

**MEETING**

**LICENSING SUB-COMMITTEE**

**DATE AND TIME**

**WEDNESDAY 20TH AUGUST, 2014**

**AT 10.30 AM**

**VENUE**

**HENDON TOWN HALL, THE BURROUGHS, NW4 4BG**

**TO: MEMBERS OF LICENSING SUB-COMMITTEE (Quorum 3)**

**Councillors**

John Hart

Anne Hutton

Jim Tierney

*\* The licensing authority will only allow licensing decisions to be taken by a minimum of three Councillors. In the event of one Member being unable to attend, their place will be substituted by another Member taken from the membership of the full Licensing Committee. In the event of this substitution taking place, all parties will be informed of the change of Membership at the beginning of the hearing.*

**You are requested to attend the above meeting for which an agenda is attached.**

**Andrew Nathan – Head of Governance**

Governance Services contact: Governance Service [governance.service@barnet.gov.uk](mailto:governance.service@barnet.gov.uk)

Media Relations contact: Sue Cocker 020 8359 7039

**ASSURANCE GROUP**

## ORDER OF BUSINESS

Item No	Title of Report	Pages
1.	APPOINTMENT OF CHAIRMAN	
2.	ABSENCE OF MEMBERS (IF ANY)	
3.	DECLARATION OF MEMBERS' DISCLOSABLE PECUNIARY INTERESTS AND NON PECUNIARY INTERESTS (IF ANY)	
4.	LICENSING SUB-COMMITTEE HEARING PROCEDURE	1 - 4
5.	NEW PREMISES LICENCE, FINCHLEY COTTAGE, 289 REGENTS PARK ROAD, LONDON, N3 3JY	5 - 42
6.	MOTION TO EXCLUDE THE PRESS AND PUBLIC	
7.	DELIBERATION BY THE SUB-COMMITTEE IN PRIVATE SESSION	
8.	RE-ADMISSION OF THE PRESS AND PUBLIC: ANNOUNCEMENT OF THE DECISION OF THE SUB-COMMITTEE	
9.	ANY OTHER ITEM(S) THE CHAIRMAN DECIDES ARE URGENT	

### FACILITIES FOR PEOPLE WITH DISABILITIES

Hendon Town Hall has access for wheelchair users including lifts and toilets. If you wish to let us know in advance that you will be attending the meeting, please telephone Governance Service [governance.service@barnet.gov.uk](mailto:governance.service@barnet.gov.uk). People with hearing difficulties who have a text phone, may telephone our minicom number on 020 8203 8942. All of our Committee Rooms also have induction loops.

### FIRE/EMERGENCY EVACUATION PROCEDURE

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by Committee staff or by uniformed custodians. It is vital you follow their instructions.

You should proceed calmly; do not run and do not use the lifts.

Do not stop to collect personal belongings

Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions.

Do not re-enter the building until told to do so.

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# LONDON BOROUGH OF BARNET

## LICENSING SUB COMMITTEE

### HEARINGS PROCEDURE

AGENDA ITEM 4

#### *General points*

The following procedure is based on Regulations made by the Secretary of State under the Licensing Act 2003 (“the Hearings Regulations”) which may be viewed or downloaded from the website of the Department for Culture, Media and Sport by following links from [www.culture.gov.uk](http://www.culture.gov.uk)

The procedure is intended as a general framework to ensure natural justice and a fair hearing. The conduct of individual hearings may vary slightly according to circumstances and the discretion of the Chairman. In all cases, however, this general framework will be followed.

The procedure allows each party a maximum period of 5 minutes in which to present their case (Regulations 16 & 24). At the end of the time allowed, the Chairman will terminate the presentation and the hearing will proceed in the form of a discussion led by the authority to explore points of dispute. The discussion will not be timed.

The procedure is subject to periodic review and amendment to reflect best practice and relevant legislative changes. An updated version of this procedure is published as soon as possible following any such amendments.

#### **Chairman**

- Introduces him/herself and Members of the Committee, and outlines their roles.
- Introduces Licensing, Legal and Governance Officer.
- Explains that Legal and Governance Officers will be present during the Committee’s deliberations to advise only, and that the Licensing Officer will be excluded from deliberations.
- Asks parties present to introduce themselves.
- Outlines procedure to be followed (Regulation 22).
- Asks all parties to confirm their understanding of the procedure.
- Clarifies any aspect(s) of the procedure where any parties are uncertain or asks Legal or Governance Officer as appropriate to clarify.

#### **Governance Officer**

- Informs Committee of absent parties.
- Details persons whom a party is seeking permission to represent them at hearing.
- Panel confer regarding permission.
- Chairman announces decision regarding permission.

### **Licensing Officer presents the report to the Committee**

- Is a statement of the facts including details of the application and operating schedule, relevant policy details, detail representations made, a chronology of events and highlights the points on which the Authority requires clarification.

### **Applicant**

- Presents opening submissions and clarifies points raised by Authority in notice of hearing. Time allowed 5 mins.

### **Other parties**

- Presents opening submissions either in person or by spokes person  
Time allowed 5 mins per interested party.

### **Note regarding use of video evidence**

Video evidence must be in DVD format and will form part of the relevant party's five minutes opening submission. Any party wishing to use video evidence must submit a copy to the Authority along with sufficient, identical extra copies to serve on all the opposing parties – i.e. if the applicant is submitting it, there must be enough copies for all parties making representations and if a party making representations is submitting it there must be a copy for the applicant. The recording must be edited down to the highlights, containing only relevant matter which relates to the written representation previously submitted. In addition, a description of how, when and where the video was recorded and what it contains must be submitted. These must be supplied to the Authority at least five working days before the hearing.

### **Members question Licensing Officer on Policy**

### **Discussion**

#### **Chairman leads a discussion concentrating on points of dispute:**

Chairman asks Applicant what he disputes in other parties' submissions, and asks other parties to comment.

Chairman proceeds through all objectors dealing with all matters of contention.

When Chairman feels all matters have been thoroughly discussed and all parties have been given a fair and equal opportunity to comment and make representations, she/he closes discussion.

### **Determination**

There are two procedures depending on whether or not determination is to be made at the end of the Hearing or within five working days of the Hearing. This later announcement of determination is permitted in terms of the Legislation for certain types of applications.

#### **Chairman informs all present that the Committee will deliberate, that Legal and Governance Officer will remain to advise but will not be part of decision-making process, and that all others must leave (under Regulation 14).**

- Parties, apart from Legal and Governance Officer, leave the room.
- The Committee deliberates, with advice as required from Legal and Governance Officer, and reaches a conclusion. The Legal officer may assist, as required, in formulating the wording of the determination.

- Parties return.
- Chairman reads out determination, and advises it will be sent in writing to all parties.
- Opportunity for determination to be clarified by any interested party who is unclear.
- Chairman gives advice about appealing against the determination.
- Chairman thanks all for attending and closes the meeting.

#### **...Within five working days of the hearing**

- Chairman explains requirement to determine the Hearing within five working days, and advises that the Committee will proceed to deliberate and announce the determination within that time.
- During deliberations, Legal and Governance Officers remain to advise on law and procedure as required. The Legal Officer may assist, as required, in formulating the wording of the determination. The Licensing Officer plays no part in the determination and withdraws for this part of the proceedings.
- Chairman advises all parties that they will receive written notification of the determination within five working days of the Hearing date, together with general information on how to appeal against the determination.
- Chairman thanks all parties for attending and invites the applicant, objector(s), other party(ies) and the Licensing Officer to leave.

#### **Information on Appealing against the decision**

You may at any time before the expiration of a period of 21 days from notification appeal to Willesden Magistrates' Court, 448 High Road London England NW10 2DZ (Telephone 020 8955 0555, DX 110850 Willesden 2) by way of Complaint for an Order. The Court may either dismiss the appeal, substitute for the decision appealed against any other decision which could have been made by the Licensing Authority or remit the case to the Licensing Authority to dispose of it in accordance with the directions of the court, and can make such order as to costs as it thinks fit.

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**Licensing Sub-Committee**  
**Wednesday 20<sup>th</sup> August 2014**

<b>Title</b>	<b>New Premises Licence, Finchley Cottage, 289 Regents Park Road, London, N3 3JY</b>
<b>Report of</b>	Trading Standards & Licensing Manager
<b>Wards</b>	Finchley Church End
<b>Status</b>	Public
<b>Enclosures</b>	Report of the Licensing Officer Annex 1 – Application Form Annex 2 – Police agreement Annex 3 – Representations Annex 4 – Matters for decision
<b>Officer Contact Details</b>	Daniel Pattenden 020 8359 2508 daniel.pattenden@barnet.gov.uk

**Summary**

This report asks the Sub-Committee to consider the application for a new Premises Licence, under section 17 of the Licensing Act 2003.

**Recommendations**

- 1. This report asks the Sub-Committee to consider the application for a new Premises Licence, under section 17 of the Licensing Act 2003 for Finchley Cottage, 289 Regents Park Road, London, N3 3JY**

# Officers Report

## **1. WHY THIS REPORT IS NEEDED**

- 1.1 The licensing authority having received valid representations against the application for a premises licence is expected to hold a hearing to consider those representations. The application can be determined by the licensing authority without a hearing in certain circumstances.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1 Where a representation is submitted under section 18(3) of the Licensing Act 2003 (and not withdrawn), the authority must hold a hearing to consider it, unless the applicant and any party or responsible authority who has made (and not withdrawn) a valid representation agree, or where the authority considers that the representations are frivolous, vexatious or will certainly not influence the authority's determination of the application.

## **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 N/A

## **4. POST DECISION IMPLEMENTATION**

- 4.1 The decision will have immediate effect

## **5. IMPLICATIONS OF DECISION**

### **5.1 Corporate Priorities and Performance**

- 5.1.1 Members are referred to the Council's Licensing Policy for consideration
- 5.1.2 Timely legal and fair decisions support objectives contained within the Corporate Plan. In particular in relation to a "successful London borough" by ensuring that only legal, well regulated licensable activities occur within the borough.

### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 N/A

### **5.3 Legal and Constitutional References**

- 5.3.1 Valid representations have been received to the application, which is therefore before the Sub-Committee for consideration.
- 5.3.2 The Licensing Sub-Committee will discharge the functions under the Licensing Act 2003 and associated Regulations, as delegated to it by the Licensing Committee

## 5.4 **Risk Management**

5.4.1 N/A

## 5.5 **Equalities and Diversity**

5.5.1 Licence applications are dealt with according to the provisions of the Licensing Act 2003 and associated Regulations which allow both applications and representations to applications to be made by all sectors of the

## 5.6 **Consultation and Engagement**

5.6.1 The statutory consultation process that has been followed in accordance with the Licensing Act 2003

## 6. **BACKGROUND PAPERS**

9.1 The application and report of the Licensing Officer and appendices are attached to this report.

## LICENSING ACT 2003

### OFFICERS REPORT

#### Finchley Cottage, 289 Regents Park Road, London, N3 3JY

#### 1. The Applicants

The application was submitted by Peter Mayhew of Beyond the Blue Ltd on behalf of Ryan Piri of Finchley cottage, 289 Regents Park Road, London, N3 3JY

#### 2. Application

- To allow recorded music indoors only from 11:00hrs until 23:30hrs Monday to Wednesday, 11:00hrs until 00:30hrs Thursday, 11:00hrs until 01:30hrs Friday to Saturday and 11:00hrs until 23:00hrs Sunday.
- To allow the late night refreshment indoors and outdoors from 23:00hrs until 23:30hrs Monday to Wednesday, 23:00hrs until 00:30hrs Thursday, and 23:00hrs until 01:30hrs Friday to Saturday.
- To allow the supply of alcohol on the premises only from 11:00hrs until 23:30hrs Monday to Wednesday, 11:00hrs until 00:30hrs Thursday, 11:00hrs until 01:30hrs Friday to Saturday and 11:00hrs until 23:00hrs Sunday.
- To allow the premises to remain open to the public from 07:00hrs until 00:00hrs Monday to Wednesday, 07:00hrs until 01:00hrs Thursday, 07:00hrs until 02:00hrs Friday to Saturday and 07:00hrs until 23:30hrs Sunday

A full copy of the application can be seen in **Annex 1** attached to this application.

#### 3. Application process

The applicant has been in discussions with Sgt Mark Altman on behalf of Metropolitan Police to the inclusion of various conditions in their application. I can confirm that the applicants agreed to amend their application in order to show the following conditions:

- a) Digital recording colour CCTV comprising a multi camera system.
- b) The head unit (recorder) for storing the images will store such data on a hard drive or a similar quality medium.
- c) A CD or DVD burner will also form part of the system to facilitate making copies of the images.
- d) If the head unit (recorder) is kept on the premises it must be located in a secure cabinet or other secure area, preferably out of the sight and reach of the public. The unit must be further secured by physical means to prevent anyone from merely picking up and removing the unit, e.g. a secure metal boot, or metal case strap, bolted to an immovable object like a wall or floor.
- e) The quality of the images must be of a sufficiently high standard to allow identification of the subject matter.

- f) Cameras will cover key areas identified by the operator and Police. These will include external cameras covering any outside area used by patrons of the premises, the external entrance and exit doors, clear headshots of persons entering the premises, approach route to the toilets, the bar and till areas and other areas not in full view from the bar.
- g) Images must be retained for a period of 31 days before overwriting.
- h) The images will be made available in reasonable time on demand by the Police and authorised officers of the London Borough of Barnet.
- i) At all times when the premises are open there shall be at least one person who is capable of operating the CCTV system if required to do so by the Police or authorised officers of the London Borough of Barnet.
- j) This system will be fully maintained at all times to ensure correct operation.

A full copy of this agreement can be seen in **Annex 2** attached to this report.

#### **4. Representations**

##### Responsible Authorities

No representations have been submitted by any responsible authorities.

##### Other representations

The licensing department have received 2 representations submitted by members of the public.

The objections refer to of public nuisance if this premise is permitted trade.

The representation letters can be seen in full in **Annex 3** attached to this report.

#### **5. Officer Comments**

The licensing Act 2003 does not allow issues relating to an area being saturated with one type of premises to be considered when determining a licence application.

#### **6. Attaching conditions**

The operating schedule, which is part of the application, includes certain additional steps that the applicant will take to protect the licensing objectives. These will become enforceable conditions, should the licence be granted. Additional conditions may be attached to the licence if the committee thinks it appropriate.

The Committee must have regard to all of the representations made and the evidence it hears, and is asked to note that it may not attach conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must actually be necessary in order to promote the licensing objectives.

In relation to conditions, the statutory guidance at chapter 10.8 states that "The licensing authority may not impose any conditions unless its discretion has been engaged following receipt of relevant representations and it is satisfied as a result of a hearing (unless all parties agree a hearing is not

necessary) that it is appropriate to impose conditions to promote one or more of the four licensing objectives.

Full Copies of the Councils Statement of Licensing Policy, the Statutory Guidance to the Act and the Council's Guide to Good Practice at Licensed Premises will be available at the Licensing Sub Committee hearing or in advance if required.

A map centrally locating the premises and a plan shall be made available at the hearing.

Daniel Pattenden  
Licensing Officer

Annex 1 – Application Form  
Annex 2 – Police agreement  
Annex 3 – Representation  
Annex 4 – Matters for decision

# Premises Licence Application



\* required information

**Section 1 of 19**

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes       No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- Applying as a business or organisation, including as a sole trader  
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Continued from previous page...

### Address

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

### Agent Details

\* First name

Peter

\* Family name

Mayhew

\* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

An agent that is a business or organisation, including a sole trader

A sole trader is a business owned by one person without any special legal structure.

A private individual acting as an agent

### Agent Business

\* Is your business registered in the UK with Companies House?

Yes

No

\* Registration number

05556483

\* Business name

Beyond the Blue Limited

If your business is registered, use its registered name.

\* VAT number

GB

890204731

Put "none" if you are not registered for VAT.

\* Legal status

Private Limited Company

\* Your position in the business

Director

Home country

United Kingdom

The country where the headquarters of your business is located.

Continued from previous page...

**Agent Registered Address**

Address registered with Companies House.

* Building number or name	<input type="text" value="92"/>
* Street	<input type="text" value="Vegal Crescent"/>
District	<input type="text"/>
* City or town	<input type="text" value="Englefield Green"/>
County or administrative area	<input type="text" value="Surrey"/>
* Postcode	<input type="text" value="TW20 0QF"/>
* Country	<input type="text" value="United Kingdom"/>

**Section 2 of 19**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name	<input type="text" value="289 (Finchley Cottage)"/>
Street	<input type="text" value="Regents Park Road"/>
District	<input type="text"/>
City or town	<input type="text" value="London"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text" value="N3 3JY"/>
Country	<input type="text" value="United Kingdom"/>

**Further Details**

Telephone number	<input type="text"/>
Non-domestic rateable value of premises (£)	<input type="text" value="6,700"/>

## Section 3 of 19

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

### Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

## Section 4 of 19

### INDIVIDUAL APPLICANT DETAILS

#### Applicant Name

Is the name the same as (or similar to) the details given in section one?

- Yes  No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes  No

Continued from previous page...

### Applicant Postal Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes  No

Building number or name	<input type="text" value="90"/>
Street	<input type="text" value="Huntingfield Road"/>
District	<input type="text"/>
City or town	<input type="text" value="London"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text" value="SW15 5EU"/>
Country	<input type="text" value="United Kingdom"/>

### Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes  No

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>
<input type="button" value="Add another applicant"/>	

## Section 5 of 19

### OPERATING SCHEDULE

When do you want the premises licence to start?  /  /   
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end  /  /   
dd mm yyyy

Provide a general description of 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.

Finchley Cottage is a new restaurant selling simple quality cuisine in an attractive indoor and enclosed outdoor area.

Open in the early morning for coffee and breakfasts, the premises will offer a full lunch and dinner menu for customers living and working in the local area.

**Continued from previous page...**

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

**Section 6 of 19**

**PROVISION OF PLAYS**

Will you be providing plays?

- Yes  No

**Section 7 of 19**

**PROVISION OF FILMS**

Will you be providing films?

- Yes  No

**Section 8 of 19**

**PROVISION OF INDOOR SPORTING EVENTS**

Will you be providing indoor sporting events?

- Yes  No

**Section 9 of 19**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

Will you be providing boxing or wrestling entertainments?

- Yes  No

**Section 10 of 19**

**PROVISION OF LIVE MUSIC**

Will you be providing live music?

- Yes  No

**Section 11 of 19**

**PROVISION OF RECORDED MUSIC**

Will you be providing recorded music?

- Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

**Continued from previous page...**

WEDNESDAY

Start  End

Start  End

THURSDAY

Start  End

Start  End

FRIDAY

Start  End

Start  End

SATURDAY

Start  End

Start  End

SUNDAY

Start  End

Start  End

Will the playing of recorded music take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

**Section 12 of 19**

**PROVISION OF PERFORMANCES OF DANCE**

Will you be providing performances of dance?

- Yes  No

**Section 13 of 19**

**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes  No

**Section 14 of 19**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

- Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End



**Continued from previous page...**

SUNDAY

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors                       Outdoors                       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

**Section 15 of 19**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

Continued from previous page...

TUESDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="01:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="01:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption:

- On the premises     Off the premises     Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

**Continued from previous page...**

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

**Name**

First name

Family name

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number  
(if known)

Issuing licensing authority  
(if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 19**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

Continued from previous page...

**Section 17 of 19**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve. 24

*Continued from previous page...*

## Section 18 of 19

### LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

1. Staff Training – Appropriate induction training will be undertaken with all relevant staff to cover appropriate subjects for their role including:

- a. The responsible sale of alcohol.
- b. The prevention of under-age sales of alcohol, the Challenge 21 policy and in checking & authenticating accepted forms of identification.
- c. The responsibility to refuse the sale of alcohol to any person who is drunk.
- d. Fire safety & emergency evacuation procedures

2. Recording Practices – The premises will maintain written reports and registers. These will be kept for a minimum of 12 months and made available to the police and any authorised officer of the licensing authority on request. Records will be maintained of the following:

- a. Any complaint against the premises in respect of any of the licensing objectives
- b. Any crime reported at the premises
- c. Any illegal drug related incident
- d. A 'register of refusals' highlighting any refusal in the sale of age-restricted products; for any reason.
- e. Any fault in the CCTV system

All written reports and registers will be regularly checked by the DPS.

3. Food Business - The primary purpose of the business is for the sale of food.

4. New Year Opening Hours - On New Year's Eve the premises can remain open, for a bona fide event, for the purpose of providing regulated entertainment, the retail sale of alcohol and late night refreshment, from the time when these activities must otherwise cease on New Year's Eve to the time when they can commence on New Year's Day.

b) The prevention of crime and disorder

5. CCTV - The venue shall maintain a comprehensive CCTV system. The CCTV system shall continually record whilst the venue is open for licensable activities and / or when customers remain on the premises. All recordings shall be time & date stamped, maintained for a 31 day period and be made available to the Police or authorised officer of the licensing authority upon request. The CCTV system shall:

- a. Cover all entry points used by the public.
- b. Cover the external frontage of the premises.
- c. Enable frontal identification of persons entering in any light condition.
- d. Be maintained by a suitably qualified person.
- e. Have details of camera locations highlighted on the plan of the premises

6. Drugs Zero Tolerance Policy – A Zero Tolerance Policy towards the use, possession and supply of illegal drugs will be adopted and enforced.

7. Table Service - The premises shall operate as a restaurant in which customers are shown to their table, where the supply of alcohol is by waiter or waitress service and which provide food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table

**Continued from previous page...**

8. Intruder Alarm – An intruder alarm is installed.

c) Public safety

9. Fire Safety – A fire risk assessment will be conducted and regularly reviewed. In-line with the Fire Risk Assessment:

- a. Heat / Smoke detectors are installed and maintained by a competent person.
- b. Fire extinguishers are installed in accordance with the recommendations of the fire risk assessment.
- c. Emergency lighting is installed in accordance with the recommendations of the fire risk assessment.
- d. All emergency exits are marked on the premises plan.

10. First Aid - Adequate first aid boxes will be maintained.

d) The prevention of public nuisance

11. Refuse Disposal - Regular waste disposal is undertaken in accordance with the council's requirements.

12. Litter - The area immediately outside the premises will be maintained to ensure that any litter generated by the premises and / or its customers is regularly cleared.

13. Noise Escape - Where amplified 'recorded music' is played windows and doors will be kept shut to avoid a public nuisance being caused.

14. Noise Escape - Outer front doors will be kept closed (except for egress and exit) after 23.00 to prevent noise escaping from the premises.

15. Noise Escape – The seat to the front of the premises will be rendered unusable after 23.00 on every day of the week.

16. Signage – A sign requesting customers to respect local residents and leave the premises quietly, will be displayed at the exit to the premises.

e) The protection of children from harm

17. Challenge 21 – A Challenge 21 policy will be enforced at the premises and signs to this effect will be displayed at the premises. The only acceptable forms of identity will be recognised photographic identification documents such as passport, photo-card driving licence or proof of age card bearing a PASS hologram.

18. Recording Practices - A register of refusals will be maintained at the premises.

**Section 19 of 19**

**PAYMENT DETAILS**

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the

**Continued from previous page...**

premises then you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

\* Fee amount (£)

**DECLARATION**

\* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

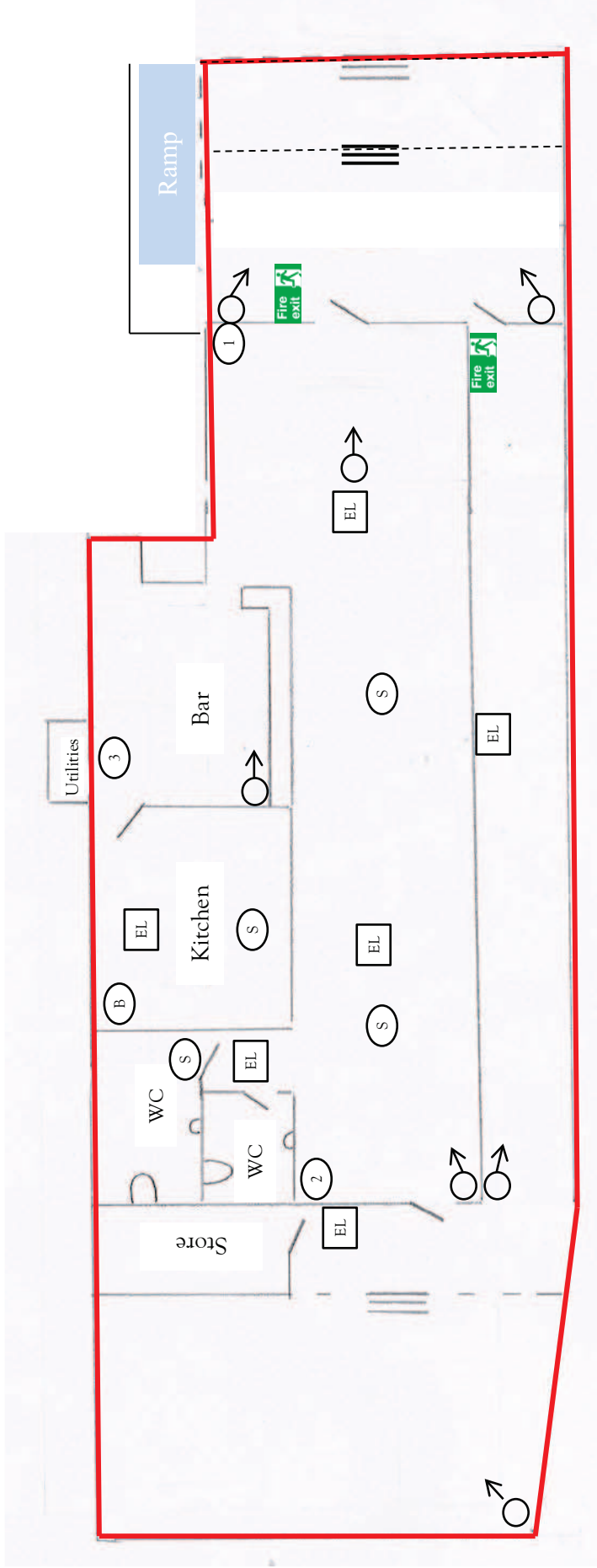
Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/barnet/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

Premises Licence Plan  
1:100 in A4



Key

- Area Covered by Licence
- CCTV Camera
- ① Water Fire Extinguisher
- ② Foam Fire Extinguisher
- ③ CO<sub>2</sub> Fire Extinguisher
- ⓑ Fire Blanket
- Ⓢ Smoke / Heat Detector
- CP Fire Call Point
- EL Emergency Lighting
- - - Step

Ground Floor  
Finchley Cottage, 289 Regents Park Road, London N3 3JY

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# Agreement with Police

## Rudland, Michelle

---

**From:** Mark.Altman@met.pnn.police.uk  
**Sent:** 24 July 2014 09:18  
**To:**  
**Cc:** SX-Licensing@met.police.uk; Rudland, Michelle; Pattenden, Daniel; Phasey, Emma; discoveryheaven@gmail.com; LicensingAdmin  
**Subject:** RE: CCTV conditions with regards to 289 Regents Park Road, N3 3JY

### LBB

I apologise if you have the original response from me but the system is indicating that some recipients may not have received this.

Please note the agreement reached with the applicant.

Regards

Mark

---

**From:** Peter Mayhew  
**Sent:** 12 July 2014 15:28  
**To:** Altman Mark - SX; discoveryheaven@gmail.com  
**Cc:** SX - Licensing; Michelle.Rudland@barnet.gov.uk; Daniel.Pattenden@Barnet.gov.uk; emma.phasey@barnet.gov.uk; 'Ryan'; 'London Borough of Barnet'  
**Subject:** RE: CCTV conditions with regards to 289 Regents Park Road, N3 3JY

Dear Mark,

I heard that your visit was a success on Friday and I thank you for taking the time to go and speak with Ryan.

I can confirm that subject to the police representation being withdrawn, we are happy to accept the CCTV conditions outlined in your email below.

Should you require any further information, please do not hesitate to contact me.

Kind regards

Peter

Peter Mayhew - Managing Director

**Beyond the Blue**  
Training & Consultancy

92 Vegal Crescent,  
Englefield Green,  
Surrey TW20 0QF

Tel. (+44) 01784 434 392 / (+44) 0845 602 55 95

Mobile (+44) 07831 647 141

Web. [www.beyondtheblue.co.uk](http://www.beyondtheblue.co.uk)



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---

**From:** Mark.Altman@met.pnn.police.uk [mailto:Mark.Altman@met.pnn.police.uk]  
**Sent:** 11 July 2014 12:59  
**To:** discoveryheaven@gmail.com; p.mayhew@btbl.co.uk  
**Cc:** SX-Licensing@met.police.uk; Michelle.Rudland@barnet.gov.uk; Daniel.Pattenden@Barnet.gov.uk; emma.phasey@barnet.gov.uk  
**Subject:** RE: CCTV conditions with regards to 289 Regents Park Road, N3 3JY

**Following my visit and inspection of the premises today I would be grateful if you could confirm that the following CCTV is acceptable. Once I have received an agreement and the council have amended the application to show the condition on the premises licence I will be able to confirm that no Police representations will be forthcoming.**

**Regards**

**Mark**

- Digital recording CCTV comprising a multi camera system.
- The head unit (recorder) for storing the images will store such data on a hard drive or a similar quality medium.
- A CD or DVD burner will also form part of the system to facilitate making copies of the images.
- If the head unit (recorder) is kept on the premises it must be located in a secure cabinet or other secure area, preferably out of the sight and reach of the public. The unit must be further secured by physical means to prevent anyone from merely picking up and removing the unit, e.g. a secure metal boot, or metal case strap, bolted to an immovable object like a wall or floor.
- The quality of the images must be of a sufficiently high standard to allow identification of the subject matter.

- Cameras will cover key areas identified by the operator and Police. These will include clear headshots of persons entering the premises, any bar areas, the till and entrance to the toilets.
- Images must be retained for a period of 31 days before overwriting.
- The images will be made available in reasonable time on demand by the Police and authorised officers of the London Borough of Barnet.
- At all times when the premises are open there shall be at least one person who is capable of operating the CCTV system if required to do so by the Police or authorised officers of the London Borough of Barnet.
- This system will be fully maintained at all times to ensure correct operation.

---

**From:** Mercer Carl - SX  
**Sent:** 07 July 2014 14:18  
**To:**  
**Cc:** SX - Licensing; 'Rudland, Michelle'; 'Pattenden, Daniel'  
**Subject:** CCTV conditions with regards to 289 Regents Park Road, N3 3JY

<< File: Suggested Conditions for digital CCTV Restaurants.doc >>

Ryan and Peter,

Thank you for forwarding all the details for your application. I can see that you've sent us a map with the proposed siting for your CCTV cameras, but I would appreciate it if you could take some time to read the attached document with regards to Barnet CCTV conditions, and reply back to us when you comply with them.

Kind regards,

Pc Carl Mercer 565SX

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# Representations

# COMPACT ESTATES LTD

compactandstar@gmail.com

8-9 Market Lane  
Edgware, Middlesex, HA8 0LP

Tel/Fax: 020 8951 4116  
07831 835 876

---

The Licensing Team  
Building 4  
North London Business Park  
Oakleigh Road South  
N11 1NP

Dear Sirs

**OBJECTION to LPRL1407613 application for a club Licence - 289 Regents Park Road N3 3JY - Ryan Piri**

Compact Estates Ltd owns, rents and manages flats                      Grove Lodge, 287  
Regents Park Road N2                      . It is the NEXT DOOR BUILDING to the application.

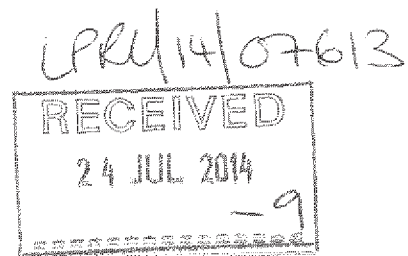
As with most statutory letting agreements, the tenants expect and are entitled to enjoy the residence without unfair noise etc and an application for an adjoining late night club will greatly affect their rights.

Our tenants have already warned us that if the Licence is approved and they are inconvenienced from such an action, they will seek to relocate and therefore this application has the potential not only to lose our current occupants but also make future lets more difficult.

No matter how many signs the 'club' may use asking Patrons to leave quietly, there is going to be additional car door noise, voices and staff clearing up etc in the early hours of the morning.

We wholly object to this application and ask you to consider the contents of this letter

Yours faithfully



Peter Moss

Sinisa Savic  
, Grove Lodge  
287 Regents Park Road  
N3  
London

**Ref: Licencing Act application of Finchley Cottage 289 Regents Park Road**

to whom it may concern,

hereby I would like to make my representation in regards to this application. Currently, I am living with wife and **two** small children (2.5yrs & 1.5yrs of age) in the next building to the premises in question.

Although there are not many residential properties in immediate proximity of Finchley Cottage, 289 Regents Park Road, our property, Grove Lodge 287 Regents Park Road with six flats in the building, is the only one right next to it. I am also aware that there are two more families with children here.

Overlooking the work in recent months I am able to see that there will be two open spaces in the back and the front of the property for guests thus I am questioning the application on the grounds of Prevention of Public Nuisance and Protection of Children.

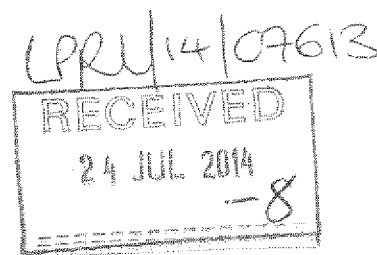
In the application it states: "regulated Entertainment" and "Late night refreshment". A more detailed explanation would be welcomed in order to understand the extend of the potential nuisance and exposure to my family especially to my children.

In conclusion, I am requesting to ensure that potential nuisance or exposure to my children are kept to a minimum and their safety is paramount.

Looking forward to your reply

Kind regards,

~~Sinisa Savic~~





# Matters for Decision

## MATTERS FOR DECISION

### Finchley Cottage, 289 Regents Park Road, London, N3 3JY

To allow the provision of recorded music

#### Standard Days and Timings

Day	Proposed start time	Proposed finish time	Granted as application	Amended to:	Refused
Monday	11:00	23:30			
Tuesday	11:00	23:30			
Wednesday	11:00	23:30			
Thursday	11:00	00:30			
Friday	11:00	01:30			
Saturday	11:00	01:30			
Sunday	11:00	23:00			

Added conditions, if any:

Reasons for decisions above:

**To allow the late night refreshment both indoors and outdoors**

**Standard Days and Timings**

Day	Proposed start time	Proposed finish time	Granted as application	Amended to:	Refused
Monday	23:00	23:30			
Tuesday	23:00	23:30			
Wednesday	23:00	23:30			
Thursday	23:00	00:30			
Friday	23:00	01:30			
Saturday	23:00	01:30			
Sunday					

Added conditions, if any:

Reasons for decisions above:

**To allow the supply of alcohol on the premises only**

**Standard Days and Timings**

Day	Proposed start time	Proposed finish time	Granted as application	Amended to:	Refused
Monday	11:00	23:30			
Tuesday	11:00	23:30			
Wednesday	11:00	23:30			
Thursday	11:00	00:30			
Friday	11:00	01:30			
Saturday	11:00	01:30			
Sunday	11:00	23:00			

Added conditions, if any:

Reasons for decisions above:

**Hours premises are open to the public**

**Standard Days and Timings**

Day	Proposed start time	Proposed finish time	Granted as application	Amended to:	Refused
Monday	11:00	00:00			
Tuesday	11:00	00:00			
Wednesday	11:00	00:00			
Thursday	11:00	01:00			
Friday	11:00	02:00			
Saturday	11:00	02:00			
Sunday	11:00	23:30			

Added conditions, if any:

Reasons for decisions above:

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