards to promote the licensing objectives***

This section identifies the standards that the licensing authority expects of licensed premises in Manchester. It is recognised that not all standards will be appropriate to apply in every situation to every premises, and applicants are not obliged to include all standards in their operating schedule. The degree to which standards would be appropriate is expected to be proportionate to the risk posed against the promotion of the licensing objectives having regard to the individual circumstances of the premises. The standards are not exhaustive and the licensing authority will have regard to any relevant issues raised in any representation that may fall outside them.

- |      |  |
|------|--|
| MS1  | Implement effective security measures at the premises  |
| MS2  | Effective general management of the premises   |
| MS3  | Responsible promotion and sale of alcohol  |
| MS4  | Prevent the use of illegal drugs, new psychoactive substances (NPS) and the spiking of drinks at the premises  |
| MS5  | Prevent on-street consumption of alcohol   |
| MS6  | Provide a Duty of Care for intoxicated or vulnerable customers and medical emergencies   |
| MS7  | Maintain a safe capacity   |
| MS8  | Prevent noise nuisance from the premises   |
| MS9  | Effectively manage exterior spaces (e.g. beer gardens, smoking areas, table and chair areas on the highway)  |
| MS10 | Operate effective cleansing arrangements, including ensuring the premises and surrounding area are kept clean and free of litter, and adequate arrangements for the secure and responsible storage of refuse |
| MS11 | Ensure the wellbeing of children on the premises   |
| MS12 | Prevent underage sales of alcohol, including proxy sales   |

### ***Section 9: Alcohol delivery services***

This section sets out specific provisions for alcohol delivery services to be considered in conjunction with relevant standards from Section 8 of the Policy.

### ***Section 10: Adult entertainment (including striptease, nudity and other entertainment of a sexual nature)***

This section sets out specific considerations in respect of applications to provide adult entertainment, including entertainment of a sexual nature e.g. nudity, striptease and lap dancing.

### ***Section 11: The use of tables and chairs on the public highway***

This section provides that the operation of any areas on the public highway licensed for tables and chairs should be considered with regard to all relevant Standards set out in Section 8 of the Policy.

***Section 12: Premises Licences for large-scale public events***

This section sets out particular expectations regarding large scale public events, given the specific associated risks.

**5. Conclusion**

- 5.1 A licensing authority must carry out its functions under this Act (“licensing functions”) with a view to promoting the licensing objectives:
- the prevention of crime and disorder
  - public safety;
  - the prevention of public nuisance; and
  - the protection of children from harm.
- 5.2 In considering the matter, the Panel should take into account any representations or objections that have been received from responsible authorities or other persons, and representations made by the applicant or premises user as the case may be. In reaching the decision, regard must also be had to relevant provisions of the national guidance and the Council’s licensing policy statement.
- 5.3 Having regard to the representations, the Panel must take such of the steps set out below that it considers appropriate for the promotion of the licensing objectives:
- a) To grant the licence subject to:
    - i. the conditions consistent with the operating schedule accompanying the application, which the Panel may modify to such extent as they consider appropriate, and
    - ii. any mandatory conditions that must be included in the licence;
  - b) To exclude from the scope of the licence any of the licensable activities to which the application relates;
  - c) To refuse to specify the person proposed in the application as the designated premises supervisor;
  - d) To reject the application.
- 5.4 The conditions consistent with the operating schedule may be modified to alter or omit any of them or to add any new condition, including restricting the times at which licensable activities authorised by the licence can take place.
- 5.5 All licensing determinations should be considered on the individual merits of the application.
- 5.6 The Panel’s determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to

what it is intended to achieve. Findings on any issues of fact should be on the balance of probability.

- 5.7 It is important that a licensing authority should give comprehensive reasons for its decisions in anticipation of any appeals. Failure to give adequate reasons could itself give rise to grounds for an appeal.
- 5.8 **The Panel is asked to determine the application.**



Cape Coast Restaurant  
798 Ashton New Road, Manchester, M11 4RY

Premises Licensing  
Manchester City Council

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Survey100019568.





**PREMISE NAME:** Cape Coast Restaurant

**PREMISE ADDRESS:** 798 Ashton New Road, Manchester, M11 4RY

**WARD:** Clayton & Openshaw

**HEARING DATE:** 14/10/2019



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

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### Application for a premises licence to be granted under the Licensing Act 2003

#### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We **Nefisa Naa A. A. Hammond**

*(Insert name(s) of applicant)*

**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**

#### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description  <div style="text-align: center;"> <b>798 Ashton New Road</b>  <b>Clayton</b>  <b>Manchester</b>  <b>M11 4RY</b> </div>			
<b>Post town</b>	<b>Manchester</b>	<b>Postcode</b>	<b>M11 4RY</b>

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ <span style="margin-left: 100px;">12,000</span>

#### Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- |  |                                     |                             |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals *                    | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual *               |                                     |                             |
| i as a limited company/limited liability partnership | <input type="checkbox"/>            | please complete section (B) |
| ii as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
| iii as an unincorporated association or              | <input type="checkbox"/>            | please complete section (B) |
| iv other (for example a statutory corporation)       | <input type="checkbox"/>            | please complete section (B) |
| c) a recognised club                                 | <input type="checkbox"/>            | please complete section (B) |
| d) a charity   | <input type="checkbox"/>            | please complete section (B) |

- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input checked="" type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname Hammond			First names Nefisa Naa A. A		
Date of birth		I am 18 years old or over <input checked="" type="checkbox"/>		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					
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)					

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>			I am 18 years old or over <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
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)					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

**Please provide name and registered address of 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
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)

Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
0	1	0
9	2	0
1	9	

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

A 50 seater restaurant to primarily cook and serve hot food as well as serve cold and hot beverages including alcohol.

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 sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

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

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



**Supply of alcohol** (if ticking yes, fill in box J)



**In all cases complete boxes K, L and M**

A

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue					
			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Wed					
Thur					
			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Fri					
Sat					
Sun					



**B**

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)		
Wed			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Thur					
Fri					
Sat					
Sun					

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b><u>Please give further details</u></b> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Wed			
Thur			
Fri			<b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue					
			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Wed					
Thur					
			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Fri					
Sat					
Sun					

**E**

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Occasional live band performances		
Mon					
Tue					
Wed					
Thur			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5) Bank Holidays Christmas Eve Christmas Day Boxing Day New Years Eve New Years Day		
Fri	17:00	24:00			
Sat	12:00	24:00			
Sun	12:00	24:00			
			<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6) Bank Holidays - 12:00 till 01:00  If these fall on a weekday: Christmas Eve- 12:00 till 01:00 Boxing Day: 12:00 till 01:00 New Years Eve - 12:00 till 01:00 New Years Day - 12:00 till 01:00		

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Restaurant will have background music		
Mon	12:00	23:00			
Tue	12:00	23:00			
			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5) Bank Holidays Christmas Eve Christmas Day Boxing Day New Years Eve New Years Day		
Wed	12:00	23:00			
Thur	12:00	23:00			
			<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6) Bank Holidays - 12:00 till 01:00 New Years Eve - 12:00 till 03:00 If the following fall on a weekday: Christmas Eve- 12:00 till 01:00 Christmas Day - 12:00 till 01:00 Boxing Day - 12:00 till 01:00 New Years Day - 12:00 till 01:00		
Fri	12:00	02:00			
Sat	12:00	02:00			
Sun	12:00	02:00			

## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing  - Background music - DJ's on weekend		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Mon	12:00	23:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	12:00	23:00	<b><u>Please give further details here</u></b> (please read guidance note 4)  DJ visits on weekend and background music daily		
Wed	12:00	23:00			
Thur	12:00	23:00	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)  Bank Holidays Christmas Eve Christmas Day Boxing Day New Years Eve New Years Day		
Fri	12:00	02:00			
Sat	12:00	02:00	<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)  Bank Holidays - 12:00 till 01:00 New Years Eve - 12:00 till 03:00 If the following fall on a weekday: Christmas Eve- 12:00 till 01:00 Christmas Day - 12:00 till 01:00 Boxing Day - 12:00 till 01:00 New Years Day - 12:00 till 01:00		
Sun	12:00	02:00			

**I**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)  Hot food and finger foods would be served		
Tue					
Wed			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5) Bank Holidays Christmas Eve Christmas Day Boxing Day New Years Eve <del>New Years Day</del>		
Thur					
Fri	23:00	02:00	<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 6)  Bank Holidays - 12:00 till 01:00 New Years Eve - 12:00 till 03:00 If the following fall on a weekday: Christmas Eve- 12:00 till 01:00 Christmas Day - 12:00 till 01:00 Boxing Day - 12:00 till 01:00 New Years Day - 12:00 till 01:00		
Sat	23:00	02:00			
Sun	23:00	02:00			



**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)  Bank Holidays Christmas Eve Christmas Day Boxing Day New Years Eve New Year's Day		
Mon	12:00	23:00			
Tue	12:00	23:00			
Wed	12:00	23:00			
Thur	12:00	23:00	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  Bank Holidays - 12:00 till 01:00 New Years Eve - 12:00 till 03:00  If the following fall on a weekday:  Christmas Eve- 12:00 till 01:00 Christmas Day - 12:00 till 01:00 Boxing Day - 12:00 till 01:00 New Years Day - 12:00 till 01:00		
Fri	12:00	02:00			
Sat	12:00	02:00			
Sun	12:00	02:00			

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):**

<b>Name</b>		
<b>Date of birth</b>		
<b>Address</b>		
<b>Postcode</b>		
<b>Personal licence number (if known)</b>		
<b>Issuing licensing authority (if known)</b>		

**K**

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 9).

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b><u>State any seasonal variations</u></b> (please read guidance note 5)
Day	Start	Finish	Bank Holidays Christmas Eve Christmas Day Boxing Day New Years Eve New Years Day
Mon	12:00	23:00	
Tue	12:00	23:00	
Wed	12:00	23:00	
Thur	12:00	23:00	
Fri	12:00	02:00	
			<b><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u></b> (please read guidance note 6)
Sat	12:00	02:00	
Sun	12:00	02:00	
			Bank Holidays - 12:00 till 01:00 New Years Eve - 12:00 till 03:00  If the following fall on a weekday:  Christmas Eve- 12:00 till 01:00 Christmas Day - 12:00 till 01:00 Boxing Day - 12:00 till 01:00 New Years Day - 12:00 till 01:00

## M

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

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)**

- Adequate and timely security both indoors and in the car park will be provided.
- 24hour CCTV
- Security lighting will be provided around the the building and in the car park

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

- Security / door supervisors will be provided
- A functional CCTV will be installed and regularly maintained
- We will not sell, serve or supply alcoholic beverages to anyone under 18 years of age.
- Any aggressive or badly behaved customer will be escorted off the premises by security.

**c) Public safety**

- Door supervisors/ security
- Customers will not be allowed to carry alcoholic drinks and beverages out of the premises
- Bottles will be disposed of timely and appropriately

**d) The prevention of public nuisance**

- Customers would not be allowed to stand or loiter outside the premises after close hours
- Notices will be displayed to advise customers to leave the premises quietly.

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

- Children would only be allowed from mid-day to 8pm
- Alcohol would not be sold, served or supplied to anyone under the age18.
- ID check to ensure alcohol is not sold to underage
- Parents would be responsible for their own children

**Checklist:****Please tick to indicate agreement**

- I have made or enclosed payment of the fee. ☐
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☐
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☐
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- [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). ☒

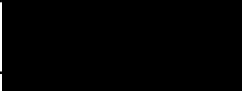


**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**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.**

**Part 4 – Signatures** (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.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>• [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).</li> <li>• 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</li> </ul>
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	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)
Signature	
Date	
Capacity	

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

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

## Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and

- (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

**15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

#### **Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.



- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,

- (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
- (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
- (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

#### **Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

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# GREATER MANCHESTER POLICE - REPRESENTATION

## About You

Name	<b>PC Alan Isherwood</b>
Address including postcode	1 <sup>st</sup> Floor Manchester Town Hall Extension Lloyd Street Manchester
Contact Email Address	
Contact Telephone Number	

## About the Premises

Application Reference No.	<b>LPV 236099</b>
Name of the Premises	<b>Cape Coast Restaurant</b>
Address of the premises including postcode	798 Ashton New Road, Manchester M22 4RY

## Your Representation

Please outline your representation below and continue overleaf. This should describe the likely effect of the grant of the licence on the licensing objectives on and in the vicinity of the premises in question.

Please accept this as formal notification of the Greater Manchester Police objection to the premises licence in relation to the above premises on the grounds of Prevention of Crime and Disorder and the Prevention of Public Nuisance.

The application seeks to allow the premises to sell alcohol, permit regulated entertainment and provide late night refreshment until 2am Friday to Sunday.

The premises are situated in close proximity to residential properties on Ashton New Road and GMP are concerned that the lateness of the hours requested will almost certainly cause a noise disturbance to those persons who live on this street.

Manchester City Council's own licensing policy states:

The proximity of the premises to local residents and other local businesses, particularly in relation to the potential for nuisance

7.25 Where its discretion is engaged, the licensing authority will ensure that due consideration is given to the proximity of licensed premises not only to local residents and businesses, but also in relation to other licensed premises, to ensure they are located in a position that does not adversely affect their ability to ensure the promotion of the licensing objectives. The potential impact on any local residents will be an important matter for consideration.

7.26 Where premises are in the direct vicinity of local residential properties, and where its discretion is engaged, the authority will give particular consideration to measures proposed in the application in relation to prevent nuisance, such as:

- Prevention of noise or vibration escaping from the premises due to volume of music or plant and machinery noise
- Prevention of noise disturbance from people entering and leaving the premises (eg. queue management, dispersal policy)
- Prevention of disturbance by people outside the premises (eg. smoking areas)
- Litter from the premises (This issue is considered particularly relevant in respect of late-night takeaways and smoking-related litter outside licensed premises)
- Disturbance caused by deliveries associated with licensable activities, including waste collection.

7.27 The leisure and night-time economy can be an important contributor to an area's appeal to work, live or visit there. However, each of our neighbourhoods is different to each other and services need to be flexible to meet these different needs. For example, while doorstep access to a thriving late-night-time economy appeals to many living and working in the city centre, it will not be acceptable to those in other areas of the city.

7.28 Where its discretion is engaged, the licensing authority will give consideration to the appropriateness of hours applied for, having regard to the location of premises and their likely effect on the promotion of the four licensing objectives. While it is recognised that in some circumstances flexible licensing hours for the sale of alcohol can help to ensure that concentrations of customers leaving premises simultaneously are avoided, the licensing authority will consider restricting hours to ensure the promotion of the licensing objectives, subject to relevant representations being made in relation to the hours applied for, should the licensing authority deem this appropriate and proportionate following a hearing.

7.29 The authority considers that later hours will typically be more sensitive and higher risk in causing problems.

7.30 Applicants are strongly encouraged only to apply for hours that they realistically intend to operate, as later hours are typically more likely to attract objections.

7.31 It is recognised that in spite of the quality of the operation of the business, where patrons are out of the control of the licensee, the lateness of the terminal hour for the premises will often be a contributory factor in the potential for disturbance.

7.32 Therefore, where its discretion is engaged, the authority will be mindful of the density of residential use in proximity to the premises and the level of risk of nuisance arising. The authority expects that terminal hours will normally be earlier to promote the licensing objectives for licensed premises located in areas with a higher density of residential property.

7.33 Later hours will generally be more appropriate within the city centre than other areas due to the developed infrastructure in respect of managing a later night-time economy, such as the comprehensive integrated CCTV network, increased access to public transport, cleansing services, and a more visible enforcement presence. In mixed-use environments, such as the city centre, noisier impacts are not always derived from actions of a small number of excessively antisocial individuals but can also come from large numbers of people going about the business of having a good time. While such environments will not be expected to be completely noise-free and peaceful environments, the authority considers that noise affecting residential properties should remain within tolerable levels such that home life remains viable and restful sleep a possibility.

7.34 Where noise nuisances can be clearly identified as arising from the activities of customers of a specific licensed premises, or there is risk identified upon application of such nuisance occurring, where its discretion is engaged, the licensing authority may reduce the trading hours of licensed premises on the grounds of their noise impact if it is determined that the licensing objectives will be undermined. Where objections are made to the lateness of the terminal hour, it would be appropriate for an applicant to engage with local residents and other parties to try to address the issues raised. The licensing authority would strongly encourage applicants to engage proactively prior to the making of an application and as appropriate when an application is pending.

7.35 Where its discretion is engaged, the licensing authority will not consider the fact that other premises in the vicinity already have similar hours as a justification for granting similar or extended hours, and each application will be considered on its individual merits.

In addition to these concerns the operating schedule which accompanies this application is very scant and offers very little in terms of enforceable conditions.

We therefore ask that this application is refused.



**MANCHESTER  
CITY COUNCIL**

**Licensing & Out of Hours Compliance Team - Representation**

Name	Gemma Hunt
Job Title	Licensing & Out of Hours Compliance Officer
Department	Licensing and Out of Hours Compliance Team
Address	Level 1, Town Hall Extension, Manchester, M60 2LA
Email Address	[REDACTED]
Telephone Number	[REDACTED]

**Premise Details**

Application Ref No	236099
Name of Premises	Cape Coast Restaurant
Address	798 Ashton New Road, Manchester, M11 4RY

**Representation**

Outline your representation regarding the above application below. This representation should describe the likely effect of the grant of the licence/certificate on the licensing objectives and on the vicinity of the premises.

The premises is a proposed restaurant and late night venue located directly across the road from residential terrace houses, with tram lines in between.

Licensing & Out of Hours (LOOH) have concerns under the Prevention of Public Nuisance licensing objective due to the 2am terminal hour requested for licensable activities on a Friday, Saturday & Sunday, within a heavily residential area. There is likely to be less background noise in these sensitive early morning hours which would mask any noise from the premises and therefore the concern would be that residents would be woken up/ prevented from sleeping due to noise from music escape and from patrons smoking and on dispersal.

The operating schedule fails to adequately address suitable procedures to prevent disturbance to local residents. Many of the conditions offered in the schedule are unenforceable and duplications of existing law.

LOOH officers have met with the applicant and offered guidance regarding due diligence procedures to uphold the licensing objectives and discussed the proximity to residential properties in sensitive hours.

The LOOH team request the application is rejected in its current form.

From: **CapeCoast Restaurant** [REDACTED]  
Date: Wed, 18 Sep 2019 at 10:01  
Subject: Re: Cape Coast Restaurant (236099) - Representation  
To: Premises Licensing <[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)>, Gemma Hunt  
[REDACTED]  
Cc: Alan Isherwood [REDACTED], Peter Duffin  
[REDACTED]

Dear Gemma/Licensing,

Thanks for getting back to me. Bank holiday is referring to the Monday itself and we've applied for 11pm licensable activities for those days. I've put Sundays down as 11pm for licensable activities regardless of whether it's a Sunday prior to a bank holiday or not.

Hope this clarifies it.

Regards,

Naa

From: **Gemma Hunt** <[gemma.hunt@manchester.gov.uk](mailto:gemma.hunt@manchester.gov.uk)>  
Date: Tue, 17 Sep 2019 at 14:29  
Subject: Fwd: Cape Coast Restaurant (236099) - Representation  
To: Premises Licensing <[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)>, CapeCoast Restaurant <[capecoastrestaurant@yahoo.com](mailto:capecoastrestaurant@yahoo.com)>  
Cc: Alan Isherwood <[Alan.Isherwood@gmp.police.uk](mailto:Alan.Isherwood@gmp.police.uk)>, Peter Duffin <[p.duffin@manchester.gov.uk](mailto:p.duffin@manchester.gov.uk)>

Dear Premises Licensing/ Naa

Thank you for your email with new proposed hours & conditions as attached. The Licensing & Out of Hours Team are agreeable to this new proposal and we can advise this satisfies our representation.

The only slight amendments are that Mon to Thurs the opening hours could only be until 11pm (rather than 11:30pm), as I understand that was all that was applied for on the application.

For the seasonal variations, please could you clarify for licensing if this will be the Sunday prior to a bank holiday or the Monday itself?

Kind regards  
Gemma



From: **CapeCoast Restaurant** [REDACTED]  
Date: Tue, 10 Sep 2019 at 13:34  
Subject: Re: Cape Coast Restaurant (236099) - Representation  
To: Premises Licensing <[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)>, Gemma Hunt  
[REDACTED]

Dear Gemma,

As per your representations, please find attached.

Regards,

Naa Hammond

**Application for a premises licence to be granted under the Licensing Act 2003**

**Applicant: Nefisa Naa A. A. Hammond**

**Address of Premises: 798 Ashton New Road**

**Clayton**

**Manchester**

**M11 4RY**

Dear Gemma,

As per your representation I would like to submit the following adjustments.

**Hours of Operation**

Monday - Thursday 12:00 - 23:30

Friday & Saturday 12:00 - 00:30

Sunday 12:00 -23:30

**Seasonal Variations**

Bank Holidays 12:00 -23:30

New Year's Eve 12:00 - 03:00

**If the following fall on a weekday**

Christmas Eve 12:00 - 00:30

Christmas Day 12:00 - 00:30

Boxing Day 12:00 - 00:30

New Year's Day 12:00 - 23:30

### **Hours of licensable activities**

Monday- Thursday 12:00 - 23:00

Friday & Saturday 12:00 - 00:00

Sunday 12:00 - 23:00

### **Seasonal Variations**

Bank Holidays 12:00 -23:00

New Year's Eve 12:00 - 02:30

### **If the following fall on a weekday**

Christmas Eve 12:00 - 00:00

Christmas Day 12:00 - 00:00

Boxing Day 12:00 - 00:00

New Year's Day 12:00 - 23:00

## **STEPS TO PROMOTE THE FOUR LICENSING OBJECTIVES**

### **General Objectives**

- The premises shall operate predominantly as food led.
- Maintenance of a functional CCTV system.
- Provision of security lightening around the building but away from residential properties.
- Implementation of "Challenge 25" Policy.

### **The Prevention of Crime and Disorder**

- A CCTV system shall be maintained and operated at the premises with cameras positioned both internally and externally.

- Recorded CCTV images will be maintained and stored for a period of twenty-eight days and shall be produced to the Police or Licensing Authority upon request.
- CCTV will be in operation at any time a person is on the premises.
- In instances of equipment breakdown a log book shall be kept to record incidents.
- Any person left in charge of the premises will be trained in the use of the CCTV equipment, and be able to produce CCTV images to an officer from a responsible authority upon request.
- Door staff shall be employed at the premises, upon recommendation after a risk assessment, to be carried out by the DPS.
- Staff will be trained in the laws relating to under age sales, and that training shall be documented and repeated at 6 monthly intervals.
- Security lightening will be provided around the building and in the car park.
- Any aggressive or badly behaved customer will be escorted off the premises by security.

### **Public Safety**

- A first aid box will be available at the premises at all times.
- All fixtures and fittings at the premises will be maintained and kept in good order to ensure a safe environment for customers.
- Regular safety checks shall be carried out by staff.
- Fire equipment shall be maintained and serviced annually.
- Fire safety procedures would be in place including fire alarms and staff will be trained on evacuation processes.
- Signage for fire exits and assembly points will be put up on the premises.
- Customers will not be allowed to carry alcoholic drinks and beverages out of the premises.

### **The Prevention of Public Nuisance**

- Noise from amplified music shall not be such as to cause a noise nuisance to occupants of nearby premises.
- The exterior of the building shall be cleared of litter at regular intervals.
- Notices will be positioned at the exits to the premises to advice and remind customers to leave premises quietly.
- Doors and windows at the premises are to remain closed after 11pm except for access and egress.

- The emptying of bins into skips, and refuse collections will only take place between 8am and 10pm.
- A "no smoking" at the front of the premises policy will apply, this would help ensure that patrons do not gather at the front of the premises. Notices will be put up at front of building to make customers aware of this.
- Windows and doors will be closed during regulated entertainment except for access and egress.
- The premise is fitted with sound proof ceilings and windows are double glazed to minimise noise escape.
- The premise has a lobby at the entrance/exit which would also help minimise noise escape.
- Speakers and entertainment stands will be positioned away from walls adjacent to residential properties.
- Customers will not be allowed to carry alcoholic drinks and beverages out of the premises.
- Rubbish bins and glass refuse will be kept at the rear of the premises, away from public access.
- Notices will be put up encouraging customers to use car park so as to show consideration to residential parking.
- Notices providing taxi firm numbers will be displayed in a prominent location within the premises assist customers in ordering a taxi. Customers would be encouraged to wait for taxi's to arrive before leaving.

### **The Protection of Children from Harm**

- A "Challenge 25" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 25. The only acceptable forms of ID will be photographic driving licences, passports, HM forces warrant cards, EU/EEA national ID card or similar document or a form of identification with the PASS hologram.
- Staff training will include the Challenge 25 Policy and its operation. In particular, staff shall be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those customers are engaged in the distribution of alcohol to persons under the age of 18. The training will be given to new members of staff before they commence employment and all staff will receive refresher training every 6 months.
- Notices advising what forms of ID are acceptable will be displayed.

- Notices will be displayed in prominent positions indicating that the Challenge 25 policy is in force.
- Children would only be allowed from mid-day to 8pm. Notices would be put up to inform customers.
- No person under the age of 16 would be allowed on the premises at any time without appropriate adult supervision.
- Parents would be responsible for their own children.

**PLEASE NOTE: ALL REPRESENTATIONS AND SUPPORTING EVIDENCE MUST BE SUBMITTED TO MANCHESTER CITY COUNCIL WITHIN 28 DAYS, STARTING THE DAY AFTER THE PREMISES IN QUESTION MAKES AN APPLICATION (TO FIND OUT THE CLOSING DATE CALL THE LICENSING UNIT ON 0161 234 4512)**

<b>ABOUT YOU</b>		PLEASE NOTE: LICENSING OFFICERS, LICENSING COMMITTEE MEMBERS AND THE APPLICANT CAN VIEW THE INFORMATION PROVIDED ON THIS FORM
<b>Your first name (required)</b>	<b>Your last name (required)</b>	
Pete	Duffin	
<b>Your address including postcode (required)</b>		
Trading Standards Service 1 Hammerstone Road Manchester M18 8EQ		
<b>Contact email address</b>	<b>Contact phone no</b>	
<b>Your signature</b> (I hereby declare the information I have provided on and with this form is correct to the best of my knowledge and belief)		

<b>ABOUT THE PREMISES</b>
<b>Application Ref No. (if known):</b>
<b>Name of the Premises about which you would like to make a representation:</b>
Cape Coast Restaurant
<b>Address of the Premises (including postcode if known):</b>
798 Ashton New Road Manchester M11 4RY

<b>YOUR REPRESENTATION</b>
<b>Please outline your representation below and continue overleaf. This should be the likely effect of the grant of the licence / certificate on the licensing objectives on and in the vicinity of the premises in question. (Please continue on a separate sheet of paper if necessary)</b>
<p>The application is of a poor standard regarding the protecting children from harm licence objective.</p> <p>It is a mandatory licensing condition for all licensed premises to have an age verification policy in place. In the application ID checks are mentioned but nothing is said about what are acceptable ID documents.</p> <p>There is no mention of staff training or documentation of such.</p> <p>There is no mention of the display of signage indicating in all areas where alcohol is located that it is an offence to buy or attempt to buy alcohol for a person who is under 18 and for a person under the age of 18 to buy or attempt to buy alcohol.</p>

Therefore Trading Standards would like the licence to be refused.

**Supporting Evidence:** In addition to your own written / oral testimony to the Licensing Sub-Committee, you may wish to provide evidence to support your representation. You will need to show how this evidence relates to the premises in question. Examples of supporting evidence include oral testimony, written testimony, noise records, video or photographic material, crime and disorder data, other statistical data, reports etc.)



From: **Alan Rawcliffe (Trading Standards)** [REDACTED]  
Date: Tue, 24 Sep 2019 at 11:20  
Subject: Cape Coast Restaurant  
To: Premises Licensing <[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)>

Following discussions between trading standards and the applicant, please see below in regard to the applicant agreeing conditions on the licence

Hi Alan,

I agree to all the conditions as stated in your email, which are set out below

'I write to inform you that Trading Standards, as responsible authority, does not intend to attend the Licensing Hearing concerning Cape Coast Restaurant. Following discussions between ourselves and the applicant's representative agreement has been reached that the licence should be granted under the terms of the application (and subject to the following conditions).

- 1) The Challenge 25 scheme must be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age shall only comprise a passport, photo card driving licence, an HM Forces warrant card, or a card bearing the PASS hologram.
- 2) Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 6 monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.
- 3) In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to maintain the refusals log, monitor staff to ensure their training is put into practice.
- 4) The premises shall display signage at the point of sale indicating it is an offence to buy or attempt to buy alcohol for a person under 18

If you require any more information please let either myself or Peter Duffin know

regards  
Allan

Allan Rawcliffe  
Neighbourhood Officer - Trading Standards  
Neighbourhoods Directorate  
Manchester City Council  
1 Hammerstone Road, Gorton, Manchester, M18 8EQ

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[www.manchester.gov.uk](http://www.manchester.gov.uk)

From: **Councillor Sean McHale** [REDACTED]  
Date: Tue, 27 Aug 2019 at 12:04  
Subject: Re: Premises Licence (new) 236099/BJ1: Cape Coast Restaurant, 798 Ashton New Road, Manchester, M11 4RY, (Clayton & Openshaw ward)  
To: Premises Licensing <premises.licensing@manchester.gov.uk>

Hi Bryan

I have been discussing with my ward colleagues and we object to license application. The venue is in a heavily populated area with many families living in that area. The noise from late night revellers would be unacceptable for our residents

Thanks

Sean

On Wed, 21 Aug 2019, 14:19 Premises Licensing,  
<[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)> wrote:  
**Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005**

Dear Sir / Madam

I am writing to notify you that a licence application has been received for a premises in **Clayton & Openshaw** ward as follows:

**Application Type:** Premises Licence (new)

**Reference:** 236099/BJ1

**Premises:** Cape Coast Restaurant, 798 Ashton New Road, Manchester, M11 4RY

**Applicant:** Mrs Nefisa Naa A.A.Hammond

**General description of premises as given by the applicant:**

A 50 seater restaurant to primarily cook and serve hot food as well as serve cold food and hot beverages including alcohol.

**Proposed hours and licensable activities:**

Provision of regulated entertainment (live music):

Fri 5.00pm to 12.00 midnight

Sat to Sun 12.00 noon to 12.00 midnight

Provision of regulated entertainment (recorded music, anything of a similar description to live music, recorded music or performances of dance):

Mon to Thu 12.00 noon to 11.00pm

Fri to Sun 12.00 noon to 2.00am

Provision of late night refreshment:

Fri to Sun 11.00pm to 2.00am

The supply of alcohol for consumption on the premises only:

Mon to Thu 12.00 noon to 11.00pm

Fri to Sun 12.00 noon to 2.00am

Opening hours:

Mon to Thu 12.00 noon to 11.00pm

Fri to Sun 12.00 noon to 2.00am

**Steps to promote licensing objectives as given by the applicant:**

- Adequate and timely security both indoors and in the car park shall be provided.
- 24 hour CCTV
- Security lighting shall be provided around the building and in the car park.
- Security / door supervisors shall be provided.
- A functional CCTV shall be installed and regularly maintained.
- We shall not serve, sell or supply alcoholic beverages to anyone under 18 years of age.
- Any aggressive or badly behaved customers shall be escorted off the premises by security.
- Customers shall not be allowed to carry alcoholic drinks and beverages out of the premises.
- Bottles shall be disposed of timely and appropriately.
- Customers shall not be allowed to stand or loiter outside the premises after close hours.
- Notices shall be displayed to advise customers to leave the premises quietly.
- Children shall only be allowed from mid-day to 8.00pm.
- ID check to ensure alcohol is not sold to underage persons.
- Parents shall be responsible for their own children.

The application is in consultation until midnight on **16/09/2019**.

Any person wishing to comment on the application must do so in writing to [premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk) no later than this date.

Any comments must be relevant to the likely effect of granting the application on the promotion of the four licensing objectives:

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

If you would like any further information regarding this application please respond to this email with your enquiry.

Further information on the licensing process is available on our website

- [www.manchester.gov.uk/licensing](http://www.manchester.gov.uk/licensing)

Whilst we will normally advise you of all applications within this ward, the council is not legally required to do so. This information is provided as a courtesy to members and residents. There may be occasions when notice is not provided. You should continue to check the council's register of licence applications and notices on premises in your local area.

Yours sincerely

Bryan Johnson  
Premises Licensing Team

Premises Licensing  
Growth and Development  
Manchester City Council  
Level 1 Town Hall Extension  
Albert Square  
PO Box 532  
M60 2LA

Email: [premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)  
Web: [www.manchester.gov.uk/licensing](http://www.manchester.gov.uk/licensing)

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Premises Licensing  
Growth and Development  
Manchester City Council  
Level 1 Town Hall Extension  
Albert Square  
PO Box 532  
M60 2LA

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From: **Councillor Andy Harland** [REDACTED]  
Date: Tue, 27 Aug 2019 at 16:46  
Subject: Re: Premises Licence (new) 236099/BJ1: Cape Coast Restaurant, 798 Ashton New Road, Manchester, M11 4RY, (Clayton & Openshaw ward)  
To: Premises Licensing <[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)>, Councillor Donna Ludford [REDACTED], Councillor Sean McHale [REDACTED]

Care of Licensing

I agree with my fellow councillors,  
the area is residential and the hours cape coast restaurant are submitting are unacceptable to the local community.

Regards Andy

On Wed, 21 Aug 2019, 14:19 Premises Licensing,  
<[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)> wrote:  
**Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005**

Dear Sir / Madam

I am writing to notify you that a licence application has been received for a premises in **Clayton & Openshaw** ward as follows:

**Application Type:** Premises Licence (new)

**Reference:** 236099/BJ1

**Premises:** Cape Coast Restaurant, 798 Ashton New Road, Manchester, M11 4RY

**Applicant:** Mrs Nefisa Naa A.A.Hammond

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Opening hours:

Mon to Thu 12.00 noon to 11.00pm

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**Steps to promote licensing objectives as given by the applicant:**

- Adequate and timely security both indoors and in the car park shall be provided.
- 24 hour CCTV
- Security lighting shall be provided around the building and in the car park.
- Security / door supervisors shall be provided.
- A functional CCTV shall be installed and regularly maintained.
- We shall not serve, sell or supply alcoholic beverages to anyone under 18 years of age.
- Any aggressive or badly behaved customers shall be escorted off the premises by security.
- Customers shall not be allowed to carry alcoholic drinks and beverages out of the premises.
- Bottles shall be disposed of timely and appropriately.
- Customers shall not be allowed to stand or loiter outside the premises after close hours.
- Notices shall be displayed to advise customers to leave the premises quietly.
- Children shall only be allowed from mid-day to 8.00pm.
- ID check to ensure alcohol is not sold to underage persons.
- Parents shall be responsible for their own children.

The application is in consultation until midnight on **16/09/2019**.

Any person wishing to comment on the application must do so in writing to [premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk) no later than this date.

Any comments must be relevant to the likely effect of granting the application on the promotion of the four licensing objectives:

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

If you would like any further information regarding this application please respond to this email with your enquiry.

Further information on the licensing process is available on our website  
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Yours sincerely

Bryan Johnson  
Premises Licensing Team

Premises Licensing  
Growth and Development  
Manchester City Council  
Level 1 Town Hall Extension  
Albert Square  
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M60 2LA

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Web: [www.manchester.gov.uk/licensing](http://www.manchester.gov.uk/licensing)



## Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
1. Customers shall not be allowed to stand or loiter outside the premises after close of business.	N/A	Applicant
Conditions proposed by objectors	Agreed	Proposed by
2. The premises shall operate predominantly as food-led. 3. A CCTV system shall be maintained and operated at the premises, with cameras positioned both internally and externally. 4. Recorded CCTV images shall be retained for a period of twenty-eight days and shall be produced to the Police or Licensing Authority upon request. 5. CCTV shall be in operation at any time a person is on the premises. 6. In instances of equipment breakdown a log book shall be kept to record incidents. 7. Any person left in charge of the premises shall be trained in the use of the CCTV equipment, and be able to produce CCTV images to an officer from a responsible authority upon request. 8. Door staff shall be employed at the premises, upon recommendation after a risk assessment, to be carried out by the DPS. 9. Staff shall be trained in the laws relating to under age sales, and that training shall be documented and repeated at 6 monthly intervals. 10. Security lighting shall be provided around the building and in the car park. 11. Any aggressive or badly behaved customers shall be escorted off the premises by security. 12. A first-aid box shall be available at the premises at all times. 13. Regular safety checks shall be carried out by staff. 14. Fire equipment shall be maintained and serviced annually. 15. Fire safety procedures shall be in place, including fire alarms, and staff shall be trained on evacuation processes. 16. Signage for fire exits and assembly points shall be put up on the premises. 17. Customers shall not be allowed to carry alcoholic drinks and beverages out of the premises.	Yes (all)	Licensing and Out of Hours

## Schedule of Licence Conditions

<p>18. Noise from amplified music shall not be such so as to cause a noise nuisance to occupants of nearby premises.</p> <p>19. The exterior of the building shall be cleared of litter at regular intervals.</p> <p>20. Notices shall be positioned at the exits to the premises to advise and remind customers to leave the premises quietly.</p> <p>21. Doors and windows at the premises are to remain closed after 11.00pm except for access and egress.</p> <p>22. The emptying of bins into skips, and refuse collections, shall only take place between 8.00am and 10.00pm.</p> <p>23. A 'No Smoking' policy shall apply to the front of the premises, this shall ensure that patrons do not congregate at the front of the premises. Notices shall be put up at the front of the building to make customers aware of this policy.</p> <p>24. Windows and doors shall be closed during regulated entertainment, except for access and egress.</p> <p>25. The premises shall be fitted with sound-proofed ceilings and double glazed windows to minimise noise escape.</p> <p>26. The premises lobbies at the entrance and exit shall also help minimise noise escape.</p> <p>27. Speakers and entertainment stands shall be positioned away from walls adjacent to residential properties.</p> <p>28. Rubbish bins and glass refuse shall be kept at the rear of the premises, away from public access.</p> <p>29. Notices shall be put up encouraging customers to use the premises car park, so as to show consideration for residential parking.</p> <p>30. Notices providing taxi firm numbers shall be displayed in a prominent location within the premises assist customers in ordering a taxi. Customers shall be encouraged to wait for taxi's to arrive before leaving.</p> <p>31. Notices shall be displayed in prominent positions indicating that the Challenge 25 policy is in force.</p> <p>32. Children shall only be allowed from 12.00pm mid-day to 8.00pm. Notices would be put up to inform customers.</p> <p>33. No persons under the age of 16 shall be allowed on the premises at any time without appropriate adult supervision.</p> <p>34. Parents shall be responsible for their own children.</p>		
<p>35. The Challenge 25 scheme shall be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age shall only comprise a passport, photo card driving licence, an HM Forces warrant card, or a card bearing the PASS hologram.</p>	Yes	The Trading Standards Service

## Schedule of Licence Conditions

<p>36. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 6 monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.</p> <p>37. In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to maintain the refusals log, monitor staff to ensure their training is put into practice.</p> <p>38. The premises shall display signage at the point of sale indicating that it is an offence to buy, or attempt to buy, alcohol for a person under 18.</p>		
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