



GUILDFORD
BOROUGH

James Whiteman
Managing Director

www.guildford.gov.uk

Contact Officer:

Sophie Butcher, Committee Officer
Tel no: 01483 444056

20 April 2018

Dear Councillor

Your attendance is requested at a meeting of the **LICENSING SUB COMMITTEE** to be held in the Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **MONDAY 30 APRIL 2018 at 10.00am.**

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE LICENSING SUB COMMITTEE

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

QUORUM 3



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 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 TO VARY A PREMISES LICENCE GUPLA0114 - BP SERVICE STATION (Pages 1 - 32)

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

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LICENSING SUB-COMMITTEE

30 April 2018

Application Type:	Application to Vary a Premises Licence - GUPLA0114	
Ward:	Merrow	Ward Councillors: Cllr Ellwood Cllr Brooker Cllr Jordan
Applicant:	BP Oil UK Limited	
Premises:	BP Service Station. 213 Epsom Road, Merrow, Guildford.	
Proposal:	<p>The premises is a Service Station and M&S general store, selling a range of food, drink and other goods.</p> <p>The application is to vary the current Premises Licence.</p> <p>The application is to extend the period allowing the sale of alcohol, for consumption off the premises to 24hours, 7 days a week and the provision for late night refreshment between the hours of 2300 and 0500, 7 days a week.</p> <p>Further remove embedded restrictions in the licence and then add new conditions as set out in the application.</p>	

1. SITE LOCATION

- 1.1 The premises is situated at 213 Epsom Road, Merrow, Guildford, with a mixture of commercial, retail and residential properties within the immediate vicinity. The Service Station currently holds a Premises Licence, which allows the sale of alcohol until 2300 hours, Monday to Saturday and 2230hrs on Sunday.

The Service Station is authorised to remain open 24 hours a day.

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
- Late Night Refreshment

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 off the premises	24hrs	24hrs	24hrs	24hrs	24hrs	24hrs	24hrs
Late Night Refreshment							
For consumption off the premises	23:00 – 05:00	23:00 – 05:00	23:00 – 05:00	23:00 – 05:00	23:00 – 05:00	23:00 – 05:00	23:00 – 05:00
Times premises are open to public							
	24hrs	24hrs	24hrs	24hrs	24hrs	24hrs	24hrs

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

3. CONSULTATION

The application was in consultation from 8th March 2018 to the 4th April 2018.
The application was advertised in accordance with regulations.

Responsible Authorities.

One representation/objection has been received from the Environmental Health Team from Guildford Borough Council, relating to the use of the carpark and its vicinity to residential housing.

A number of proposals have been put forward to the applicant in order to mitigate the impact.

Representations from other persons

We have received six representations, two from local Councillors and a further four from members of the public. They are primarily on the grounds of the prevention of crime and disorder and public nuisance.

The representations refer to the potential for noise and litter generated by customers.

Representations also refer to the belief that the extended sale of alcohol and availability of hot food after 2300hrs will lead to an increase in crime and disorder.

The Sub-Committee is reminded that the need for an outlet selling alcohol and/or late night refreshments in the local area is not a relevant licensing consideration.

Copies of the representations are attached as **Appendix 3.**

4. LICENSING POLICY

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

- Section 4: (Fundamental Principles)
- Section 11: 11.1 – 11.8 (Licensing Hours)
- Section 12: 12.2.1 – 12.2.14 (Crime and Disorder)
- Section 12: 12.4.1 – 12.4.6 (Public Nuisance)
- Section 13: Licence Conditions

5. NATIONAL GUIDANCE

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

Paragraphs 2.1 – 2.6 – Crime and Disorder

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, which include mandatory conditions to be included in every licence.

6. CONCLUSION:

1. The Sub-Committee must consider the application for the grant of a variation to the current premises licence on its merits.
2. Subject to paragraph (3) below, Section 35(2) of the Licensing Act 2003 provides that the Sub-Committee must grant the application.
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 modify the conditions of the licence. This includes altering or omitting any of the existing conditions or adding 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 whole or part of the application.

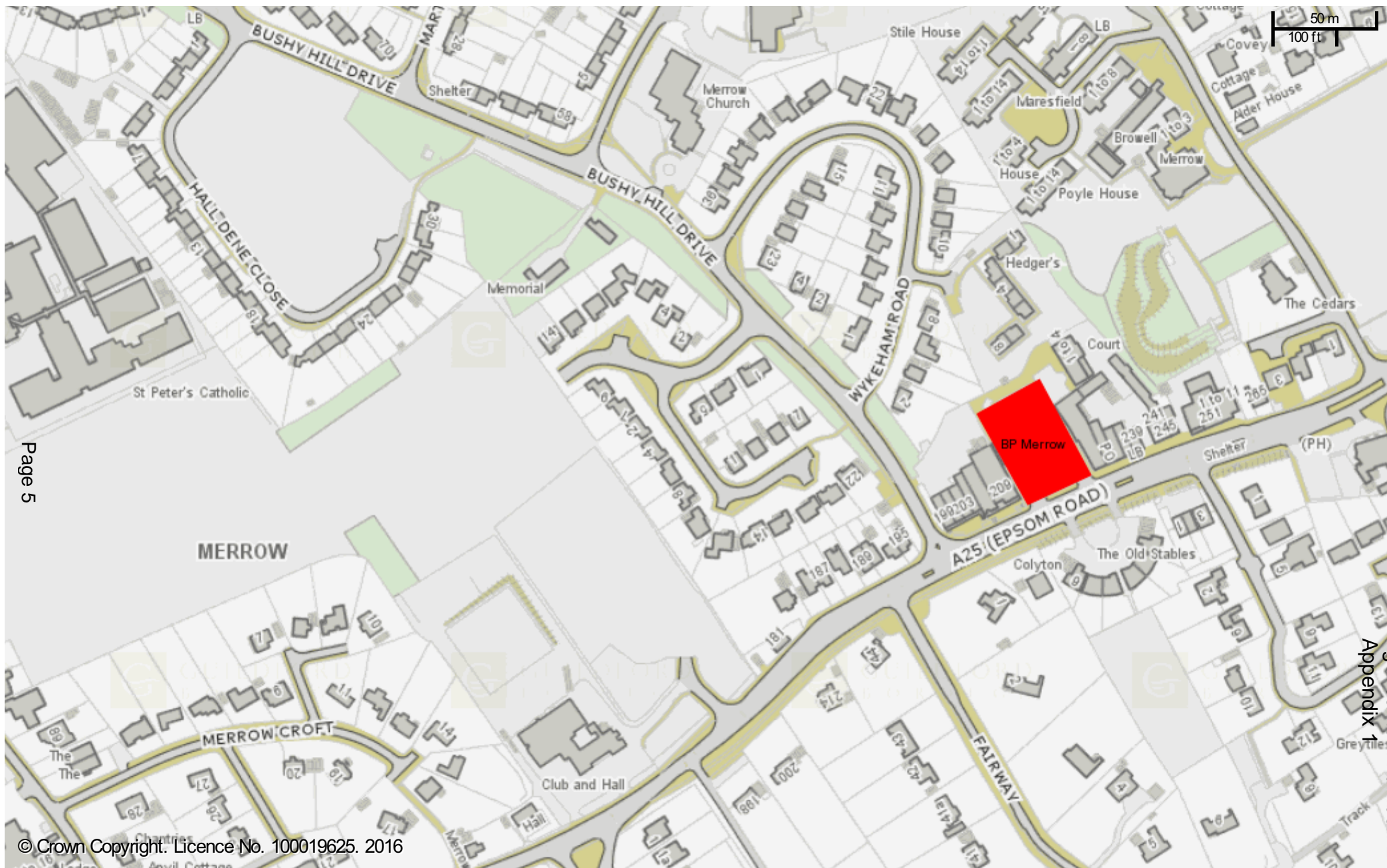
Originator:

Mark Adams, Licensing Officer

Tel: (01483) 444368

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

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* required information

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

System reference

Not Currently In Use

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

Your reference

CVE/88/501/RPB

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

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

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

Applicant Details

* First name

BP Oil UK Limited

* Family name

BP Oil UK Limited

* E-mail

[REDACTED]

Main telephone number

[REDACTED]

Include country code.

Other telephone number

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

Is the applicant:

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

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

Applicant Business

Is the applicant's business registered in the UK with Companies House?

☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

00446915

Business name

BP Oil UK Limited

If the applicant's business is registered, use its registered name.

VAT number

- N/A

Put "none" if the applicant is not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Applicant's position in the business

Legal Team

Home country

United Kingdom

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

BP Oil UK Limited

Street

Chertsey Road

District

City or town

Sunbury on Thames

County or administrative area

Middlesex

Postcode

TW16 7BP

Country

United Kingdom

Agent Details

* First name

* Family name

* E-mail

Main telephone number

number

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

Are you:

- ☒ An agent that is a business or organisation, including a sole trader
- ☐ A private individual acting as an agent

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

Agent Business

Is your business registered in the UK with Companies House?

☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

OC334359

Business name

Winckworth Sherwood LLP

If your business is registered, use its registered name.

VAT number

-

N/A

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

Legal status

Partnership

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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APPLICATION DETAILS

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.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

* Premises Licence Number

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

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Premises Contact Details

Telephone number

Continued from previous page...

Non-domestic rateable
value of premises (£)

140,000

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VARIATION

Do you want the proposed
variation to have effect as
soon as possible?

☒

Yes

☐

No

Do you want the proposed variation to have effect in relation to the
introduction of the late night levy?

☐

Yes

☒

No

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.

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

Describe Briefly The Nature Of The Proposed Variation

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.

A petrol forecourt store selling a broad range of groceries, household products and alcohol. Situated at 213 Epsom Road, Merrow, Guildford, Surrey, GU1 2RB to be varied as follows:

- 1.To extend the hours for the sale of alcohol to 24 hours a day 7 days a week.
- 2.To include the provision of late night refreshment between the hours of 2300 and 0500 7 days a week.
- 3.To remove the embedded restrictions in the licence.
- 4.To include in Annex 2 the conditions in boxes b to e of Section 16 of this application.

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will the schedule to provide plays be subject to change if this application to
vary is successful?

☐

Yes

☒

No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Continued from previous page...

Will the schedule to provide films be subject to change if this application to vary is successful?

☐ Yes ☒ No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

☐ Yes ☒ No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

☐ Yes ☒ No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide live music be subject to change if this application to vary is successful?

☐ Yes ☒ No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

☐ Yes ☒ No

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

☐ Yes ☒ No

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

[See guidance on regulated entertainment](#)

Continued from previous page...

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

☐ Yes ☒ No

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PROVISION OF LATE NIGHT REFRESHMENT

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Continued from previous page...

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

☐ Indoors ☐ Outdoors ☒ Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations.

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

Non standard timings. Where the premises will be used for the provision of late night refreshment at different times from those listed above, list below.

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

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SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

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Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption?

☐ On the premises ☒ Off the premises ☐ Both

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

State any seasonal variations.

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

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

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

Continued from previous page...

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

Provide information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

The premises sell alcohol and other age restricted products.

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Provide timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="24:00"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations.

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

Continued from previous page...

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

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

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

1. The hours for the sale of alcohol are currently restricted as follows:

Monday to Saturday: 0800 to 2300
Sundays (other than Christmas Day): 1000 to 2230
Good Friday: 0800 to 2230
Christmas Day: 1200 to 1500 and 1900 to 2230

2. The embedded restrictions set out in the licence.

The above restrictions would be removed as a consequence of the proposed variation.

☒ I have enclosed the premises licence

☐ I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

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LICENSING OBJECTIVES

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

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

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

b) The prevention of crime and disorder

1. A digital CCTV system will be installed, or the existing system maintained, such system to be fit for the purpose.

Continued from previous page...

2. The CCTV system shall be capable of producing immediate copies on site. Copies of recordings will either be recorded digitally on to CD/DVD or other equivalent medium.
3. Any recording will be retained and stored in a suitable and secure manner for a minimum of 31 days and shall be made available, subject to compliance with Data Protection legislation, to the police for inspection on request.
4. The precise positions of the cameras may be agreed, subject to compliance with Data Protection legislation, with the police from time to time.
5. The system will display, on any recording, the correct time and date of the recording.
6. The CCTV system will be maintained and fully operational throughout the hours that the premises are open for any licensable activity.

c) Public safety

The premises licence holder will at all times maintain adequate levels of staff. Such staff levels will be disclosed, on request, to the licensing authority and police.

d) The prevention of public nuisance

Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.

e) The protection of children from harm

The premises licence holder will ensure that an age verification policy will apply to the premises whereby all cashiers will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.

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NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

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PAYMENT DETAILS

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

Variation Fees are determined by the non-domestic rateable value of the premises.

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

635.00

DECLARATION

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

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

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

Continued from previous page...

* Full name

* Capacity

* Date / /
dd mm yyyy

[Add another signatory](#)

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

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/guildford/change-1> to upload this file and continue with your application.

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

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

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

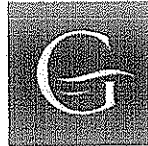
Date and time submitted

Approval deadline

Error message

Is Digitally signed ☐

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GUILDFORD
BOROUGH

Licensing Act 2003

GUPLA0114

Premises Licence

Part 1 - Premises Details

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

B.P. Merrow Service Station

213 Epsom Road, Merrow, Guildford, Surrey, GU1 2RB.

Telephone 01483 572521

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- the sale by retail of alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
M. The sale by retail of alcohol for consumption OFF the premises only	Monday to Saturday	8:00am	11:00pm
	Sunday	10:00am	10:30pm

THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday to Sunday	Midnight	Midnight No Fixed Times

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

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

Part 2

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

BP OIL UK LTD

Chertsey Road, Sunbury On Thames, Middlesex, TW16 7BP.
Telephone 01908 853000

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

BP OIL UK LTD

00446915





GUILDFORD
BOROUGH

Licensing Act 2003

GUPLA0114

Premises Licence

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

William Ian LIDDICOTT

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.

Issued by Waverley

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 premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
- 1.2 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 a holographic mark.

B: Permitted hours-Sale of Alcohol

Alcohol shall not be sold or supplied except during permitted hours.
In this condition, permitted hours means:

- a. On weekdays, other than Christmas Day, 8 a.m. to 11 p.m.
- b. On Sundays, other than Christmas Day, 10 a.m. to 10.30 p.m.
- c. On Christmas Day, 12 noon to 3 p.m. and 7 p.m. to 10.30 p.m.
- d. On Good Friday, 8 a.m. to 10.30 p.m.

The above restrictions do not prohibit:

- a) during the first twenty minutes after the above hours, the taking of the alcohol from the premises, unless the alcohol is supplied or taken in an open vessel;
- b) the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
- c) the sale of alcohol to a trader or club for the purposes of the trade or club;
- d) the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces;

Justine Fuller

Justine Fuller

**Environmental Health Manager
Guildford Borough Council**





GUILDFORD
BOROUGH

Licensing Act 2003

GUPLA0114

Premises Licence Summary

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

B.P. Merrow Service Station

213 Epsom Road, Merrow, Guildford, Surrey, GU1 2RB.

Telephone 01483 572521

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Telephone 01908 853000

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

BP OIL UK LTD

00446915

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORIZES THE SUPPLY OF ALCOHOL

William Ian LIDDICOTT





GUILDFORD
B O R O U G H

Licensing Act 2003

GUPLA0114

Premises Licence Summary

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



Justine Fuller
Environmental Health Manager
Guildford Borough Council

From: Graham Ellwood
Sent: 07 March 2018 17:52
To: Licensing Unit

Subject: Proposed variation to the BP garage premises licence [RES]

Kindly note that I object in the strongest possible terms to this variation

It contravenes the basic tenets of any Licensing application and especially is likely to increase noise, disturbance to residents ,particularly at anti social hours, and drunkenness.

I trust this is clear

Graham Ellwood
Lead Councillor for Licensing , Community Safety, Environmental Health and Emergency Planning





GUILDFORD
B O R O U G H

COMMUNITY
CARE

19 MAR 2018

Councillor Mrs Jennifer Jordan

E-Mail: jordanj@guildford.gov.uk

15th. March 2018

Licence application GUPLA0114
B.P. garage 213 Epsom Road, Merrow

Dear m/s Fuller,

I object to the application for the 24 hour sale of alcohol at these premises. I believe it will encourage customers to purchase alcohol once the pubs have closed and potentially cause noise, disturbance and drunkenness in the nearby residential area.

Yours sincerely,
Jennifer Jordan

Mark Adams

From: [REDACTED]
Sent: 30 March 2018 11:00
To: [REDACTED]
Cc: [REDACTED]
Subject: Licensing application BP garage Merrow

Follow Up Flag: Follow up
Flag Status: Flagged

Good Morning

I understand that there is an application to extend the licensing hours for the above premises from 11pm to 5am, whereas it currently ends at 11pm.

My concern for the neighbourhood of Merrow Village is the possibility that antisocial behaviour may be encouraged by the all night sale of alcohol and food. I don't see why there is any need to sell any refreshments to the public beyond 11pm. This is not the town centre where people tend to congregate late at night and the police are active.

Kind regards
Denise Hilton
[REDACTED]

Mark Adams

From: [REDACTED]
Sent: 29 March 2018 11:22
To: [REDACTED]
Subject: BP/M&S Licensing Application

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mark,

I am concerned by the proposal of selling hot food and alcohol between 11pm and 5am at the M&S at the BP garage in Merrow. My children's home is just down the road and I also live near the garage. There are already issues of young people congregating near the garage (in and around the car park of the Methodist Church). I feel the availability of the hot food more than the alcohol will allow the young people to be out later and add to the anti-social behaviour shown by some of these young people.

I do struggle to understand why there has to be a provision to buy alcohol after 11pm? This really is not in line with guidelines that the Government and NHS are promoting which is to eat less and drink less nor will it help with the reduction of anti-social behaviour in Guildford / Merrow. If the store is open late it will encourage people to come from other areas in Guildford to come to Merrow late at night and cause increased traffic to the area.

Kind Regards
Navjyot Dhanoa

Registered Team Manager

[REDACTED]

[REDACTED]

"Our aim at Libertas is that we help our young people gain confidence and knowledge so that they are able to understand and sustain personal relationships, keep themselves healthy and safe, gain a good work ethic and be financially independent of the welfare system."

* * * * *

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<http://www.surreycc.gov.uk>

* * * * *

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Mark Adams

From: [REDACTED]
Sent: 04 April 2018 12:15
To: [REDACTED]
Subject: BP / M&S extended licence

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mr. Adams

I strongly object to the above application on the grounds that these premises could easily become a focal point for anti social behaviour. Merrow BP / M&S is situated in a quiet residential area with neighbours living in close proximity who could be seriously disturbed by nightly use of this facility. Please could you tell me what category of customer is being targeted . The government is campaigning to reduce alcohol consumption. Why, therefore, would permission be given to this application intended to assist or extend the sale of alcohol. It is really disconcerting to think that the council might agree to and M&S be associated with this project.

Kind Regards

Shirley Smith
[REDACTED]

Please note my new email address [REDACTED] Sent from my iPad

Mark Adams

From: [REDACTED]
Sent: 29 March 2018 19:33
To: [REDACTED]
Subject: M&S licensing proposal

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mark,

As a resident of Merrow for the past 15 years and with 2 young teenage children, I would like to lodge my objection to the proposal that the local M & S, located within the BP garage on Epsom Road, Guildford, sell alcohol between the hours of 11pm- 5am.

Merrow is a family community, which is already impacted by many of the local youths congregating in certain areas and drinking alcohol - you only have to take a stroll around the area to see the discarded cans and bottles. To have a venue that will sell alcohol after hours, will, I believe only increase this problem. Whether M&S follow strict ID guidelines or not, I know for a fact that there will be ways for these youths to purchase said alcohol.

As well as the local youths congregating, I also believe that this all night license will encourage youths from other areas to travel to the community, thereby exacerbating the situation.

Having worked with adolescents for the past 17 years and witnessed the ease with which they are able to purchase alcohol, as well as the problems this ultimately brings, I am very strongly against having this license agreed.

Kind Regards

Wendy Taylor

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