



GUILDFORD  
B O R O U G H

**James Whiteman**  
Managing Director

**[www.guildford.gov.uk](http://www.guildford.gov.uk)**

Contact Officer:

Sophie Butcher  
Committee Officer  
Tel no: 01483 444056

12 January 2018

Dear Councillor

Your attendance is requested at a meeting of the **LICENSING SUB COMMITTEE** to be held in the Room 3 - Sheepleas, Millmead House, Guildford, Surrey GU2 4BB on **MONDAY 22 JANUARY 2018 at 10.00 am.**

Yours faithfully

James Whiteman  
Managing Director

**MEMBERS OF THE LICENSING SUB COMMITTEE**

Councillor Mike Parsons (Chairman)  
Councillor David Elms  
Councillor David Quelch

**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.

### 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 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 APPLICATION FOR THE VARIATION OF A PREMISES LICENCE, NUMBER  
GUPLA0296 (Pages 1 - 42)**

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

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**LICENSING SUB-COMMITTEE**

**22 January 2018**

<b>Application. Type:</b>	Application for the variation of a Premises Licence, number GUPLA0296	
<b>Ward:</b>	Friary and St Nicolas Ward	<b>Ward Councillors:</b> Cllr Alexandra Chesterfield Cllr Angela Goodwin Cllr Caroline Reeves
<b>Applicant:</b>	Punch Taverns Limited, Jubilee House, Second Avenue, Burton on Trent, Staffordshire, DE14 2AW	
<b>Agent:</b>	TLT Solicitors, One Redcliff Street, Bristol, BS1 6TP	
<b>Premises:</b>	The Cannon, 3 Portsmouth Road, Guildford, Surrey, GU2 4BL	
<b>Proposal:</b>	The premises is a public house located in the town centre. The application is to vary the authorised plans attached to the licence to allow a pop-up bar to be located on the rear terrace, and to replace the conditions attached to the licence. All licensable activities and authorised hours to remain unaltered.	

**1. SITE LOCATION**

1.1 The premises is a public house situated on the edge of the town centre. There are mainly residential properties with some commercial properties in the vicinity. A site location map is attached as **Appendix 1**. The dots on the map indicate residential properties.

**2. LICENCE HISTORY**

2.1 The current premises licence GUPLA0296 and the authorised plans are attached as **Appendix 2**.

2.2 The licence commenced on 24 November 2005, and was transferred to the current licence holder on 2 February 2017.

2.3 The designated premises supervisor (DPS) has been varied twice since the licence was first granted. The current DPS has been named on the licence since 7 March 2017.

2.4 The authorised plans attached to the licence were varied by means of a minor variation, which took effect from 10 May 2017. There have been no changes to the hours or conditions since the licence first commenced on 24 November 2005

**3. APPLICATION**

The application form, a copy of which is attached as **Appendix 3**, gives the following information in relation to the variation proposal.

### **3.1 Proposed hours and licensable activities:**

There is no change to the proposed licensable activities or the authorised hours as set out on the current premises licence.

### **3.2 Conditions**

3.2.1 The applicant has proposed replacing the existing conditions with the conditions set out in the application form. Where appropriate we have tried to convert these into the following enforceable conditions.

1. All staff shall be suitably trained for their job function for the premises. A record of this training, which will include regular refresher training, shall be maintained by the licence holder and made available, on request, to an authorised officer of a responsible authority.
2. The premise licence holder shall ensure that the Designated Premises Supervisor, or in his/her absence another responsible person, keeps a 'Refusal and Incident Report Register', in which full details of all incidents are recorded. This shall be completed as soon as possible after the incident. The time and date of both the incident and when the report was completed, and by whom, is to form part of the entry. The register is to be kept on the premises at all times and shall be produced to an authorised officer of a responsible authority when required.
3. The premises licence holder or their nominated person shall ensure that they engage with any local operating Pub Watch or similar scheme.
4. All staff shall be aware of the law regarding the refusal of service to any person who is drunk or is underage and shall be aware of how to seek ID from anyone who appears to be underage. This shall form part of the staff training record maintained by the premises licence holder.
5. Except for access and egress, doors and windows shall be kept closed whenever regulated entertainment is provided or after 23:30 hours in any event.
6. During regulated entertainment, noise levels shall be monitored at regular intervals determined by the licence holder. If unreasonable noise disturbance is witnessed, action will be taken to reduce noise levels. A record of this monitoring and any action taken shall be kept on the premises and made available, on request, to an authorised officer of a responsible authority.
7. Where possible, live music instruments shall be channelled through the premises permanent music system with regular external sound checks and a volume override behind the bar to be controlled by the duty manager.
8. Prominent signage shall be displayed at the premises, reminding customers to leave the premises quietly and respect the neighbours.
9. No disposal of waste/glass bottles, which is audible from beyond the site boundary, shall be carried out at the premises between 23:00 hours and 07:00 hours. This shall particularly include emptying bottle bins into waste and recycling containers.
10. No consumption of food or drink is permitted outdoors after 23:30 hours, save for on the rear balcony where customers are permitted to consume food and drink until the premises closes. Notices will be displayed to this effect.
11. A portable/pop up bar can be erected on the balcony. This temporary bar will close to customers at 23:00 hours.

12. Children are permitted on the premises until 21:00 hours unless partaking in a sit down meal or attending a private function where they are permitted on the premises until their meal or the function finishes
13. Children are only permitted on the premises if accompanied by an adult.
14. The premises shall operate a challenge 21 age verification policy. Staff shall be trained in this policy and recorded in the staff training record. This policy shall be actively promoted and shall state that any person to whom the sale or supply of alcohol is being made, who looks or appears to be under the age of 21 shall be asked to provide identification that they are 18 years of age or over. The following forms of identification are acceptable: (a) Passport; (b) Photo driving licence; (c) PASS accredited holographic proof of age card; or (d) Any other form of identification agreed with the Police. Signs promoting this policy shall be prominently displayed at all entrances and the alcohol sales areas.

3.2.2 Any conditions which relate to live music or recorded music are suspended between the hours of 08:00 and 23:00 on the same day provided the premises are open for the purposes of being used for the sale of alcohol for consumption on the premises, and if the music is amplified, it takes place before an audience of no more than 500 people. The only way a condition can be enforced between 08:00 and 23:00 is if it has been amended during a review of the premises licence to state that section 177A of the Licensing Act 2003 does not apply to it.

3.2.3 Proposed conditions 5, 6 and 7 listed in 3.2.1 above, the existing conditions relating to live and recorded music (if the Sub-Committee declines to remove them) and any amended conditions imposed by the Sub-Committee would therefore only apply and be enforceable for live music after 23:00 on Friday and Saturday, and for recorded music after 23:00 Monday to Sunday, unless there were more than 500 people in the audience.

### **3.3 Authorised Plan**

The proposal is to change the layout of the premises, to permit the installation of a temporary, pop up bar. As a result of this, the licensable area has been extended.

## **4. CONSULTATIONS**

### **(i) Consultation period**

The application was in consultation from 2 December to 29 December 2017. The application was advertised in accordance with the regulations.

### **(ii) Representations from Responsible Authorities**

A representation was received from Environmental Health (Pollution Control) on the grounds of prevention of public nuisance. A copy of this representation is attached as **Appendix 4**.

**(iii) Representations from other persons**

There were no representations from other persons.

**5. LICENSING POLICY**

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

- Section 4: (Fundamental Principles)
- Section 12.4: 12.4.1 – 12.4.6 (Prevention of Public Nuisance)
- Section 13 (Licence Conditions)

**6. NATIONAL GUIDANCE**

The following sections of the Guidance issued in April 2017 by the Secretary of State under Section 182 of the Licensing Act 2003 are relevant:

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 to 10.66 – Conditions attached to premises licences

Paragraphs 16.36 – 16.44 – Licence conditions – Live or recorded music/Beer gardens

**7. CONCLUSION:**

- (I) The Sub-Committee is requested to consider the application for the variation of the premises licence on its merits.
- (II) Subject to paragraph (III) below, Section 35(2) of the Licensing Act 2003 provides that the Sub-Committee must grant the application.
- (III) 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 modify the conditions of the licence, whether by alteration or omission of conditions or the addition of new conditions. 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 reject the application in whole or in part.

Originator:

Peter Muir, Licensing Officer

Tel: (01483) 444110

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





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Licensing Act 2003

# Premises Licence

# GUPLA0296

## Part 1 - Premises Details

### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### The Cannon

3 Portsmouth Road, Guildford, Surrey, GU2 4BL.

Telephone 01483 575089

### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- an exhibition of a film
- an indoor sporting event
- a performance of live music
- any playing of recorded music
- a performance of dance
- entertainment of a similar description to that falling within a performance of live music, any playing of recorded music or a performance of dance
- provision of late night refreshment
- the sale by retail of alcohol



**Justine Fuller**  
**Environmental Health Manager**  
**Guildford Borough Council**



Licensing Act 2003

**GUPLA0296**

**Premises Licence**

**THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES**

Activity (and Area if applicable)	Description	Time From	Time To
B. Exhibition of films (Indoors)	Monday to Thursday	9:00am	12:10am
	Friday to Saturday	9:00am	1:10am
	Sunday	9:00am	12:10am
C. Indoor sporting event	Monday to Thursday	11:00am	12:10am
	Friday to Saturday	11:00am	1:10am
	Sunday	Noon	12:10am
E. Performance of live music (Indoors & Outdoors)	Monday to Thursday	11:00am	11:00pm
	Friday to Saturday	11:00am	Midnight
	Sunday	Noon	11:00pm
F. Playing of recorded music (Indoors & Outdoors)	Monday to Thursday	9:00am	12:10am
	Friday to Saturday	9:00am	1:10am
	Sunday	9:00am	12:10am
G. Performance of dance (Indoors & Outdoors)	Monday to Thursday	9:00am	12:10am
	Friday to Saturday	9:00am	1:10am
	Sunday	9:00am	12:10am
H. Entertainment of a similar description to that falling within E, F, or G (Indoors)	Monday to Thursday	11:00am	11:00pm
	Friday to Saturday	11:00am	Midnight
	Sunday	Noon	11:00pm
L. Late night refreshment (Indoors & Outdoors)	Monday to Thursday	11:00pm	12:30am
	Friday to Saturday	11:00pm	1:30am
	Sunday	11:00pm	12:30am
M. The sale by retail of alcohol for consumption ON and OFF the premises	Monday to Thursday	11:00am	Midnight
	Friday to Saturday	11:00am	1:00am
	Sunday	Noon	Midnight

**THE OPENING HOURS OF THE PREMISES**

Description	Time From	Time To
Monday to Thursday	9:00am	12:30am
Friday to Saturday	9:00am	1:30am
Sunday	9:00am	12:30am

**WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES**

- M. The sale by retail of alcohol for consumption ON and OFF the premises



*Justine Fuller*

**Justine Fuller  
Environmental Health Manager  
Guildford Borough Council**



Licensing Act 2003

# Premises Licence

# GUPLA0296

## Part 2

**NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE**

Punch Taverns Limited

Jubilee House, Second Avenue, Burton On Trent, Staffordshire, DE14 2AW  
Telephone 08447 360 360

**REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)**

Punch Taverns Limited

03752645

**NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL**

Andrew John HAMILTON

36 Aldershot Road, Guildford, Surrey, GU2 8AF

**PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL**

Licence No. GUPA0482

Issued by Guildford





**Premises Licence**

ANNEXES

**MANDATORY CONDITIONS**

**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;

**Justine Fuller**  
**Environmental Health Manager**  
**Guildford Borough Council**





**Premises Licence**

**ANNEXES continued ...**

- 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.

**C: Film exhibitions**

- a) Subject to subsection (b) below, the admission of children to the exhibition of films on the premises shall be restricted in accordance with any recommendation made by the British Board of Film Classification (BBFC)
- b) If the licensing authority does not agree with the category of any film as recommended by the BBFC, it may alter the category of the film. On notice of alteration of category being given by the licensing authority to the holder of the licence, the film shall thereafter be treated as being in the altered category and admission of children to the exhibition of the film shall be restricted accordingly

**Justine Fuller**  
**Environmental Health Manager**  
**Guildford Borough Council**





**Premises Licence**

**ANNEXES continued ...**

**D: Door supervision**

Where at specified times one or more individuals must be at the premises to carry out a security activity, all such individuals must be licensed by the 'Security Industry Authority (SIA)

**FURTHER CONDITIONS**

**E: Permitted hours**

As displayed on the Premises Licence.

- a. Variations from these times displayed on licence:

**Sunday of Bank Holiday Weekends**

Sale of Alcohol: 11:00hrs to 00:00hrs

Films, Recorded Music and performance of Dance: 9:00hrs to 01:10hrs

Indoor Sporting Events: 11:00hrs to 00:10hrs

Live Music and Anything of a Similar description to Live Music, Recorded music and the performance of Dance: 11:00hrs to 00:00

Late Night Refreshment: 23:00hrs to 01:00hrs

Hours premises are open to the public: 09:00hrs to 01:30

**Monday of Bank Holiday Weekends**

Films, Recorded Music and performance of Dance: 9:00hrs to 01:10hrs

Live Music and Anything of a Similar description to Live Music, Recorded music and the performance of Dance: 11:00hrs to 00:00

Late Night Refreshment: 23:00hrs to 01:00hrs

Hours premises are open to the public: 09:00hrs to 01:30

**Christmas Eve:**

Sale of Alcohol: 11:00hrs to 01:00hrs

Films, Recorded Music and performance of Dance: 9:00hrs to 01:00hrs

Indoor Sporting Events: 11:00hrs to 01:00hrs

Live Music and Anything of a Similar description to Live Music, Recorded music and the performance of Dance: 11:00hrs to 01:00

Hours premises are open to the public: 09:00hrs to 01:30

**New Years Eve:**

Sale of Alcohol: 11:00hrs to 23:00hrs New Years Day

Films, Recorded Music and performance of Dance: 9:00hrs to 23:00hrs New Years Day

Indoor Sporting Events: 11:00hrs to 02:00hrs

Live Music and Anything of a Similar description to Live Music, Recorded music and the performance of Dance: 11:00hrs to 02:00hrs

Late Night Refreshment: 23:00hrs to 05:00hrs

Hours premises are open to the public: 09:00hrs to 23:00 New Years Day

**Thursday Before Good Friday:**

Sale of Alcohol: 11:00hrs to 01:00hrs

Films, Recorded Music and performance of Dance: 9:00hrs to 01:00hrs

Live Music and Anything of a Similar description to Live Music, Recorded music and the performance of Dance: 11:00hrs to 00:00hrs

Hours premises are open to the public: 09:00hrs to 01:30

**F: Additional conditions as laid out in the application operating schedule dated 22 July 2005**

**Justine Fuller**  
**Environmental Health Manager**  
**Guildford Borough Council**







Licensing Act 2003

# GUPLA0296

## Premises Licence

ANNEXES continued ...

### Prevention of Crime and Disorder

1. There shall be no drinks promotions without prior notification to the Licensing Authority.
2. Toughened glasses shall be used and regular collections shall be made from the bar area and terrace to prevent a build-up of glasses.
3. Inspections of the toilets shall be undertaken regularly and recorded.
4. Adequate seating shall be provided both inside and outside.
5. A 30 minute 'wind down' period shall be provided to allow customers to leave gradually and in a supervised manner.
6. The pub manager shall be required to participate actively in and support the local Pubwatch scheme.
7. Any off-sales shall be authorised by the Designated Premises Supervisor or duty manager, be completed before the end of the permitted hours for the sale of alcohol and be un-opened. Off-sales shall be refused if thought to be inappropriate.
8. There shall be ongoing, in-house training for staff in respect of crime prevention, including drugs awareness.
9. The assistant manager shall be required to obtain a personal licence.

### Public Safety

10. There shall be full compliance with the Fire Precautions (Workplace) Regulations 1997 (as amended), including:-
  - a. fire alarm testing;
  - b. display of fire evacuation procedure and appropriate staff training;
  - c. annual fire extinguisher inspection and PAT testing;
  - d. measures for gas and used oil storage;
  - e. automatic kitchen shut-down in the event of power failure to prevent gas leaks;
  - f. appropriate measures to reduce the risk of arson; and
  - g. regular liaison with the local Fire Officer.
11. Attendances at functions shall be limited to suitable numbers for the area allocated.
12. Free drinking water shall be available at all times.
13. There shall be full co-operation with Surrey Police.

### Prevention of Public Nuisance

14. During the performance of live music:-
  - a. all windows to the front of the premises (adjacent to Portsmouth Road) shall be kept shut and the front door will not be propped open.
  - b. it shall be channelled through the premises permanent music system (where possible), with regular external sound checks and a volume override behind the bar to be controlled by the duty manager.
15. No external speakers shall be installed in the rear terrace area.
16. Customers shall not be permitted to loiter either on the rear terrace or at the front of the pub at closing time and staff shall be trained to move customers on.
17. Last orders shall be called 15 minutes prior to closing time.
18. Delivery arrangements shall be made to prevent nuisance.

### Prevention of Harm to Children

19. Proof of age shall be required in appropriate cases, with only passport or photo driving licence identification being deemed acceptable.
20. Under 21s shall only be permitted in the premises when accompanied by an adult and then only until 19:00 hours on any day.

### G: Further conditions agreed with the Licensing Sub-Committee on 19 September 2005

1. No live music shall be permitted outside the buildings of the premises after 10.30pm.
2. The number of performers in respect of live music provision shall be limited to three (both for events inside and outside the buildings of the premises).
3. External windows and doors serving the licensed area shall be kept shut at all times when public entertainment is being provided inside the building and in any case after 11.30pm when the premises are open to the public. Doors may be opened for normal entrance and egress of people, but must be shut immediately thereafter and must be fitted with self-closers, which shall be maintained in good working order, which shall ensure this. Noise from the closing of doors shall not be audible beyond the site boundary.
4. When live music is being provided and subject to fire safety requirements, measures shall be taken to prevent and/or

**Justine Fuller**

**Environmental Health Manager  
Guildford Borough Council**





Licensing Act 2003

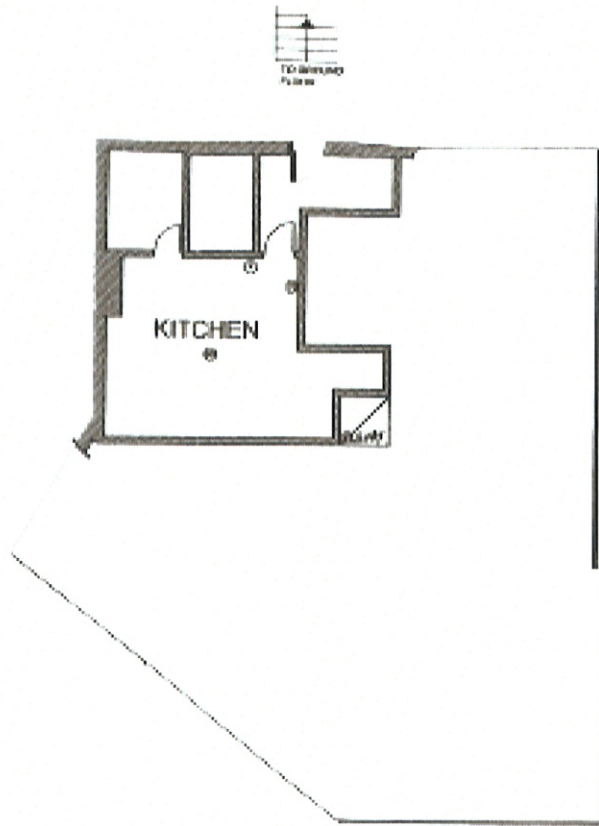
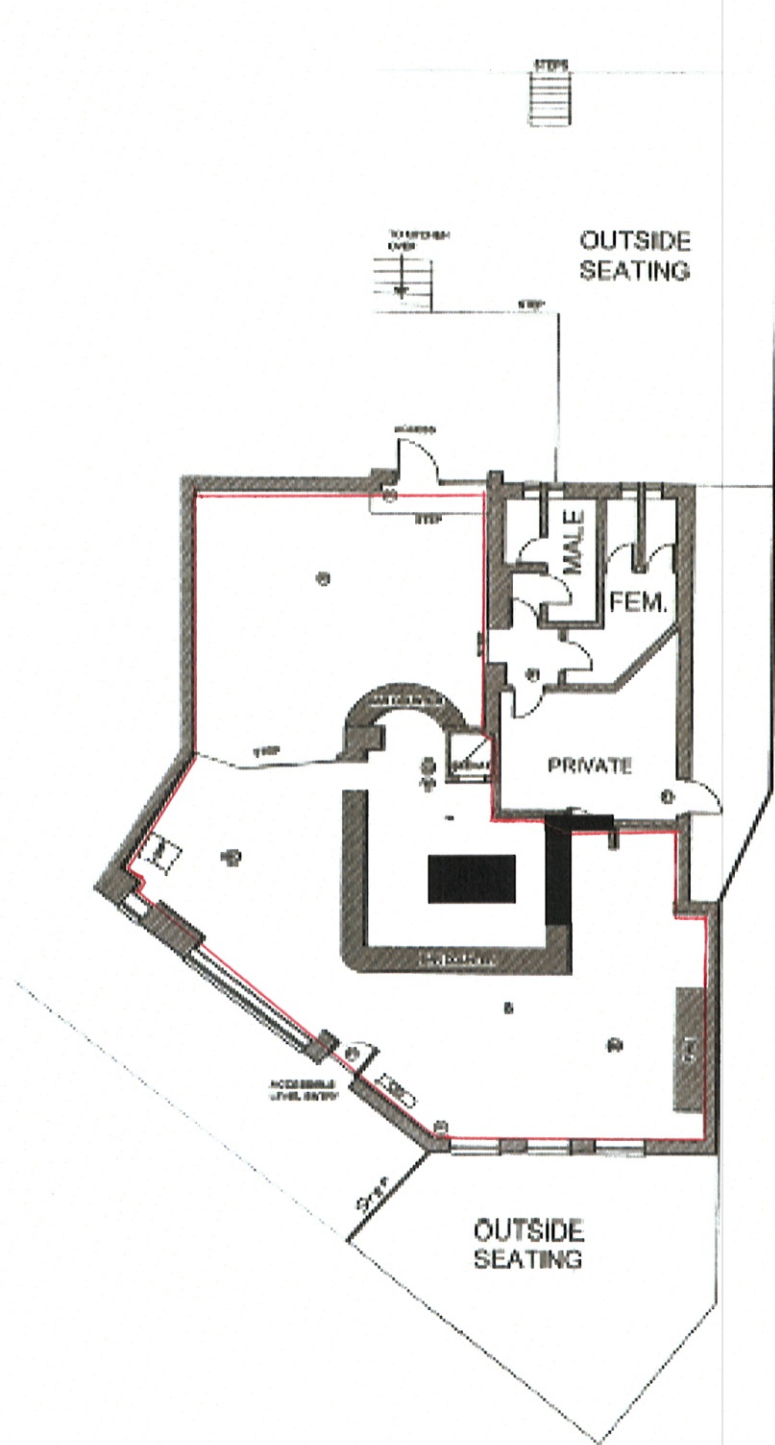
**GUPLA0296**

**Premises Licence**

ANNEXES continued ...

- discourage access and egress through the door to the premises adjacent to Portsmouth Road after 11.00pm.
5. No handling of goods or materials, which is audible from beyond the site boundary, shall be carried out at the premises between 23.00 and 07.00. This shall particularly include operations such as putting materials or bottles into waste or recycling containers.
  6. The licensee shall display notices at all public exits requesting customers to take all steps to minimise noise once they have left the premises. The wording and size of such notices shall be agreed in writing with the Environmental Health and Licensing Services Unit.
  7. Customers shall not be permitted to use any external part of the premises (e.g. outside drinking areas) for any purposes after 11.30pm except for access to and from the premises.

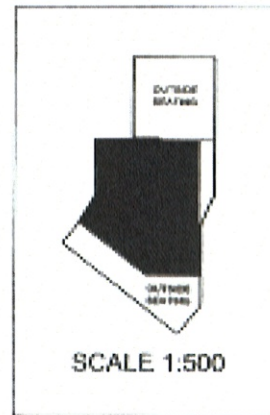




**KEY**

- SINK OR TROUGH
- WATER EQUIPMENT
- FLOOR EQUIPMENT
- GAS EQUIPMENT
- ELECTRICAL EQUIPMENT
- GRANITE WORKING SURFACE
- FRUIT MACHINE
- NO ACCESS

*Red line denotes area for licensable activities*



REV.	DATE	DETAILS	DRAWN

**ROMANS Surveyors**

4 KING STREET LANE, WINDHRAVE, BUCKINGHAM, MK41 2AE  
 TELEPHONE: 01753 856 000

25 THE AVENUE, SOUTHAMPTON, HAMPSHIRE, SO17 1AA  
 TELEPHONE: 0800 000 110

24 PRATT ROAD, TWICKENHAM, MIDDLESEX, TW1 4SP  
 TELEPHONE: 0800 399 0333

E-MAIL: ROMANS@ROMANSSURVYORS.CO.UK  
 WWW: ROMANS.CO.UK

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Site Name: **PUNCH TAVERNS**

Project Title: **The Keystone Guildford, Surrey.**

Drawing Title: <b>Existing Floor Plans</b>	Scale: <b>1:100</b>
Drawn: <b>JRS</b>	Date: <b>17-09-2004</b>
Checked: <b> </b>	Drawn No: <b>511084</b>
	Sheet: <b>001</b> of <b>A</b>

ROMANS SURVEYORS ARE PART OF THE ROMANS GROUP HOLDINGS LTD.

ROMANS SURVEYORS ARCHITECTURAL  
 25 THE AVENUE SOUTHAMPTON HAMPSHIRE SO17 1AA  
 0800 000 110

**The ROMANS Group**

---

**OUTLET NO. 511084**

**BSI** ISO 9001



Licensing Act 2003

**GUPLA0296**

## Premises Licence Summary

**POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDANCE SURVEY MAP REFERENCE OR DESCRIPTION**

### The Cannon

3 Portsmouth Road, Guildford, Surrey, GU2 4BL.

Telephone 01483 575089

**WHERE THE LICENCE IS TIME LIMITED THE DATES**

Not applicable

**LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE**

- an exhibition of a film
- an indoor sporting event
- a performance of live music
- any playing of recorded music
- a performance of dance
- entertainment of a similar description to that falling within a performance of live music, any playing of recorded music or a performance of dance
- provision of late night refreshment
- the sale by retail of alcohol





Licensing Act 2003

**GUPLA0296**

**Premises Licence Summary**

**THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES**

Activity (and Area if applicable)	Description	Time From	Time To
B. Exhibition of films (Indoors)	Monday to Thursday	9:00am	12:10am
	Friday to Saturday	9:00am	1:10am
	Sunday	9:00am	12:10am
C. Indoor sporting event	Monday to Thursday	11:00am	12:10am
	Friday to Saturday	11:00am	1:10am
	Sunday	Noon	12:10am
E. Performance of live music (Indoors & Outdoors)	Monday to Thursday	11:00am	11:00pm
	Friday to Saturday	11:00am	Midnight
	Sunday	Noon	11:00pm
F. Playing of recorded music (Indoors & Outdoors)	Monday to Thursday	9:00am	12:10am
	Friday to Saturday	9:00am	1:10am
	Sunday	9:00am	12:10am
G. Performance of dance (Indoors & Outdoors)	Monday to Thursday	9:00am	12:10am
	Friday to Saturday	9:00am	1:10am
	Sunday	9:00am	12:10am
H. Entertainment of a similar description to that falling within E, F, or G (Indoors)	Monday to Thursday	11:00am	11:00pm
	Friday to Saturday	11:00am	Midnight
	Sunday	Noon	11:00pm
L. Late night refreshment (Indoors & Outdoors)	Monday to Thursday	11:00pm	12:30am
	Friday to Saturday	11:00pm	1:30am
	Sunday	11:00pm	12:30am
M. The sale by retail of alcohol for consumption ON and OFF the premises	Monday to Thursday	11:00am	Midnight
	Friday to Saturday	11:00am	1:00am
	Sunday	Noon	Midnight

**THE OPENING HOURS OF THE PREMISES**

Description	Time From	Time To
Monday to Thursday	9:00am	12:30am
Friday to Saturday	9:00am	1:30am
Sunday	9:00am	12:30am

**WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES**

- M. The sale by retail of alcohol for consumption ON and OFF the premises



*Justine Fuller*

**Justine Fuller  
Environmental Health Manager  
Guildford Borough Council**



Licensing Act 2003

# Premises Licence Summary

# GUPLA0296

**NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE**

Punch Taverns Limited

Jubilee House, Second Avenue, Burton On Trent, Staffordshire, DE14 2AW  
Telephone 08447 360 360

**REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)**

Punch Taverns Limited

03752645

**NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL**

Andrew John HAMILTON

**STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED**

None.



**Justine Fuller**  
**Environmental Health Manager**  
**Guildford Borough Council**

**Application to vary a premises licence 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.

**We** Punch Taverns Ltd  
*(Insert name(s) of applicant)*

**being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below**

Premises licence number GUPLA0296
--------------------------------------

**Part 1 – Premises Details**

Postal address of premises or, if none, ordnance survey map reference or description			
The Cannon 3 Portsmouth Road Guildford			
Post town	Surrey	Postcode	GU2 4BL
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£33,000	

**Part 2 – Applicant details**

Daytime contact telephone number			
E-mail address (optional)			
Current postal address if different from premises address	Jubilee House Second Avenue Burton upon Trent		
Post town	Staffordshire	Postcode	DE14 2WF

**Part 3 - Variation**

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible?  Yes  No

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

DD		MM		YYYY			
┆	┆	┆	┆	┆	┆	┆	┆

Do you want the proposed variation to have effect in relation to the introduction of the late night levy?  
(Please see guidance note 1)  Yes  No

**Please describe briefly the nature of the proposed variation (Please see guidance note 2)**

This is an application to change the layout of the premises, to permit the installation of a temporary, pop up bar. As a result of this, the licensable area has been extended.

The application also seeks to remove the existing conditions and replace them with the following:

**General (all four licensing objectives)**

1. A 30 minute drinking up time, on top of the last permitted sale of alcohol to allow customers to use the toilet facilities and disperse from the premises.
2. Any detail shown on the plan that is not required by the licensing regulations is indicative only and subject to change at any time.
3. All staff shall be suitably trained for their job function for the premises.

**Prevention of crime and disorder**

1. The premise licence holder shall ensure that the Designated Premises Supervisor, or in his/her absence other responsible person, to keep a 'Refusal and Incident Report Register', in which full details of all incidents are recorded. This shall be completed as soon as possible. The time and date when the report was complete, and by whom, is to form part of the entry. The register is to be kept on the premises at all times and shall be produced to a Police Officer or Licensing Officer when required.
2. The premises licence holder or their nominated person shall ensure that they engage with any local operating Pub Watch or similar scheme.
3. All staff shall be aware of the law regarding the refusal of service to any person who is drunk or is underage and shall be aware of how to seek ID from anyone who appears to be underage.

**Prevention of public nuisance**

1. Except for access and egress, doors and windows will be kept closed whenever regulated entertainment is provided or after 23:30h in any event.
2. During regulated entertainment, noise levels will be monitored. If unreasonable noise disturbance is witnessed, action will be taken to reduce noise levels.
3. Where possible, live music instruments shall be channeled through the premises permanent music system with regular external sound checks and a volume override behind the bar to be controlled by the duty manager.
4. Signage will be displayed at the premises, reminding customers to leave the premises quietly and respect the neighbours.
5. No disposal of waste/glass bottles which is audible from beyond the site boundary shall be carried out at the premises between 23:00h and 07:00h. This shall particularly include emptying bottle bins into waste and recycling containers.
6. No consumption of food or drink is permitted outdoors after 23:30h, save for on the balcony where customers are permitted to consume food and drink until the premises



- 7. closes. Notices will be displayed to this effect.  
A portable/pop up bar can be erected on the balcony. This temporary bar will close to customers at 23:00h.

**Protection of children from harm**

- 1. Children are permitted on the premises until 21:00h unless partaking in a sit down meal or attending a private function where they are permitted on the premises until their meal or function finishes
- 2. Children are only permitted on the premises if accompanied by an adult
- 3. The premises shall operate a challenge 21 age verification policy. This policy shall be actively promoted and shall state that any person to whom the sale or supply of alcohol is being made, who looks or appears to be under the age of 21 shall be asked to provide identification that they are 18 years of age or over. The following forms of identification are acceptable: (a) Passport; (b) Photo driving licence; (c) PASS accredited holographic proof of age card; or (d) Any other form of identification agreed with the Police. Signs promoting this policy shall be prominently displayed at all entrances and the alcohol sales areas.

The licensable hours and activities are to remain unaltered.

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

**Part 4 Operating Schedule**

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

**Provision of regulated entertainment**

**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			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</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 plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**B**

<b>Films</b> Standard days and timings (please read guidance note 7)			<b><u>Will the exhibition of films 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"/>
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)	Both	<input type="checkbox"/>
Tue					
Wed			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Thur					
Fri			<b><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></b> (please read guidance note 6)		
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			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Tue			
Wed			<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)
Thur			
Fri			
Sat			
Sun			

D

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

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<b>Please give further details here</b> (please read guidance note 4)	Both	<input type="checkbox"/>
Tue					
Wed			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)		
Thur					
Fri			<b>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</b> (please read guidance note 6)		
Sat					
Sun					



**G**

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

1

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b><u>Will the provision of late night refreshment 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) Provision of hot food and drinks.		
Mon					
Tue			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Wed					
Thur			<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)		
Fri					
Sat					
Sun					

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 checked="" type="checkbox"/>			
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)					
Mon								
Tue								
Wed								
Thur						<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)		
Fri								
Sat								
Sun								

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).

None

L

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

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

All existing licensing conditions are to be removed and replaced with those identified in section M.

Please tick as appropriate

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

**M**

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

**a) General**

1. A 30 minute drinking up time, on top of the last permitted sale of alcohol to allow customers to use the toilet facilities and disperse from the premises.
2. Any detail shown on the plan that is not required by the licensing regulations is indicative only and subject to change at any time.
3. All staff shall be suitably trained for their job function for the premises.

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

1. The premise licence holder shall ensure that the Designated Premises Supervisor, or in his/her absence other responsible person, to keep a 'Refusal and Incident Report Register', in which full details of all incidents are recorded. This shall be completed as soon as possible. The time and date when the report was complete, and by whom, is to form part of the entry. The register is to be kept on the premises at all times and shall be produced to a Police Officer or Licensing Officer when required.
2. The premises licence holder or their nominated person shall ensure that they engage with any local operating Pub Watch or similar scheme.
3. All staff shall be aware of the law regarding the refusal of service to any person who is drunk or is underage and shall be aware of how to seek ID from anyone who appears to be underage.

**Public safety**

**d) The prevention of public nuisance**

1. Except for access and egress, doors and windows will be kept closed whenever regulated entertainment is provided.
2. During regulated entertainment, noise levels will be monitored. If unreasonable noise disturbance is witnessed, action will be taken to reduce noise levels.
3. Signage will be displayed at the premises, reminding customers to leave the premises quietly and respect the neighbours.
4. No consumption of food or drink is permitted outdoors after 23:30h, save for on the balcony where customers are permitted to consume food and drink until the premises closes. Notices will be displayed to this effect.
5. A portable/pop up bar can be erected on the balcony. This temporary bar will close to customers at 23:00h.
6. Where possible, live music instruments shall be channeled through the premises permanent music system with regular external sound checks and a volume override behind the bar to be controlled by the duty manager
7. No disposal of waste/glass bottles which is audible from beyond the site boundary shall be carried out at the premises between 23:00h and 07:00h. This shall particularly include emptying bottle bins into waste and recycling containers.

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

<ol style="list-style-type: none"><li>1. Children are permitted on the premises until 21:00h unless partaking in a sit down meal or attending a private function where they are permitted on the premises until their meal or function finishes</li><li>2. Children are only permitted on the premises if accompanied by an adult.</li><li>3. The premises shall operate a challenge 21 age verification policy. This policy shall be actively promoted and shall state that any person to whom the sale or supply of alcohol is being made, who looks or appears to be under the age of 21 shall be asked to provide identification that they are 18 years of age or over. The following forms of identification are acceptable: (a) Passport; (b) Photo driving licence; (c) PASS accredited holographic proof of age card; or (d) Any other form of identification agreed with the Police. Signs promoting this policy shall be prominently displayed at all entrances and the alcohol sales areas.</li></ol>
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**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee; or I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I understand that I must now advertise my application.
- I have enclosed the premises licence or relevant part of it or explanation.
- 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 5 – Signatures** (please read guidance note 11)

**Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent** (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature		
Date	✓ 1/12/17	



Capacity	Solicitor to applicant
----------	------------------------

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd 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	

<b>Contact name (where not previously given) and address for correspondence associated with this application</b> (please read guidance note 14) Rachel Kelly TLT Solicitors One Redcliff Street			
<b>Post town</b>	Bristol	<b>Post code</b>	BS1 6TP
<b>Telephone number (if any)</b>	0333 00 60283		
<b>If you would prefer us to correspond with you by e-mail, your e-mail address (optional)</b> Rachel.kelly@tltsolicitors.com			

**Notes for Guidance**

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.
2. 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
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

Agenda item number: 2  
Appendix 3

- 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 agents must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.



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**From:** [Jan Croll](#)  
**To:** [Licensing Unit](#)  
**Cc:** ["Whitear, Colin 13058"](#); [Gary Durrant](#)  
**Subject:** Licensing Act 2003 - Objection to Application for Variation to GUPLA0296 - THE CANNON [UNC]  
**Date:** 18 December 2017 11:59:57

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Dear Sir/Madam,

Notification has been received by Environmental Health that Punch Taverns Limited has submitted an application to vary the licence GUPLA0296 for The Cannon, 3 Portsmouth Road, Guildford, GU2 4BL. The application is to change the layout of the premises, to permit the installation of a temporary, pop up bar, and to remove and replace the existing conditions.

Environmental Health object to this application on the grounds that it would undermine the licensing objective of 'The prevention of public nuisance'.

The evidence to support this objection is that:

- On 15/03/2017 a complaint was received related to noise outbreak from amplified music from the rear of the premises, from 'Soul & Funk' nights in March, April & May. The premises was added to the Out of Hours noise patrol and noise breakout from the internal area was identified to the rear of the premises when the rear doors were opened to allow ingress & egress of customers to the balcony/smoking area on multiple occasions when officers were on duty. In addition, officers identified there was noise generated from people using the balcony area for drinking and smoking.
- On 10/07/2017 a further complaint was received related to noise outbreak from amplified music and patrons shouting to the front of the premises between 9pm and 1am. The complainant advised that the issue was significant since The Keystone became The Cannon. The premises was again added to the Out of Hours noise patrol.
- Addition of a pop-up bar would add to the number of patrons on the external balcony area and necessarily increase the noise from this area.

The variation to the conditions also removes the requirement to not have external speakers to be installed in the rear terrace area, removes the requirement to not have live music outside the buildings of the premises after 10.30pm, removes the limit of number of performers of live music and also removes the requirement to have doors fitted with self-closers and for these to be maintained in proper working order. Finally the variation to the conditions removes the requirement to not use any external part of the premises for any purpose after 11.30pm, except for access to and from the premises. Explicitly the new conditions would permit consumption of food and drink and smoking on the balcony area until 1.30am on Friday and Saturdays and 12.30am on other days of the week.

For these reasons, Environmental Health are satisfied that the granting of this variation would undermine the licensing objective of preventing public nuisance. A copy of this objection notice will be served on Surrey Police Licensing, in accordance with the legislation.

Yours faithfully,

Agenda item number: 2  
Appendix 4

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Guildford Borough Council UNCLASSIFIED EXTERNAL