

* required information

Section 1 of 21

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

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

JOSEPHINE EDITH

* Family name

PITT

* E-mail

Main telephone number

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.

Continued from previous page...

Address

* 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		_____
Other telephone number		_____

Include country code.

☐ 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		_____
VAT number		_____
Legal status		_____
Your position in the business		_____
Home country		_____

If your business is registered, use its registered name.

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

The country where the headquarters of your business is located.

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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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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

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

Plus 233

Street

1336 LONDON ROAD

District

City or town

NORBURY

County or administrative area

SURREY

Postcode

SW16 4DG

Country

United Kingdom

Further Details

Telephone number

Non-domestic rateable
value of premises (£)

10,750

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- ☒ An individual or individuals
- ☐ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 21**INDIVIDUAL APPLICANT DETAILS****Applicant Name**

Is the name the same as (or similar to) the details given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

JOSEPHINE EDITH

Family name

PITT

Is the applicant 18 years of age or older?

☒ Yes

☐ No

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Current Residential Address

Is the address the same as (or similar to) the address given in section one?

☒ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

☒ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

Telephone number

Other telephone number

* Date of birth

* Nationality

documents that demonstrate entitlement to work in the UK

Right to work share code

Right to work share code if not submitting scanned documents

Add another applicant

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OPERATING SCHEDULE

When do you want the premises licence to start?

/ /
dd mm yyyy

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

/ /
dd mm yyyy

Provide a general description of the premises

Continued from previous page...

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.

The premises is located on London Road in a local shopping parade that also includes other small business operators. The applicant is in the process of completely refurbishing the premises since acquiring the lease in July 2020. The premises was previously a restaurant, but closed for business in middle of 2019. Recommendations for all public safety and security measures to be put in place are covered on the floor plan. Food safety measures will be included in Food Safety Management System prior to opening the premises to general public. This will include the extractor system in the kitchen area for odour, noise and smell control.

The applicant will offer menu dishes to suit West African and Caribbean cuisine and the emphasis will be more on table dining with alcohol complimenting the enjoyment of meals. There will be a table booking service made available through the website. The premises dining capacity is limited to 20 when it is fully occupied. The entire premises covers 45 sq meters and the building is brick wall construction with residential flats on floors above.

The applicant is aware that the premises fall under Cumulative Impact Zone as defined in the current Croydon Statement of Licensing Policy. However, it is worth noting that the premises will be operated as a family run business providing a unique blend of menu dishes and alcohol consumption is ancillary to consumption of food as a table meal. Monitoring customers activity within the premises and external front area at all times is further supported by CCTV system.

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

Section 6 of 21**PROVISION OF PLAYS**

See guidance on regulated entertainment

Will you be providing plays?

☐ Yes

☒ No

Section 7 of 21**PROVISION OF FILMS**

See guidance on regulated entertainment

Will you be providing films?

☐ Yes

☒ No

Section 8 of 21**PROVISION OF INDOOR SPORTING EVENTS**

See guidance on regulated entertainment

Will you be providing indoor sporting events?

☐ Yes

☒ No

Section 9 of 21**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

Continued from previous page...

THURSDAY

Start 23:00

End 00:00

Start

End

FRIDAY

Start 23:00

End 00:00

Start

End

SATURDAY

Start 00:00

End 01:00

Start 23:00

End 00:00

SUNDAY

Start 00:00

End 01:00

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 tick 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.

No amplified music

State any seasonal variations

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

NONE

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

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

On New Year's Eve, Christmas Eve; Easter Sunday and Sunday of each Bank Holiday weekend until 01:00 hours the following day.

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Section 10 of 21**PROVISION OF LIVE MUSIC**

See guidance on regulated entertainment

Will you be providing live music?

☐ Yes ☒ No**Section 11 of 21****PROVISION OF RECORDED MUSIC**

See guidance on regulated entertainment

Will you be providing recorded music?

☐ Yes ☒ No**Section 12 of 21****PROVISION OF PERFORMANCES OF DANCE**

See guidance on regulated entertainment

Will you be providing performances of dance?

☐ Yes ☒ No**Section 13 of 21****PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

See guidance on regulated entertainment

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes ☒ No**Section 14 of 21****LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

☒ Yes ☐ No**Standard Days And Timings****MONDAY**Start End Start End **TUESDAY**Start End Start End **WEDNESDAY**Start End Start End

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

Continued from previous page...

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

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

On New Year's Eve, Christmas Eve; Easter Sunday and Sunday of each Bank Holiday weekend until 01:00 hours the following day.

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

Name

First name

Family name

Date of birth

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

Continued from previous page...

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No**Standard Days And Timings****MONDAY**

Start 11:00

End 00:00

Start

End

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

TUESDAY

Start 11:00

End 00:00

Start

End

WEDNESDAY

Start 11:00

End 00:00

Start

End

THURSDAY

Start 11:00

End 00:00

Start

End

FRIDAY

Start 11:00

End 00:00

Start

End

SATURDAY

Start 00:00

End 01:00

Start 11:00

End 00:00

SUNDAY

Start 00:00

End 01:00

Start 11:00

End 23:00

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.

NONE

Continued from previous page...

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21**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

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

No other Licensable activity is applied for or will be carried out in the premises that gives rise to concern or cause any harm to children. It is important to **AKNOWLEDGE THAT CONSUMPTION OF ALCOHOL IS NOT EXCLUSIVE OR PRIMARY ACTIVITY** on applicant's premises. It is made available for customers who wish to enjoy it with their table meal and is served by waiter service. The main emphasis is to promote the premises as family friendly small restaurant serving the local residents with unique blend grilled and cooked food. The children under the age of 18 will be expected to be accompanied by responsible adult. Conditions proposed for the protection of children from harm are proposed under Operating Schedule (refer to Appendix 1)

Section 17 of 21**HOURS PREMISES ARE OPEN TO THE PUBLIC****Standard Days And Timings****MONDAY**Start End

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

Start End **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

Continued from previous page...

SUNDAY

Start 11:00

End 23:30

Start

End

State any seasonal variations

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

NONE

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

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

On New Year's Eve, Christmas Eve; Easter Sunday and Sunday of each Bank Holiday weekend until 02:30 hours the following day.

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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.

Please refer to Appendix 1 attached with this application (following consultation with Croydon Met Police Licensing)

Following further information is provided after considering the Croydon Council - STATEMENT OF LICENSING POLICY 2018: The applicant recognises the premises are located on London Road (A23) that provides both public and private transport links to all parts of Croydon and even to Lambeth. There is constant use by vehicular traffic and it causes a level of background noise also from passengers catching and alighting from buses, cars and taxis. This noise disturbance is far more significant than any effects of the customers using the applicant's premises. The applicant will remind patrons leaving his premises to respect the local residential/business amenity and display the appropriate signage.

The Designated Premises Supervisor shall be present on the premises when alcohol is supplied with table meals at most times. However in her absence there will be written authorisation for members of staff who can retail alcohol. All staff shall receive training on retail of alcohol, Licensing Conditions, promotion of Licensing Act 2003 objectives, Fire Safety, Food Safety and required record keeping. The premises capacity for consumption of table meals by patrons is limited to 20 when it is fully occupied. The management and staff are capable of monitoring the behaviour of patrons while they are on the premises, or in the immediate vicinity of the premises as they seek to enter or leave. Internal and External area of the premises are clearly visible from the counter area to detect any signs of public disorder or nuisance. This is fully supported by the CCTV system covering all internal and external areas at the front.

OFF sale of Alcohol will only be made available with Counter/Delivery orders in sealed containers together with substantial meal order. There is no vertical drinking permitted on the premises. The applicant will use the last 30 minutes prior to terminal hours as a measure for the winding down of alcohol sales and food orders so that the premises can be vacated quickly and in a staggered manner. The applicant has taken into consideration the steps necessary for the provision of public safety. This covers Fire Safety, Public Health Rescue Service and Food Safety.

Smoking will not be permitted on the premises. The applicant will provide and maintain suitable receptacles for customers smoking outside, to dispose of cigarette litter. Staff will monitor and encourage patrons smoking outside to respect the

Continued from previous page...

local amenity and resident's privacy. Patrons will not be allowed to take alcohol in open containers outside the premises at any time while premises are open to public.

The premises will open at 9.00 am to serve morning breakfast served with tea, coffee or non-alcoholic beverage.

b) The prevention of crime and disorder

Please refer to Appendix 1 attached with this application (following consultation with Croydon Met Police Licensing)

Analysis of crimes committed within half a mile of the premises is covered in Appendix 1. It shows there is an increase of crimes committed during the last 4 months in comparison to similar period last year. However, it is not possible to ascertain if this is due to COVID 19 restrictions or the demonstrations related to Black Lives Matter. The increase is predominantly related to anti-social behaviour, violence and sexual offences. There is no indication from the Metropolitan Police crime statistics whether the recorded offences under these categories are linked to on site consumption of alcohol or provision of late night hot food. The measures put in place together with the conditions proposed in Appendix 1 by the applicant are sufficient to ensure there will be no adverse impact on the Prevention of Crime and Disorder, Public Safety, Public Nuisance or the Protection of Children from Harm with the grant of premises licence.

c) Public safety

Please refer to Appendix 1 attached with this application (following consultation with Croydon Met Police Licensing)

All required regulatory Public Safety measures will be in place at the premises which is being completely refurbished and modernised.

This includes:

Fire Safety measures - emergency lighting, smoke detectors, fire blanket, fire extinguishers, and emergency plan
Food Safety measures - food hygiene, pest control, cleaning, and waste disposal
Health & Safety at work measures

Fire Risk assessment will be carried out when the refurbishment work is complete and prior to opening for food business.

d) The prevention of public nuisance

Please refer to Appendix 1 attached with this application (following consultation with Croydon Met Police Licensing)

Required signage will be displayed by the front access door. This will include a kind request to keep the external area at the front free of any litter and reminding customers to respect the privacy of local residents and businesses in the area when entering or leaving the premises.

Anyone that does not give due regard to this policy will be requested to leave the premises and refused future entry.

Any complaints from local residents will also be dealt with in a professional and timely manner.

There will be a crowd dispersal policy in place to prevent public nuisance and any further impact on the local area.

e) The protection of children from harm

Please refer to Appendix 1 attached with this application (following consultation with Croydon Met Police Licensing)

The premises is intended to be used as a community/family restaurant. Children under the age of 18 will only be permitted when they are accompanied by a responsible adult especially at private functions. During these functions staff have the duty to provide appropriate level of supervision to secure and protect children from any harm or exposure to any hazards. When necessary adults are reminded to supervise the activity and behaviour of their children. To protect children under the age of 18 from any access to alcohol, management shall implement following measures:

Implement Challenge 25 policy with only a suitable identification which includes Passport, UK Driving Licence or an ID card bearing the 'PASS' hologram. If such identification cannot be provided, or there is any doubt or concern in any way, then sale of alcohol shall be refused and the record shall be recorded in the "Refusal Register".

Continued from previous page...

Alcohol shall not be sold to anyone who may be attempting to purchase it on behalf of children under the age of 18 or to someone who appears or is already drunk.

All Staff will be made aware of providing assistance to young people in case of fire emergency.

Challenge 25 signage shall be displayed prominently in the premises.

There shall be no other adult entertainment or services, activities, or matters ancillary to the use of the premises that may give rise to concern in respect of attracting children to the premises.

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) Issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

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- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

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If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

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

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21**NOTES ON REGULATED ENTERTAINMENT**

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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 21 of 21**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.

Fees are calculated on the valuation of the premises. The value can be found on voa.gov.uk Fees range from £100 - £315 please phone Licensing team to confirm 020 87605466 Rateable Value (commercial) £0 - £4,300= £100 £4,301 - £33,000= £190 £33,001 - £87,000=£315 £87,001 - £125,000=£450 £125,000 and over=£635

Please note there is a surcharge of 1.65% if you pay by credit card. There is no surcharge for debit card▲

* Fee amount (£)

190.00

ATTACHMENTS**AUTHORITY POSTAL ADDRESS****Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

DECLARATION

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my

* licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

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

Continued from previous page...

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?"

* 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/croydon/apply-1> to upload this file and continue with your application.

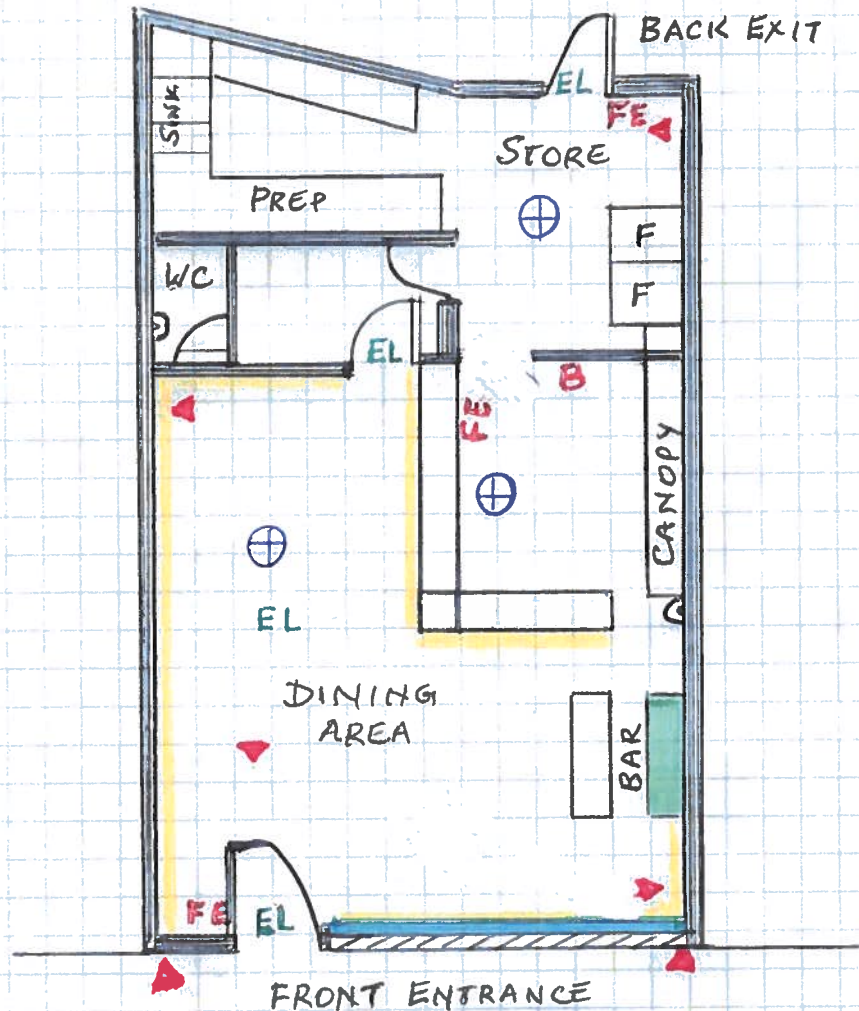
Don't forget to make sure you have all your supporting documentation to hand.

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

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

1336 LONDON ROAD NORBURY SW16 4DG

SCALE 1:100



LONDON ROAD

EL	EMERGENCY LIGHTING	▼	CCTV CAMERAS
⊕	SMOKE/HEAT DETECTOR	□	HAND WASH BASIN
FE	FIRE EXTINGUISHER	///	METAL SHUTTER
B	FIRE BLANKET	—	GLASS FRONTAGE
■	ALCOHOL DISPLAY	■	LICENSABLE ACTIVITY

APPENDIX 1

**APPLICATION FOR PREMISES LICENCE
UNDER LICENSING ACT 2003**

Premises Address: PLUS 233, 1336 LONDON ROAD, NORBURY, SW16 4DG

Section 18 of 21 – Licensing Objectives of the Application

A. Introduction

1. The applicant is applying for licensable activities: SALE BY RETAIL OF ALCOHOL and PROVISION OF LATE NIGHT REFRESHMENT
2. The applicant is seeking for the following licensing hours:

	Sale of Alcohol	Provision of late night Refreshment
Monday to Thursday	11:00 to 00.00 (midnight)	23:00 to 00.00 (midnight)
Friday & Saturday	11:00 to 01:00 (following day)	23:00 to 01:00 (following day)
Sunday	11:00 to 23:00	

3. This document is produced by taking into account London Borough of Croydon Statement of Licensing Policy (February 2018). The objective is to propose the conditions that are appropriate, relevant and within the control of the applicant to help promote the licensing objectives through a well managed licensed premises. The primary aim is to ensure that the conditions address the main issues that have been identified as risks associated with the premises operation during extended terminal hours. The Risk Assessment has been carried out and the keys issues that have been identifies are as follows:
 - *Controlling the Entry & Queuing/Waiting outside the premises due to limited dining capacity*
 - *Noise nuisance from dispersal of patrons during extended hours*
 - *Management of waste disposal, litter, pest infestation, and cooking smell/odour*
 - *Managing Public & Staff Safety*
4. The applicant is in the process of completely refurbishing the premises since acquiring the lease in July 2020. Recommendations for all public safety and security measures to be put in place are covered on the floor plan. Food safety measures will be included in Food Safety Management System prior to opening the premises to general public. This will include the extractor system in the kitchen area for odour, noise and smell control.
5. CCTV system with 6 cameras is recommended to be installed. The location includes 4 internal cameras to monitor customers/staff activity and two external cameras in the front to monitor activity of customers waiting/queuing for their table or dispersing and general public passing by. Internal Lighting with glass frontage will provide clear visibility to monitor customer/public activity.
6. The applicant will offer menu dishes to suit West African and Caribbean cuisine and the emphasis will be more on table dining with alcohol complimenting the enjoyment of meals. There will be a table booking service made available through the website. The premises capacity for consumption of table meals by patrons is limited to 20 when it is fully occupied. The management and staff are capable of monitoring the behaviour of patrons while they are on the premises, or in the immediate vicinity of the premises as they seek to enter or leave. Internal and External area of the premises are clearly visible from the counter area to detect any signs of public disorder or nuisance. This is fully supported by the CCTV system covering all internal and external areas at the front.

7. This is a new start up business by Josephine Pitt – a passionate young lady that currently works for London Ambulance service, but with an ambition to open her own business.
8. Take away food will be available as a service for those who would prefer to enjoy their meal in the comfort of their home/family and to customers who are unable to wait for their table to be ready or available.

B. Consideration to London Borough of Croydon Statement of Licensing Policy

The applicant has taken into consideration the following Section of the Statement of Licensing Policy (February 2018):

Section 4 – Aspiration & Fundamental Principles

The premises is located on London Road in Norbury. It falls within Croydon Council's designated area which is subject to a special Cumulative Impact Policy (CIP) in respect of off licences and shops and supermarkets selling alcohol off the premises. This area being along the London Road/Streatham High Road corridor, in 3 sections; from the junction of London Road and Tamworth Road in West Croydon to the j/w Canterbury Road; from the j/w Broughton Road to the j/w Melrose Avenue and; from the j/w Northborough Road to the borough boundary with London Borough of Lambeth.

However, the objective of this CIP policy is to reduce availability, affordability and attractiveness of alcohol to effectively reduce alcohol-harm, alcohol related crime & disorder and alcohol-specific hospital admissions.

In this instance the emphasis is on provision of multi-national cuisine – fusion of food with the Caribbean, African and East Indian origin - prepared in its unique flavours, family traditions, and cultural background.

Over 80% of the population within this area is over the age of 25. 65% of the people are from ethnic background and over 40% are employed in health, hospitality, education, and transportation sector.

London Road, Croydon, London, SW16 4DG is within the **Norbury and Pollard's Hill** policing neighbourhood, under the **Metropolitan Police Service** force area.

Crime analysis within half a mile of the centre of the above postcode indicates that there is an increase of crimes committed during the last 4 months in comparison to similar period last year. It is not possible to ascertain if this is due to COVID 19 restrictions or the demonstrations related to Black Lives Matter. The increase is predominantly related to anti-social behaviour, violence and sexual offences.

The operating conditions proposed and the measures put in place by the applicant reflect the risks associated with crime & disorder within this area. They are appropriate, proportional and relevant to the risks that have been identified after undertaking the Risk Assessment. Consultation has been carried out with Croydon Metropolitan Police for an agreement on the proposed operating conditions. The application submitted should be considered on its own merit where there is clear intention that extended hours will have no negative impact on the surrounding area or any of the licensing objectives.

The applicant is committed to work in partnership with responsible authorities to support and promote the strategic objectives for crime and disorder reduction within the Borough in the future. With regard to Child Sexual Exploitation (CSE), the applicant recognises and accepts the need to protect children from any sort of "physical, psychological and moral harm" taking place on the premises.

C. Proposed Conditions consistent with the Operating Schedule

1. The premises shall install and maintain a comprehensive CCTV system. All entry and exit points shall be covered enabling frontal identification of every person entering in a light condition. The CCTV system shall continually record whilst the premises are open. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer of Croydon Council.
2. A staff member from the premises who is conversant with the operation of the CCTV system shall be in the premises at all times when the premises is open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested and within a maximum of 24 hours of the initial request.
3. Subject to Data Protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk/USB Stick for the Police or authorised officers of the Local Authority without difficulty, delay or charge.
4. Any CCTV breakdown or system failure shall be notified to the Police and Local Authority immediately & remedied as soon as practicable. Repair records / invoices shall be kept on site for at least 12 months and be readily available to be viewed by all authorised persons upon request.
5. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
6. Signage advertising the aforementioned proof of age scheme shall be prominently displayed throughout the premises with a particular emphasis on the alcohol display area and service area.
7. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of Croydon Council at all times whilst the premises is open.
8. The supply of alcohol at the premises shall only be to a person seated taking a table meal and for consumption by such a person as ancillary to their meal and it shall be served by waiter or waitress service only. There shall be no vertical drinking at the premises
9. An incident log shall be kept at the premises and retained for a period of 12 months and made available on request to an authorised officer of Croydon Council or the Police. It must be completed within 24 hours of the incident and will record the following:
 - a. all ejections of patrons
 - b. any complaints received
 - c. any incidents of disorder
 - d. any faults in the CCTV system
 - e. any visit by a relevant authority or emergency service.
10. All staff members shall receive full training pertinent to the Licensing Act before being allowed to sell alcohol, specifically in regard to age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs. Training records shall be kept at the premises and made available upon request to either Police Officers or an authorised officer of Croydon Council.

11. Notices shall be prominently displayed at all exits and at the area used for smoking requesting patrons to respect the needs of local residents and businesses and leave or use the area quietly.
12. No person shall be allowed to leave the premises whilst in the possession of any drinking vessel or open glass bottle, whether empty or containing any beverage.
13. All premises waste shall be properly presented and placed out for collection before the scheduled collection times.
14. No fumes, steam or odours shall be emitted from the licensed premises so as to cause a nuisance to any persons living or carrying on business in the area where the premises are situated.
15. The supply of alcohol at the premises shall only be to a person seated taking a table meal and for consumption by such a person as ancillary to their meal and it shall be served by waiter or waitress service only. There shall be no vertical drinking at the premises
16. Devise and implement a robust dispersal policy to ensure that patrons leave the premises and vicinity as quietly and speedily as possible.
17. Non-intoxicating beverages, including drinking water, shall be available at all times for consumption on the premises.
18. Children under the age of 18 shall only be permitted on the premises if they are accompanied by a responsible adult.

PLUS 233
1336 London Road
Norbury SW16 4DG

Management of Risks to keep staff and customers safe and prevent spread of COVID 19

The following provision will be implemented by Plus 233 to follow government guidelines for social distancing and to prevent the spread of COVID 19.

CUSTOMER MANAGEMENT

- Indoor seating will be limited to groups of up to two households
- Additionally seating capacity will be reduced to 14 from 20 patrons so that tables can be set to accommodate 2 or 4 or 6 people per table and arranged to maintain social distancing (2m or 1m)
- Introduction of online booking system for restaurant dining with staggering entry times to avoid queues
- Manage customer entry and seating arrangements for their allocated tables
- Waiter/Counter Staff will manage customers having to wait for their table outside (maintaining 2m social distancing guidelines or advised to stay safe in their car until their table is ready)
- Provision of clear signage on arrival to ensure customers follow social distancing guidance
- Internal area managed by waiter staff to avoid congestions, keeping a safe distance between customers from other households, and ensuring safe use of common areas (toilets)
- Provision of hand sanitiser on entry and outside toilet facilities for customers to use
- Reminding customers who are accompanied by children that they are responsible for supervision of them at all times and to follow social distancing guidelines
- Signage will be displayed to remind customers of good hand washing technique
- In line with government guidance collect & keep accurate temporary record of customers and staff on daily basis for 21 days. Such records will be made available to assist NHS Test and Trace when needed for contact tracing and the investigation of local outbreaks.

STAFF MANAGEMENT

- Stay vigilant at all times to avoid any contact with other seated customers
- Ensure tables and chairs are cleaned and sanitized after each use
- Remind customers to be seated at their table
- Wash their hands or use hand sanitiser as frequently as possible
- Wear face mask if they feel it is safe to do so while serving their customers
- Avoid any direct contact with kitchen staff or other waiter staff
- Maintain safe distance between their customers while taking orders or serving them their orders or collecting payment – keeping the activity time as short as possible
- Frequent cleaning of objects, surfaces, menus etc

MANAGING THE PREMISES

- All booking records are maintained on daily basis to support NHS Test and Trace request for 21 days and support this with CCTV footage if required
- All other essential services (deliveries, premises maintenance etc) carried out outside normal restaurant hours
- Increasing the frequency of toilet cleaning and waste disposal facilities at busy periods
- Ensure all staff are made aware to follow the guidelines and measure put in place
- Ensure waiter staff can work apart from each other and limiting kitchen access to as few people as possible
- Debrief staff to ensure if any additional measures can be implemented to mitigate the risk of transmission or if any issues other require further action
- Review & update the measures as and when further guidelines are announced

A-1

The premises shall install and maintain a comprehensive CCTV system covering all licensable points of sale. All entry and exit points shall be covered enabling clear frontal head and shoulders identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises are open and during all times that customers are on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer of Croydon Council.

Notices shall be prominently displayed within the premises stating that CCTV is in operation.

No licensable activities shall take place at the premises until the premises has been assessed as satisfactory by the Food&Safety Team at which time this condition shall be removed from the Licence by the licensing authority and be replaced with other conditions subsequently agreed with the applicant.

From: Khan, Shafi
Sent: 19 August 2020 16:08
To: LICENSING <LICENSING@croydon.gov.uk>
Cc: Ben-Hassel, Leila
Subject: Week 32 (items 4 and 6)

1336 London Road SW16 4DG
1348 London Road SW16 4DE

We would like to make a representation and object to the above licensing applications for sale of alcohol, serving late night refreshments and extended opening hours, as these will compromise public order and safety in the area.

We do not welcome any more places to be operating late night /early morning to serve refreshments or alcohol. Norbury is not the Town centre. It is predominantly a residential area with a village atmosphere. Nights are for resting and sleeping here.

We have too many convenient stores, eating places and take away outlets in Norbury. They generate litter, noise and anti social activities in the Norbury area.

Granting permission to sell alcohol will attract more crowd, noises and antisocial behaviours in the area. The area is already saturated with other outlets operating with late night opening times, serving refreshments / food and selling alcohol. On top of that, allowing consumption of alcohol until late night or early morning will compromise public safety.

It would encourage Anti Social Behaviour and hence may compromise public order. In Norbury area along A23 / London Road, we have our fair share of issues with attracting unauthorised selling of alcohol and drugs according to the local residents.

Would you please accept our objections on both these applications en block please.

Thanks

Cllr Leila Ben-Hassel

Cllr Shafi Khan

Norbury and pollards Hill ward

A3

BEFORE LONDON BOROUGH OF CROYDON
LICENSING SUB-COMMITTEE

APPLICATION FOR A PREMISES LICENCE UNDER LICENSING ACT 2003

PREMISES:

PLUS 233
1336 LONDON ROAD
NORBURY
SW16 4DG

**SUPPORTING EVIDENCE SERVED ON BEHALF
OF THE APPLICANT**

JOSEPHINE PITTS

Date Submitted: 26 September 2020

1. INTRODUCTION

REGARDING REPRESENTATION RECEIVED FROM COUNCILLORS SHAFI KHAN AND LEILA BEN-HASSEL (DATED 19TH August 2020) IN CONNECTION WITH PREMISES LICENCE APPLICATION SUBMITTED TO LONDON BOROUGH OF CROYDON LICENSING AUTHORITY UNDER LICENSING ACT 2003

The representation refers to the following two premises licence applications submitted to the Council:

1336 London Road SW16 4DG

1348 London Road SW16 4DE

"We would like to make a representation and object to the above licensing applications for sale of alcohol, serving late night refreshments and extended opening hours, as these will compromise public order and safety in the area. We do not welcome any more places to be operating latenight /early morning to serve refreshments or alcohol. Norbury is not the Town centre. It is predominantly a residential area with a village atmosphere. Nights are for resting and sleeping here.

We have too many convenient stores, eating places and take away outlets in Norbury. They generate litter, noise and anti social activities in the Norbury area.

Granting permission to sell alcohol will attract more crowd, noises and antisocial behaviours in the area. The area is already saturated with other outlets operating with late night opening times, serving refreshments / food and selling alcohol. On top of that, allowing consumption of alcohol until late night or early morning will compromise public safety. It would encourage Anti Social Behaviour and hence may compromise public order. In Norbury area along A23 / London Road, we have our fair share of issues with attracting unauthorised selling of alcohol and drugs according to the local residents."

Grounds for Representation:

- a) The representation from the Councillors was made concerning both applications together but the application for 1348 London Road was granted since the representation was out of time. This application requested the provision of late night refreshment – Sunday to Thursday from 23:00 to 00:00 hours (Midnight) and Friday & Saturday from 23:00 to 02:00 hours.
- b) Issues highlighted in the representation for 1336 are noise, anti-social behaviour and public safety as of concerns and so it is acceptable as submitted. This was confirmed to the applicant by Council Licensing Authority.

2. RESPONSE ON BEHALF OF THE APPLICANT – 1336 LONDON ROAD, SW16 4DG

- i. The applicant acknowledges the representation received from the Norbury and Pollards Hill ward Councillors.
- ii. However, the applicant would like to draw the attention to Appendix 1 that was attached with the application submitted.

Section A (point 3) clearly states that the risk assessment has been carried out and the key issues identified are:

- *Controlling the Entry & Queuing/Waiting outside the premises due to limited dining capacity*
- *Noise nuisance from dispersal of patrons during extended hours*
- *Management of waste disposal, litter, pest infestation, and cooking smell/odour*
- *Managing Public & Staff Safety*

Section A (points 4, 5, 6) clearly states the Public Safety & Security measures put in place including environmental measures for odour, noise, and smell control.

- ✓ CCTV system with 4 internal and two external cameras provides ability to monitor and manage the activity of customers inside the premises and those waiting /queuing, or dispersing or general public just passing by.
- ✓ This is a very small restaurant with a limited capacity of 20 when it is fully occupied under normal circumstances. However under current COVID-19 guidelines the applicant has acknowledged that the seating capacity will have to be reduced to 14 so that there is provision for social distancing and only 2 or 4 or 6 people per table can be allowed.
- ✓ The applicant have agreed to apply pre-table booking service to avoid unnecessary congregation of customers outside the premises. The management and staff are capable and have full confidence in their ability to monitor the behaviour of patrons while they are on the premises, or within immediate vicinity of the premises as they seek to enter or leave the premise.

Under Section 4 of Appendix 1 – it is clearly stated the application submitted was after carrying out consultation with the Croydon Metropolitan Police to agree on the proposed hours and the Operating Conditions as outlined in Section C of Appendix 1.

****** At this point I would like the sub-committee to note that condition number 8 and condition number 15 on Appendix 1 are duplicated. Please therefore remove condition number 15.

- iii. The Croydon Metropolitan Police confirmed on 07/08/2020 they have no objections to the application and take the conditions agreed with them as per the operating schedule.
- iv. The London Fire & Rescue authority have confirmed on 13/08/2020 that they do not propose to make any representation.

- v. On 12/08/2020 an email was sent to Kay Jones (Croydon Environmental Health Officer) on behalf of the applicant agreeing to accept the change in wording on the proposed condition 1 in Section C of Appendix 1. At the same time two further conditions she proposed were accepted on behalf of the applicant. This email was copied to Croydon Council Licensing Team so that they can include the change in wording and two additional conditions with the grant of the licence.
Refer to EXHIBIT 1.
- vi. Then on 19/08/2020 an email was received from Caroline Dawson (Croydon Council Senior Fair Trading Officer) stating that in the application submitted there was no mention of any provision to implement social distancing rules and prevent the spread of Covid-19. On 20/08/2020 the applicant's response was sent to Caroline Dawson stating clearly how the premises will make provisions to implement government guidelines. Please refer EXHIBIT 2 & EXHIBIT 3 for further details.
- vii. After the 28 day representation period was over an email was sent out on 15/09/2020 to the two Norbury and Pollards Hill ward Councillors on behalf of the applicant. Refer to EXHIBIT 3. On a follow up telephone conversation with Cllr Shafi Khan, the invitation to meet was declined.
- viii. An email was also sent ON 14/09/2020 to Croydon Council's Pollution and Food Safety Departments with a request for any evidence of complaints they may have received in relation to noise or public safety over the last 12-16 months from residents with regards to any licensed premises located in Norbury. No response has been received by the time when this applicant's response is submitted.
- ix. Finally an email was sent on the 14/09/2020 to Croydon Licensing Team to provide a list of all licensed premises in Norbury area and this was received on 20/09/2020.

This list of licensed premises has been analysed from j/w Strathyre Avenue/London Road (South) to the boundary with London Borough of Lambeth (north).

There are:

- 12 Premises with provision of late night refreshment (including 2 premises that have closed)
- 22 Premises with ON/OFF sale of alcohol (including 3 Pubs and 3 premises that have closed)
- 15 Premises with ON sale of alcohol – restaurants (including 2 that have closed)

3. CONCLUSION

With regards to the statement "Norbury is not the Town centre" made by the honourable Councillors. How can A23 London Road, which is a major highway from Central Croydon in the south to Streatham and to Lambeth in the north and the area near Norbury station with shopping parade on both sides of the road made up of variety of shops, restaurants, and take away food businesses cannot be classified as a Town Centre or District Town centre.

There are 7 licensed premises that have closed. This is 14% of the total licensed premises. The applicant would like the Licensing Committee to make up their own mind on how the cumulative impact on the area is adversely affected by closure of licensed premises against new ones opening.

The applicant also wishes Licensing Sub-Committee to consider the following sections under the current Statement of Licensing Policy:

4. ASPIRATIONS AND FUNDAMENTAL PRINCIPLES

4.3 Croydon desires and is aiming to ensure that there are diverse and vibrant daytime, evening and night economies all complementing and benefitting from each other, **both in the town centre and in the district centres**. Croydon is 'open for business' and is keen to attract a broad a leisure offer as possible.

Our district and local centres will be 'neighbourhoods of choice': With their own distinctive characters, they will provide a mix of new homes, jobs and community facilities.

4.4 Clearly, the commercial market is an influencing factor for new and existing licensed premises and they also need to operate and flourish within the requirements of relevant licensing legislation, statutory guidance and the Council's local licensing policy but effective management and partnership working with other businesses, regulators and other relevant stakeholders should ensure this is achieved.

4.5 Croydon has a diverse residential community and needs to be able to offer that community venues that meet its needs, offering as wide a range of entertainment, food and leisure as is possible. This includes pubs, clubs, restaurants and entertainment venues of varying types.

4.6 The London Mayor's desire to see creativity and talent flourish and which also acknowledges the economic benefits that a vibrant and diverse night time economy can bring. Croydon wishes to be part of that and to be a destination for tourists and visitors as well as ensuring people who live and work in the borough are provided with as wide a range of entertainment facilities and food venues as possible. These desires can be met and can be provided safely, so long as businesses are well run.

4.7 However, encouraging and permitting licensable activities needs to be balanced against the needs and rights of residents and other businesses and to ensure that where a premises provides licensable activities, this is done in a way that promotes the four licensing objectives in the Act and complies with the Statutory requirements. Licensing is a balance and requires consideration of all these various needs.

4.33 It therefore also recognises that, within the Cumulative Impact Policy areas, it may be able to approve licences that are unlikely to add significantly to the existing problems, and will consider the circumstances of each individual application on its merits.

4.35 The Council acknowledges that the licensing function cannot be used for the general control of anti-social behaviour by individuals once they are beyond the direct control of the licensee of any premises concerned and that apart from the licensing function, there are a number of other measures available for addressing issues of unruly behaviour that can occur away from licensed premises.

5. LICENSING OBJECTIVES and OPERATING SCHEDULES

LICENSING HOURS

5.4.4 The Council will generally deal with the issue of licensing hours having due regard to the individual merits of each application, considering the potential for nuisance associated with the style, characteristics and activities of the business and examining any steps that might reduce the risk of nuisance.

EXHIBIT 1

From: Dean White <@croydon.gov.uk>
12/08/2020 16:09

To:
Jones, Kay <Kay.Jones@croydon.gov.uk>
Cc:
LICENSING@croydon.gov.uk

Good afternoon

I am happy to read that the conditions I proposed in Appendix 1 that accompanied the above premises licence application are acceptable to you.

a) I am also happy to accept the changes you have proposed to Condition 1 in Appendix 1 to read:

In addition to your proposed condition No.1, to read:

1. The premises shall install and maintain a comprehensive CCTV system covering all licensable points of sale. All entry and exit points shall be covered enabling clear frontal head and shoulders identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises are open and during all times that customers are on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer of Croydon Council.

b) I am happy to accept the following conditions you proposed to be added:

- Notices shall be prominently displayed within the premises stating that CCTV is in operation.
- No licensable activities shall take place at the premises until the premises has been assessed as satisfactory by the Food&Safety Team at which time this condition shall be removed from the Licence by the licensing authority and be replaced with other conditions subsequently agreed with the applicant.

I have fwd this email to Croydon Licensing Team so that they can take of the above acceptance with the grant of the licence.

Over the next two week I am going to work with the applicant to complete the Food Registration process and seek an early assessment and approval.

Kind regards

Jay Patel

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EXHIBIT 2

Email correspondence

From: Jay Patel <jay.patel@bhfint.net>

20/08/2020 11:45

To: Dawson, Caroline <Caroline.Dawson@croydon.gov.uk>

Plus 233 COVID 19 management of risks.doc

Hi Caroline

Thank you for your email.

Please refer to my response in the attachment with this email. **EXHIBIT 3**

As stated in my application, the premises are currently being refurbished by the applicant and I am told that the work should be completed by the end of this month. The good news is that the applicant has passed her PHL training course and her Personal Licence application will shortly be submitted to Lambeth Council Licensing Team.

My next task with the applicant is to guide her on the application to Register her Food Business with Croydon Council and put all Food Safety Measures in place prior to opening. She will be following SAFER FOOD BETTER BUSUNESS guidelines. The attached document for managing COVID 19 risks will be also followed and if required it will be updated with any further announcements/guidelines announced by the Government.

Please come back to me if you require any further clarification from me.

kind regards

Jay Patel

Mobile: 07946 123456

----- Original Message -----

From: "Dawson, Caroline" <Caroline.Dawson@croydon.gov.uk>

To: "Jay Patel" <jay.patel@bhfint.net>

Sent: Wednesday, 19 Aug, 2020 At 15:03

Subject: Premises Licence application - Plus 233, 1336 London Road

Hi Jayant,

I am currently reviewing the licensing application for the premises above. I note that there is no mention of any provision to implement social distancing rules and prevent the spread of COVID19. Please can you provide details of what provision your client will put in place to abide by these rules.

Thank you

Regards

Caroline Dawson

Senior Fair Trading Officer

Please refer to Exhibit 3 referred to as an attachment in the email reply to Caroline Dawson

PLUS 233
1336 London Road
Norbury SW16 4DG

Management of Risks to keep staff and customers safe and prevent spread of COVID 19

EXHIBIT 3

The following provision will be implemented by Plus 233 to follow government guidelines for social distancing and to prevent the spread of COVID 19.

CUSTOMER MANAGEMENT

- Indoor seating will be limited to groups of up to two households
- Additionally seating capacity will be reduced to 14 from 20 patrons so that tables can be set to accommodate 2 or 4 or 6 people per table and arranged to maintain social distancing (2m or 1m)
- Introduction of online booking system for restaurant dining with staggering entry times to avoid queues
- Manage customer entry and seating arrangements for their allocated tables
- Waiter/Counter Staff will manage customers having to wait for their table outside (maintaining 2m social distancing guidelines or advised to stay safe in their car until their table is ready)
- Provision of clear signage on arrival to ensure customers follow social distancing guidance
- Internal area managed by waiter staff to avoid congestions, keeping a safe distance between customers from other households, and ensuring safe use of common areas (toilets)
- Provision of hand sanitiser on entry and outside toilet facilities for customers to use
- Reminding customers who are accompanied by children that they are responsible for supervision of them at all times and to follow social distancing guidelines
- Signage will be displayed to remind customers of good hand washing technique
- In line with government guidance collect & keep accurate temporary record of customers and staff on daily basis for 21 days. Such records will be made available to assist NHS Test and Trace when needed for contact tracing and the investigation of local outbreaks.

STAFF MANAGEMENT

- Stay vigilant at all times to avoid any contact with other seated customers
- Ensure tables and chairs are cleaned and sanitized after each use
- Remind customers to be seated at their table
- Wash their hands or use hand sanitiser as frequently as possible
- Wear face mask if they feel it is safe to do so while serving their customers
- Avoid any direct contact with kitchen staff or other waiter staff
- Maintain safe distance between their customers while taking orders or serving them their orders or collecting payment – keeping the activity time as short as possible
- Frequent cleaning of objects, surfaces, menus etc

MANAGING THE PREMISES

- All booking records are maintained on daily basis to support NHS Test and Trace request for 21 days and support this with CCTV footage if required
- All other essential services (deliveries, premises maintenance etc) carried out outside normal restaurant hours
- Increasing the frequency of toilet cleaning and waste disposal facilities at busy periods
- Ensure all staff are made aware to follow the guidelines and measure put in place
- Ensure waiter staff can work apart from each other and limiting kitchen access to as few people as possible
- Debrief staff to ensure if any additional measures can be implemented to mitigate the risk of transmission or if any issues other require further action

- Review & update the measures as and when further guidelines are announced

EXHIBIT 4**Email sent to the Councillors with regarding to their Representation.**

From: jayapatel@btinternet.com
15/09/2020 13:16

To: Shafi.Khan@croydon.gov.uk
leila.ben-hassel@croydon.gov.uk

Good Afternoon Councillors for Norbury and Pollards Hill Ward

As an authorised agent, I am writing to you both with regards to the representation you submitted to Croydon Council Licensing team in relation to premises licence application for 1336 London Road. This application was submitted by me on behalf of my client, Josephine Pitt.

I am aware that at the time you were also considering an application submitted by 1348 London Road premises and hence you refer to both applications in your representation.

I do appreciate the concerns you have raised with regards to public order and safety in the area surrounding the premises.

It is my duty to liaise with you both and identify how we can support the applicant to put in measures that would mitigate the adverse impact on the area with the licensable activity & hours proposed by the applicant.

If you were not aware, I have worked with Croydon Council ever since the Licensing Act 2003 came into force in 2005 - helping both the Council/Responsible authorities and the local businesses. I am on Croydon Council website site list of recommended consultant. I am a member of the Institute of Licensing and with the experience I have gained over the last 15 years, I have a reputation to support all my clients (Off-Licenses, Restaurant, Pubs, Night Clubs, Hotels and Take Away premises) with training and support services to ensure they have the capability, understanding and measures in place to promote the Licensing Act 2003 after the licence is granted.

As I do in all cases (not just in Croydon but also all in all surrounding Councils):

1. I carry out the risk assessment to identify the key issues that requires to be addressed with the application.
2. I consider the Council's Statement of Licensing Policy to ensure what requires to be addressed for each application
3. I carry out the research to have a clear understanding of the local area, issues, crime rate etc
4. I carry out my initial consultation with Met Police Licensing and send them a proposal so that they have the opportunity to advise me on other aspects based on their knowledge of the local area.
5. Once this consultation process is complete, I submit the application. In this case I have also addressed the issues raised raised by Food Safety Team, Public Safety & Environmental Pollution Team to agreed to further conditions appropriate to their concerns.

I have lived in Croydon for 30 years and my first location was Norbury.

I have requested Croydon Licensing to provide me with a list of all Licensed Premises in Croydon which they have agreed to do so. I have sent an email to Environmental Team and Food Safety Team and requested a record of all complaints received from local residents in the area pertinent to noise, anti-social behavior, or public safety.

Hopefully, I will have this information in time to prepare my response for the Licensing Sub-Committee Hearing on 6 October 2020.

In the meantime, the applicant and I would be grateful for a meeting with you both so we can discuss your concerns and see if there is anything else we can take into account as measures over and above what is already in place and the operating conditions we have proposed to manage & promote the Licensing Act 2003 objectives.

I am aware you both have surgery on first Saturday of the month at 11.00 to 12.00 noon. Unfortunately this will be too late for the response I need to prepare for the 6th October Hearing.

Are you able to suggest any date/time in the week beginning 21/09/20 that would suit you both ? I am happy with any local venue where we can meet safely and follow social distancing guidelines and discuss if there is any amicable way we can work together for a way forward.

I look forward to your reply.

Kind regards

Jay Patel
Mobile: 07-825 007

