



GUILDFORD
B O R O U G H

Satish Mistry
Director of Corporate Services

www.guildford.gov.uk

Contact Officer:

Sophie Butcher
Committee Manager
Tel no: 01483 444056
Email: sophie.butcher@guildford.gov.uk

12 November 2015

Dear Councillor

Your attendance is requested at a meeting of the **LICENSING SUB COMMITTEE** to be held in the Meeting Room 3, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **MONDAY, 23 NOVEMBER 2015 at 10.00 am.**

Yours faithfully

Satish Mistry
Director of Corporate Services

MEMBERS OF THE LICENSING SUB COMMITTEE

Councillor Marsha Moseley (Chairman)
Councillor Mike Hurdle
Councillor Mike Parsons

QUORUM 3



INVESTOR IN PEOPLE



Guildford Borough Council

Millmead House, Millmead, Guildford, Surrey GU2 4BB

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.

Five fundamental themes that support the achievement of our vision:

- **Our Borough** - ensuring that proportional and managed growth for future generations meets our community and economic needs
- **Our Economy** - improving prosperity for all by enabling a dynamic, productive and sustainable economy that provides jobs and homes for local people
- **Our Infrastructure** - working with partners to deliver the massive improvements needed in the next 20 years, including tackling congestion issues
- **Our Environment** - improving sustainability and protecting our countryside, balancing this with the needs of the rural and wider economy
- **Our Society** - believing that every person matters and concentrating on the needs of the less advantaged

Your Council – working to ensure a sustainable financial future to deliver improved and innovative 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.

Mission – for the Council

A forward looking, efficiently run Council, working in partnership with others and providing first class services that give our society value for money, now and for the future.

AGENDA

**ITEM
NO.**

1 LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTERESTS

In accordance with the revised 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.

2 CORKAGE LTD, 60 QUARRY STREET GUILDFORD GU1 3UA - NEW PREMISES LICENCE (Pages 1 - 44)

Please contact us to request this document in an alternative format

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LICENSING SUB-COMMITTEE

Monday 23 November 2015

Application Type:	Application for a New Premises Licence	
Ward:	Holy Trinity	Ward Councillors: Cllr Christianson Cllr Davis Cllr Paul
Applicant:	Mr Andrew Dore	
Premises:	Corkage Ltd 60 Quarry Street Guildford GU1 3UA	
Proposal:	<p>The premises will be used as an independent wine retailer, intending to sell and supply a range of wine from the premises.</p> <p>The application is for a Premises Licence allowing the sale of alcohol for consumption on and off the premises between the hours of 10:00 and 21:00 daily Monday to Saturday and between 11:00 and 16:00 on Sunday.</p> <p>The on-sales will consist mainly of wine tasting and similar events on specific days during the year.</p>	

1. SITE LOCATION

- 1.1 The premises is currently under development/redecoration and is situated on the ground floor of 60 Quarry Street, Guildford with a mixture of commercial and residential properties within the immediate vicinity.
- 1.2 A site location map is attached as **Appendix 1**.

2. APPLICATION

- 2.1 The application form, a copy of which is attached as **Appendix 2**, gives the following information in relation to the proposed hours:

Licensable activities:

- The sale of alcohol

Proposed hours:

The table below shows the proposed licensable activities and hours

Activities	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Sale of alcohol							
For consumption on and off the premises	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	11:00 – 16:00
Times premises are open to public							
	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	10:00 – 21:00	11:00 – 16:00

2.2 **Promotion of the four licensing objectives**

The applicant has submitted a number of proposals and steps that they intend to take, in order to promote the four licensing objectives.

The steps proposed are detailed in section M of the application.

If the licence is granted, the proposals will be converted into relevant conditions attached to the licence.

3. **CONSULTATION**

3.1 The application was in consultation from 2 October 2015 to 31 October 2015. The application was advertised in accordance with regulations.

Responsible Authorities.

3.2 There have been no representations/objections received from any of the Responsible Authorities.

Representations from other persons

3.3 Two representations have been received primarily on the grounds of the prevention of public nuisance. The objectors feel that there will be an increased level of nuisance to residents. The representations refer to noise nuisance from customers, both in the courtyard area and when leaving the premises. Mention is also made of nuisance from music, lighting in the courtyard, cigarette smoke and nuisance from the disposal of refuse.

3.4 A number of matters have been raised which are outside the remit of the Sub-Committee. These include the safety of the public on the highway, the provision of toilets and issues of privacy.

3.5 A copy of the representations are attached as **Appendix 3.**

4. **LICENSING POLICY**

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

- Section 5: (Fundamental Principles)
- Section 11: 11.1 – 11.6 (Public Nuisance)
- Section 13: 13.1 – 13.6 (Licensing Hours)

5. **NATIONAL GUIDANCE**

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

Paragraphs 2.14 – 2.20 – Public Nuisance

Paragraphs 9.30 – 9.40 – Hearings

Paragraphs 9.41 – 9.43 – Determining actions that are appropriate for the promotion of the licensing objectives

Paragraphs 10.1 to 10.68 – Conditions attached to premises licences, which include mandatory conditions to be included in every licence.

If granted, mandatory conditions will be attached to the licence. Please see attached at **Appendix 4.**

6. CONCLUSION:

- 6.1 The Sub-Committee must consider the application for the grant of a premises licence on its merits.
- 6.2 Subject to paragraph (3) below, Section 18(2) of the Licensing Act 2003 provides that the Sub-Committee must grant the application subject to the mandatory conditions and such conditions as are consistent with the operating schedule.
- 6.3 Having regard to the relevant representations received, 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 modified or additional conditions on the licence. Any additional or altered conditions must be appropriate for the promotion of the licensing objectives, proportionate and should address the matters raised in the representations.
- To exclude any of the licensable activities from the scope of the licence.
- To refuse to specify a person as the premises supervisor.
- To reject the application.

Originator:

Mark Adams, Licensing Officer

Tel: (01483) 444368

E-Mail: mark.adams@guildford.gov.uk

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Scale: 1:1000

Printed on: 27/10/2015 at 14:21 PM

Agenda item number: 2
Appendix 1



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CHEQUE RECEIVED number: 2
Appendix 2
£190.00 000002



COMMUNITY
CARE
01 OCT 2015

Delivered by Hand



Licensing Act 2003



**Application for a new
premises licence**





Guildford Borough Council, Licensing Team, Millmead House, Millmead, Guildford, Surrey, GU2 4BB
licensing@guildford.gov.uk

Reference

01483 444371

**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 CORKAGE LTD.
(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			
60 QUARRY STREET,			
Post town	GUILDFORD	Postcode	GU1 3UA

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 18,250

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B)
 - ii. as a partnership 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)
- 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:

Please tick yes

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

I am making the application pursuant to a statutory function or
a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)



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

SECOND INDIVIDUAL APPLICANT (if applicable)

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

(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	CORKAGE LTD
Address	
Registered number (where applicable)	9319120
Description of applicant (for example, partnership, company, unincorporated association etc.)	PRIVATE LIMITED COMPANY
Telephone number (if any)	
E-mail address (optional)	ANDYADORE@ADL.COM

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

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 4)		
Thur					
Fri					
Sat			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 (please read guidance note 5)		
Sun					

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
01	11	2015

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

DD	MM	YYYY

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

AN INDEPENDENT FINE WINE RETAILER WITH THE ABILITY TO OFFER WINE FOR CONSUMPTION IN STANDARD MEASURES ON THE PREMISES TO A LIMITED NUMBER OF COVERS (APPROX 15). OCCASIONAL TASTING EVENTS FOR LARGER NUMBERS (MAX 50) FOR PROMOTIONAL PURPOSES, SEE ATTACHED FLOORPLANS & INTERIOR/EXTERIOR GRAPHICS FOR FURTHER CLASSIFICATION.

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

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What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any 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)

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Thur					
Fri					
			<u>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</u> (please read guidance note 5)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			<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> (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Thur					
Fri			<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> (please read guidance note 5)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3)					
Mon								
Tue								
Wed						State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur								
Fri								
Sat						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 (please read guidance note 5)		
Sun								

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	10:00	21:00	Please give further details here (please read guidance note 3) BACKGROUND LOW VOLUME ATMOSPHERIC RECORDED MUSIC MAY BE PLAYED DURING NORMAL OPERATING HOURS.	Both	<input type="checkbox"/>
Tue	10:00	21:00			
Wed	10:00	21:00	State any seasonal variations for the playing of recorded music (please read guidance note 4) NONE		
Thur	10:00	21:00			
Fri	10:00	21:00	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 (please read guidance note 5) NONE		
Sat	10:00	21:00			
Sun	11:00	16:00			

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sun					
			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
			<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> (please read guidance note 5)		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)	Both	<input type="checkbox"/>
Wed					
Thur					
Fri			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
Sat			<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> (please read guidance note 5)		
Sun					



I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur					
Fri			<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> (please read guidance note 5)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – <u>please tick</u> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon	10:00	21:00			
Tue	10:00	21:00			
Wed	10:00	21:00			
Thur	10:00	21:00			
Fri	10:00	21:00			
Sat	10:00	21:00			
Sun	11:00	16:00	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 (please read guidance note 5)		

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

Name	MR. ANDREW GEORGE DORÉ
Address	
Postcode	
Personal licence number (if known)	GUPA 1490
Issuing licensing authority (if known)	GUILDFORD BOROUGH COUNCIL

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 8).

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	10:00	21:00	<p><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)</p>
Tue	10:00	21:00	
Wed	10:00	21:00	
Thur	10:00	21:00	
Fri	10:00	21:00	
Sat	10:00	21:00	
Sun	11:00	16:00	

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

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

FROM THE OUTSET, WE WILL IMPOSE STRONG MANAGEMENT CONTROLS & EFFECTIVE TRAINING OF ALL STAFF TO ENSURE AWARENESS OF THE PARAMETERS OF THE PREMISES LICENCE & THE 4 LICENSING OBJECTIVES. IN PARTICULAR, THERE WILL BE:- i) NO SALE OF ALCOHOL TO UNDERAGE PEOPLE, ii) NO DRINK OR DISORDERLY BEHAVIOUR ON THE PREMISES, iii) NO VIOLENT OR ANTI SOCIAL BEHAVIOUR iv) NO HARM TO CHILDREN v) PREVENTION OF USE OR SALE OF ILLEGAL DRUGS ON THE PREMISES. OPERATING HOURS WILL ALSO BE CLEARLY DISPLAYED. A CCTV SYSTEM WILL BE INSTALLED & THE DESIGNATED PREMISES SUPERVISOR WILL HAVE DAY-TO-DAY CONTROL / SUPERVISION OF

b) The prevention of crime and disorder

ALL AUTHORIZED ALCOHOL SALES.

- i) CCTV SYSTEM WILL MONITOR & RECORD ENTRANCES, EXITS & KEY DISPLAY AREAS
- ii) ALCOHOL WILL NOT BE SOLD TO ANYONE DISPLAYING SIGNS OF INTOXICATION
- iii) OPERATING HOURS WILL BE CLEARLY & PROMINENTLY DISPLAYED
- iv) STAFF WILL BE WELL TRAINED IN EXPECTED STANDARDS OF CUSTOMER BEHAVIOUR
- v) PREVENTION & VIGILANCE AGAINST ILLEGAL DRUG USE.

vi) OPERATING HOURS WILL ENSURE CLOSURE OF PREMISES WILL BECOME OTHER LICENCED PREMISES IN THE VICINITY.

c) Public safety

ALL FIXTURES & FITTINGS, LIGHTING, HEATING, AIR CONDITIONING, ELECTRICAL POINTS & SANITARY PROVISIONS WILL BE WELL MAINTAINED IN GOOD CONDITION AT ALL TIMES. MANDATORY TRAINING & IMPLEMENTATION OF UNDERAGE I.D. CHECKS AND ADHERENCE TO ENVIRONMENTAL HEALTH REQUIREMENTS. A LOG BOOK RECORDING INSPECTIONS PARTICULARS SHALL BE KEPT IN ACCORDANCE WITH THE REQUIREMENTS OF THE LICENSING ACT 2003.

d) The prevention of public nuisance

- i) DELIVERIES OF GOODS WILL BE SCHEDULED AT TIMES TO MINIMIZE ANY NUISANCE OR DISTURBANCE TO NEARBY RESIDENTS.
- ii) CUSTOMERS WILL NOT BE PERMITTED IN THE PREMISES OUTSIDE NORMAL OPERATING HOURS.
- iii) PROPOSED OPERATING HOURS HAVE BEEN DESIGNED TO MINIMIZE NUISANCE OR DISTURBANCE TO NEARBY RESIDENTS.
- iv) CUSTOMERS WILL BE REMINDED TO LEAVE THE PREMISES IN AN ORDERLY MANNER AND NOT LINGER IN THE STREET OUTSIDE.

e) The protection of children from harm

- i) MANDATORY TRAINING & IMPLEMENTATION OF UNDERAGE I.D. CHECKS.
- ii) STAFF TRAINING WILL VIGOROUSLY REFLECT REQUIREMENTS FOR ESTABLISHING AGE / IDENTITY OF CUSTOMERS.
- iii) A LOG BOOK WILL BE KEPT ON THE PREMISES AT ALL TIMES.

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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.

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.

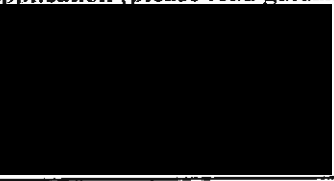


Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 11).
If signing on behalf of the applicant, please state in what capacity.

Signature	<i>A. G. B. R. E.</i>
Date	<i>30/09/2015</i>
Capacity	

For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

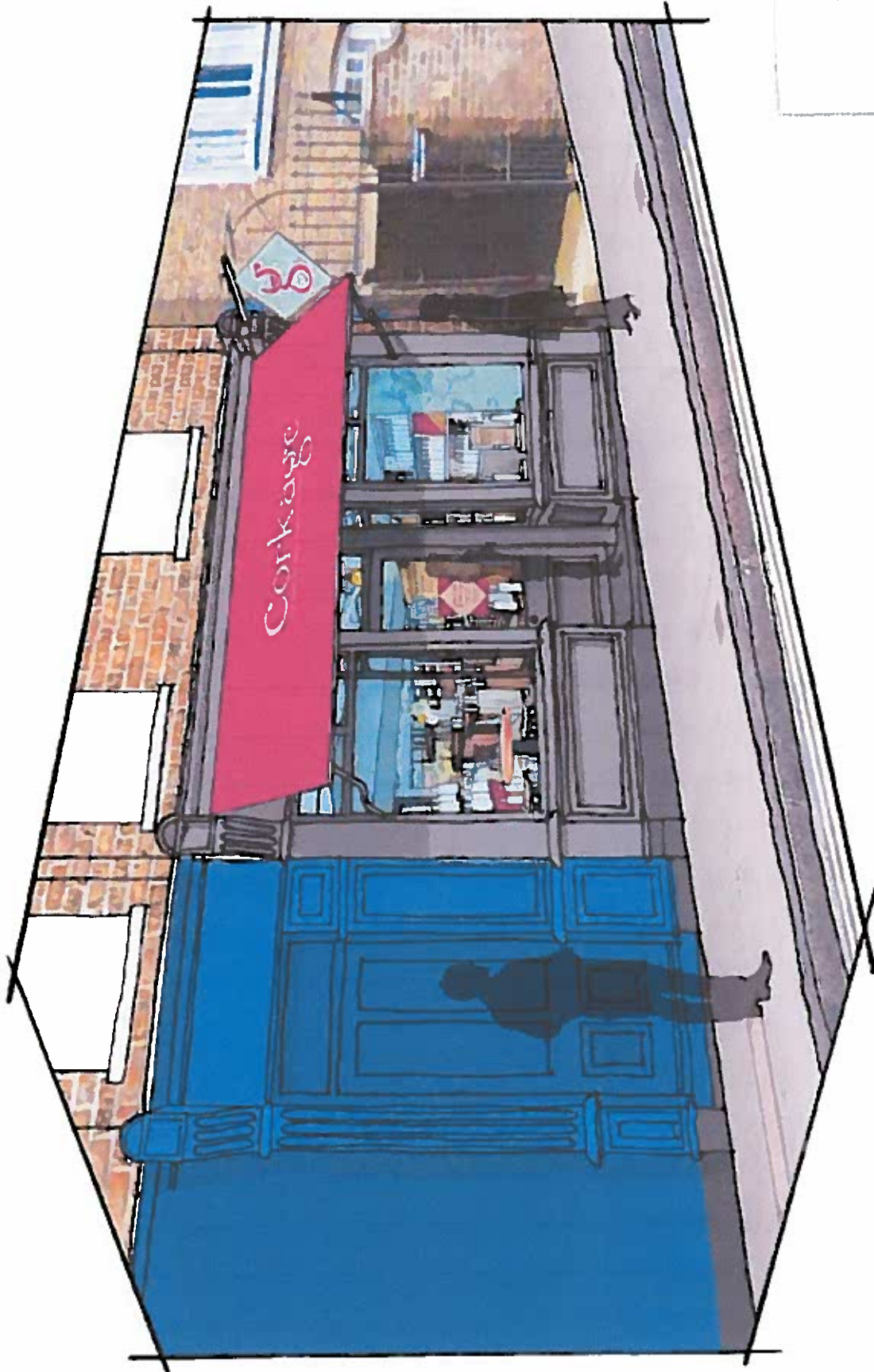
Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)			
			
Post town	GUILDFORD	Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
ANDYACORE@AOL.COM			

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. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. 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.
7. 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'.
8. 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.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

COMMUNITY
CARE
01 OCT 2015

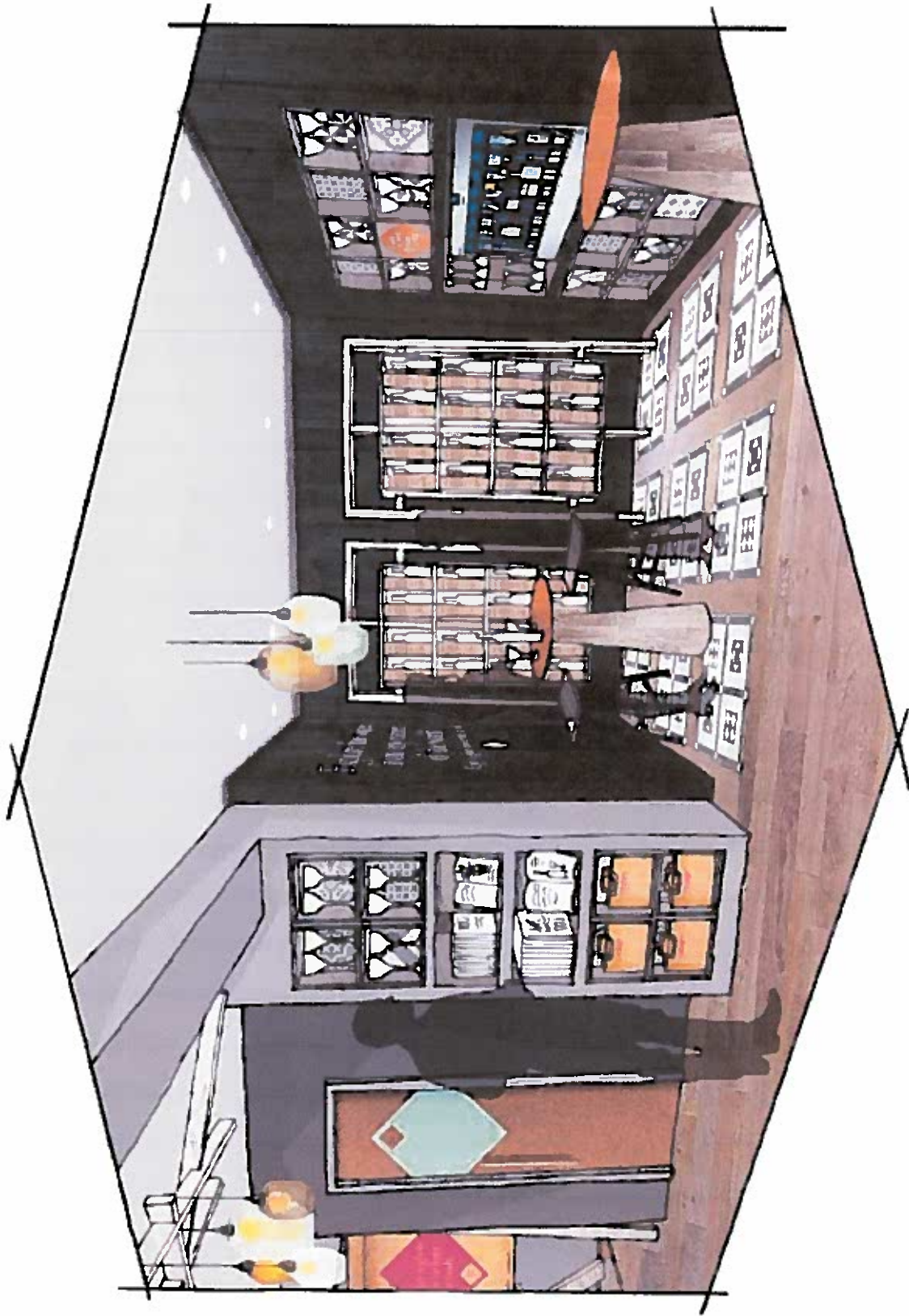
+ *Concept 2 - Exterior Visual B*

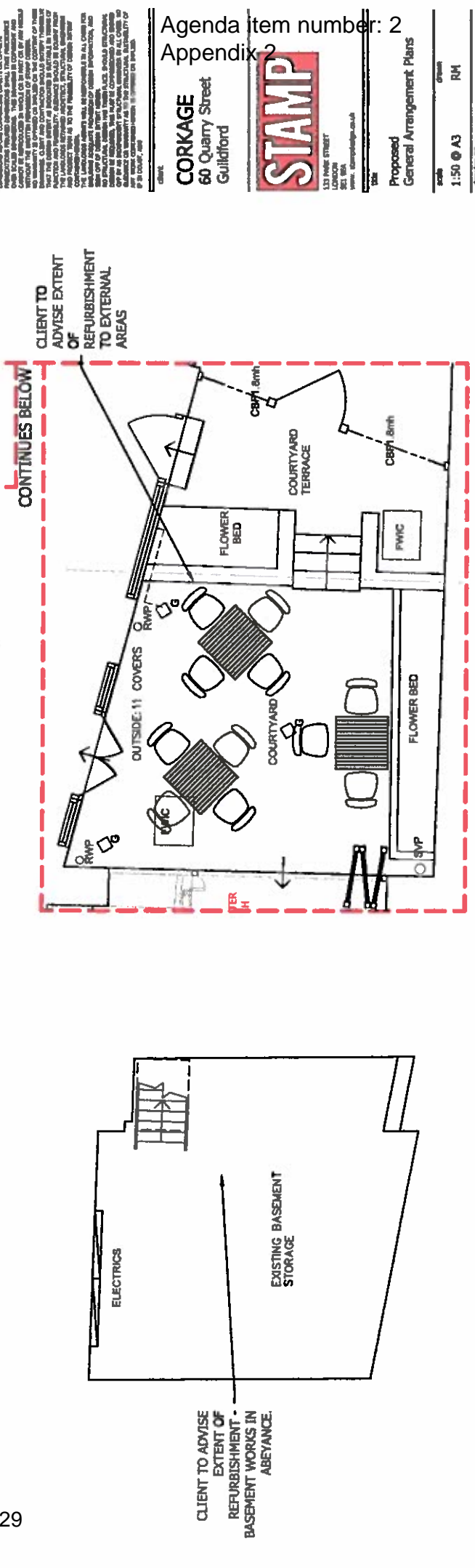
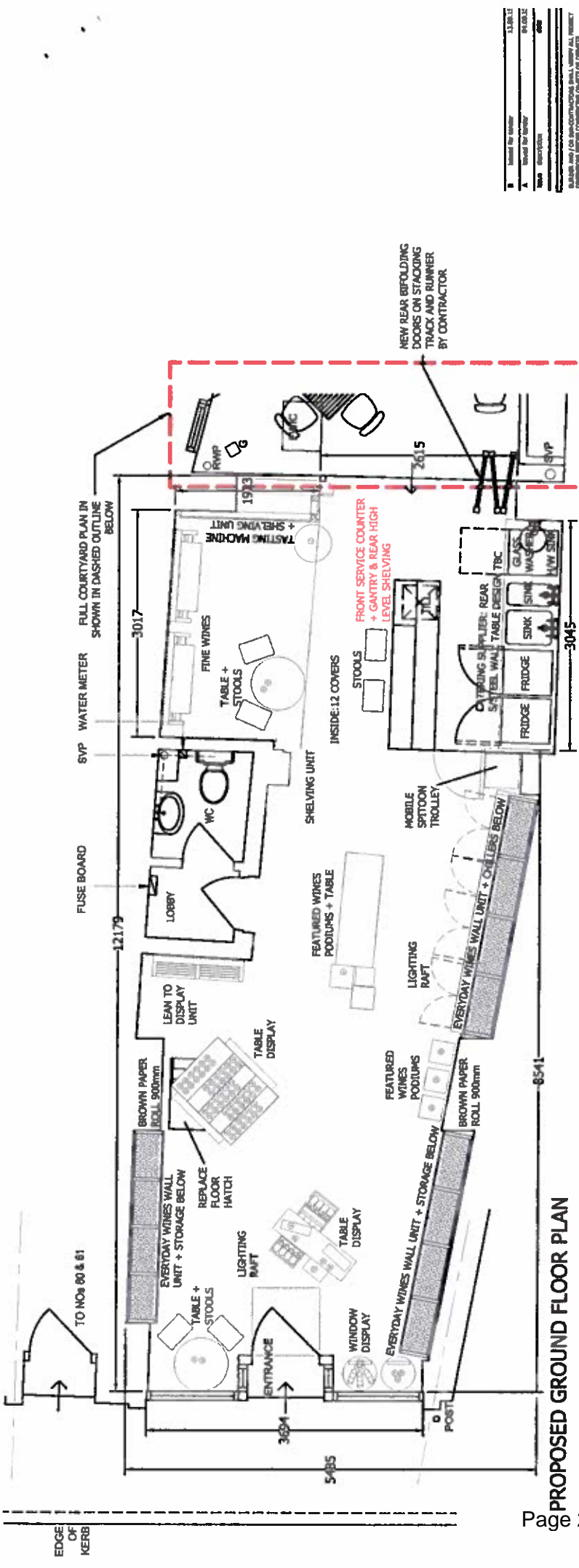


+ *Concept 2 - Interior Visual*



+ *Concept 2 - Interior Visual - Cellar area 2*





Agenda item number: 2
Appendix 2

CORKAGE
60 Quay Street
Guildford



125 KING STREET
LONDON
SE1 1RA
www.stampgroup.co.uk

REV	DESCRIPTION	DATE
A	Revised for tender	20/11/18
B	Final for tender	20/11/18
C	Final for tender	20/11/18
D	Final for tender	20/11/18
E	Final for tender	20/11/18
F	Final for tender	20/11/18
G	Final for tender	20/11/18
H	Final for tender	20/11/18
I	Final for tender	20/11/18
J	Final for tender	20/11/18
K	Final for tender	20/11/18
L	Final for tender	20/11/18
M	Final for tender	20/11/18
N	Final for tender	20/11/18
O	Final for tender	20/11/18
P	Final for tender	20/11/18
Q	Final for tender	20/11/18
R	Final for tender	20/11/18
S	Final for tender	20/11/18
T	Final for tender	20/11/18
U	Final for tender	20/11/18
V	Final for tender	20/11/18
W	Final for tender	20/11/18
X	Final for tender	20/11/18
Y	Final for tender	20/11/18
Z	Final for tender	20/11/18

Stamp Group Limited
125 King Street
London SE1 1RA
www.stampgroup.co.uk

Flat 2
60-61 Quarry Street
Guildford
Surrey
GU1 3UA

28 October 2015

Dear Sir/Madam,

Representations against Licensing Application under Licensing Act 2003

I would like the following points to be considered against the licence application at 60 Quarry Street during its consultation.

The proposal concerned is within the conservation area close to two of the most historic sites in Guildford; the Castle and its grounds and St Mary's Church. In addition to this, the site is in the same building as four residential properties. As such this application should be considered carefully and I would appreciate it if the following representations against the application grouped by the licensing act objectives are taken into account.

Public Nuisance:

Refuse Disposal: There is no provision for the disposal of commercial waste and recycling which will be caused by selling alcohol for consumption on the premises. The only place for this to go is on the narrow pedestrian pavement. This will cause an increase in vermin and smell and block some of the public pedestrian right of way along the street (presumably on a daily basis). On several occasions I have cleaned up the waste left by the previous retail shop's waste disposal, this would be worse with the consumption of drink at the address concerned.

Noise: Playing background music into the evening with doors open into the courtyard area will disturb the residents of the above properties. In addition to this when customers are leaving there will be a possibility of them loitering and creating noise outside the street as there is nowhere for them to disperse to.

Smell: Refuse from the shop would have to be kept somewhere, either in the courtyard or on the street to the front of the property, either way the smell from this rubbish will impact on the current residents and may attract vermin.

Lighting: The courtyard area is extremely dark as there is no ambient light able to get into it. As such lighting would need to be provided for customers using the courtyard, this would have a negative impact on the bedrooms that look onto the courtyard which currently enjoy a dark and peaceful outlook.

Smoking: Smoke from customers using the courtyard area will be contained in the small walled courtyard and be able to drift into the bedroom

windows of the properties above. The courtyard is small and enclosed and as such would not allow for any smoke to be dispersed.

Privacy: The use of the courtyard to the rear of the shop will impact on the ability to use the residential property as it looks directly into the bedroom windows of the first floor properties. This lack of privacy throughout the day and into the evening would impact the use of my property, as, particularly during the summer, I would like the windows to be open.

Protect Children from Harm:

Children who use the bedrooms overlooking the courtyard would be disturbed by its use as a drinking establishment. They would be disturbed by the noise, light and smell created which could harm their development and certainly their health through lack of sleep. In addition they would be exposed to inevitable bad language and potentially to tobacco smoke.

Public Safety:

Refuse: As previously mentioned the refuse from the shop causes a problem. It will include glass and, potentially, broken glass. The provision for waste disposal at the properties is for this waste to be left on the street. This refuse leaves the public at risk unnecessarily with broken glass being stored on a very narrow pavement.

Clients Leaving: The area outside of the property is very narrow onto a one-way street that is busy throughout the evening. Other licensed premises on the street have a garden area or large pavement area for customers to leave through making it far safer than having potentially intoxicated clients leaving directly onto a very narrow pavement directly onto the road in groups of up to 50. This causes an issue of safety not only to the clients but also to users of the public highway.

Questions/Issues over the Application:

1. The application states 15 Covers and up to a Max of 50 on specific occasions. Guidance under *British Standard 6465-1:2006 Sanitary Installations* suggests that for these numbers of customers a minimum of 2 WCs should be installed however there is only one on the plans provided. Does the applicant plan to not follow this best practice and guidance? What mitigation has been put in place for this? Will there be any access to this WC for customers with disabilities?
2. The application states "Approx. 15" covers however later in the application on the plans diagrams it states "Inside: 12 Covers" and "Outside: 11 Covers". Is the application for 15 covers or 23? Why has this not been clarified in the application?

3. The application states “occasional” promotions for up to 50 people. How will this be monitored? How often will these events take place? Will there be a limit on the number of people allowed to mass in the courtyard area? Will additional WCs be obtained for these events? Where will they be placed? Clearly 50 people who are likely to mass in the courtyard area will make the problems outlined in the representations above a heightened concern to the residents and users of Quarry Street and also create a heightened issue with refuse (as outlined above).
4. There is no mention in the application as to how noise and disturbance to the nearby residents will be controlled by the applicant with regards to their customers’ use of the courtyard area.

Additional Points:

Interference with Sleep: As a shift worker it is important for me to be able to sleep at unusual times during the day. The proximity of the courtyard and the background music with the proposed bifold doors open would impact on my ability to get this sleep and as such would have an impact on my health.

Context:

In considering the above points I believe that some context is important. The following facts should be borne in mind: there is only one narrow pavement for pedestrians on Quarry Street; there is already concern about refuse disposal on the street; there are six bedrooms that have windows into the courtyard area; there are four residential properties in the building, each of which has at least one bedroom with windows onto the courtyard. As I write this letter a building contractor is in the courtyard discussing the development and I can hear every word of their discussion despite the window being closed. It has made me realise that the eye line of any customers stood in the courtyard is directly into the two bedrooms of my property and so I also believe that this possibly an invasion of my privacy.

I believe that the above points show that the proposal to use the courtyard in association with this proposition would have a dramatic impact on the residents who already inhabit the building. In addition I believe that the impact of granting a license to sell alcohol for consumption on the premise will have a serious impact as outlined above on the street as a whole. Having said all of that, I am in favour of bringing businesses into the Guildford High Street area and as such would support an application for a license to sell alcohol for consumption off of the premises at the property concerned.

Yours sincerely,

{ORIGINAL SIGNED}

MDA DORMON

NL CURTIS

From: Stuart Eastland [REDACTED]
Sent: 24 October 2015 16:47
To: Licensing Unit
Cc: Jean Eastland
Subject: Licensing application by Corkage Ltd, 60-61 Quarry St, Guildford

Dear Sir/Madam,

We are writing to express our objection to the application to run a licensed "wine retailer" shop from the commercial premises at 60-61 Quarry Street. We have an interest in this application as we are in the process of purchasing Flat 4, 60-61 Quarry Street.

It is clear from the application that the intention is to run a hybrid wine shop / wine bar. The application talks of having 15 covers on a regular basis and 50 covers for "special events" such as tastings.

The gross floor area of the premises is approximately 50m² and after allowing for some reduction for the (single) toilet and a bar area, it seems that there is insufficient space to cater for the proposed numbers. Having a single toilet for 50 customers (plus staff) also seems inadequate.

We are concerned that use of the rear patio area (immediately below the bedroom windows of the flats above) will cause excessive disturbance to the residents.

The 1st and 2nd floors of the building at 60/61 Quarry Street was converted from commercial (B1) to residential use (C3) in 2012. At the time of this change of use the Senior Planning Officer (Environmental Health) commented that "The location does not appear to be in close proximity to any potentially or known noisy or late night operations".

In granting the change of use from commercial to residential, the free-holder and Guildford Borough Council must accept that this imposes a duty of care towards the residents of the new flats.

Whilst the proposed opening hours are not excessive, we are concerned that once established, it will be easy for these hours to be extended. I note that another current licensing application is requesting an extension in hours to 2:30am (Five and Lime).

Although the applicant discusses "strong management controls" we are aware that the business (Corkage td) was incorporated in late 2014 and to the best of our knowledge, does not operate any existing licensed premises. We have concern that the applicant may not have sufficient experience to ensure that there is no nuisance or disturbance caused to nearby residents.

In summary we wish to oppose the granting of this application due to the potential of public nuisance.

Stuart & Jean Eastland

Woodside Farm House
Lower Ham Lane
Elstead
GU8 6HQ

[REDACTED]

Dear Mark,

Thank you for your response.

Our initial email expresses our reservations in general terms relating to the possible disturbance that a wine bar will cause to neighbours and residents immediately above the bar.

Our specific concerns relating to the Licensing Objectives are as follows:

Prevention of public nuisance

- The license seeks approval for up to 50 covers in a single room of 50 m² which will be too small to contain these numbers (plus staff). We have concerns that the overspill will migrate onto the pavement and road outside the bar where noise will cause disturbance to neighbours and residents in the homes immediately above the bar.
- The license seeks approval for extending the shop/bar area onto the patio to the rear of the unit. We have concerns that this will cause disturbance to the residents of the homes immediately above whose bedroom windows open onto this patio..
- The license seeks approval for music during opening hours which will cause disturbance to neighbours and residents in the homes immediately above the bar.
- The 1st and 2nd floors of the building at 60/61 Quarry Street was converted from commercial (B1) to residential use (C3) in 2012. At the time of this change of use the Senior Planning Officer (Environmental Health) commented that “The location does not appear to be in close proximity to any potentially or known noisy or late night operations”. Operating a bar in the ground floor commercial unit will create both noise and late night operations which will cause disturbance to neighbours and residents in the homes immediately above the bar.
- Although the applicant discusses “strong management controls” we are aware that the business (Corkage td) was incorporated in late 2014 and to the best of our knowledge, does not operate any existing licensed premises. We have concern that the applicant may not have sufficient experience to ensure that there is no nuisance or disturbance caused to nearby residents.

Public safety

- The license seeks approval for up to 50 covers in a single room of 50 m² which will be too small to contain these numbers (plus staff). We have concerns that the overspill will migrate onto the pavement and road outside the bar where they will be at risk from traffic on the street.
- The license seeks approval for up to 50 covers in a single room of 50 m² with a single toilet (for both customers and staff) which raised health and hygiene issues.

In summary we wish to oppose the granting of this application due to the potential of public nuisance and risk to public safety.

Regards,

Stuart & Jean Eastland



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MANDATORY CONDITIONS

If granted, the following mandatory conditions will be attached to the licence.

A: Sales of alcohol

1. No supply of alcohol may be made under the premises licence –
 - a. at a time when there is no designated premises supervisor in respect of the premises licence, or
 - b. at a time when the designated premises supervisor does not hold a personal licence or the personal licence is suspended
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence

Mandatory Licensing Conditions (Alcohol Sales)

- 1.1 The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- 1.2 In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - a. games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
 - b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 3.1 The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

- 3.2 The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- 3.3 The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
- a. a holographic mark, or
 - b. an ultraviolet feature.
4. The responsible person must ensure that—
- a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - i. beer or cider: ½ pint;
 - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - iii still wine in a glass: 125 ml;
 - b. these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.”

B: Permitted price for alcohol

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1—
 - a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - b) “permitted price” is the price found by applying the formula—
$$P = D + (D \times V)$$
where—
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence—
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on

the premises in a capacity which enables the member or officer to prevent the supply in question; and

- e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
 4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

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