



GUILDFORD
BOROUGH

James Whiteman
Managing Director

www.guildford.gov.uk

Contact Officer:

Andrea Carr

Email: andrea.carr@guildford.gov.uk

Tel no: 01483 444058

15 May 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 **WEDNESDAY 23 MAY 2018 at 4.00 pm.**

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE LICENSING SUB COMMITTEE

Councillor David Elms (Chairman)
Councillor David Wright
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.

A G E N D A

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 GUPLA0574 - CHARCOAL GRILL (Pages 1 - 32)

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

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LICENSING SUB-COMMITTEE

23 May 2018

Application. Type:	Application for the variation of a Premises Licence, number GUPLA0574	
Ward:	Friary and St Nicolas Ward	Ward Councillors: Cllr Alexandra Chesterfield Cllr Angela Goodwin Cllr Caroline Reeves
Applicant:	Kasimpasa Limited, 15 Park Street, Guildford, Surrey, GU1 4XB	
Agent:	Robert Mattock, Mattock Consultancy Services Limited, 2 Nightingale Crescent, West Horsley, Surrey, KT24 6PD	
Premises:	Guildford Charcoal Grill, 15 Park Street, Guildford, Surrey, GU1 4XB	
Proposal:	The premise is a take away restaurant in the town centre. The application is to vary the authorised times for late night refreshment to extend the hours of operation of the venue.	

1. SITE LOCATION

- 1.1 The premise is a take away restaurant situated on the edge of the town centre. There are residential properties and commercial properties in the vicinity, including a late night venue next door. 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 GUPLA0574 and the authorised plans are attached as **Appendix 2**.
- 2.2 The licence commenced on 10 April 2015, and was transferred to the current licence holder on 16 October 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 5 April 2018.
- 2.4 The licence was varied in September 2016 to add the sale of alcohol as a licensable activity, and to extend the hours to those currently shown on the licence.
- 2.5 A previous licence at the same venue, was in place from 24 November 2005 until it was revoked in 2013. The licence was revoked following the second of two reviews of the premises licence applied for by Surrey Police.

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 proposed changes to the hours for the sale of alcohol which is restricted to sales accompanying deliveries of hot food until 3 am Monday to Saturday and midnight on Sunday. The application is to extend the provision of late night refreshment until 4 am Monday to Saturday and 1 am on Sunday, both for delivery and for customers attending the premises, although customers will not be permitted to enter the premises during the last 15 minutes of trading. Currently customers are not allowed to enter the premises after 2:30 am Monday to Saturday and midnight on Sunday.

3.2 Conditions

3.2.1 The applicant's proposed steps would require the amendment of additional conditions 6 and 7 on the current licence. The applicant has agreed that the proposed updated conditions 6 and 7 below accurately reflect the steps they intend taking to promote the licensing objectives.

6. At least one SIA accredited door staff shall be employed at the premises from 21:30 until midnight, and at least two SIA accredited door staff shall be employed from midnight until the premises closes to the public.
7. No new customers shall be admitted to the premises after 03:45 hours Monday-Saturday and all customers shall leave by 04:00 hours. For Sunday, no new customer shall be admitted to the premises after 00:45 hours and all customers must leave by 01:00 hours.

3.2.2 For ease of reference, the current conditions 6 and 7 are repeated below:

6. On Monday, Friday and Saturday nights SIA accredited door staff shall be employed at the premises as follows;
 - One (1) from 23:00 hours to midnight (00:00 hours)
 - Two (2) from midnight (00:00 hours) until the premises is closed to the general public at 02:45 hours. (Note: Last entry and orders at the premises is 02:30 hours and the premises must close at 02:45 hours to members of the public. Deliveries from the rear must cease by 03:30 hours).
7. No new customers shall be admitted to the premises after 02:30 hours Monday-Saturday and leave by 02:45 hours. For Sunday, the premise must close by midnight (00:00 hours).

3.3 Authorised Plan

There is no proposed change to the authorised plan.

4. CONSULTATIONS

(i) Consultation period

The application was in consultation from 10th April to 7th May 2018. The application was advertised in accordance with the regulations.

(ii) Representations from Responsible Authorities

Two representations were received from Surrey Police and Guildford Licensing Team on the grounds of prevention of crime and disorder. A copy of these representations are 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. 2: (Prevention of Crime and Disorder)
- 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 2.1 – 2.6 – Crime and Disorder

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

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.

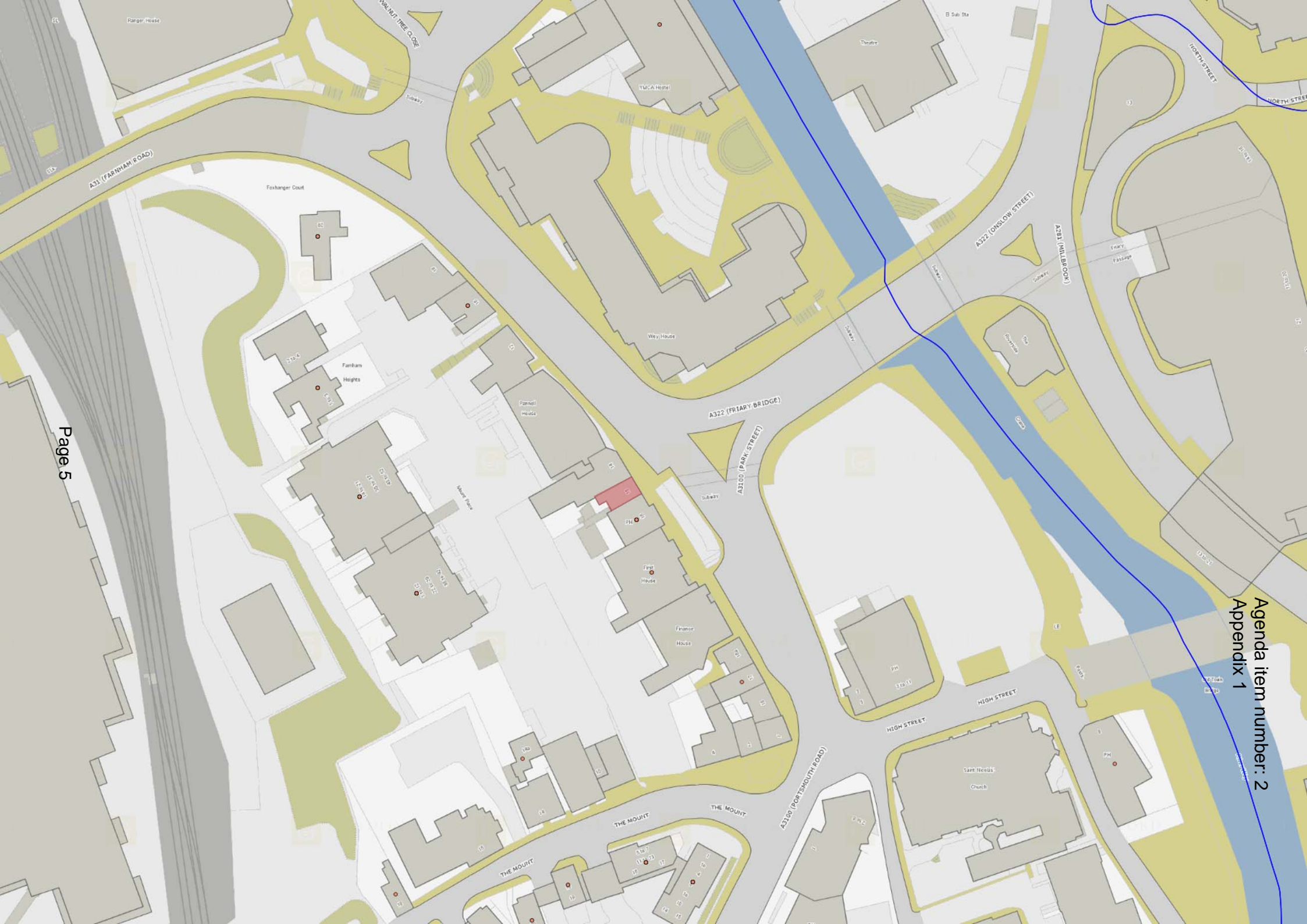
Originator:

Peter Muir, Licensing Officer

Tel: (01483) 444110

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

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GUILDFORD
B O R O U G H

Licensing Act 2003

Premises Licence

GUPLA0574

Part 1 - Premises Details

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

Guildford Charcoal Grill

15 Park Street, Guildford, Surrey, GU1 4XB.

Telephone 01483 570235

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment
- 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
L. Late night refreshment (Indoors)			
Monday to Saturday		11:00pm	3:30am
Sunday		11:00pm	Midnight
M. The sale by retail of alcohol for consumption OFF the premises only			
Monday to Saturday		Noon	3:00am
Sunday		Noon	Midnight

THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday to Saturday	Noon	2:45am
Sunday	Noon	Midnight

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

Kasimpasa Limited

15 Park Street, Guildford, Surrey, GU1 4XB.

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

Kasimpasa Limited

10787757



Justine Fuller
Environmental Health Manager
Guildford Borough Council



GUILDFORD
B O R O U G H

Licensing Act 2003

Premises Licence

GUPLA0574

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

Mutlu TEMUR

15 Park Street, Guildford, Surrey, GU1 4XB.
[REDACTED]

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. GUPA1781

Issued by Guildford



Justine Fuller
Environmental Health Manager
Guildford Borough Council



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 (Off Sales)

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.
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. 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.

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



Justine Fuller



Licensing Act 2003

Premises Licence

GUPLA0574

ANNEXES continued ...

- (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: 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

D: Additional conditions (updated by Variation to Premise Licence - September 2016)

1. A CCTV system must be installed on the premises. The CCTV system installed on the premises is to be fully maintained at all times with monthly maintenance checks being undertaken and shall be operational when the premises are open.
2. The CCTV system must cover all internal public areas and immediate exterior. At least one camera shall provide clear facial recognition of anyone entering the premises. All other cameras installed at the premises to provide identifiable images of individuals present.
3. There must always be a member of staff on the premises able to operate the CCTV system when the premises are open.
4. All CCTV footage is to be retained for a minimum of 28 days and shall be made immediately available, either for

Justine Fuller

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





Licensing Act 2003

GUPLA0574

Premises Licence

ANNEXES continued ...

viewing or in a format that can be downloaded to a responsible authority upon request within 24 hours.

5. The licensee shall obtain a town link radio and staff shall be trained in its use.
6. On Monday, Friday and Saturday nights SIA accredited door staff shall be employed at the premises as follows;
 - One (1) from 23:00 hours to midnight (00:00 hours)
 - Two (2) from midnight (00:00 hours) until the premises is closed to the general public at 02:45 hours.
(Note: Last entry and orders at the premises is 02:30 hours and the premises must close at 02:45 hours to members of the public. Deliveries from the rear must cease by 03:30 hours).
7. No new customers shall be admitted to the premises after 02:30 hours Monday-Saturday and leave by 02:45 hours. For Sunday, the premise must close by midnight (00:00 hours).
8. The premises is required if it continues to provide food and beverages via a delivery service past 02:45 hours (until 03:30 hours), to have suitable blinds (or other effective physically attached device/s) to clearly show that the premises is closed to the general public.
9. Alcohol can only be supplied OFF the premises via DELIVERY.
10. All deliveries of food and alcohol must be made to a registered home or business address and payment for all food and alcohol deliveries must be made at the time of order at the premises (15 Park Street, Guildford, Surrey, GU1 4XB).
11. The premises will operate a Challenge 25 age verification policy whereby any individual attempting to purchase or take delivery of alcohol who appears to be under the age of 25 will be asked to produce valid identification proving that they are over 18. If an individual is unable to produce valid proof of age the sale or delivery will be refused.
12. All staff, whether paid or unpaid, will receive training regarding their responsibilities under the Licensing Act 2003 prior to being authorised to sell or carry out deliveries of alcohol. This training will include details of the premises age verification policy (Challenge 25), how to check identification and how to refuse sales. Refresher training must be provided at intervals of no more than six months.
13. Records of all staff training will be maintained. The records must include details of the name of the member of staff, the date of the training, the name of the individual providing the training and a summary of its contents. The records will be accessible on the premises and produced for inspection by an authorised officer from a Responsible Authority upon request. Each record will be kept on the premises for a minimum period of two years.
14. A refusals log containing details of each refused sale or delivery of alcohol will be maintained at the premises. The log will include as a minimum the date and time of the refusal, the name of the member of staff who refused the sale or delivery, a description of the person who attempted to purchase the alcohol (or the address in the





Licensing Act 2003

Premises Licence

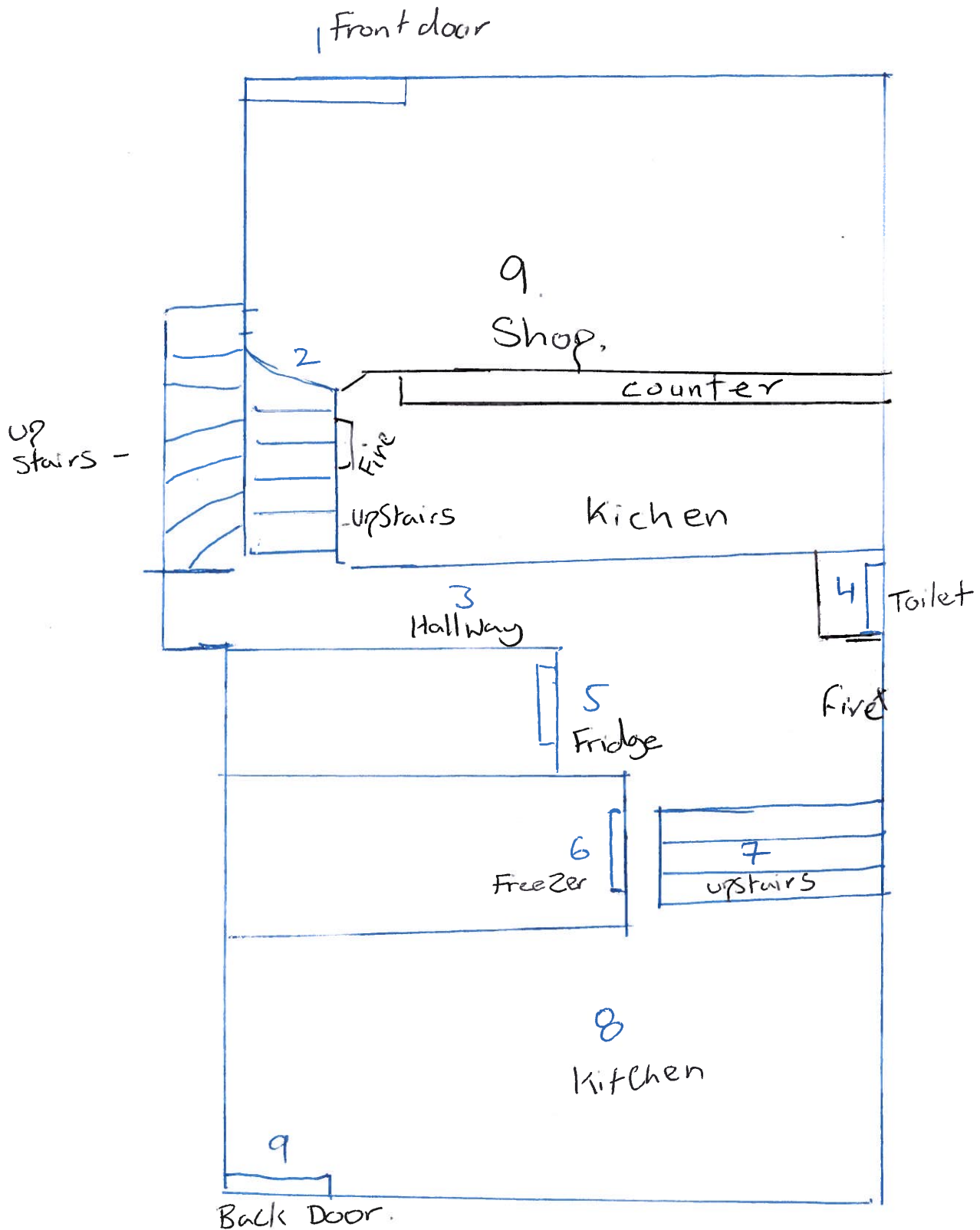
GUPLA0574

ANNEXES continued ...

case of delivery orders) and the reason for the refusal. The DPS or a nominated person will monitor the entries in the refusals log at least once per month and sign and date the log to indicate they have done so. The refusals log will be kept on the premises and be available for inspection by an authorised officer from a Responsible Authority upon request.

15. The SIA security staff employed at the premises shall be responsible for maintaining order and minimising noise to the front of the premises.
16. The licensee, management and staff will be responsible for ensuring that a noise nuisance is not created to the rear of the premises, from either people or vehicle noise, during home delivery operations.
17. The licensee shall ensure that all staff, including any new members of staff, are trained to prevent the breakout of excessive noise from the premises and training records shall be kept.







GUILDFORD
BOROUGH

Licensing Act 2003

Premises Licence Summary

GUPLA0574

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

Guildford Charcoal Grill

15 Park Street, Guildford, Surrey, GU1 4XB.

Telephone 01483 570235

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment
- 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
L. Late night refreshment (Indoors)	Monday to Saturday	11:00pm	3:30am
	Sunday	11:00pm	Midnight
M. The sale by retail of alcohol for consumption OFF the premises only	Monday to Saturday	Noon	3:00am
	Sunday	Noon	Midnight

THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday to Saturday	Noon	2:45am
Sunday	Noon	Midnight

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

NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Kasimpasa Limited

15 Park Street, Guildford, Surrey, GU1 4XB.

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

Kasimpasa Limited

10787757

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

Mutlu TEMUR



Justine Fuller
Environmental Health Manager
Guildford Borough Council



GUILDFORD
B O R O U G H

Licensing Act 2003

Premises Licence Summary

GUPLA0574

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



Justine Fuller
Environmental Health Manager
Guildford Borough Council

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* required information

Section 1 of 18

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	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text" value="GCG-2018-1"/>	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?		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
<input checked="" type="radio"/> Yes <input type="radio"/> No		

Applicant Details

* First name	<input type="text" value="Mutlu"/>	
* Family name	<input type="text" value="Temur"/>	
* E-mail	<input type="text" value=""/>	
Main telephone number	<input type="text" value=""/>	Include country code.
Other telephone number	<input type="text" value=""/>	
<input checked="" type="checkbox"/> 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?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	<input type="text" value="10787757"/>	
Business name	<input type="text" value="Kasimpasa"/>	If the applicant's business is registered, use its registered name.
VAT number	<input type="text" value="-"/> <input type="text" value="277538950"/>	Put "none" if the applicant is not registered for VAT.
Legal status	<input type="text" value="Private Limited Company"/>	

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

- ☒ An agent that is a business or organisation, including a sole trader
☐ A 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

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

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

Section 2 of 18

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 (£)

4,400

Section 3 of 18

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.

To extend the hours of operation of the shop, to 0400 hours Monday to Saturday and to 0100 hours on Sunday. To ensure closure at this time, last entries to the shop would be 15 minutes prior to closing. The times of the delivery service remain unchanged. Registered Door Staff would be on duty from current start times until closing.

Section 4 of 18

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

Section 5 of 18

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

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

☐

Yes

☒

No

Section 6 of 18

PROVISION OF INDOOR SPORTING EVENTS

Continued from previous page...

[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

Section 7 of 18

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

Section 8 of 18

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

Section 9 of 18

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

Section 10 of 18

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

Section 11 of 18

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

[See guidance on regulated entertainment](#)

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

Section 12 of 18

PROVISION OF LATE NIGHT REFRESHMENT

Continued from previous page...

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

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.

The provision of hot food and drink on a 'Take Away' basis from the shop premises. Also the provision of a delivery service of hot food and drink from the shop. The delivery service to also provide alcohol for delivery (no sales across the shop

Continued from previous page...

counter) when a DPS is in place.

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.

To continue until the equivalent time (04:00/01:00) during any change to National Clock Times. To continue from close of business on New Years Eve through to opening time on New Years Day.

Section 13 of 18

SUPPLY OF ALCOHOL

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

☐ Yes ☒ No

Section 14 of 18

ADULT ENTERTAINMENT

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

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.

None

Section 15 of 18

HOURS PREMISES ARE OPEN TO THE PUBLIC

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.

Continued from previous page...

TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

State any seasonal variations.

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

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

From close of business on New Years Eve remain open and able to serve until opening time on New Years Day.

Continued from previous page...

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

- ☐ 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.

The licence will be delivered to GBC by hand.

Section 16 of 18

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.

The operator considers the existing steps to be adequate. For clarity, Registered Door Staff would remain on duty from current start times until close.

b) The prevention of crime and disorder

The operator considers the existing steps to be adequate. For clarity, Registered Door Staff would remain on duty from current start times until close.

c) Public safety

The operator considers the existing steps to be adequate. For clarity, Registered Door Staff would remain on duty from current start times until close.

d) The prevention of public nuisance

The operator considers the existing steps to be adequate. For clarity, Registered Door Staff would remain on duty from current start times until close. Delivery drivers would be trained in noise control from deliveries from the rear access.

e) The protection of children from harm

The operator considers the existing steps to be adequate. For clarity, Registered Door Staff would remain on duty from

Continued from previous page...

current start times until close.

Section 17 of 18

NOTES ON REGULATED ENTERTAINMENT

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.

Section 18 of 18

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 your 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 (£)

190.00

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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Licensing Manager
Guildford Borough Council
Millmead House
Millmead
Guildford
GU1

02/05/2018

Re: - Charcoal Grill application to vary Premises Licence GUPLA0574

Dear Sir

Surrey Police, as a Responsible Authority under Section 13(4) (a) of the Licensing Act 2003, wish to make a formal objection against the application to vary the premises licence in respect of the premises named above, on the grounds of the Prevention of Crime and Disorder.

Surrey Police have received an application to vary the premises licence for Charcoal Grill, 15 Park Street, Guildford, Surrey, GU1 4XB, the application requests to extend the hours of operation when open to the public from 02:45 to 04:00.

Charcoal Grill is situated next to a late-night venue called Thirty 3 Hertz which has a closing time of 03:30, Charcoal Grill is also a short distance away from Bridge Street where four late night premises are located, Bar 13, Pop World, Lloyd's No1 Bar and Casino with closing times between 03:00 and 03:30, there are residential properties above Thirty 3 Hertz and in Park Street.

Surrey Police have concerns that this extension will cause a return to the issues the premises has experienced in the past.

History: - Surrey Police called a review in May 2012 the licensing committee placed condition to the premises licence and reduced hours to 03:00 from 03:30.

The premises was reviewed again in November 2013 at this review the premises licence was revoked, an appeal was lodged but refused at Magistrates court.

The premises applied for a new licence under new owners in March 2015 this was granted.

Application was submitted in August 2016 to extend shop trading hours an agreement was reached between the owners and Surrey Police that the premises could trade from the shop up until 02:45 with last entry at 02:30 Monday to Saturday and Sunday to mid-night, in addition to allow the premises to continue trading deliveries only up until 03:30 and to sell alcohol with deliveries only up to 03:00, this is how the venue operates to-day.

Taking account of the number of incidents from January 2012 to August 2016 then a comparison from August 2016 to-date there has been a 65% reduction in recorded incident relating to these premises with the premises operating at their current times.

Dispersal from the town is an important priority for the police with late night takeaways remaining open after the clubs and bars are closed historically these are a well-known flash points for incidents where groups from the different venues come together this is a potential for violence, anti-social behaviour and noise when people congregate both inside and outside to consume their food.

Customers leaving the Bridge Street premises are likely to make for Charcoal Grill as it will be the closes premises to obtain food are likely to arrive between 03:30- 03:45 at this point people will try to gain entry at a time when they will be preparing close, the current times mitigate these potential issues happening.

In the application (licensing objectives) it asked to describe the steps you intend to take to promote the four licensing objectives, the applicant has not given enough detail as to how the premises management will handle problems that are likely to arise with the premises trading to 04:00, the applicant states only *''the operator considers the existing steps to be adequate. For clarity, registered door staff would remain on duty from current start times until close''* Trading later that the current hours 02:45 when open to the public, there will be different dynamics to trading to 04:00 e.g. people queuing, turning up just at the premises is to close, also dispersal from the area outside.

Door staff: -

The applicant has offered to continue with the use of registered Security Industry Association door staff (SIA) update to this, Surrey police have been copied into emails between the applicant's agent and Guildford Borough Council's licensing department on 24th April giving details as to the use of door staff.

If the committee is to grant the additional hours Surrey Police would request the following conditions added to the current premises licence although we believe this may not deter potential incidents: -

1 & 2 as now proposed.

- 1) SIA registered door staff to be used: - *At least one SIA accredited door staff shall be employed at the premises from 21:30 to mid-night and two SIA accredited door staff from mid-night until the premises closes to the public, Monday to Sunday*
- 2) *No new customers shall be admitted to the premises after 03:45 hours Monday-Saturday and leave by 04:00 hours. For Sunday, no new customer shall be admitted to the premises after 00:45 hours and must leave by 01:00 hours.*
- 3) *The management to adopt a written dispersal policy.*

The current premises licence GUPLA0574 was transferred to Kasimpasa Limited in October 2017 during which time the premises has been in breach its premises licence trading times and conditions:-

On the 26th February 2018 (early hours of Monday morning) customers entered the premises at 00:34 the premise should have been closed at mid-night.

On the 25th March 2018 (early hours of Sunday) customers can be seen inside the premises Note, this was when the BST clocks were changed the premises continued to trade when it should have closed at 02:00 BST time adjustment therefore was trading in breach of their licence, there was no Temporary Event Notice applied for to cover this.

Following the above Surrey Police have concerns that the management have not taken their terms of the premises licence seriously.

Yours sincerely



Inspector Andrew Hill
Borough Commander



www.guildford.gov.uk

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

Our Ref: GUPLA00574
Your Ref:
Contact: Licensing
Direct Line: 01483 505050
Email: licensing@guildford.gov.uk
Web: www.guildford.gov.uk/taxi

4 May 2018

Dear Sir,

**GUPLA00574 – Guildford Charcoal Grill
Objection to variation application**

Guildford Borough Council, as a Licensing Authority under the Licensing Act 2003, wish to support the objection made by Surrey Police to the variation application for the above premises for reasons of crime and disorder.

As the Police set out in their objection, the premises has a chequered history and no-one wishes to see a return to the levels of previous disorder which led to the revocation of the licence in 2013.

Although the premises is under new management, the recent evidence of the premises trading past its permitted opening hours in breach of its premises licence on 26 February and 26 March 2018 do not demonstrate that the current management are taking compliance with its premises licence seriously.

If such an approach is taken at the current time, when the premises closes before the four main high capacity venues in Bridge Street close, the Licensing Authority is concerned that the management will demonstrate a similar approach at a potentially much busier time leading to an increase in disorder as customers seek to access the premises later at night.

Most venues in Bridge Street have a number of Security Staff to manage the numbers of patrons in their premises and their subsequent exit from the town. Similarly the premises and only two security staff may not be able to cope with number of patrons potentially accessing the premises from Bridge Street after 03:30 hours.

However, should the committee consider granting this application, the Licensing Authority would support the conditions proposed by the Police albeit would suggest that the requirement for Security Staff be risk assessed.

Yours faithfully,

Mike Smith
Licensing Team Leader