



**Please ask for:** Joanna Hunt  
**Extension No:** 4623  
**E-mail:** [joannahunt@cannockchasedc.gov.uk](mailto:joannahunt@cannockchasedc.gov.uk)

6 January 2025

Dear Councillor,

**Licensing Sub-Committee**

**10:00am on Tuesday 14 January 2025**

**Meeting to be held in the Esperance Room, Civic Centre, Cannock**

You are invited to attend this meeting for consideration of the matters itemised in the following Agenda.

Yours sincerely,

**T. Clegg**  
**Chief Executive**

To: Councillors:

Aston, J.  
Fitzgerald, A.  
Jones, V.  
Sutherland, M. (Reserve)

# **Agenda**

## **Part 1**

### **1. Appointment of Chair**

### **2. Apologies and Reconstitution of Membership**

The Council will only allow licensing decisions to be taken by a minimum of three Councillors.

In the event of one Member being unable to attend, their place will be substituted by another Member taken from the membership of the full Licensing and Public Protection Committee.

In the event of this substitution taking place, all parties will be informed of the change of membership at the beginning of the hearing.

### **3. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any personal, pecuniary, or disclosable pecuniary interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

### **4. Licensing Act 2003 - Application for a Premises Licence: Hednesford Local, 119 Hednesford Road, Cannock, Staffordshire, WS11 6LB**

Report of the Head of Regulatory Services (Enclosure 4.1 - 4.21).

**Cannock Chase Council**  
**Licensing Sub-Committee**

**Procedure to be used for a Premises Licence Application Submitted  
under the Licensing Act 2003**

**Procedure for the Hearing**

1. The Chair shall introduce the Members of the Sub-Committee and supporting staff.
2. All other parties present shall introduce themselves.
3. The Chair shall outline the procedure to be followed at the hearing and also make reference to the fact that each party has an equal amount of time within which to present their case and may set down limits for this.
4. The Officer representing the Licensing Authority shall present a report on the matter to be heard.
5. Any objectors to the application shall have the opportunity to ask questions of the Officer of the Licensing Authority.
6. The Applicant (or their representative) shall have the opportunity to ask questions of the Officer from the Licensing Authority.
7. Members of the Sub-Committee may ask questions of the Officer of the Licensing Authority.
8. *(Where the Officer of the Licensing Authority is legally represented, the legal representative may ask questions of clarification of the Officer of the Licensing Authority.)*
9. The Applicant (or their representative) shall put their case in respect of the matter and may call witnesses.
10. Any objectors to the application shall have the opportunity to ask questions of the Applicant (or their representative).
11. Members of the Sub-Committee may ask questions of clarification of the Applicant (or their representative) and any witnesses called.
12. **Anyone making representations** in respect of the application shall put their case in respect of the matter in the presence of the Officer representing the Licensing Authority and the Applicant and may call witnesses.
13. The Applicant (or their representative) may ask questions of clarification of anyone making representations and any witnesses called.

14. Members of the Sub-Committee may ask questions of clarification of anyone making representations and any witnesses called.
15. The Officer of the Licensing Authority shall have the opportunity to sum up their case if they so wish.
16. The Applicant (or their representative) shall have the opportunity to sum up their case if they so wish.
17. Any objectors to the application shall have the opportunity to sum up their respective cases if they so wish.
18. Members of the Sub-Committee shall deliberate in private, accompanied by the Council's Legal Advisor and the Secretary to the Sub-Committee, only recalling the other parties or their representatives to clarify points of uncertainty on evidence or submissions already given.

If it is necessary to recall any party, all parties are to return, notwithstanding that only one party may be concerned with the points giving rise to doubt.

19. At the conclusion of their deliberations, the Chair of the Sub-Committee may inform the Applicant (or their representative) of the decision of the Sub-Committee, briefly explaining the reasons for the decision.
20. The Applicant shall be written to **within seven working days** (or as soon as practicable if this cannot be completed) with confirmation of the Sub-Committee's decision and reasons for that decision.
21. The Applicant or any objector may appeal to the Magistrates Court within 21 days of the decision being received if they are dissatisfied with the Sub-Committee's decision.

**CANNOCK CHASE DISTRICT COUNCIL**

**LICENSING SUB COMMITTEE**

**REPORT OF THE HEAD OF REGULATORY SERVICES**

**LICENSING ACT 2003**

**APPLICATION FOR A PREMISES LICENCE - TUESDAY 14 JANUARY 2025 AT 10.00AM**


**HEDNESFORD LOCAL, 119 HEDNESFORD ROAD, CANNOCK, STAFFORDSHIRE, WS11 6LB**

**1. Reason for Hearing**

This is an application for a Premises Licence by Mr. Chintankumar Rajanikant Pathak.

This application has not been granted under Officers' delegated powers because representations have been received from two residents on the basis that they are concerned that the licensing objectives may be compromised if the premises licence application were granted. These are relevant representations and the Council, as the licensing authority, must therefore hold a hearing to consider the representations made. A copy of the application form is attached to this report as Annex 1.

**2.**

Name and Address of Premises.	Hednesford Local, 119 Hednesford Road, Cannock, Staffordshire, WS11 6LB
Applicant Details Registered Address.	Mr. Chintankumar Rajanikant Pathak, 
Date of Application	18 November 2024
Fees Paid	Band A: £100.00

Licensable Activities Applied For:	1. Supply of alcohol
Responsible Authority Representations	No formal representations have been received from any Responsible Authority. The Applicant has agreed additional licence conditions with Trading Standards should any Premises Licence be granted. These conditions are attached to this report as Annex 2
Representations from other persons	Valid representations have been received from two individuals or households. The said representations are attached to this report as Annex 3.

### 3. Matters for consideration

- 3.1 On 18 November 2024 an application was received from Mr. Chintankumar Rajanikant Pathak,, for the grant of a Premises Licence under the Licensing Act 2003. The hours of operation requested on the licence application operating schedule are:
- 3.2 Hours premises are open to the public:  
Monday to Saturday- 07.00hrs to 23.00hrs  
Sunday - 08.00hrs to 23.00hrs
- 3.3 Hours for supply of alcohol:  
Monday to Sunday - 08:00hrs to 23.00hrs
- 3.4 At Part 3 of the application that makes reference to the operating schedule, the applicant describes the premises as follows:  
  
"This vacant shop is currently closed. The two-storey lock-up, ground floor retail property, is situated on the end of a terraced block of houses. The first floor to the premises serves as a residential flat accommodation. The premises intend to trade as a convenience store with an off-licence facility serving the local community within a predominately residential area. There is limited off road parking to the side of the premises. The premises used to trade as 'electro-fix' an electrical appliance store. The applicant Is an experienced operator who operates other convenience stores at varies locations. Subject to the grant of a premises licence, he wishes to add this site to his list. He intends to undertake extensive refurbishment to upgrade and relaunch the premises, into an upmarket convenience store with an off-licence facility."
- 3.5 The application was duly advertised as required by law and the Council's Licensing Unit received 2 valid letters or emails of objection to the grant of the Premises Licence.

- 3.6 Since the application was received, the Applicant has agreed, through discussion with Trading Standards:
- To include conditions onto any Premises Licence which may be granted. The said conditions are attached to this report as Annex 2

#### **4. Human Rights Act 1998 Implications**

- 4.1 Article 6 of the Act provides that where a person's civil rights and obligations are being determined, s/he is entitled to a "fair trial". The Council complies with Article 6 in that it gives the person the opportunity to state their case, will make a decision within a reasonable period of time and will give reasons for its decision.
- 4.2 The Article also provides for the issue to be determined by an independent tribunal. The right of appeal to the Magistrates' Court against the Council's decision fulfils this.
- 4.3 The Council observes the rules of natural justice, and its procedures are consistent with Article 6 of the Human Rights Act 1998.

#### **5. Legal Implications**

- 5.1 This matter concerns an application for a premises licence under section 17 of the Licensing Act 2003 "the Act"
- 5.2 As relevant representations have been made in respect of this application and no agreement has been reached between the parties that a hearing is not required, the licensing authority must hold a hearing to consider the representations made (s.18 (3)(a) of the Act).
- 5.3 The Licensing Sub Committee must have regard to the representations and take such steps, if any, as it considers necessary for the promotion of the licensing objectives (s.18(3)(b) of the Act).
- 5.4 In accordance with s.18(4) of the Act, the steps that can be taken by the Licensing Sub Committee in dealing with this application are limited to:
- (a) grant the premises licence, together with such modification of the conditions of the licence as considered appropriate for the promotion of the licensing objectives;
  - (b) rejection of the whole or part of the application.
- 5.5 The Licensing Sub Committee must only consider relevant representations which for the purposes of this application:
- (a) are about the likely effect of the grant of the application on the promotion of the licensing objectives.
  - (b) are made by an interested party or responsible authority;
  - (c) have not been withdrawn; and
  - (d) are not frivolous or vexatious if made by other persons.

- 5.6 The Applicant and other persons who made relevant representations in relation to the application have a right of appeal to the Magistrates Court should they disagree with the Licensing Sub Committee's decision.

## 6. Financial Implications

- 6.1 Fees for a premises licence are payable upon application. They are not refundable should the application be refused.
- 6.2 Should the application be refused or be granted subject to conditions; the Applicant has a right of appeal to the Magistrates' Court. Should the application be granted, with or without conditions, then equally, the responsible authority and any other persons having made relevant representations, have a right of appeal to the Magistrates Court against the decision.
- 6.3 All appeals carry financial costs, and the Court can set whatever order it deems fit with regards to the payment of costs. The Court is, however, less likely to award costs against the Council if it is satisfied that the Council had acted honestly, reasonably and properly and on grounds which appear to be sound.

## 7. Annexes

Annexes Attached	Annex 1	The Premises Licence Application Form.
	Annex 2	Additional licence conditions agreed between the applicant and Trading Standards
	Annex 3	2 x emails of representation from individuals and households in respect of the application.

## 8. Determination

Determination Required	<p>Members are asked to determine whether the application for a Premises Licence in respect of Hednesford Local, can be granted, having due regard to the 4 Licensing Objectives, Cannock Chase Council's Licensing Policy and Guidance issued by the Secretary of State under s182 of the Licensing Act 2003.</p> <p>The 4 Licensing Objectives are:</p> <ul style="list-style-type: none"> <li>• The Prevention of Crime &amp; Disorder</li> <li>• Ensuring Public Safety</li> <li>• The Prevention of Public Nuisance</li> <li>• The Protection of Children from Harm</li> </ul>
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**Application for a premises licence to be granted under the Licensing Act 2003****Please read the following instructions first**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We I, CHINTANKUMAR RAJANIKANT PATHAK

(Insert name(s) of applicant)

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

**Part 1 – Premises details**

HEDNESFORD LOCAL 119, HEDNESFORD ROAD CANNOCK STAFFORDSHIRE			
<b>Post town</b>	CANNOCK	<b>Postcode</b>	WS11 6LB

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£2,275 BAND 'A'

**Part 2 - Applicant details**

Please state whether you are applying for a premises licence as **appropriate** **Please tick as appropriate**

a)	an individual or individuals *	<input checked="" type="checkbox"/>	please complete section (A)
b)	a person other than an individual *	<input type="checkbox"/>	
	i as a limited company/limited liability partnership	<input type="checkbox"/>	please complete section (B)
	ii as a partnership (other than limited liability)	<input type="checkbox"/>	please complete section (B)
	iii as an unincorporated association or	<input type="checkbox"/>	please complete section (B)
	iv other (for example a statutory corporation)	<input type="checkbox"/>	please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

**(A) individual applicants** (fill in as applicable)

Mr <input checked="" type="checkbox"/>	Mrs	Miss	Ms	Other Title (for example, Rev)	
<b>Surname</b> PATHAK			<b>First names</b> CHINTANKUMAR RAJANIKANT		
<b>Date of birth</b>		I am 18 years old or over		Please tick yes <input checked="" type="checkbox"/>	
<b>Nationality</b> [REDACTED] dia. Has an Indian Passport and a UK Permanent Residence, EU Right to Reside Card. Right to work share code number:					
Current residential address if different from premises address [REDACTED]					
Post town			Postcode		
<b>Daytime number</b> [REDACTED]					
<b>E-mail address (optional)</b>		N/A			

Registered number (where applicable) N/A
Description of applicant (for example, partnership, company, unincorporated association etc.) N/A
Telephone number (if any) N/A
E-mail address (optional) N/A

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
1	7	1 2 2 0 2 4

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)  
 THIS VACANT SHOP IS CURRENTLY CLOSED. THE TWO-STOREY LOCK-UP, GROUND FLOOR RETAIL PROPERTY, IS SITUATED ON THE END OF A TERRACED BLOCK OF HOUSES. THE FIRST FLOOR TO THE PREMISES SERVES AS A RESIDENTIAL FLAT ACCOMMODATION. THE PREMISES INTEND TO TRADE AS A CONVENIENCE STORE WITH AN OFF-LICENCE FACILITY SERVING THE LOCAL COMMUNITY WITHIN A PREDOMINATELY RESIDENTIAL AREA. THERE IS LIMITED OFF ROAD PARKING TO THE SIDE OF THE PREMISES. THE PREMISES USED TO TRADE AS 'ELECTRO-FIX' AN ELECTRICAL APPLIANCE STORE. THE APPLICANT IS AN EXPERIENCED OPERATOR WHO OPERATES OTHER CONVENIENCE STORES AT VARIES LOCATIONS. SUBJECT TO THE GRANT OF A PREMISES LICENCE, HE WISHES TO ADD THIS SITE TO HIS LIST. HE INTENDS TO UNDERTAKE EXTENSIVE REFURBISHMENT TO UPGRADE AND RELAUNCH THE PREMISES, INTO AN UPMARKET CONVENIENCE STORE WITH AN OFF-LICENCE FACILITY.

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

N/A

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)		Please tick all that apply
a)	plays (if ticking yes, fill in box A)	
b)	films (if ticking yes, fill in box B)	
c)	indoor sporting events (if ticking yes, fill in box C)	

d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	
e)	live music (if ticking yes, fill in box E)	
f)	recorded music (if ticking yes, fill in box F)	
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	

<b><u>Provision of late night refreshment</u></b> (if ticking yes, fill in box I)	
<b><u>Supply of alcohol</u></b> (if ticking yes, fill in box J)	✓

**In all cases complete boxes K, L and M**

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	
				Off the premises	✓
				Both	
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	08.00 -----	23.00 -----			
Tue	08.00 -----	23.00 -----			
Wed	08.00 -----	23.00 -----			
Thur	08.00 -----	23.00 -----			
Fri	08.00 -----	23.00 -----			
Sat	08.00 -----	23.00 -----			
Sun	08.00 -----	23.00 -----			
			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		

**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):**

<b>Name</b> CHINTANKUMAR RAJANIKANT PATHAK	
<b>Date of birth</b> ██████████	
<b>Address</b> ████████████████████ ████████████████████ ████████████████████	
<b>Postcode</b>	██████████
<b>Personal licence number (if known)</b> ████████████████████	
<b>Issuing licensing authority (if known)</b> SANDWELL COUNCIL – LICENSING AUTHORITY	

**K**

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

N/A

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)
Day	Start	Finish	
Mon	07.00	23.00	
Tue	07.00	23.00	
Wed	07.00	23.00	
Thur	07.00	23.00	
Fri	07.00	23.00	
Sat	07.00	23.00	
Sun	08.00	23.00	

**M**

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)**

NOTHING BEYOND EXISTING HEALTH & SAFETY / FIRE SAFETY ETC REQUIREMENTS.

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

SEE ABOVE, THESE LOCK UP – PREMISES WILL HAVE BOTH INTERNAL AND EXTERNAL CCTV TO THE SPECIFICATIONS OF STAFFORDSHIRE POLICE. IT WILL BE PROVIDED IN THE FORM OF A RECORDABLE SYSTEM, CAPABLE OF PROVIDING PICTURES OF EVIDENTIAL QUALITY IN ALL LIGHTING CONDITIONS. CAMERAS SHALL ENCOMPASS ALL INGRESS AND EGRESS TO THE PREMISES AND ALL AREAS WHERE THE SALE OF ALCOHOL TAKES PLACE. EQUIPMENT WILL BE MAINTAINED IN GOOD WORKING ORDER, BE CORRECTLY TIME AND DATE STAMPED AND KEPT IN DATE ORDER AND RECORDINGS WILL BE KEPT FOR A PERIOD OF 31 DAYS. THE PREMISES LICENCE HOLDER WILL ENSURE AT ALL TIMES, A D.P.S, OR APPOINTED MEMBER OF STAFF IS CAPABLE AND COMPETENT AT DOWNLOADING CCTV FOOTAGE IN A RECORDABLE FORMAT, EITHER DISC OR VHS TO THE POLICE OR LICENSING AUTHORITY ON REQUEST. AN OPERATIONAL DAILY LOG REPORT WILL BE MAINTAINED AND ENDORSED BY A SIGNATURE, INDICATING THAT THE CCTV SYSTEM HAS BEEN CHECKED DAILY AND IS COMPLIANT. IN THE EVENT OF ANY FAILINGS OF THE CCTV SYSTEM, THIS SHALL ALSO BE RECORDED. IN THE EVENT OF A TECHNICAL FAILURE OF THE CCTV EQUIPMENT THE PREMISES LICENCE HOLDER/DPS, WILL REPORT THE FAILURE TO THE POLICE LICENSING OFFICER IMMEDIATELY. PREMISES WILL BE FULLY ALARMED AND HAS EXTERNAL AUTOMATED SECURITY ROLLER SHUTTERS TO FRONTAGE OPENINGS. THE DESIGNATED PREMISES SUPERVISOR WILL ENSURE THAT ANY STAFF INVOLVED IN THE SALE OF ALCOHOL WILL HAVE FULLY RECORDED AND DOCUMENTED TRAINING, INCLUDING REFRESHER COURSES, IN RESPECT OF THEIR RESPONSIBILITIES UNDER THE LICENSING ACT 2003, INCLUDING ANY CHANGES OF LEGISLATION. ALL TRAINING RECORDS WILL BE RETAINED AND AVAILABLE ON SITE FOR INSPECTION AT ANY TIME.

**c) Public safety**

ALSO, INTERNAL AND EXTERNAL CCTV ETC. THE PREMISES WILL HAVE A COMMERCIAL FIRE ALARM AND THE EXISTING FIRE FIGHTING EQUIPMENT IS COVERED BY A MAINTENANCE CONTRACT. BOTH EMERGENCY LIGHTING AND SMOKE DETECTORS WILL ALSO BE INSTALLED.

**d) The prevention of public nuisance**

SEE ABOVE, INTERNAL AND PARTICULARLY EXTERNAL CCTV, ARE A PROVEN DETERRENT IN TERMS OF ANY ANTI - SOCIAL ACTIVITIES AND POTENTIAL PROXY SALES, WITHIN THE IMMEDIATE VICINITY OF THE PREMISES. THE APPLICANT WILL ENSURE THE DESIGNATED PREMISES SUPERVISOR AND HIS STAFF WILL CONTINUE AT ALL TIMES TO BE VIGILANT IN RELATION TO ANY LITTER ISSUES.

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

(SEE ABOVE), INTERNAL AND EXTERNAL CCTV ETC.  
 THE LAYOUT OF SHOP GIVES CONSIDERATION TO THE PREVENTION OF CHILDREN'S ACCESS TO ALCOHOL AND ANY ALCOHOL DISPLAYED WILL NOT BE OBSTRUCTED FROM THE VIEW OF THE SALES ASSISTANTS. PREMISES WILL OPERATE A PROOF OF AGE SCHEME VIA ACCEPTABLE FORMS OF IDENTIFICATION AND INCORPORATING 'THE CHALLENGE 25 POLICY. A SALES REFUSAL AND INCIDENT BOOK WILL BE FULLY MAINTAINED AND AVAILABLE FOR INSPECTION AT ANY TIME. IT WILL ALSO BE SIGNED OFF WEEKLY BY THE DESIGNATED PREMISES SUPERVISOR.  
 NON- ALCOHOLIC / SOFT DRINKS, CRISPS AND CONFECTIONERY WILL BE SITUATED AWAY FROM THE ALCOHOL DISPLAY AREA.

**Checklist:**

**Please tick to indicate agreement**

•	I have made or enclosed payment of the fee.	✓
•	I have enclosed the plan of the premises.	✓
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	✓
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	✓
•	I understand that 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 a 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 or my share code issued by the Home Office online right to work checking service (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.



**Part 4 – Signatures** (please read guidance note 11)

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

<b>Declaration</b>	<ul style="list-style-type: none"> <li>[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).</li> <li>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, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	[REDACTED]
Date	14/11/2024
Capacity	AGENT FOR THE APPLICANT

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant’s solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)  
JASBIR UPPAL (Agent)

Post town	[REDACTED]	Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

[REDACTED]

## Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. 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:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - 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.
    - 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.
    - 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.
- 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:
    - 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.
    - 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.
    - 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.
  - 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:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - 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;
    - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).

4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:
  - A licence may not be issued to an individual or an individual in a partnership which is not a limited liability 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 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 the right 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 which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 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).

**Home Office online right to work checking service.**

As an alternative to providing a copy of original documents, 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 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, 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 shared digitally. 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 copies of documents as set out above.

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.

## Licensing Conditions

### Protecting Children from Harm

1. A Challenge 25 policy must be adopted and enforced at the premise where all persons who appear to be under the age of 25 must be challenged for acceptable identification to prove they are over the age of 18 prior to the purchase or supply of alcohol.
2. The acceptable forms of identification must be a valid photo driving licence, valid passport, military ID or a valid PASS approved proof of age card.
3. Challenge 25 posters must be displayed at all entrances to the premise, areas where alcohol is displayed and at the cash till payment area. Posters must be displayed prominently and in sight of customers & staffs.
4. At each till there must be placed a date of birth check card which must be kept updated at all times with the current date at which a person must be born to be aged 18 or over.
5. Cash registers in the premises must be fitted with automatic till prompts to ensure that Challenge 25 is implemented at all times.

**N.B – Only 4 or 5 is required.**

6. A refusals register with details of all refusals must be maintained at the premise. The register must contain details of the staff member refusing the sale and must be checked on a 4 weekly basis by the Designated Premises Supervisor and signed and dated by the Designated Premises Supervisor.
7. The refusals register or when on the till a print out of refusals must be produced and made available for inspection at the time of the visit by any Responsible Authority.
8. Prior to selling alcohol, all persons involved in the sale of alcohol & age restricted products who are not the holder of a Personal Licence must receive initial and regular 6 monthly refresher training by the Designated Premises Supervisor or external training provider with regards to the law in relation to the sale of alcohol & age restricted products and responsible retailing.
9. Such training must be recorded and up to date training records of all such persons must be maintained at the premise and produced and made available for inspection at the time of the visit by any Responsible Authority. Both

ANNEX 2

initial and subsequent refresher training in relation to the sale of alcohol & age restricted products must contain a test to be undertaken by the staff member and this test or online certificate must be made available at the time of the visit to any Responsible Authority. Records for each person must be retained for a minimum of 12 months.

Crime Prevention

1. CCTV must be installed and cover all internal areas, including all public entry and exit points. The CCTV unit must be positioned in a secure part of the licensed premises and not within any private area of the location. Access to the system must be allowed immediately to the Police, Trading Standards or Local Authority Officers in accordance with the Data Protection Act where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.
2. All images must be kept for a consecutive 31 day period and to be produced to the Police, Trading Standards or Local Authority Officers in relation to the investigation of crime and / or disorder issues and suspected licence breaches, upon request or within 24 hours of such request where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.
3. The CCTV system must be maintained so as to be fully operational and recording continually whilst the premises are open for licensable activities and during all times when customers remain on the premises.
4. The CCTV system clock must be set correctly and maintained (taking account of GMT and BST).
5. There must be notices displayed throughout the premises stating that CCTV is in operation.
6. There must be a member of staff available at all times who is trained and capable of operating the CCTV system and also downloading any footage required by the Police, Trading Standards or Local Authority Officers.
7. Weekly checks must be made of the operation of the CCTV system to confirm that it is working correctly and such checks must be recorded in a register which is to be signed by the person conducting the check. This record must be kept fully updated at all times and remain on the premises for inspection by the Police, Trading Standards or an authorised officer of the Licensing Authority.

**From:** [REDACTED]  
**Sent:** 20 November 2024 12:17  
**To:** LicensingUnit CCDC <LicensingUnit@cannockchasedc.gov.uk>  
**Subject:** Shop

**CAUTION:** This email originated from outside of the Council. DO NOT click links or open attachments unless you recognise the sender and know the content is safe.

Yesterday I have seen that a piece of paper has been sellotaped to the shop shutters saying there is going to be a shop opening here from 7am-11pm 7days a week also selling alcohol from 8am this is going to encourage all sorts making me feel unsafe, I live at [REDACTED] hednesford road this shop will be right next door to my house, I live here as a single mom [REDACTED] and will feel unsafe constant activity till late at night, has anyone been out to see the side of the shop as it isn't suitable, where are customers going to park?, it is also on a main road so double yellow lines out the front.

Regards

[REDACTED]



**From:** [REDACTED]  
**Sent:** 22 November 2024 13:55  
**To:** LicensingUnit CCDC <LicensingUnit@cannockchasedc.gov.uk>  
**Subject:** Licensing application for Hednesford Local, 119 Hednesford Road

**CAUTION:** This email originated from outside of the Council. DO NOT click links or open attachments unless you recognise the sender and know the content is safe.

Hi,

I'm writing to you with regards to the above licensing application to express mine and my partners concerns.

We live [REDACTED] at [REDACTED] Hednesford Road and we have an issue with the proposed opening hours. We believe 11pm is much too late to close the shop.

[REDACTED] our property has very poor double glazing on the windows so having people coming and going late at night while the children [REDACTED] who has to be in bed early for school) are trying to sleep.

There is also an issue with parking which is already at a premium for myself and my neighbours. The road has double yellows all the way up so the only place for people to park will be next to our house and this could very easily cause obstructions if too many cars are trying to park there.

As I have stated my main concern is the opening hours which I believe, for the residential area the shop is situated, are too long. They will almost certainly have a detrimental effect on the neighbourhood. I believe 6pm would be a more suitable closing time for the shop, which I think is more than reasonable.

Thank you for taking the time to read this email. I hope you take our issue into consideration.

Kind regards,

[REDACTED]