

To: All Members of the LICENSING SUB-COMMITTEE C
(Other Members for Information)

When calling please ask for:

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Policy and Governance

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Calls may be recorded for training or monitoring

Date: Date Not Specified

Membership of the Licensing Sub-Committee C

Cllr Peter Clark
Cllr Robert Knowles

Cllr Ruth Reed

Dear Councillors

A meeting of the LICENSING SUB-COMMITTEE C will be held as follows:

DATE: MONDAY, 15 JUNE 2020

TIME: 10.00 AM

PLACE: ZOOM MEETING

The Agenda for the meeting is set out below.

Yours sincerely

ROBIN TAYLOR

Head of Policy and Governance

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NOTE FOR MEMBERS

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

AGENDA

1. **ELECTION OF CHAIRMAN**

To agree a Chairman for this hearing.

2. **MINUTES**

To agree the notes of the last meeting. (no meeting notes to agree)

3. **LICENSING ACT 2003 - APPLICATION FOR A NEW PREMISES LICENCE - BLUE BEAR BOOKSHOP, 3 TOWN HALL BUILDINGS, THE BOROUGH, FARNHAM, SURREY, GU9 7ND.** (Pages 5 - 42)

Purpose and Summary

The purpose of the report is to enable the Sub-Committee to consider an application for a new Premises Licence for Blue Bear Bookshop, 3 Town Hall Buildings, The Borough, Farnham, Surrey GU9 7ND under section 17 of the Licensing Act 2003, made by Blue Bear Bookshop Ltd. Three relevant representations have been received from 'other persons' and conditions have been agreed between Environmental Health and the applicant.

Recommendation

- It is recommended that the Sub-Committee considers the application and evidence of all parties involved at the hearing and then determine the application .
- Members must determine the application in accordance with the Licensing Act 2003 (Hearings) Regulations 2005.
- The Sub-Committee should take such steps as it considers appropriate for the promotion of the licensing objectives.

Once determined, the licensing authority must provide notification of the decision including its reasons to the applicant, any person who has made relevant representations and the Chief Officer of Police for the area in which the premises is situated.

4. **LEGAL ADVICE**

**For further information or assistance, please telephone
Kimberly Soane, Democratic Services Officer, on 01483 523258 or by**

email at kimberly.soane@waverley.gov.uk

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WAVERLEY BOROUGH COUNCIL

LICENSING SUB-COMMITTEE C

15 JUNE 2020

Title:

LICENSING ACT 2003 - APPLICATION FOR A NEW PREMISES LICENCE- BLUE BEAR BOOKSHOP, 3 TOWN HALL BUILDINGS, THE BOROUGH, FARNHAM, SURREY, GU9 7ND.

[Wards Affected: All Farnham Wards]

Portfolio Holder: Cllr Palmer, Portfolio Holder for Operational & Enforcement

Head of Service: Richard Homewood Head of Environmental and Regulatory Services

Key decision: No

Access: Public

1. Purpose and summary

- 1.1 The purpose of the report is to enable the Sub-Committee to consider an application for a new Premises Licence for Blue Bear Bookshop, 3 Town Hall Buildings, The Borough, Farnham, Surrey GU9 7ND under section 17 of the Licensing Act 2003, made by Blue Bear Bookshop Ltd. Three relevant representations have been received from 'other persons' and conditions have been agreed between Environmental Health and the applicant.

2. Background

- 2.1. The Premises is a high street bookshop and café covering two floors, ground and basement.
- 2.2 In accordance with the legislation, the applicant has sent copies of the application to responsible authorities and was advertised in accordance with the Licensing Act 2003. The expiry date for making representations was 25 May 2020.

3. Activities sought under this licence application

- 3.1 In brief, the applicant seeks to licence the premises as shown below. An extract of the relevant pages from the new application form is attached at Annexe 1.

Licensable Activity	New Application
Regulated Entertainment (Live music & recorded music, Plays, Films, Indoor Sporting events, Performance of dance and anything similar)	Monday to Wednesday 0700 to 0100 Thursday to Saturday 0700 to 0130 Sunday 0700 to 0030
Late Night Refreshment	Monday to Wednesday 2300 to 0100 Thursday to Saturday 2300 to 0130 Sunday 2300 to 0030
Sale of Alcohol	Both on & off the Premises Monday to Wednesday 0700 to 0000 Thursday to Saturday 0700 to 0030 Sunday 0700 to 2330
Opening hours	Monday to Wednesday 0700 to 0100 Thursday to Saturday 0700 to 0130 Sunday 0700 to 0030
Non Standard timings	For all licensable activities Sundays before Bank Holiday 0700 to 0130 Good Friday & Christmas Day 0900 to 2330 New Years Eve 0700 to 0130

3.2 Attached at Annexe 2 is a copy of the plans of the premises.

3.3 Attached at Annexe 3 is a plan showing the area of the premises and surrounding properties

4. Representations received

4.1. Within the consultation period, three valid 'relevant representations' were received. A representation is 'relevant' if it relates to the likely effect of the grant of the licence on the promotion of at least one of the licensing objectives.

5. Responsible Authorities

5.1 There have been no representations received from any of the Responsible Authorities. However, the applicant has engaged with the Environmental Health

representative during the process and agreed proposed conditions, attached at Annexe 4

6. Other Persons

6.1 There has been three (3) relevant representation from “other persons” – local residents and Town Council Copies of the representations are attached at Annexe 5

7. Recommendation

- It is recommended that the Sub-Committee considers the application and evidence of all parties involved at the hearing and then determine the application .
- Members must determine the application in accordance with the Licensing Act 2003 (Hearings) Regulations 2005.
- The Sub-Committee should take such steps (as described at paragraph 8.11 below) as it considers appropriate for the promotion of the licensing objectives.

Once determined, the licensing authority must provide notification of the decision including its reasons to the applicant, any person who has made relevant representations and the Chief Officer of Police for the area in which the premises is situated.

8. Reason for the recommendation

8.1 The general principle is that an application for a new Premises Licence must be granted unless relevant representations are received. This is subject to the proviso that the applicant has complied with regulations in advertising and submitting the application.

8.2 Relevant representations are those which:

- Are about the effect of the granting of the application on the promotion of the licensing objectives
- Are made by a Responsible Authority or other persons
- Have not been withdrawn
- Are not, in the opinion of the relevant Licensing Authority, frivolous or vexatious.

8.3 Licensing authorities are required to carry out licensing functions under the Licensing Act 2003 with a view to promoting the four licensing objectives of:-

- Prevention of crime and disorder;
- Public safety;

- Prevention of nuisance; and
- Protection of children from harm.

8.4 Members should note that each objective is of equal importance. There are no other licensing objectives, and the four objectives are paramount considerations at all times.

8.5 The Licensing Sub-Committee must also consider Waverley Borough Council's Statement of Licensing Policy when deciding whether or not to grant the application. The terms of the Statement of Licensing Policy are highly persuasive, but not binding, on the Licensing Sub-Committee. The Licensing Sub-Committee may depart from the guidance contained in the Statement of Licensing Policy if it considers there are clear and convincing reasons to do so.

8.6 Where there is a conflict between the Licensing Act 2003 and the Statement of Licensing Policy, the Licensing Act 2003 must prevail.

8.7 Members are required to have regard to the Home Office Guidance issued under section 182 of the Licensing Act 2003 in carrying out the functions of licensing authority. However, guidance does not cover every possible situation, so long as the guidance has been properly and carefully understood, members may depart from it if they have reason to do so. Full reasons must be given if this is the case

8.8 The guidance will be available for reference purposes at the meeting.* Particular attention is drawn to:

- Conditions – paragraphs 1.16-1.17 and 10.1 to 10.66
- The Licensing Objectives – paragraphs 2.1–2.32
- Hearings - paragraphs 9.31 to 9.44
- Regulated Entertainment - 16.1 -16.9

The guidance can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/705588/Revised_guidance_issued_under_section_182_of_the_Licensing_Act_2003_April_2018_.pdf

8.9 When relevant representations are received then the Sub-Committee must have regard to them. Representations based on commercial reasons or need are not in themselves relevant representations. For example, a representation from a bar owner, that the grant of a premises licence to another bar, will take customers away from his/her premises, is not a relevant representation, nor is a representation from other persons that another off licence in the parade of local shops is not needed.

8.10 The Licensing Sub-Committee can attach a “weight” to any relevant representations, such factors that could influence the “weight” to be placed on a representation could include:

- Whether the representation can be clearly related to any one of the four licensing objectives;
- Whether the representation concerns matters over which the applicant is

able to exercise control;

- Whether the representation is based on “hearsay” evidence;
- Whether the representation is supported by firm evidence;
- Whether the person making the representation has attended the hearing in person.

8.11 The Sub-Committee must consider the application on its individual merits and take into account all relevant matters then determine the application by taking the steps it considers appropriate and necessary / proportionate to promote the licensing objectives. Having considered all relevant representations, and having taken into account the promotion of the licensing objectives, a decision can be taken:

- To grant the licence, subject to the mandatory conditions and conditions consistent with the operating schedule;
- To impose additional relevant conditions to such an extent as is considered necessary for the promotion of the licensing objectives;
- To exclude any of the licensable activities to which the application relates
- To amend the times for all or some of the licensable activities;
- To refuse to specify a person on the licence as the designated premises supervisor
- To reject the application.

9. Conditions

9.1 Conditions will not be necessary if they duplicate a current statutory requirement.

9.2 Members are also referred to the Home Office guidance on conditions, specifically section 10 which states that licensing conditions should be tailored to the size, type, location and characteristics and activities taking place at the premises. Conditions should be determined on a case by case basis and standardised conditions, which ignore these individual aspects, should be avoided. Licensing authorities and other responsible authorities should be alive to the indirect costs that can arise because of conditions.

9.3 Licensing authorities should therefore ensure that any conditions they impose, are only those which are appropriate for the promotion of the licensing objectives.

9.4 If the Sub-Committee determines that it is necessary to modify the conditions, or to refuse the application for a Premises Licence application, it must give reasons for its decision.

10. The Role of the Licensing Sub-Committee

10.1 Members should note that the Licensing Sub-Committee is meeting on this occasion solely to perform the role of licensing authority. The Sub-Committee sits in quasi-judicial capacity, and must act impartially. It must offer a fair and unbiased hearing of the application. In this case, Members should disregard the Council’s broader policy objectives and role as statutory authority in other contexts. Members must direct

themselves to making a determination solely based upon the Licensing Law, Guidance and the Council's Statement of Licensing Policy.

10.3 As a quasi-judicial body the Licensing Sub-Committee is required to consider the application on its merits. The Sub-Committee must take into account only relevant factors, and ignore irrelevant factors. The decision must be based on material evidence, which tends logically to show the existence or non-existence of relevant facts, the occurrence of which would be relevant.

10.4 The Licensing Sub-Committee must give fair consideration to the contentions of all persons entitled to make representations to them.

10.5 The Licensing Sub-Committee is entitled to consider events outside of the premises if they are relevant, i.e. are properly attributable to the premises being open. The proprietors do not have to be personally responsible for the incidents for the same to be relevant. However, if such events are not properly attributable to the premises being open, then the evidence is not relevant and should be excluded. Guidance is that the licensing authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public, living, working or engaged in normal activity in the area concerned.

10.6 The Sub-Committee can only consider matters within the application that have been raised through representations from Responsible Authorities (none in this case) and other persons. This will be decided on a case to case basis.

11. **Relationship to the Corporate Strategy and Service Plan**

11.1 Not applicable

12. **Implications of decision**

12.1 **Resource (Finance, procurement, staffing, IT)**

Members should be aware that Environmental and Regulatory Services does not have a direct budget provision for costs, should the applicant be successful in appealing to the Magistrates Court against a decision of the Council.

12.2 **Risk management**

Not applicable

12.3 **Legal**

An appeal against the determination of this application may be made to the Magistrates Court within 21 days of all parties being notified of the local authority's decision. The applicant or any party making representation may make an appeal.

12.4 **Equality, diversity and inclusion**

Under the Human Rights Act 1998, the Sub-Committee needs to consider the balance between the rights of the licensee and those making representations when making their decision. The Sub-Committee has a duty under section 17 of the Crime and Disorder Act 1998 when making its decision to do all it can to prevent crime and disorder in the Waverley area.

12.5 **Climate emergency declaration**

There are no relevant matters to consider.

13. **Consultation and engagement**

13.1 Application advertised at the premises and in a local paper in accordance with the Licensing Act 2003

14. **Other options considered**

14.1 Not applicable

15. **Governance journey**

15.1 Not applicable

Annexes:

Annexe 1 – An extract of the relevant pages from the new application form

Annexe 2 – A copy of the plans of the premises

Annexe 3 – A plan showing the area of the premises and surrounding properties

Annexe 4 – Agreed conditions with Environmental Health

Annexe 5 - Copies of the representations received from 'Other Persons'

Background Papers

Background papers, as defined by Section 100D(5) of the Local Government Act 1972) are

The Licensing Act 2003

Guidance under 182 Licensing Act 2003

Waverley's Statement of Licensing Policy

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CONTACT OFFICER:

Name: Paul Hughes

Position: Licensing & Environmental Enforcement Manager

Telephone: 0148 3523189

Email: paul.hughes@waverley.gov.uk

Agreed and signed off by:GLCJ
Legal Services: date
Head of Finance: date
Strategic Director: date
Portfolio Holder: date



Waverley
Application for a premises licence
Licensing Act 2003

For help contact
licensing@waverley.gov.uk
Telephone: 01483 523033

* 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 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

* Family name

* E-mail

Main telephone number Include country code.

Other telephone number

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

Are you:

- 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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House? Yes No

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

Registration number

Business name If your business is registered, use its registered name.

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

Legal status

Continued from previous page...

Your position in the business	<input type="text" value="Owner / Manager"/>	
Home country	<input type="text" value="United Kingdom"/>	The country where the headquarters of your business is located.
Registered Address		Address registered with Companies House.
Building number or name	<input type="text" value="Suite 2, Victoria House"/>	
Street	<input type="text" value="South Street"/>	
District	<input type="text"/>	
City or town	<input type="text" value="Farnham"/>	
County or administrative area	<input type="text" value="Surrey"/>	
Postcode	<input type="text" value="GU9 7QU"/>	
Country	<input type="text" value="United Kingdom"/>	

Section 2 of 21

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	<input type="text" value="3 Town Hall Buildings"/>
Street	<input type="text" value="The Borough"/>
District	<input type="text"/>
City or town	<input type="text" value="Farnham"/>
County or administrative area	<input type="text" value="Surrey"/>
Postcode	<input type="text" value="GU9 7ND"/>
Country	<input type="text" value="United Kingdom"/>

Further Details

Telephone number	<input type="text" value="01252821269"/>
Non-domestic rateable value of premises (£)	<input type="text" value="47,000"/>

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

NON INDIVIDUAL APPLICANTS

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth
dd mm yyyy

* Nationality Documents that demonstrate entitlement to work in the UK

Section 5 of 21

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

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.

Small independent high street bookshop and cafe, laid out over ground-floor and basement with small seating area under colonnades outside of the shop. The intent of the license is not to create a drinking establishment but allow the holding of various events, performances and other regulated entertainment at which the enjoyment of alcohol can act as ancillary activity. Off-licence sales will predominantly be through events such as wine and beer tastings of local or featured breweries or vineyards with an after event take home offering.

Continued from previous page...

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

Standard Days And Timings

MONDAY

Start 07:00

End 01:00

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 07:00

End 01:00

WEDNESDAY

Start 07:00

End 01:00

THURSDAY

Start 07:00

End 01:30

FRIDAY

Start 07:00

End 01:30

SATURDAY

Start 07:00

End 01:30

SUNDAY

Start 07:00

End 00:30

Will the performance of a play 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.

Continued from previous page...

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.

Provision of plays and associated performances including but not limited to readings, poetry, comedy, which may or may not involve amplified or unamplified music or speech.

State any seasonal variations for performing plays

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

Non standard timings. Where the premises will be used for the performance of a play 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.

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

Section 7 of 21

PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

Yes No

Standard Days And Timings

MONDAY

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Continued from previous page...

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the exhibition of films 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.

Provision of films and associated media through projection or screens, including but not limited to movie nights, short films, animation screenings

State any seasonal variations for the exhibition of film

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

Non standard timings. Where the premises will be used for the exhibition of film 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.

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Continued from previous page...

Will you be providing indoor sporting events?

Yes No

Standard Days And Timings

MONDAY

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

state 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.

revision of indoor sporting events including but not limited to darts, pool and chess tournaments, board game competitions or similar.

state any seasonal variations for indoor sporting events

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

Continued from previous page...

Non-standard timings. Where the premises will be used for indoor sporting events 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.

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 21

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Yes No

Standard Days And Timings

MONDAY

Start 07:00

End 01:00

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 07:00

End 01:00

Start

End

WEDNESDAY

Start 07:00

End 01:00

Start

End

THURSDAY

Start 07:00

End 01:30

Start

End

FRIDAY

Start 07:00

End 01:30

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of live music 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.

Provision of any other forms of regulated entertainment not captured elsewhere involving an activity provided in front of an audience for the purpose of entertainment, this includes but is not limited to seating, standing or intermingled audience.

State any seasonal variations for the performance of live music

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

Non-standard timings. Where the premises will be used for the performance of live music 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.

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

- Yes No

Standard Days And Timings

MONDAY

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...

TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the playing of recorded music 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.

State any seasonal variations for playing recorded music

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

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

Continued from previous page...

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

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

Yes No

Standard Days And Timings

MONDAY

Start
Start

End
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
Start

End
End

WEDNESDAY

Start
Start

End
End

THURSDAY

Start
Start

End
End

FRIDAY

Start
Start

End
End

SATURDAY

Start
Start

End
End

SUNDAY

Start
Start

End
End

Continued from previous page...

Will the performance of dance 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.

Provision of dance and associated performances including but not limited to classical, modern and interpretive dance forms which may or may not be accompanied by amplified or unamplified music, speech or song.

State any seasonal variations for the performance of dance

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

Non-standard timings. Where the premises will be used for the performance of dance 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.

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

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

Standard Days And Timings

MONDAY

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.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Give a description of the type of entertainment that will be provided

Provision of anything of a similar nature to live music, recorded music, or performance of dance not captured elsewhere but involving an activity provided in front of an audience for the purpose of entertainment, this includes but is not limited to magic shows, talks, lectures, book readings, expressive performances and may involve amplified or unamplified music, song or speech.

Will this entertainment 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.

Provision of anything of a similar nature to live music, recorded music, or performance of dance not captured elsewhere but involving an activity provided in front of an audience for the purpose of entertainment, this includes but is not limited to magic shows, talks, lectures, book readings, expressive performances and may involve amplified or unamplified music, song or speech.

State any seasonal variations for entertainment

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

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

Continued from previous page...

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

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

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

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

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Continued from previous page...

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

- Indoors Outdoors Both

Where taking place in a building or other structure 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.

State any seasonal variations

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

Non-standard timings. Where the premises will be used for the supply of 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.

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

- Yes No

Standard Days And Timings

MONDAY

Start
Start

End
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
Start

End
End

Continued from previous page...

WEDNESDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

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

State any seasonal variations

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

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

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 01:30
New Year's Day 07:00 until 01:30

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

Continued from previous page...

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)

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.

Children under 16 shall not be allowed on the premises after 00:00 hours. Children under 18 shall be excluded from any entertainment of an adult nature whether it be a live act, films for restricted age group or similar.

Continued from previous page...

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

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

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

Continued from previous page...

Sundays before Bank Holiday 07:00 until 01:30
Good Friday and Christmas Day 09:00 until 23:30
New Year's Eve 07:00 until 02:00
New Year's Day 07:00 until 02:00

Section 18 of 21

LICENSING OBJECTIVES

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

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

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

The licensee and staff shall endeavour to ensure the enhancement of the local facilities for social entertainment and reduce the focus on alcohol. Staff shall be trained on the requirements of the Licensing Act 2003 when they are recruited and given training in "drugs awareness" as part of their induction and be repeated at 6 monthly intervals.

b) The prevention of crime and disorder

Providing a 30-minute extension of opening hours after the end of the sale of alcohol shall promote the Prevention of Crime and Disorder as the last drink shall be consumed less quickly, with access to the toilet facilities and the provision of non-alcoholic refreshment during this period. The Designated Premises Supervisor shall be a member of Farnham Pubwatch so long as it exists. Contact numbers for local taxis shall be prominently displayed to enable customers to disperse easily and quietly at the end of trading hours.

c) Public safety

A first aid box shall be available at the premises at all times. Regular safety checks shall be carried out by staff. Management shall carry out a Fire Risk Assessment as necessary to ensure compliance with all necessary fire regulations. Fire alarms and emergency lighting shall be installed, checked and maintained. The premises shall maintain an Incident Log and public liability insurance.

d) The prevention of public nuisance

Music shall end not later than 01:00, except on New Year's Eve and New Year's Day. The volume shall be reduced to background level during the wind down period to create a mood change. A notice shall be placed at the exit asking customers to leave quietly. The exterior of the building shall be cleared of litter at regular intervals. Doors and windows at the premises are to remain closed after 23:00 hours, save for access and egress.

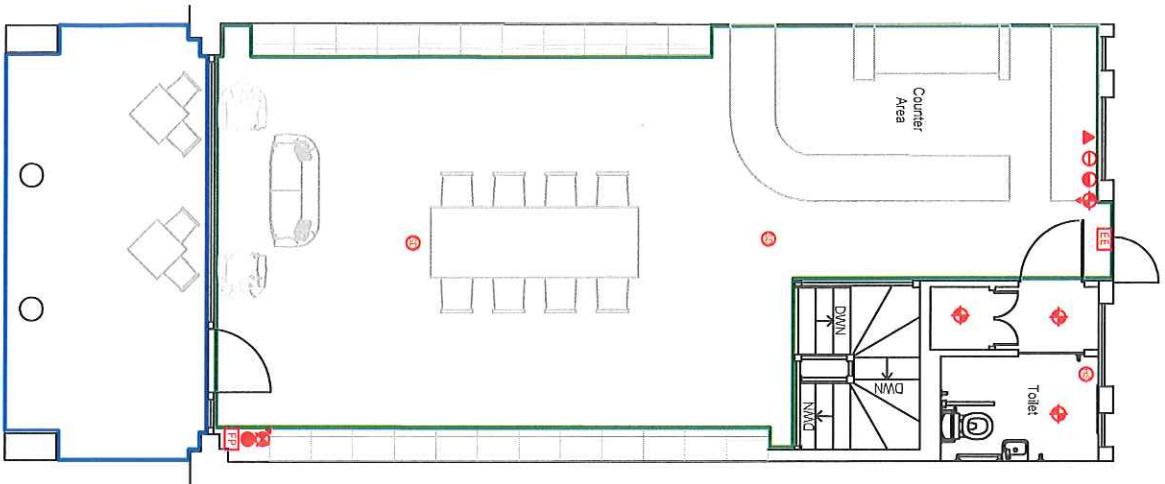
e) The protection of children from harm

A "Challenge 21" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 21. The only acceptable photographic driving license, passport, HM forces card, or a form of identification with the "PASS" hologram. Staff training shall include the "Challenge 21" Policy and its operation. In particular, staff shall be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those customers are engaged in the distribution of alcohol to persons under the age of 18. The training will be given to a new member of staff before they commence employment and all staff will receive refresher training every 6 months. Notices advising what forms of ID are acceptable will be displayed. Notices will be displayed in prominent positions indicating that the "Challenge 21" policy is in force.

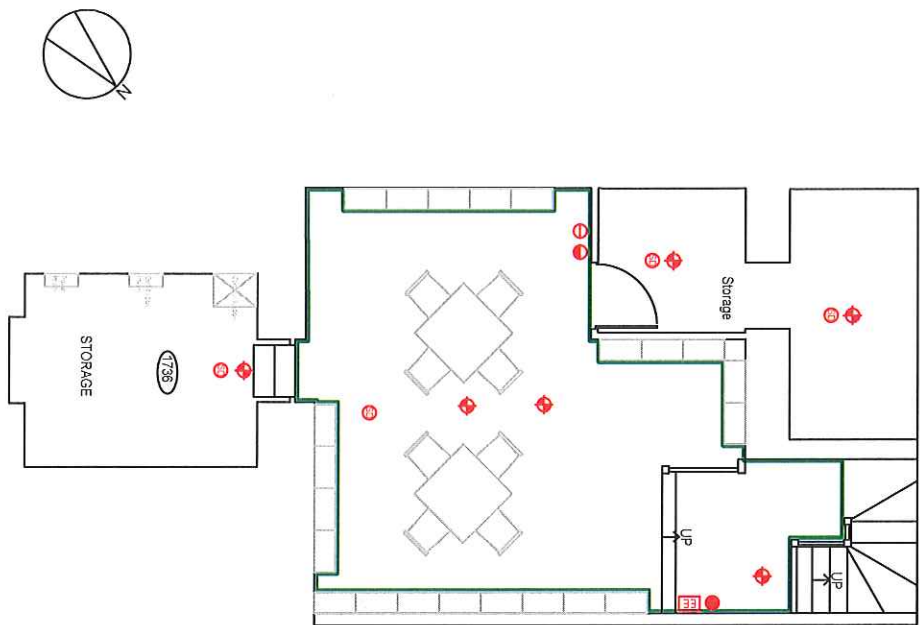
Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

ANNEXE 2



Ground Floor Plan
(1:100)



Basement Plan
(1:100)

- LEGEND**
- Emergency/ Flood Light
 - Emergency Light
 - Illuminated Emergency Exit Sign
 - Break Glass Alarm Point
 - Heat Smoke Detectors
 - Smoke Detectors
 - Fire Panel
 - 6L Foam Extinguisher
 - 2KG CO2 Extinguisher
 - Fire Blanket
 - Licensed Area (incl. counter) - Interior
 - Licensed Area - Exterior

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NOTES &

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CLIENT:

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DESIGNER:

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22/04/20

SCALE:

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ANNEXE 3

Google Maps Blue Bear Bookshop



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Good morning Mr Schuller,

I have now had the opportunity to fully consider all of the points that you have raised in your email of the 17th May and have also reviewed the licence of your neighbour as you suggested. On discussing the matter with my line manager, we have established a list of conditions to be attached to the licence that will satisfy our concerns.

If you are prepared to accept the conditions on the licence, please contact a** (copied in to this email), the Waverley Licensing Officer and we will withdraw our objection.

The conditions are as follows:-

d) The prevention of public nuisance

1. Noise from amplified music or voices shall not be such as to cause a noise nuisance to occupants of nearby premises.
2. The exterior of the building shall be cleared of litter at regular intervals.
3. Notices shall be positioned at the exits to the building requesting customers to leave in a quiet manner.
4. Doors and windows at the premises are to remain closed after 23:00 hours, save for access and egress.
5. The emptying of bins into skips, and refuse collections shall not take place between 23:00 hours and 08:00 hours.
6. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.

Best regards,

Environmental Health Officer

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From: Planning <Planning@farnham.gov.uk>
Sent: Monday 18 May 2020 14:01
To: Licensing Policy
Cc:
Subject: RE: Licensing Act 2003 - Application - Blue Bear Bookshop

Dear

Please see below Farnham Town Council response to the new premises licence for the Blue Bear Bookshop, 3 Town Hall Buildings, The Borough, Farnham GU9 7ND.

Farnham Town Council objects to the provision of a premises licence from 07.00 and late night refreshments and 'off-the premises' sales of alcohol due to the potential to cause public nuisance. The premise is in an area with residential properties over and opposite the bookshop and, though next to an established restaurant, has the potential to cause crime and disorder and public nuisance with the length of opening hours. Offering alcohol throughout opening hours of the bookshop could be harmful to children especially if entering the premises unattended. Farnham Town Council questions the requirement for a bookshop to have a premises licence from 07.00 to 01.00 and 01.30/02.00 for bank holidays and does not believe some of the proposed entertainment offerings fall within the A1/A3 classification of the premises lease.

Farnham Town Council has communicated with the owner of the premises to confirm the lease arrangements and classification of the business activity being A1/A3.

Please acknowledge receipt of Farnham Town Council's objections.

Kind regards
 Jenny



Farnham Town Council, Council Offices, South Street, Farnham, Surrey, GU9 7RN
 Switchboard: 01252 712667 (Calls maybe recorded for monitoring or training purposes)
 Web: www.farnham.gov.uk
 Facebook: www.facebook.com/farnhamofficial
 Twitter: www.twitter.com/farnhamofficial

Please consider the environment before printing this email.
 This e-mail and any files attached are confidential and intended for the addressee(s) only. If you are not the intended person please notify the sender immediately. Unless otherwise stated, opinions of the author are not necessarily the opinions of Farnham Town Council.

From: Licensing Policy <Licensing.Policy@waverley.gov.uk>
Sent: 27 April 2020 14:05
To:
Cc: Planning <Planning@farnham.gov.uk>; The Administrator <superadmin@farnham.gov.uk>; Town Clerk <Town.Clerk@farnham.gov.uk>
Subject: Licensing Act 2003 - Application

Dear Sir/Madam

For the attention of Licensing

(2)

I write to express my serious concern over the licence application that has been submitted by the Blue Boar Bookshop, 3 Town Hall Buildings, The Borough, Farnham GU9 7ND which is located in the ward that I (along with Cllr George Hesse) represent on both Farnham Town and Waverley Borough Councils. I am particularly concerned that if granted as applied for it would cause a public nuisance given the proximity of residential occupation that is located above the bookshop itself. Granting of this application as applied for could also result in crime and disorder, threaten public safety and result in children being exposed to harm.

In addition there is a question of whether a change of use planning application is required.

I fully support the detailed representations that have been made by Farnham Town Council and I would wish a formal hearing to be held at which I would like the opportunity to present my concerns.

I look forward to hearing from you although in the meantime I would be very grateful if you could please acknowledge receipt of this e mail.

Thank you!

Cllr David Beaman

Waverley Borough and Farnham Town Council - Farnham Castle Ward
Chair - South West Surrey Disability Empowerment Network

(3)

I object to this license application. The applicant's]

. There is little sound-proofing between the premises & my property & a severe disturbance to my peaceful enjoyment will result should the application be granted. The adjacent premises has a similar proximity & resulted in a number of interventions from Waverley Borough Council & the police on the grounds of excessive noise. A 2nd licensed premises so close will make occupation of the properties above them impossible. Evidence of the poor insulation can be provided, from a series of complaints made to Waverley BC during building work, & from recordings of extreme levels of noise that made occupation of the property untenable. During building work, there was a failure to comply with Waverley's guidance for noisy work resulting in multiple complaints and a track-record of non-compliance with council guidance which I fear will get worse should the application be granted.

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