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Contact Officer:

Sophie Butcher, Democratic Services Officer

5 January 2021

Dear Councillor

Your attendance is requested at a meeting of the **LICENSING SUB COMMITTEE**. This meeting will be held using MSTeam on **WEDNESDAY 13 JANUARY 2021 at 10.00am**.

Yours faithfully

James Whiteman  
Managing Director

**MEMBERS OF THE LICENSING SUB COMMITTEE**

Councillor Dennis Booth (Chairman)  
Councillor Bob McShee  
Councillor James Steel

**QUORUM 3**

## THE COUNCIL'S STRATEGIC FRAMEWORK

### Vision – for the borough

For Guildford to be a town and rural borough that is the most desirable place to live, work and visit in South East England. A centre for education, healthcare, innovative cutting-edge businesses, high quality retail and wellbeing. A county town set in a vibrant rural environment, which balances the needs of urban and rural communities alike. Known for our outstanding urban planning and design, and with infrastructure that will properly cope with our needs.

### Three fundamental themes and nine strategic priorities that support our vision:

- |                     |  |
|---------------------|--|
| <b>Place-making</b> | Delivering the Guildford Borough Local Plan and providing the range of housing that people need, particularly affordable homes |
|                     | Making travel in Guildford and across the borough easier   |
|                     | Regenerating and improving Guildford town centre and other urban areas   |
| <b>Community</b>    | Supporting older, more vulnerable and less advantaged people in our community  |
|                     | Protecting our environment   |
|                     | Enhancing sporting, cultural, community, and recreational facilities   |
| <b>Innovation</b>   | Encouraging sustainable and proportionate economic growth to help provide the prosperity and employment that people need       |
|                     | Creating smart places infrastructure across Guildford  |
|                     | Using innovation, technology and new ways of working to improve value for money and efficiency in Council services             |

### Values for our residents

- We will strive to be the best Council.
- We will deliver quality and value for money services.
- We will help the vulnerable members of our community.
- We will be open and accountable.
- We will deliver improvements and enable change across the borough.

## AGENDA

### **ITEM NO.**

#### **1 LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTERESTS**

In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and that they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, you must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

#### **2 TO CONSIDER AN APPLICATION FOR A NEW PREMISES LICENCE FOR MEAT ENDS MEAT, EGERTON ROAD, GUILDFORD, SURREY (Pages 5 - 52)**

**Please contact us to request this document in an  
alternative format**

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**LICENSING SUB-COMMITTEE MEETING**

**13 JANUARY 2021**

<b>Application Type:</b>	Application for a new Premises Licence	
<b>Ward:</b>	Onslow	<b>Ward Councillors:</b> Cllr Jon Askew Cllr David Goodwin Cllr Will Salmon
<b>Applicant:</b>	Ramazan Durmus, 50a Inkerman Road, Woking, Surrey, GU21 2AQ	
<b>Premises:</b>	Meat Ends Meat, Egerton Road, Guildford, Surrey	
<b>Proposal:</b>	<ul style="list-style-type: none"> <li>A new premises licence to allow the provision of late night refreshment from 11 pm to 4 am, Monday to Saturday, and 11 pm to 2 am on a Sunday.</li> </ul>	

**1. SITE LOCATION AND HISTORY**

1.1 The premises is a mobile catering van located on Egerton Road between the Royal Surrey County Hospital and a large superstore.

1.2 A site location map is attached at **Appendix 1**.

1.3 There are two other premises licences for mobile catering vans in force, references GUPLA0621 and GUPLA0655.

1.4 The applicant holds a street trading consent for trading from the location and can trade from 6 pm until 11 pm without the need for a licence. A copy of the consent is attached as **Appendix 2**.

**2. APPLICATION**

2.1 The applicant states the application is for a van/trailer trading hot and cold food and non-alcoholic drinks. The application form, a copy of which is attached as **Appendix 3**, gives the following information in relation to the application

**2.2 Licensable activities:**

- Late night refreshment

**2.3 Proposed hours:**

The table below shows the licensable activities and requested hours: as shown in the application form

Activities	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
<b>(1) Late night refreshment</b>							
<b>Outdoors</b>	23:00 – 04:00	23:00 – 04:00	23:00 – 04:00	23:00 – 04:00	23:00 – 04:00	23:00 – 04:00	23:00 – 02:00
<b>Times premises are open to public</b>							
	18:00 – 04:00	18:00 – 04:00	18:00 – 04:00	18:00 – 04:00	18:00 – 04:00	18:00 – 04:00	18:00 – 02:00

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## **2.4 Promotion of the four licensing objectives**

In relation to the licence application, the applicant has provided no steps to promote the licensing objectives.

## **2.5 Consultation period and advertisement of the application**

The application was accepted as valid on 18 November 2020, with the consultation period running from 18 November 2020 to 19 December 2020. The application was advertised by means of notices at the premises and a notice in the Surrey Advertiser in accordance with the regulations, although the delay in putting the notice up at the premises resulted in the consultation period being extended to comply with the regulations.

## **3. RELEVANT REPRESENTATIONS RECEIVED DURING CONSULTATION PERIOD**

### **(i) Representations from responsible authorities**

One relevant representation was received from the Licensing Authority. A copy of the representation is attached as **Appendix 4**.

## **4. LICENSING POLICY**

The following sections of the Council's Licensing Policy are relevant:

- Section 4: (Fundamental Principles)
- Section 11: (Licensing Hours)
- Section 12.2: (Prevention of Crime & Disorder)
- Section 12.3: (Public Safety)
- Section 12.4: (Prevention of Public Nuisance)
- Section 13: (Licence Conditions).

## **5. NATIONAL GUIDANCE**

The following sections of the Guidance issued in April 2018 by the Secretary of State under Section 182 of the Licensing Act 2003 are relevant:

- Paragraph 1.16 - Licence conditions – General principles
- Paragraph 1.17 – Each application on its own merits
- Paragraphs 2.1-2.6 – Crime and Disorder
- Paragraphs 2.7-2.14 – Public Safety
- Paragraphs 2.15-2.21 – Public nuisance
- Paragraphs 9.31-9.41 – Hearings
- Paragraphs 9.42-9.44 – Determining actions that are appropriate for the promotion of the licensing objectives
- Paragraphs 10.1-10.66 – Conditions

## **6. MANDATORY CONDITIONS**

If granted, no mandatory conditions will be attached to the licence.

## **7. AGREED POSITION**

During the consultation period, the applicant and the licensing authority agreed that the following conditions would meet the licensing authority's concerns and are therefore included for consideration by the licensing sub-committee.

1. The Licence holder will keep the site clean and tidy/clean any rubbish and waste every two hours during trading, and after trading has finished. Waste bins will be provided and all waste will be taken away from the site.
2. Customers will be asked to Queue in an orderly fashion and reminded to keep noise to a minimum.
3. Strong management control and effective training of staff are in place. This training shall include relevant qualifications and environmental health requirements, street trading requirements, the premises licence conditions and the promotion of the licensing objectives. A comprehensive record of this staff training shall be kept by the licence holder and made available, on reasonable request, to an authorised officer of a responsible authority;
4. The mobile food van to comply with Environmental Health regulations.
5. Appropriate fire safety equipment shall be kept on the premises, and regularly maintained, with a maintenance records kept available for inspection on request.
6. The licence holder shall ensure that:
  - a. a CCTV system is installed on the premises to the satisfaction of Surrey Police and the Licensing Authority. The CCTV system covers all points of access or egress to the premises and the serving hatch and
  - b. monthly maintenance checks are carried out on the CCTV and
  - c. the CCTV system is operational when the premises are open to the public and a member of staff who is capable of operating the system is present at all times and
  - d. all CCTV footage is retained for a minimum period of 30 days and
  - e. make the footage available to an authorised officer of a responsible authority upon request for viewing immediately or in a format that can be downloaded, within 24 hours, and
  - f. clear signs are in place informing customers that CCTV is in operation
  - g. the footage will be time and date stamped and be of suitable quality to be able to identify customers.
7. The licence holder shall prominently display notices at the premises requesting customers to respect their neighbours and leave quietly.

The agreement between the parties is attached as **Appendix 5**.

## **8. RECOMMENDATION:**

- (I) The Sub-Committee are requested to consider the application for the grant of a premises licence on its merits.
- (II) Subject to paragraph (III) below, Section 18(2) of the Licensing Act 2003 provides that the Sub-Committee must grant the application subject only to such conditions as are consistent with the operating schedule and the mandatory conditions.
- (III) Having regard to the relevant representations made during the consultation period, the Sub-Committee must take such steps (if any) as it considers appropriate for the promotion of the licensing objectives. The steps are:
  - To impose additional conditions on the licence which are appropriate for the promotion of the licensing objectives, proportionate and which deal with the concerns of those making representations;
  - To exclude any of the licensable activities from the scope of the licence;
  - To reject the application.

### Originator:

Peter Muir, Licensing Officer

Tel: (01483) 444110

E-Mail: peter.muir@guildford.gov.uk

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Mr Ramazan Durmus

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

Our Ref: STP52078  
Contact: Licensing  
Telephone: 01483 505050  
E Mail: [RegulatoryServices@guildford.gov.uk](mailto:RegulatoryServices@guildford.gov.uk)

22 September 2020

Dear Mr Ramazan Durmus,

**Local Government (Miscellaneous Provisions) Act 1982**

We are pleased to inform you that your application for Street Trading Consent has been granted. Please find attached your Consent Certificate. This permit will expire on 21-09-2021.

We will contact you two to three months before the expiry of this permit with a renewal reminder. If you have any queries, or wish to amend your details, please don't hesitate to contact us.

Yours Sincerely,

Peral Cagacar  
Services Support Officer  
**Regulatory Services**





**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**  
**Street Trading Consent**

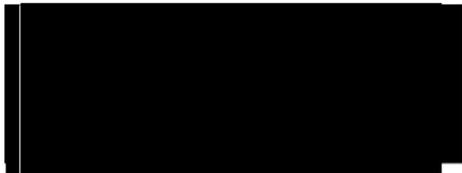
Persons Given Consent to Trade	
<b>Mr Ramazan Durmus</b> [REDACTED]	

Consent to Trade at	
<b>Egerton Road, Guildford, Surrey</b>	

Period of Consent	
<b>Commence:</b>	<b>22-09-2020</b>
<b>Expiry:</b>	<b>21-09-2021</b>

Trading Days and Times		
Day/Date	Start Time	End Time
Monday - Saturday	18:00	04:00
Sunday	18:00	02:00

Trading Period
22/09/2020 - 21/09/2021



Mike Smith  
Licensing Team Leader  
Guildford Borough Council

**Items of Sale**

Hot and cold food. Hot and cold non alcoholic drinks

**Permit Conditions**

This consent is subject to the Council's Standard Conditions published on 26 March 2018, which must be made available to anyone who wishes to view them.

1. The trader is permitted to operate from a stationary vehicle or stall in the position indicated by the deposited plan. In the event of this position being unavailable for any reason beyond the control of the Borough Council the position may be relocated at any authorised officer's discretion to another nearby area.
2. The trader shall pay to the Borough Council the appropriate fee for the grant or renewal of a street trading consent. The consent will be revoked if the trader fails to pay fees due.
3. The trader shall at all times, whilst trading, provide a suitable receptacle for rubbish and litter and remove the rubbish and litter from the site at the end of the day's trading. The trader shall collect any litter or food waste originating from the business and deposited on the highway by the customers.
4. The trader shall not deposit fat or other liquid or solid waste onto land or into highway drains.
5. The trader shall not operate in a manner which causes nuisance to the Council, public or other persons in the vicinity. The trader will not be permitted to use loudspeakers, radios, or any amplified sound.
6. No animals shall be present on any stall or vehicle.
7. The trader shall comply with all relevant statutes, regulations and bylaws for the time being in force and with the conditions of the consent.
8. The trader shall comply with all requirements of the Food Hygiene (England) Regulations 2013, Regulation (EC) NO 852/2004 on the hygiene of foodstuffs and any associated legislation.
9. The trader shall maintain a minimum food hygiene rating score of 3.
10. The trader shall allow access by any authorised officer or his/her representatives at all times to ensure that the terms of the consent are being carried out to their satisfaction.
11. The trader shall display his street trading consent, which shall be plainly visible to the public and available for inspection by officers of the Council or Police.
12. The trader shall provide insurance to the sum of £5 000 000 to ensure against third party liability claims and to indemnify the Borough Council against all claims, liabilities, actions, demands and expense arising in respect of the grant or renewal of this consent. The trader shall provide insurance certificate upon application and on demand for inspection by the Borough Council.



13. The trader is not permitted to hold any auction sale.
14. If the consent allows the trader to trade from a vehicle, or stall, the trader shall only use the approved vehicle or stall and may not trade from any other vehicle or stall. No table, chairs or similar articles shall be placed outside the vehicle/stall without the prior approval of the Council.
15. The trader shall comply with all reasonable requirements of any authorised officer or Police officer, including temporarily ceasing trading where necessary for public order or safety reasons.
16. No child under the age of 17 shall be engaged in the trading.
17. The consent is personal to the applicant and is not transferable to any other person, firm or company.
18. No sub-letting of consents is permitted.
19. The trader or his employees may not sell, display or wear any article which is offensive either in writing or pictures. The authorised officer's decision as to what is offensive is final.
20. The trader shall reimburse all costs incurred by the Council as a result of any damage caused by the trader's occupation of the approved site.
21. The Council may revoke the consent forthwith if there is any breach by the trader of any of the terms contained therein.
22. The Council may revoke this consent at any time and will normally give four weeks' notice of revocation unless earlier revocation is appropriate due to a breach of the conditions.
23. The trader shall maintain his vehicle/stall in good condition, to the satisfaction of the Council.
24. The trader shall move his vehicle/stall at the end of each day's trading.
25. Traders who have consent to trade in the town centre will not be authorised to do so on Market days, or at a time where there is an event of cultural, community or historical significance taking place in the town centre. The Council will notify the trader of the dates when trading is not permitted.
26. The trader shall not place or display any sign on or adjacent to the highway.
27. The trader shall at all times display a conspicuous and clearly legible Tariff Board on the vehicle or stall showing the Tariff for the goods on sale.

The Council may at any time vary, substitute or modify the conditions as shown above.

**In addition, this consent is granted subject to the following conditions:**

28. The trader is required to obtain an authorisation under the Licensing Act 2003 for late night refreshment should he wish to trade past 23:00 hours. This authorisation must be in place prior to trading after 23:00 hours.
29. Before trading commences, the trader must provide details of the registration number, V5C and MOT of the vehicle to be used. Failure to provide this documentation prior to trading will result in the consent being revoked.



**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 **ramazan durmus**

*(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 egerton road			
<b>Post town</b>	guildford	<b>Postcode</b>	

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£

**Part 2 - Applicant details**

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

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
  - i as a limited company/limited liability partnership  please complete section (B)
  - ii as a partnership (other than limited liability)  please complete section (B)
  - iii as an unincorporated association or  please complete section (B)
  - iv other (for example a statutory corporation)  please complete section (B)

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- c) a recognised club  please complete section (B)
- d) a charity  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 checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b> durmus			<b>First names</b> ramazan		
<b>Date of birth</b>		I am 18 years old or over <input type="checkbox"/>		<input checked="" type="checkbox"/> Please tick yes	
<b>Nationality</b> british					
Current residential address if different from premises address		[REDACTED]			
Post town	[REDACTED]	Postcode	[REDACTED]		
<b>Daytime contact telephone number</b>		[REDACTED]			
<b>E-mail address (optional)</b>		[REDACTED]			
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)					

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**SECOND INDIVIDUAL APPLICANT** (if applicable)

<b>Mr</b> <input type="checkbox"/>	<b>Mrs</b> <input type="checkbox"/>	<b>Miss</b> <input type="checkbox"/>	<b>Ms</b> <input type="checkbox"/>	<b>Other Title</b> (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b> over		I am 18 years old or		<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?

12/20/2020

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

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

i have permission to trade from a van/trailer on egerton road guilford trading hot and cold food and non alcoholic drinks , i would like to obtaine permission for a late night refresments to trade after 23:00 hours, my street trading consent STP52078

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)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)

- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g)  
(if ticking yes, fill in box H)

**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"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<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					
Thur			<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)		
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			<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)
Fri			
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			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Wed			<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)		
Thur					
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 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 live music</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 live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**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 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 playing of recorded music</u></b> (please read guidance note 5)		
Thur					
Fri			<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)		
Sat					
Sun					

**G**

Performances of dance 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"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Wed			<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)		
Thur					
Fri					
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		
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 type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed					
Thur			<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)		
Fri					
Sat			<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)		
Sun					

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 type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	18:00	04:00	<b><u>Please give further details here</u></b> (please read guidance note 4) to trade from egerton road 7 days a week t		
Tue	18:00	04:00			
Wed	18:00	04:00	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur	18:00	04:00			
Fri	18:00	04:00	<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)		
Sat	18:00	04:00			
Sun	18:00	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 type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
			<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)		

**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**

<p><b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)</p>			<p><b>State any seasonal variations</b> (please read guidance note 5)</p>
Day	Start	Finish	
Mon	18:00	04:00	
Tue	18:00	04:00	
Wed	18:00	04:00	
Thur	18:00	04:00	
Fri	18:00	04:00	
Sat	18:00	04:00	
Sun	18:00	02:00	
<p><b>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</b> (please read guidance note 6)</p>			

**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)**

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

**c) Public safety**

**d) The prevention of public nuisance**

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

**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</li></ul>
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	doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
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

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Appendix 3

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**

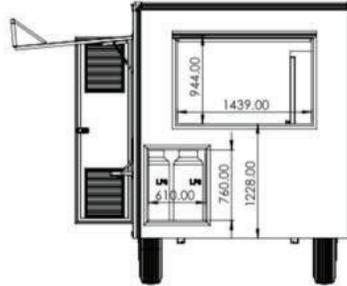
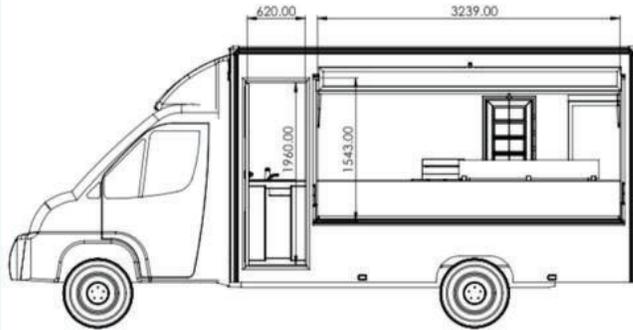
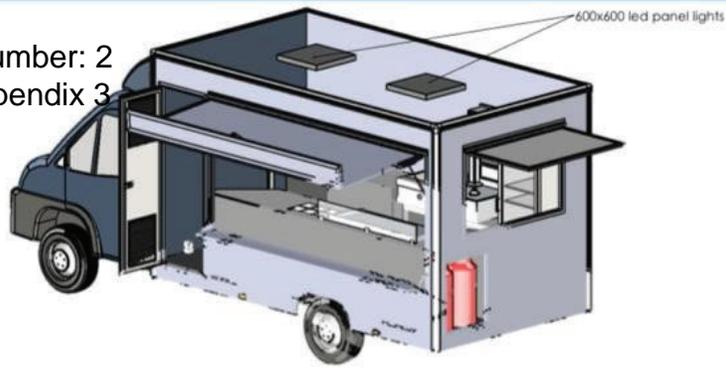
As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

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.

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Appendix 3



DO NOT SCALE, IF IN DOUBT ASK

THE DRAWING IS A 2D REPRESENTATION OF THE PROJECT AND DOES NOT REPRESENT THE ACTUAL PROJECT. THE CLIENT IS RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT.

OWNER: **MS**

ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.

**LOWABILITY**

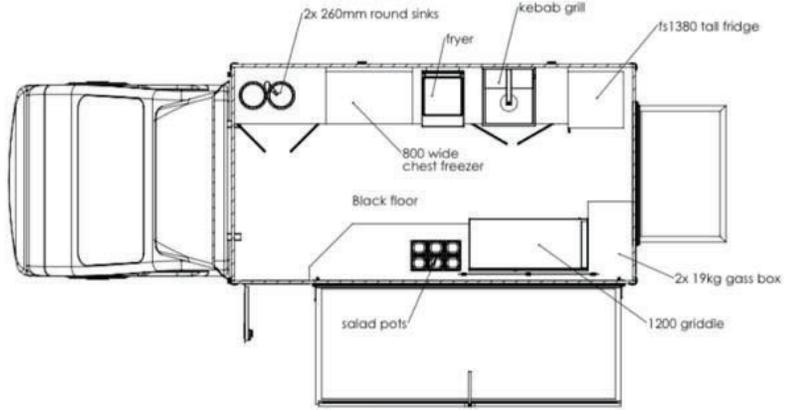
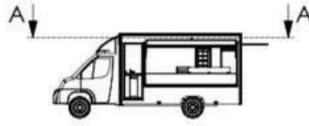
Time Lutions Ltd  
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www.lowability.com

Project	0483
Area	48.3
Site	1000000
Scale	1:10, 20
Author	Muhammed Yavuzkaya
Checker	Kubab Lutan van

SHEET 1 OF 2

SIGNED	PRINT	DATE

Project Number: T0406



SECTION A-A  
SCALE 1 : 30

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ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.

**LOWABILITY**

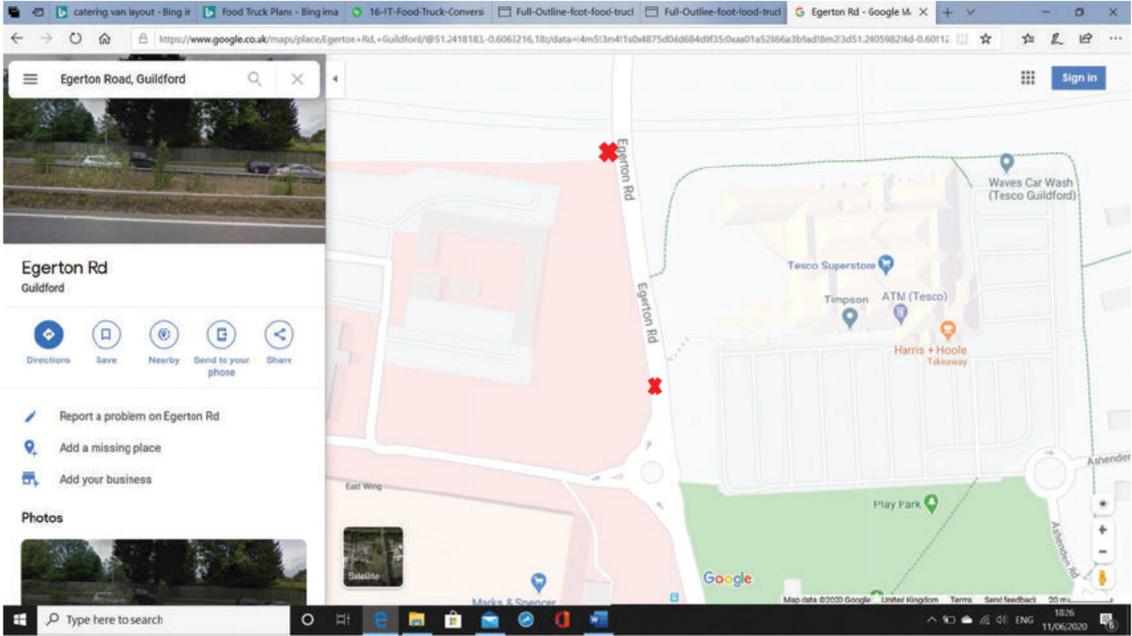
Time Lutions Ltd  
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Project	0483
Area	48.3
Site	1000000
Scale	1:10, 20
Author	Muhammed Yavuzkaya
Checker	Kubab Lutan van

SHEET 2 OF 2

SIGNED	PRINT	DATE

Project Number: T0406



Parking spaces on the left hand side (hospital side) of Egerton road from railway bridge to roundabout marked with X's.

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The Licensing Officer  
Guildford Borough Council  
Millmead House  
Millmead  
Guildford  
GU2 4BB

Our Ref: LA03/New/Meat Ends Meat  
Your Ref:  
Contact: Mike Smith  
Direct Line: 01483 444387  
Email: [mike.smith@guildford.gov.uk](mailto:mike.smith@guildford.gov.uk)

Wednesday 25 November 2020

Dear Sir,

**Licensing Act 2003 - Application for a Premises Licence  
Meat Ends Meat, Egerton Road, Guildford, Surrey**

Guildford Borough Council, the Licensing Authority, acting as its capacity as a Responsible Authority under the Licensing Act 2003 are making representation in connection to the application made by Mr Durmus for a new premises licence under reasons of crime and disorder, public safety and public nuisance.

By way of background, whilst not associated with the current applicant, there have been at least one kebab van trading in the location for over 10 years, however the Licensing service has revoked two Street Trading Consents belonging to two different previous licence holders as they did not comply with conditions attached to their consents or premises licences which placed staff and the public at risk.

The location of Egerton Road, next to the Royal Surrey, large Tesco Superstore, University of Surrey Campus and close to the A3 is a strategic location for both the day time economy and night time economy. Historically the van is very popular with customers after a night out in Guildford. Fundamentally, dispersal from Guildford after a night out is not just an important priority for the Police, but also wider partners including the Council as it seeks to reduce incidents of crime and disorder through a number of mechanisms, including the Purple Flag award, Safer Guildford Partnership and naturally the licensing process.

Through its licensing policy, the Council sets out at paragraphs 6.4 and 6.5 that it is important that applications properly address the four licensing objectives by providing as much detail as possible on the application form, and that the application must be supported by a comprehensive operating schedule. This schedule must specify the steps which the applicant proposes to take in order to promote each of the licensing objectives. The Policy reinforces the importances of the operating schedule at paragraphs 12.3 to 12.5 which states:

- 12.3 The operating schedule forms the basis of any conditions placed on a licence other than those which are mandatory. It provides valuable information to interested parties and responsible authorities assisting their assessment of the impact of the licensed activity on the licensing objectives and provides information about how the applicant will address these issues. It is likely to form the basis of any decision to submit a representation against the application.
- 12.4 Providing as much information as possible in the operating schedule demonstrates that the applicant has seriously considered the issues, is aware of their duty to promote the licensing objectives at all times and is aware of how this may be best achieved.
- 12.5 The Licensing Authority considers the effective and responsible management of the premises, including instruction, training and supervision of staff and the adoption of best



practice to be amongst the most essential control measures for the achievement of the licensing objectives. For this reason, these measures should be specifically considered, detailed and addressed within an applicant's operating schedule.

Furthermore, the Council's Licensing Policy provides guidance at paragraph 12.2.1 and 12.4.1 that operators of late night refreshment venues are expected to have operating schedules to satisfactorily address the risks of crime and disorder, public nuisance and any other potential issues.

The Council's Licensing Policy also sets out at paragraph 4.1 that any individual has the right to make an application to undertake activities, and have their application considered on its merits. It is clear that there is likely to be a demand for a kebab van at the location applied for, as at least one van has operated for many years and the Licensing Service does not wish to deter new applicants into business at what is an incredibly difficult time for many.

However in making this application, Mr Durmus has not included any detail in his operating schedule about how he intends to manage the activity of late night refreshment. Late night take-aways are traditionally well known flash points for incidents after bars and clubs close as there is always potential for disorder or safety concerns if premises has not considered the risks arising from their operation, or are not managed properly. It is clear the through not providing any information in his operating schedule that Mr Durmus has not considered these risks which will potentially case disorder, nuisance and impact on safety if not managed properly. This is evidenced through many of the existing premises licensed for late night refreshment being well run through having comprehensive conditions attached to their premises licences around security, CCTV, staff training etc in order to manage the potential issues arising from customers accessing the premises after a night out late at night.

As such, the Licensing Service, in its capacity as a responsible authority, wishes to make a representation to this application. This is so that appropriate conditions requiring the applicant to have regard and undertake measures which promote the licensing objectives can be imposed upon the premises licence so that the risks arising from the operation of a late night refreshment van can be mitigated and this van can contribute to a safe night out for the residents of Guildford.

In order to assist the applicant and Sub-committee in its determinations, there have been two premises licences covering a van at this location in the recent past, GUPLA0621 and GUPLA0655, both of which had similar conditions relating to pertinent issues such as management and CCTV:

Conditions attached to GUPLA0621:

1. The Site will be kept clean and tidy of all rubbish and waste and will be cleaned up every two hours during trading. Waste bins will be provided and all waste will be taken away from the site.
2. Customers will be asked to Queue in an orderly fashion, and reminded to keep noise to a minimum.
3. All staff are covered by a basic hygiene certificate.
4. The mobile food van to comply with Environmental Health regulations.
5. Appropriate fire safety equipment shall be kept on the premises, and regularly maintained, with a maintenance records kept available for inspection on request.
6. The licence holder shall ensure that:
  - a. a CCTV system is installed on the premises to the satisfaction of Surrey Police and the Licensing Authority and
  - b. monthly maintenance checks are carried out on the CCTV and
  - c. the CCTV system is operational when the premises are open to the public and a member of staff who is capable of operating the system is present at all times and
  - d. all CCTV footage is retained for a minimum period of 30 days and

- e. make the footage available to an authorised officer of a responsible authority upon request for viewing immediately or in a format that can be down loaded, within 24 hours, and
  - f. clear signs are in place informing customers that CCTV is in operation
7. The licence holder shall prominently display notices at the premises requesting customers to respect their neighbours and leave quietly.

Conditions attached to GUPLA0655:

The licence holder shall ensure that:

1. strong management control and effective training of staff are in place. This training shall include relevant qualifications and environmental health requirements, the premises licence conditions and the promotion of the licensing objectives. A comprehensive record of this staff training shall be kept by the licence holder and made available, on reasonable request, to an authorised officer of a responsible authority;
2. a CCTV system in good working order is installed on the premises and
  - a. regular maintenance checks are carried out on the CCTV and
  - b. the CCTV system is operational when the premises are open to the public and a member of staff who is capable of operating the system is present at all times and
  - c. the CCTV system covers all points of access or egress to the premises and the serving hatch and
  - d. the footage will be of suitable quality to be able to identify customers and
  - e. all CCTV footage is retained for a minimum period of 7 days and
  - f. make the footage available to an authorised officer of a responsible authority upon request for viewing immediately or in a format that can be down loaded, within 24 hours;
3. clear, legible and conspicuous notices are displayed setting out the permitted hours and warning customers of the potential criminal activity such as theft;
4. the premises has sufficient internal and external lighting which is directed where necessary to prevent disturbing nearby properties;
5. the vehicle and all equipment therein is well maintained in good working order and safe condition;
6. the times of any deliveries to or from the premises are managed to prevent nuisance or disturbance;
7. adequate waste receptacles for use by customers are in place and regularly emptied. Any waste, including liquid waste, shall be removed from the site and disposed of responsibly.

If you have any questions please do not hesitate to contact the me.

Yours faithfully,



Mike Smith  
Licensing Team Leader  
Guildford Borough Council

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**From:** [ramazan durmus](#)  
**To:** [Mike Smith](#)  
**Cc:** [Peter Muir](#)  
**Subject:** Re: Application for a new premises licence - MEAT ENDS MEAT, EGERTON ROAD, GUILDFORD (objection)  
**Date:** 04 December 2020 12:09:07  
**Attachments:** [image001.jpg](#)  
[image006.png](#)  
[image007.jpg](#)

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Good afternoon Mr Smith, would like a to let you know that I'm in total agreement with you and the measures below . Thanks Mr Durmus

Sent from my iPhone

On 4 Dec 2020, at 10:25, Mike Smith <Mike.Smith@guildford.gov.uk> wrote:

Dear Mr Durmus,

Thank you for your note and I am pleased to hear that you are willing to introduce measures to negate my concerns.

What I would suggest is that we agree a set of conditions covering the licensing objectives which can be approved by the Council's Licensing Sub-Committee, who must now consider the application as a representation has been made. I would suggest using conditions attached to a previous licence at the site which are outlined in my letter. I would suggest the following conditions:

1. The Licence holder will keep the site clean and tidy/clean any rubbish and waste every two hours during trading, and after trading has finished. Waste bins will be provided and all waste will be taken away from the site.
2. Customers will be asked to Queue in an orderly fashion, and reminded to keep noise to a minimum.
3. Strong management control and effective training of staff are in place. This training shall include relevant qualifications and environmental health requirements, street trading requirements, the premises licence conditions and the promotion of the licensing objectives. A comprehensive record of this staff training shall be kept by the licence holder and made available, on reasonable request, to an authorised officer of a responsible authority;
4. The mobile food van to comply with Environmental Health regulations.
5. Appropriate fire safety equipment shall be kept on the premises, and regularly maintained, with a maintenance records kept available for inspection on request.
6. The licence holder shall ensure that:
  1. a. a CCTV system is installed on the premises to the satisfaction of Surrey Police and the Licensing Authority. The CCTV system covers all points of access or egress to the premises and the serving hatch and
  - b. monthly maintenance checks are carried out on the CCTV and

Agenda item number: 2

Appendix 5

- c. the CCTV system is operational when the premises are open to the public and a member of staff who is capable of operating the system is present at all times and
  - d. all CCTV footage is retained for a minimum period of 30 days and
  - e. make the footage available to an authorised officer of a responsible authority upon request for viewing immediately or in a format that can be down loaded, within 24 hours, and
  - f. clear signs are in place informing customers that CCTV is in operation
  - g. the footage will be time and date stamped and be of suitable quality to be able to identify customers.
7. The licence holder shall prominently display notices at the premises requesting customers to respect their neighbours and leave quietly.

Please let me know if you have any comments on these proposed conditions, or if you are in agreement with these.

Thanks and Regards,

**Mike Smith**  
**Licensing Team Leader**  
**Regulatory Services**

Telephone: 01483 444 387  
Email:  
[mike.smith@guildford.gov.uk](mailto:mike.smith@guildford.gov.uk)

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<image001.jpg>

<image006.png>

<image007.jpg>

We are now offering a 'Pre-Application' Advice Service for Licensing Applications.

Please visit our [webpage](#) for further details.

---

**From:** ramazan durmus [REDACTED]

**Sent:** 30 November 2020 16:24

**To:** Mike Smith <Mike.Smith@guildford.gov.uk>; Peter Muir <Peter.Muir@guildford.gov.uk>

**Subject:** Application for a new premises licence - MEAT ENDS MEAT, EGERTON ROAD, GUILDFORD (objection)

Good afternoon Mr smith ,

I have received an objection in regards to the late night license for Egerton road ,I fully understand your concerns and will fully

Cooperate to solve any issues with you ,I would like to start that there will be CCTV at the van in total of 4 cameras , 2inside and 2 outside the van and will make sure all staff will have educate training to be able to access upon request CCTV footage will be available for a least the last 30 days of trading ,so the public are a wear of CCTV there will be sings showing this ,also there will be signs on the van for the customers to keep Nosie levels down and will be reminded by staff if needed to be

.  
Customers will be asked to que to one side so there not affecting passing by pedestrians .  
Notice will be displayed asking customers to leave quietly.

All staff will have basic hygiene certificate.  
The van an all staff will comply with environmental health regulations and fire and safety.  
Rubbish will be cleared and placed in bins every 2 hours and taken away each night and the area left clean.

My apologies this was not included in the application , please do not hesitate to say if you have any other concerns. I look forward to hearing from you.

Mr Ramazan Durmus



Sent from [Mail](#) for Windows 10

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