

**APPLICATION FOR A PREMISES LICENCE TO BE GRANTED
UNDER THE LICENSING ACT 2003**

If you wish to make any representations in relation to this application, please do so in writing by midnight on Monday 25th November 2024 to the following address:

London Borough of Croydon
Sustainable Communities Department, Licensing Team,
3rd Floor, Zone B
Bernard Weatherill House
8 Mint Walk
Croydon, CR0 1EA

Or By Email to: licensing@croydon.gov.uk

It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine on summary conviction for such an offence is unlimited.

New Premises Licence

Premises Details

Premises Address *

7 WAYSIDE FIELD WAY CROYDON CROYDON
CR0 9DX

Telephone number at premises (if any)

Non-domestic value of premises. *

£ 8700

Applicant Details

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

Please state whether you are applying for a premises licence as:

an individual or individuals

Applicant Details

If you are applying as a person described in one of the above please confirm: *

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

Individual Applicant

Title *

Mr

First name *

Srianparasan

Surname *

ARASARATNAM

Street address *

Individual Applicant

Town/City *

County

Postcode *

Date of Birth *



I am 18 years old or over

Nationality *

Daytime Contact Telephone Number *

Email *

Operating Schedule

When do you want the premises licence to start? *

26/11/2024

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

Please give a general description of the premises. *

This experienced and successful food retailer seeks authorisation to sell alcohol for consumption off the premises only. Sales will be during the normal hours of operation of the business as a Convenience Store, serving the local community with the provision of a wide range of groceries and other home produce for purchase in store and available by delivery. This application is written having had regard to the provisions of the Licensing Act 2003, the Government Guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003 and Croydon Council Statement of Licensing and Cumulative Impact Policies, including Section 5.4.6 – avoidance of fixed trading hours, Section 5.4.8 – Shops, Stores & Supermarket hours aligning with the premises opening hours. The measures and safeguards proposed within the Operating Schedule are intended to ensure the Licensing Objectives are robustly promoted. However, through the Licensing Guys Ltd, the applicant wishes to engage fully with all responsible authorities and other interested parties. Should any person wish to discuss any aspect of the application or proposed activities, early contact and dialogue would be welcomed.

Operating Schedule

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

Operating Schedule

What licensable activities do you intend to carry on from the premises? * (Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2) *

Plays

Films

Indoor Sporting Events

Boxing or Wrestling

Live Music

Recorded Music

Performances of Dance

Anything of a similar description falling under Music or Dance

Provision of late night refreshment

Supply of Alcohol

Supply of Alcohol Standard Times

Standard days and timings, where you intend to use the premises for the supply of alcohol. (please read guidance note 7)*
Please enter times in 24hr format (HH:MM)

Day *

Supply of Alcohol Standard Times

Supply of Alcohol

Will the supply of alcohol be for consumption on premises or off premises or both? (please read guidance note 8) *

Is the premises used exclusively or primarily for supply of alcohol for consumption on the premises? *

State any seasonal variations for the supply of alcohol. (please read guidance note 5)

Please state any non-standard timings, where you intend to use the premises for the supply of alcohol at different times from the Standard days and times listed?(please read guidance note 6)

Designated Premises Supervisor

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form)

Title *

First name *

Surname *

Street address *

Town/City *

County

Postcode *

Personal Licence Number (if known)

Designated Premises Supervisor

Issuing Licensing Authority (if known)

Adult Entertainment

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

None

Opening Hours Standard Times

Standard days and timings, where the premises are open to the public. (please read guidance note 7) * Please enter times in 24hr format (HH:MM)

Day *

Every Day

06:00

23:00

Licensing Objectives

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

a) General - all four licensing objectives (b, c, d and e) (please read guidance note 10) *

See attached operating schedule

b) The prevention of crime and disorder *

See attached operating schedule

c) Public safety *

See attached operating schedule

d) The prevention of public nuisance *

See attached operating schedule

e) The protection of children from harm *

See attached operating schedule

Declarations

Declaration Type *

Sole Applicant - Individual or Other

Declarations

I have uploaded a copy of the plan of the premises. I have uploaded a copy of the consent form completed by the individual I wish to be designated premises supervisor, if applicable. I understand I must now advertise my application. I understand that if I do not comply with the above requirements my application will be rejected. Applicable to all individual applicants, including those in partnership which is not a limited liability partnership, but not companies or limited liability partnerships I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15)

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 '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.

Signature/Declaration of applicant or applicant's solicitor or other duly authorised agent (see Guidance Note 11 & 12). If signing/applying on behalf of the applicant, please state your name and in what capacity you are authorised to sign/apply. When submitting an on-line application form the 'Declaration made' checkbox must be selected.



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).

Full Name *

Reba Danson for TL GUYS Ltd

Date *

28/10/2024

Capacity *

Authorised Agent



Declaration made

Do you wish to provide alternative correspondence details? *

Yes

Alternative Correspondence

Please provide Contact Name and postal address for correspondence associated with this application.

Title

Ms

First name

Reba

Alternative Correspondence

Surname

Street address *

Town/City *

County

Postcode *

Telephone Number

Email *

Email confirmation

On submission an email confirmation will be sent using the details below

Forename

Surname /Company Name

Email *

Telephone



THE
LICENSING GUYS
KEEPING YOU LEGAL AND TRADING

Seven Express

**7 Wayside, Field Way, New Addington,
Croydon, CR9 0DX**

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

a) General – all four licensing objectives

CCTV

A suitable closed-circuit television (CCTV) system shall be in operation whilst members of the public are in attendance.

The CCTV system will provide clear images in all levels of lighting, enabling facial-recognition, of all areas of the licensed site to which the public have access (save for toilets/showers/changing areas).

The CCTV system camera coverage shall include external areas used by customers. At least one member of staff shall be on duty at the premises who can operate the system and download recorded images.

These images will be downloaded and provided immediately, or where this is not possible as soon as practicable, on request to an officer of a Responsible Authority.

The CCTV system shall be capable of retaining images for a minimum of 31 days, will be of good quality and will contain the correct time and date stamp information.

The CCTV system and images will be kept in a secure environment to which members of the public will not be permitted access.

Staff Training

All staff responsible for selling alcohol shall receive induction and/or refresher training (at least annually) commensurate with their role and responsibilities in relation to the sale of alcohol and the times and conditions of the premises licence.

Training shall include Challenge 25, the requirement and process for completing both the incident log and refusal log (detailed below).

Training will be documented, kept at the premises for at least 12 months from the last entry, and made available to the Police and/or Local Authority upon request.

Alcohol Off Sales

Alcohol for consumption off the premises may only be provided in sealed containers.

b) The prevention of crime and disorder

Refusal Log

There shall be a written or electronic register for the recording of all alcohol sale refusals, including attempted under-age sales, proxy sales and refusals to those who appear intoxicated.

Details to be recorded shall include the date, time, name (if known), physical description of the person, the reason for the refusal, names and login ID of staff involved, and whether the refusal was captured on CCTV.

Any identification document coming into the possession of a member of staff, including security staff, shall be recorded in the register, including the name of the person/name on the identification document.

The register or electronic report must be available for inspection, on request, by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a for a period of 12 months from the date of the last entry.

Incident Log

An incident log shall be maintained on the premises to record all incidents and accidents.

Records should include occurrences of: crimes committed on or reported to the premises, anti-social behaviour, admission refusals, ejections, seizure of prohibited items, and safeguarding matters.

The records shall include the date, time, and location of the incident; nature of the incident; personal details and contact information for all people involved including any witnesses, any crime number and details of police officers attending.

Incident and accident records may be kept in a bound register with consecutively numbered pages or electronically on a secure digital system. In each case, the information recorded must be processed, stored, and handled in compliance with The General Data Protection Regulation.

The records shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a period of 12 months after the last entry.

Deliveries

All people involved in the delivery of alcohol, be this the premises licence holder/designated premises supervisor, employees or third party courier shall, at the point of delivery, be satisfied that the person to who the alcohol is being delivered is 18 years and over.

If at any point of the process acceptable photographic age verification documents cannot be produced, the delivery shall be refused, and alcohol returned to the licensed premises.

With regards to all third-party couriers used to provide the delivery of alcohol, the premises licence holder/designated premises supervisor shall have a contractual arrangement with each third party to be satisfied that the promotion of the licensing objectives and terms of the premises licence are complied with at all times, with particular attention to the point of delivery.

Deliveries shall be refused to any person who is, or who appears to be under the influence of alcohol or drugs and the alcohol shall be returned to the licensed premises.

Deliveries must be handed to the addressee/recipient and not left in a safe place for later collection.

Deliveries shall only be made to the address indicated on the order, which must be a bona fide business/commercial addresses or private residences and not to any public/open spaces (e.g. car parks, street corners, bus stops, public parks).

c) Public safety

A current Fire Risk Assessment will be completed, maintained on the premises, and will be produced for inspection on request to an officer of any Responsible Authority.

d) The prevention of public nuisance

The premises licence holder will operate the business with general consideration in respect of the surrounding areas, neighbours and businesses.

The licence holder shall ensure no noise or vibration emanates from the premises so as to cause a nuisance.

e) The protection of children from harm

A Challenge 25 scheme shall be operated, whereby if the supply of alcohol is to any person who looks as if they could be under the age of 25 years of age, they will be required to produce ID to prove they are over 18 and able to lawfully receive the delivery.

All people and staff involved in the delivery of alcohol, including the premises licence holder/designated premises supervisor, employees, or third-party couriers, must be satisfied that the person to whom an order containing alcohol is being delivered is 18 years or over.

If acceptable photographic age verification documents cannot be produced on request, the delivery shall be refused, and alcohol returned to the licensed premises.

Acceptable ID for the purpose of age verification are:

- Proof of age card bearing the PASS Hologram
- Photo card driving licence
- Passport or
- Ministry of Defence Identity Card.