

WK/202103245

10/9/21



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 STEPHEN WILLIAM HAMILTON (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

Postal address of premises or, if none, ordnance survey map reference or description
HAMILTON'S TEA HOUSE
17 DOWNING STREET
Post town FARNHAM Postcode GU9 7PB

Telephone number at premises (if any)
Non-domestic rateable value of premises £19,500.00

Part 2 - Applicant details

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

- a) an individual or individuals \* [ ] please complete section (A)
b) a person other than an individual \*
i as a limited company/limited liability partnership [x] please complete section (B)
ii as a partnership (other than limited liability) [ ] please complete section (B)
iii as an unincorporated association or [ ] please complete section (B)

- iv other (for example a statutory corporation)  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
- 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 type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Current postal address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name	HAMILTON'S TEA HOUSE LTD
Address	2 BAKER OATS DRIVE FARNHAM SURREY GU10 4DT
Registered number (where applicable)	1330 8100
Description of applicant (for example, partnership, company, unincorporated association etc.)	LIMITED COMPANY
Telephone number (if any)	
E-mail address (optional)	



**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
1	4	08 2021

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)

A SINGLE STOREY RETAIL SPACE IN THE CENTRE OF FARNHAM. THE BUILDING WILL INCLUDE A SMALL FOOD PREPARATION AREA, CUSTOMER TOILETS AND APPROX. 20 COVERS. FOOD, DRINK + ALCOHOL PROVIDED WILL BE CONSUMED IN BOTH THIS BUILDING (A-ON THE PLAN) AND IN THE OPEN-AIR COURTYARD (B-ON THE PLAN).

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

/
---

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)

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

<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	<input type="checkbox"/>			
				Off the premises	<input type="checkbox"/>			
				Both	<input checked="" type="checkbox"/>			
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)					
Mon	09:00	23:00						
Tue	09:00	23:00						
Wed	09:00	23:00						
Thur	09:00	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)		
Fri	09:00	23:00						
Sat	09:00	23:00						
Sun	09:00	23:00						

**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):**

Name	STEPHEN WILLIAM HAMILTON		
Date of birth			
Address			
Postcode			
Personal licence number (if known)	STOKE OT		
Issuing licensing authority (if known)	STOKE-ON-TRENT		

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

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	07:00	23:00	<p><b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 6)</p> <p>TO BEGIN WITH, IT IS MY INTENTION TO OPEN THE TEA HOUSE BETWEEN 09:00 + 18:00, 7 DAYS A WEEK. WE WILL ONLY REQUIRE THE EXTRA HOURS AND ALCOHOL SUPPLY FOR A NUMBER OF PRIVATE EVENTS AND ADDITIONAL HOURS AS NEEDED FOR THE BUSINESS.</p>
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	07:00	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)

TRAINING OF ALL STAFF WILL TAKE PRIORITY AND WILL BE BOTH COMPREHENSIVE AND ONGOING. WE WILL OPERATE THE 'CHALLENGE 25' POLICY. THE NATURE OF THE BUSINESS AND PRICE POINTS ARE AIMED AT SMALL INTAKES OF ALCOHOL ALONGSIDE FOOD CONSUMPTION.

b) The prevention of crime and disorder

STAFF TRAINING, UNDER PINNED BY ADDITIONAL INFORMATION IN THE STAFF HANDBOOK WILL MEET THIS OBJECTIVE. THE SMALL NUMBER OF COVERS WILL ALLOW OUR STAFF TO KEEP REGULAR CHECKS ON ALL CUSTOMERS AND THEIR BEHAVIOUR.

c) Public safety

FULL RISK ASSESSMENT WILL BE UNDERTAKEN AND ALL STAFF WILL BE FIRST AID TRAINED AND EQUIPPED. THERE WILL ALSO BE HSE TRAINING AS WELL AS ONGOING GOVERNMENT GUIDELINE ASSESSMENTS AND IMPLEMENTATION.

d) The prevention of public nuisance

EXTERNAL SIGNAGE WILL BE USED TO UNDERPIN OUR NEED TO BE 'GOOD NEIGHBOURS' AND ASK CUSTOMERS TO ACT ACCORDINGLY. OUR CORE OFFER IS AIMED AT A SLIGHTLY OLDER CLIENTELE WHO ARE MORE LIKELY TO BE CONSERVATIVE IN THEIR NATURE.

e) The protection of children from harm

WE WILL ONLY ACCEPT PHOTOGRAPHIC APPROVED MEANS OF ID AND SHALL OPERATE THE 'CHALLENGE 25' POLICY, STRICTLY.

**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 (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, if appropriate (please see note 15)</li> </ul>
<b>Signature</b>	
<b>Date</b>	12.07.2021