# Merton Council Licensing sub-committee

#### Membership

#### Councillors:

John Sargeant

David Simpson CBE

**Gregory Patrick Udeh** 

A meeting of the Licensing sub-committee will be held on:

Date: 7 September 2015

Time: 2.30 pm

Venue: Council chamber - Merton Civic Centre, London Road, Morden

SM4 5DX

#### Agenda for this meeting

1 Appointment of Chair

- 2 Apologies for Absence
- 3 Declarations of Pecuniary Interest
- 4 Bulgaria Food Ltd, 12 Upper Green East, Mitcham CR4 2PA 1 36

#### Note on declarations of interest

Members are advised to declare any Disclosable Pecuniary Interest in any matter to be considered at the meeting. If a pecuniary interest is declared they should withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter. If members consider they should not participate because of a non-pecuniary interest which may give rise to a perception of bias, they should declare this, withdraw and not participate in consideration of the item. For further advice please speak with the Assistant Director of Corporate Governance.

This is a public meeting and attendance by the public is encouraged and welcomed. For more information about the agenda and the decision making process contact <a href="mailto:democratic.services@merton.gov.uk">democratic.services@merton.gov.uk</a> or telephone 020 8545 3616.

Press enquiries: <a href="mailto:press@merton.gov.uk">press@merton.gov.uk</a> or telephone 020 8545 3181

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#### Summary of procedure

- 1. Declarations of Interest
- 2. Welcome by Chair remind parties that the hearing is being recorded
- 3. Chair asks parties if they accept the accuracy of the Notice of Hearing and that all relevant Notices, Applications and representations have been included.
- 4. Chair asks the parties if they have, since the issue of the notice, resolved any of the issues and if so to outline their proposed solution. If all issues are covered by this solution then go to stage 10, otherwise use the following procedure to address the remaining points.
- 5. Chair outlines procedure as follows:
- 6. Applicant
  - Applicant's brief statement clarifying their application and addressing any points of clarification raised in the Notice of Hearing
  - Applicants witnesses (if any) to speak on points of clarification raised in the Notice of Hearing.
  - Questioning of the applicant by other parties
  - (1) Questioning of the applicant by members
- 7. Other parties (It is suggested that responsible authorities are taken first and then public representations)
  - Party's brief statement clarifying their representation and addressing any points of clarification raised in the Notice of Hearing.
  - Party's witnesses (if any) to speak on points of clarification raised in the Notice of Hearing
  - Questioning of the party by the applicant
  - If the party is a responsible authority then questioning of the party by other parties may be appropriate.
  - (1) Questioning of the party by members
- 8. Other parties summarise their points
- 9. Applicant summarises their points
- 10. (2) Legal Officer asked for any comments
- 11. (2) Licensing Officer asked for any comments
- 12. Chair advises parties that the sub-committee will retire to consider the issues and take legal advice after which the public session will be resumed.
- 13. Sub-committee retires to consider the issues and take legal advice
- 14. Sub-committee reconvenes
- 15. Legal advice given in private session repeated in public by legal officer
- 16. Decision of sub-committee given parties advised that a Notice of Determination will be sent to them **OR** parties advised of the date when a determination will be made.
- 17. Close of hearing

(1) Members can ask any question of any party at any time but should normally try to do so at these points.

(2) Legal and Licensing Officers should be involved at any stage where members feel they can be of assistance but a particular point should be made of asking for their comments at this stage



# Licensing sub-committee Report and Notice of Hearing

Subject of hearing Bulgaria Food Ltd, 12 Upper Green East, Mitcham, CR4 2PA

Date: Monday 7 September 2015

Time: 2.30pm

Venue: Council Chamber

Merton Civic Centre, London Road, Morden, Surrey, SM4 5DX

Date of issue of this notice: 20<sup>th</sup> August 2015

- 1. Special Policy Area (premises licences and club certificates)
- 1.1 The premises are not in the special policy area
- 2. Type of hearing and powers of the sub-committee
- 2.1 The sub-committee is required to determine the application by taking such of the steps set out below (if any) as it considers necessary for the promotion of the licensing objectives.
- 2.2 In making their determination the sub-committee must have regard to the Licensing Act 2003, the licensing objectives, guidance issued by the Secretary of State and Merton's Licensing Policy.
- 2.3 New premises licence: s18
  - (i) To grant the licence subject to conditions
  - (ii) To exclude from the scope of the licence any of the licensable activities to which the application relates
  - (iii) To refuse to specify a person in the license as the premises supervisor
  - (iv) To reject the application

#### 3. Hearing papers

The applications, notices and representations for determination by the subcommittee are contained in the hearing bundle (attached) together with any relevant existing licence. This includes any documents which must be sent to any of the parties to the hearing under Regulation 7(2) and Schedule 3 of The Licensing Act 2003 (Hearings) Regulations 2005. This bundle has been issued to all parties to the hearing and forms part of this report.

#### 4. Legal advice to the sub-committee

4.1 A legal officer appointed by the Head of Civic and Legal Services will attend the hearing to advise the sub-committee on statutory provision and legal matters.

#### 5. Licensing Officer Comments

- 5.1 This is a new premises licence application.
- The sale by retail of alcohol (for consumption off the premises) is the only licensable activity applied for. The hours sought for this activity and opening are as follows:

Monday to Saturday: 08:00 to 21:00

Sunday: 10:00 to 19:00

5.3 One representations has been received, from a ward councillor.

### For enquiries about this hearing please contact

Democratic Services Civic Centre London Road Morden SM4 5DX

**Telephone:** 020 8545 3616

**Email:** democratic.services@merton.gov.uk

# Parties to the hearing

This document forms part of the notice of hearing.

The following are parties to the hearing having submitted relevant applications, notices or representations under the statutory provisions indicated:

Applicant:			
Bulgaria Food Ltd		-	
Boyan Koparanov			
Statutory Authorities			
Interested Parties			
Cllr Geraldine Stanford			

## Rights of parties to the hearing

This document forms part of the Notice of Hearing.

The hearing will be conducted by a three member sub-committee of Merton's Licensing Committee.

You have the right to attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified. You should notify us if you wish to be represented or assisted in this way on the accompanying response form.

You may also request that other persons be permitted to appear at the hearing to assist the sub-committee on particular points relating to the matter under consideration. You should notify us of any persons you wish to attend on the accompanying response form.

At the hearing you are entitled to:

- a) respond to any points of clarification detailed in the Notice of Hearing;
- b) if given permission by the sub-committee hearing this matter, ask questions of other parties; and
- c) address the sub-committee.

If you do not attend the hearing the sub-committee may proceed in your absence or it may adjourn to another specified date and time. If the hearing proceeds in your absence any application, notice or representation you have made will be considered by the sub-committee. It would be helpful if you could notify us as soon as possible if you are not going to attend the hearing.

Please complete and return the accompanying response form by the response date shown on the Notice of Hearing. Alternatively you can send an email to democratic.services@merton.gov.uk with the relevant information.

A copy of the procedure to be followed at the hearing is attached.

A guide to licensing hearings in Merton is attached

## Procedure to be followed at the hearing

This document forms part of the notice of hearing

Regulations referred to in this procedure are reproduced under Note <sup>(3)</sup> at the end of the procedure

- Declarations of interest.
- 2. Welcome by Chair of the licensing sub-committee and outline of the order of proceedings.
- 3. The Chair will advise parties<sup>(1)</sup> that the proceedings are being recorded.
- 4. The papers before the sub-committee comprise this Notice of Hearing and any applications, notices or representations and include:
  - The application
  - Representations and notices
  - List of parties to the hearing.
- 5. Points which the authority has raised in the Notice of Hearing as points on which it will be seeking clarification
- 6. Comments of Licensing officers on any factual or technical aspects of the application, notices or representations
- 7. Any other relevant matters and requirements
- 8. The Chair will ask parties if they are satisfied with the accuracy of the papers issued and the sub-committee will resolve any issues on this point.
- 9. The Chair will ask officers and parties if there are any other procedural points to deal with and these will be resolved before proceeding.
- 10. The Licensing officer will advise the hearing if any representations or notices have been withdrawn since the issue of the Notice of Hearing.
- 11. The Chair will advise parties that if they introduce new documentary or other information in support of their application, notice or representation the consent of other parties to the consideration by the sub-committee of such information will be sought.
- 12. The sub-committee will consider, under regulation 22, requests from parties made under Regulation 8(2) for other persons to be permitted to appear before the hearing.
- 13. The sub-committee will determine the order in which parties (other than the applicant) will be heard and so advise those present.
- 14. The Chair will advise the parties that they have no rights to question persons appearing under the provisions of regulations 8(2) and 22 and that their right to question other parties can only be exercised with the permission of the subcommittee. The Chair will also advise the parties that under regulation 23 cross-examination is not allowed unless the sub-committee feels that this is required for it to consider the matters before it. If parties wish to put questions to other parties or persons appearing under the provisions of regulations 8(2) or 22 they should seek the permission of the sub-committee and direct such questioning via the chair.

#### 15. Applicant

- i) The applicant will be asked if there is anything they wish to add to or clarify about their application
- ii) The applicant will address the points for clarification raised by the authority in the Notice of Hearing
- iii) Persons appearing under regulations 8(2) and 22 as notified by the applicant will address the hearing
- iv) If the sub-committee considers it necessary it may allow other parties to put questions to the applicant and persons appearing under the provisions of regulations8(2) and 22 notified by the applicant who have addressed the hearing
- v) The sub-committee members will put any questions to the applicant and persons appearing under the provisions of regulations8(2) and 22 notified by the applicant who have addressed the hearing
- vi) The applicant will be asked if they have any further points arising from points raised in questioning

#### 16. Other parties<sup>(2)</sup>

- i) The party (party A) will be asked if there is anything they wish to add to or clarify about their representation or notice
- ii) Party A will address the points for clarification raised by the authority in the Notice of Hearing
- iii) Persons appearing under regulations 8(2) and 22 as notified by the Party A to address the hearing
- iv) If the sub-committee considers it necessary it may allow the applicant to put questions to Party A and persons appearing under the provisions of regulations8(2) and 22 notified by Party A who have addressed the hearing
- v) If the sub-committee considers it necessary it may allow other parties to put questions to Party A and persons appearing under the provisions of regulations8(2) and 22 notified by Party A who have addressed the hearing
- vi) The sub-committee members will put any questions to Party A and persons appearing under the provisions of regulations8(2) and 22 notified by Party A who have addressed the hearing
- vii) Party A will be asked if they have any further points arising from points raised in questioning
- 17. Repeat above stage for each subsequent party.
- 18. Licensing officer to be asked if they have any comments
- 19. Other parties close by summarising their points.
- 20. Applicant closes by summarising their points.
- 21. The Chair will then ask the sub-committee's licensing and legal adviser if there are any further matters to be considered prior to a determination being made. If there are such other matters they will then be disposed of as appropriate.

- 22. If the sub-committee is not going to determine the application at the conclusion of the hearing it will so advise those present and inform them of the date and time that their determination will be made in public. Determinations must be made in accordance with the provisions of regulation 26.
- 23. If the sub-committee feels that it needs to go into private session to discuss any issues with its legal adviser it will advise those present that it will resume in public session at the conclusion of any such discussion when the advice it has received from its legal adviser will be read into the public record of the meeting.
- 24. At the conclusion of any private session the sub-committee will return to public session and the legal adviser will inform the hearing of any advice given in private session.
- 25. In cases where the sub-committee is not going to make its determination at the conclusion of the hearing it will then adjourn the meeting to a specified date and time. In all other cases it will discuss and determine the matter before it.
- 26. The Chair will advise parties to the hearing that they will be notified in writing of the determination, thank the parties for their attendance and close the meeting.

Where this procedure is silent the sub-committee may make such arrangements as necessary to ensure the rights of parties to hearings and for the proper discharge of its duties under the Licensing Act 2003 and any guidance or regulations issued by the Secretary of State.

#### **Notes**

<sup>1</sup> Regulation 15 allows parties to be represented or assisted at the hearing by any person whether or not that person is legally qualified. Any reference to a party in this order of procedure should be taken to include a reference to a person assisting or representing a party.

### <sup>3</sup>Extracts from the regulations:

- **8.**(1) A party shall give to the authority within the period of time provided for in the following provisions of this regulation a notice stating:
  - (a) whether he intends to attend or be represented at the hearing;
  - (b) whether he considers a hearing to be unnecessary.
- 8. (2) In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.
- 22. At the beginning of the hearing, the authority shall explain to the parties the procedure which it proposes to follow at the hearing and shall consider any request made by a party under regulation 8(2) for permission for another person to appear at the hearing, such permission shall not be unreasonably withheld.

<sup>&</sup>lt;sup>2</sup> Similar objections will be grouped together as far as possible and a common spokesperson sought. The regulations treat each objector as a party in their own right. If they do not agree to being grouped they will be treated as an individual party.

- **23.** A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, application or notice as the case may require.
- **26.**(1) In the case of a hearing under:
  - (c) section 105(2)(a) (counter notice following police objection to temporary event notice),
  - (d) section 167(5)(a) (review of premises licence following closure order), the authority must make its determination at the conclusion of the hearing.
- **26**.(2) In any other case the authority must make its determination within the period of five working days beginning with the day or the last day on which the hearing was held.

## **London Borough of Merton**



## LICENSING COMMITTEE HEARINGS A BRIEF GUIDE

Merton Civic & Legal Services October 2005

#### Introduction

The following pages of this booklet contain guidance on hearings of Licensing Applications by the Council's Licensing Sub-Committee. It is a guide only and not a statement of the law.

The law is to be found in:

- 1 Licensing Act 2003
- 2 The Licensing Act 2003 (Hearings) Regulations 2005
- 3 Guidance issued under Section 182 of the Licensing Act 2003.

#### **Notice of Hearing**

This booklet normally accompanies a "Notice of Hearing" as we are required by law to give you certain information with the Notice of Hearing.

#### **Timing of Hearing**

On arrival you may find that you may have to wait until the committee can deal with the application you are interested in. This is because the committee may have to deal with other applications on the same day. The committee is called to sit at the published time. There are different applications or items on the committee agenda. The committee may take the items in the order that is most efficient for managing that day's applications. You should therefore ensure that you are there in time for the beginning of the committee meeting as published.

The committee meeting is a public meeting. You are therefore entitled to remain in the committee room when other applications are being dealt with. If you remain you will see other parties participating in the hearing. Unless it is a hearing that you are interested in, you may not participate although you may feel that you can contribute in that application as well. You can only participate in the hearing if you are a "party".

#### The Licensing Sub-Committee

Licensing Hearings take place before a licensing sub-committee of the Council. There are three members of the sub-committee, a chairperson and two others. Also sitting with the Committee (but not part of the committee) will be the committee clerk and a Legal officer who advises the committee on legal issues. Only these two and any trainees are allowed to adjourn with the committee.

Various persons may also be in the committee room in an official capacity. Where the police have submitted representations they will be in the room as a party. They are not part of the committee. Where the Council's Environmental Health service have submitted representations they will be in the room but as a party not as part of the committee. The Director of Public Health or a Public Health officer may be present, especially if they have submitted a representation. They will be in the room, but not as part of the committee. Finally an officer from the Council's Children, Schools and Families Department may be present. They will not be part of the committee either.

A Licensing officer is usually present. The Licensing officer would have received the application and processed it to ensure that fees have been paid and that it was properly advertised. The Licensing officer is also the officer that receives representations and decides if they are in order. The Licensing officer may be asked to speak at the committee. The Licensing officer is not part of the committee and will not retire with the committee.

#### **Attending a Licensing Hearing**

#### Your Rights as a "Party"

You have the right:

- To attend the hearing
- To be assisted or represented by any person (whether or not the person is legally qualified)
- To address the sub-committee
- To question any party to the hearing (with the permission of the sub-committee)
- To give clarification of any issue on which advance notice of the need for clarification has been given
- To bring a witness or witnesses.

#### **Attending the Hearing (Parties)**

You do not have to attend the hearing. Where in response to the Notice of Hearing you have informed us that you do not intend to attend the hearing, then the hearing may proceed in your absence.

Where in response to the notice of hearing you say nothing about attending and you do not attend or are not represented the committee may do one of the following:

- hold the hearing in your absence
- adjourn the hearing to a specified date but only where the committee consider it to be in the public interest.

#### Procedure to be followed at the Hearing

The hearing will take place in public. This means that anyone whether or not they are parties to the hearing are entitled to be at the meeting and to hear all the information. The committee is allowed to exclude the public from all or part of a hearing. This will be where the committee considers that the public interest in excluding the public outweighs the public interest in the hearing taking part in public. If you believe that this exception to public hearing applies to you, you may ask the committee to consider exercising this power.

The committee will explain the procedure but a written version is included with the Notice of Hearing. Unless required by law to do it differently the committee is allowed to devise its own procedures.

#### The Hearing as a Discussion

The hearing is intended to be a discussion between the committee and all the parties. In order to make it an orderly discussion some element of formality exists. Consequently there will be an order in which the hearing will follow. The committee Chair will explain the order.

During the hearing the procedure is controlled by the Chair. Whilst the Chair will ensure that parties observe the procedure he or she may have to be firm in moving the hearing on to ensure that it proceeds at a pace that enables it to be dealt with within the

time allocated. In particular the Chair may have to be strict in respect of ensuring that questions to witnesses keep to the issues. The committee may also put reasonable time limits on submissions.

When an application is received by us a number of persons are allowed to make "representations". This includes residents, the police, the Environmental Health service, Public Health, Licensing Authority and the Local Safeguarding Children Board. Those who have made representations are called "parties".

The Law allows the applicant (the person applying for the licence) to have discussions with any of these parties before the hearing – this can lead to an agreed way of dealing with concerns relevant to the parties. (For instance, if Environmental Health is concerned about noise the applicant may offer to fit a noise limiter).

When you attend the hearing you may therefore find that some representations have been withdrawn. Where representations are withdrawn this will usually be because the person making the representations has been given satisfaction about how their concerns will be dealt with. For instance the Local Safeguarding Children Board may have concerns about the welfare of children. The applicant may then agree to accept a condition to the licence dealing with this concern and this may lead to a withdrawal of that representation.

The first thing that the committee will do is to find out what representations have been withdrawn so that the committee only concentrates on outstanding issues.

You must remember that as far as the law is concerned the applicant is entitled to do what they want with their business from a licensing point of view unless their business will offend against the four "licensing objectives" of:

- Prevention of Public Nuisance
- Prevention of Crime and Disorder
- Protection of Children from Harm
- Promotion of Public Safety

Although these objectives are intended for the benefits of residents and businesses, various statutory bodies are given responsibility for those objectives and it is expected that they will make representations if those objectives are under threat. These statutory bodies are called "Responsible Authorities".

The Responsible Authorities are as follows:

- The Chief Officer of Police
- The Local Fire Authority
- The Local Enforcement Agency for Health & Safety At Work Act 1974
- The Local Authority with Responsibility for Environmental Health
- The Local Planning Authority
- Local Licensing Authority or any Licensing Authorities
- A body representing those interested in the protection of children and recognised by the council (Local Safeguarding Children Board).
- The Local Public Health Authority

The guidance issued by central government advises that as a matter of practice the committee should seek to focus the hearing on the steps needed to promote the licensing objective which gave rise to the hearing. If your representations or application does not show how these four licensing objectives are affected, promoted or effected, then it is not likely to persuade the committee.

The hearing will probably be in two distinct parts. The first part is where the application and representations are made. The first part ends when the committee retires to consider the evidence.

The second part of the hearing is when the committee returns. The main purpose of the second part is to allow the parties to be told what legal advice (if any) has been received during the deliberations in private. The committee will then announce their decision.

This is then the end of the hearing. The decision will be communicated to the parties in writing.

The committee will then move on to consider the next application (if any).

#### **Appeal**

There is a right of appeal to the Magistrates Court. You need to take legal advice on which Magistrates Court to go to. The appeal has to be lodged with the Magistrates Court within a period of 21 days beginning on the day you were notified by the Council of the decision appealed against.

#### Conclusion

This is necessarily a brief guide. It is not a Statement of Law. For this you will need to take legal advice.

#### Contacts

(i) Licensing team:

email: licensing@merton.gov.uk

Tel: 020 8545 3025

(ii) Meeting arrangements - Democratic Services:

email: democratic.services@merton.gov.uk

Tel: 020 8545 3616

(iii) All press contacts - Merton's Press office:

email: press@merton.gov.uk

Tel: 020 8545 3181

(iv) London Borough of Merton:

Address: Civic Centre, London Road, Morden, SM4 5DX

Tel: 020 8274 4901

#### **Useful links**

Merton Council's Web site: http://www.merton.gov.uk

- Licensing Act 2003 http://www.hmso.gov.uk/acts/acts2003/20030017.htm
- Guidance issued by the secretary of State for Culture Media and Sport http://www.culture.gov.uk/Reference\_library/Publications/archive\_2004/guidance issued under section 182 of the licensing act 2003.htm
- Regulations issued by the Secretary of State for Culture, Media and Sport http://www.culture.gov.uk/what\_we\_do/Alcohol\_entertainment/lic\_act\_reg. htm
- Merton's Statement of Licensing policy http://www.merton.gov.uk/licensing/
- Readers should note the terms of the legal information (disclaimer) regarding information on Merton Council's and third party linked websites.
- http://www.merton.gov.uk/legal.htm
- This disclaimer also applies to any links provided here.

WK/201501964

# 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.

app Par aut	(Insert name(s) of applicant)  (Insert name(s) of applicant)  Ity for a premises licence under section 1  t 1 below (the premises) and I/we are many in accordance with section 12 of the section 13 of the section 13 of the section 14 of the section 14 of the section 15 of the sectio	7 of th	e Licens	sing Adication	ct 2003 for the pi n to you as the re 3	remises described in elevant licensing
Pos	al address of premises or, if none, ordnanc	e surve	y map re	eference	ce or description	
12	UPPER GREEN EAS	TR	CAD		- accompaign	
P						
Post	town MITCHAM				Postcode	CR42PA
Tele	phone number at premises (if any)					
			1 1 100 11			
INOII-	domestic rateable value of premises	£	4.85	0		
Part	2 - Applicant Details					
Pleas	e state whether you are applying for a pren	nises lic		ase tic	k as appropriate	
a)	an individual or individuals *					
b)	a person other than an individual *				please complete	section (A)
	i. as a limited company			$\boxtimes$	planca committee	
	ii. as a partnership				please complete	
	iii. as an unincorporated association or				please complete	
	iv. other (for example a statutory corporation)				please complete	F. 1507-50
c)					please complete	
d)	a charity			please complete	\$ 25	
e)	the proprietor of an educational establish	ment			please complete	8.6
f)	a health service body				please complete	

g)	a person wh Standards A hospital in	no is registered Act 2000 (c14) i Wales	under Part 2 of n respect of an	the Care independen	ı 🗆	please complete section	ı (B)
ga)	a person who is registered under Chapter 2 of Part 1  please complete section of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England						
h)	the chief officer of police of a police force in England  please complete section and Wales						
	u are applying tick yes	g as a person de	escribed in (a) or	r (b) please	confirm:		
	500						
I am ca licensal I am ma	aking the app	lication pursuan	ry on a business	s which invo	olves the	use of the premises for	M
	statutory fun-	ction or					
	a function dis	scharged by vir	ine of Her Maio	t*			
			or rior relation	sty's prerog	alive		
(A) IND	IVIDUAL A	PPLICANTS (	(fill in as applica	able)			
Mr [		☐ Miss		Ms 🔲	Other T	Title (for e, Rev)	
Surnam	e KOPA	HRANOV		First nan		DOYAN	
I am 18 y	ears old or ov					DOYAN	
	0.0					Please tick yes	
Current p different l address	ostal address from premises	if s					
Post town							
Daytime o	contact telen	hone number			Pos	tcode	
E-mail ad	dress	and named.					
(optional)			-				

\*

## SECOND INDIVIDUAL APPLICANT (if applicable)

Mr Mrs Miss	Ms Other Title (for example, Rev)
Surname	First names
I am 18 years old or over	☐ Please tick yes
Current postal address if different from premises address	
Post town	Postcode
Daytime contact telephone number	
E-mail address	

## (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.

			The Journal Hed.
Name	BULGARIA	FOOD	LTD
Address			
Registered	number (where applied	able)	
	.0	74172	231
Description	n of applicant (for example)	nple, partners	rship, company, unincorporated association etc.)
	CARLOTT	1 , 1	romp, company, unincorporated association etc.)
	LIM	ITED	COMPANY
Telephone	number (if any)		
E-mail addr	ress (optional)	•	

	Part 3 Operating Schedule	
	When do you want the premises licence to start?	DD MM YYYY 01062015
,	If you wish the licence to be valid only for a limited period, when do you want it to end?	DD MM YYYY
I	Please give a general description of the premises (please read guidance note 1	1
	RETAIL SHOP FOR EASTERN EUROPE	
İ	FOOD PRODUCTS	
l		
If pl	5,000 or more people are expected to attend the premises at any one time, ease state the number expected to attend.	
W	hat licensable activities do you intend to carry on from the premises?	
	lease see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2	to the Licensing Act 2003)
	ovision of regulated entertainment	Please tick any 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)	П
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 (a) (6)	Ц
	(if ticking yes, fill in box H)	
D		
	vision of late night refreshment (if ticking yes, fill in box I)	
Sup	ply of alcohol (if ticking yes, fill in box J)	

In all cases complete boxes K, L and M

Plays Standard days and timings (please read guidance note		d timings	Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6)	6)		guidance note 2)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance		
Tue					
Wed			State any seasonal variations for performing plays (p note 4)	lease read guida	nce
Thur					
Fri			Non standard timings. Where you intend to use the performance of plays at different times to those listed the left, please list (please read arrived arrived).	remises for the	
Sat			the left. please list (please read guidance note 5)	and column (	<u>"  </u>
Sun					

B

Films Standard days and timings (please read guidance note		d timings ance note	Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6) Day	Start	Finish	-	Outdoors	Ш
Mon	Suit	Tillisii		Both	
MOII			Please give further details here (please read guidance	note 3)	
Tue					
Wed			State any seasonal variations for the		
			State any seasonal variations for the exhibition of film guidance note 4)	ns (please read	
Thur					
T .		-			
Fri			Non standard timings. Where you intend to use the p	remises for the	$\neg$
			station of thing at unferent times to those listed in	the column on t	he
Sat			left. please list (please read guidance note 5)		_
Sun					i
					1

Standa	sporting rd days and read guid	d timings	Please give further details (please read guidance note 3)
Day	Start	Finish	1
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 4)
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the
Fri			left, please list (please read guidance note 5)
Sat			
Sun			

## D

entert Standa	g or wrestl ainments ard days and c read guida	d timings	Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
Day	Start	Finish		Both	П
Mon			Please give further details here (please read guidance	THE PROPERTY OF THE PARTY OF TH	
Tue					
Wed			State any seasonal variations for boxing or wrestling (please read guidance note 4)	entertainment	
Thur					
Fri			Non standard timings. Where you intend to use the or wrestling entertainment at different times to those	listed in the	xing
Sat			column on the left, please list (please read guidance no	te 5)	
Sun					

Page 20

Live music Standard days and timings (please read guidance note 6)		d timings	Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
Day	Start	Finish	-	Outdoors	
Mon		1 mish	Please single di	Both	
			Please give further details here (please read guidance	note 3)	
Tue					
Wed			State any seasonal variations for the performance of read guidance note 4)	<b>live music</b> (plea	se
Thur					
Fri			Non standard timings. Where you intend to use the performance of live music at different times to those I on the left please list (please read in the left please read i	oremises for the	
Sat			on the left, please list (please read guidance note 5)	isted in the com	ımn
Sun					

F

Recorded music Standard days and timings (please read guidance note			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6)	1		guidance note 2)	Outdoors	
Day	Start	Finish		Both	П
Mon			Please give further details here (please read guidance		
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the playing of recorded music at different times to those on the left, please list (please read a list times)	premises for the	
Sat			on the left, please list (please read guidance note 5)	usted in the con	<u>ımn</u>
Sun					

Performances of dance		dance	Will the newformer of 1		_		
			Will the performance of dance take place indoors or outdoors or both – please tick (please read	Indoors			
Standard days and timings (please read guidance note 6)			guidance note 2)	Outdoors			
Day	Start	Finish		Both	П		
Mon			Please give further details here (please read guidance	note 3)			
Tue							
XX7 1							
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)				
-			B. A.				
Thur							
Fri			Non standard timings. Where you intend to use the property was a few ways and the property was a few ways a few	oremises for the			
			performance of dance at different times to those listed	d in the column	on		
Sat			the left, please list (please read guidance note 5)				
Sun							

## H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing				
Day	Start	Finish	Will this entertainment take place indoors or	Indoors			
Mon			outdoors or both – please tick (please read guidance note 2)	Outdoors			
				Both			
Wed			Please give further details here (please read guidance note 3)				
Thur			State any seasonal variations for entertainment of a stothat falling within (e), (f) or (g) (please read guidan	similar descript	ion		
Fri			,	,			
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g)				
Sun			at different times to those listed in the column on the left, please list (please read guidance note 5)				

Late night refreshment Standard days and timings (please read guidance note			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6)	_		quality in the guidance note 2)	Outdoors	
Day	Start	Finish		Both	$\dagger \Box$
Mon			Please give further details here (please read guidance		
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
Thur			gardance note 4)		
Fri			Non standard timings. Where you intend to use the provision of late night refreshment at different times the column on the last refreshment.	4-41 10 / 1	<u>e</u>
Sat			the column on the left, please list (please read guidance	e note 5)	1111
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note			Will the supply of alcohol be for consumption – please tick (please read guidance note 7)	On the premises	
6)				Off the premises	×
Day	Start	Finish		Both	П
Mon	8AM	924	State any seasonal variations for the supply of alcohoguidance note 4)	(please read	
Tue	844	9 PM			
Wed	8AH	9рч			
Thur	8AM	9pm	Non standard timings. Where you intend to use the p supply of alcohol at different times to those listed in the	oremises for the	he
Fri	8AM	924	left, please list (please read guidance note 5)		
Sat	8Ah	9 py			
Sun	10 AM	7PM			

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

Name	BOYAN	KOPARANOV	
Address			
Postcode			
Personal I	icence number (if	known)	,
Issuing lic	ensing authority (	if known)	

### K

Please highlight any adult entertainment or services, activities, other entertainment or matters ncillary to the use of the premises that may give rise to concern in respect of children (please reau uidance note 8).	ıd

## L

Hours premises are open to the public Standard days and timings (please read guidance note			State any seasonal variations (please read guidance note 4)
6) Day	Start	Finish	
Mon	800	2100	
Tue	800	2100	
Wed	800	21 00	
Thur	800	2100	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 (please read guidance note 5)
Fri	800	2100	
Sat	800	2100	
Sun	100	1900	
			Page 24

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 9)

STRONG MANGGEMENT CONTROLS

EFFECTIVE TRAINING OF THE STAFF SO THEY ARE

AWARE OF THE PREMISES LICENCE AND THE

REQUIREMENTS TO MEET THE FOUR LICENSING OBJECTIVES

1. OPERATING SCHEDULE, 2. PREMICES SUPERVISOR, 3. CHALLANGE 25

IN FORMATION, 4 CCTV SYSTEM, POLLER METAL WINDOW SHUTTER

b) The prevention of crime and disorder

CCTV
NOT SELLING OF ALCOHOL TO DRUNK OF INTOXICATED
CUSTOMERS
WELL TRAINED STUFF

c) Public safety

INTERNAL AND EXTERNAL LIGHTING
UNDER AGE ID CHECK
ALL PARTS OF THE PREMISES MAINTAINED AT ALLTIMES
IN GOOD ORDER AND IN a SAFE CONDITION

d) The prevention of public nuisance

NOISE REDUCTION MEASURES

DELIVERIES OF GOODS AT SUCH CITIME TO PREVIOUS

NUISANCE

e) The protection of children from harm

CHALLENGE 25 SIGN CLERLY DISPLAYED UNDERAGE ID CHECK WELL TRAINED STUFF TRAINED BOOK

#### Checklist

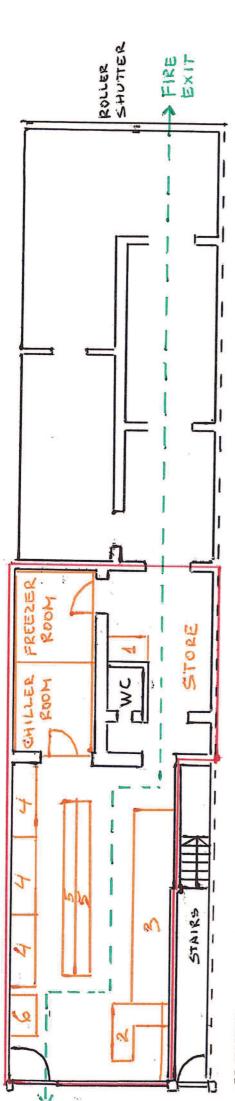
CHE	ecklist:		
ō	† h )	Please tick to indicate agree	ment
		e or enclosed payment of the fee.	X
0		osed the plan of the premises.	×
	Transition	copies of this application and the plan to responsible authorities and others where	$\boxtimes$
•	I have enclo supervisor,	osed the consent form completed by the individual I wish to be designated premises if applicable.	X
•	I understand	d that I must now advertise my application.	X
0	I understand rejected.	d that if I do not comply with the above requirements my application will be	<b>M</b>
TON	MAKE A FA	NCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING HE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 20 ILSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.	; 003,
Part	4 – Signatur	res (please read guidance note 10)	
Signa If sig	ature of appl ning on beha	licant or applicant's solicitor or other duly authorised agent (see guidance note 11 alf of the applicant, please state in what capacity.	).
Signa	iture	Flu	
Date		27.05.2015	$\dashv$
Capac	city	COMPANY DIRECTOR	$\neg$
For jo agent capac	d.	ions, signature of 2 <sup>nd</sup> applicant or 2 <sup>nd</sup> applicant's solicitor or other authorised guidance note 12). If signing on behalf of the applicant, please state in what	
Signat	ture		
Date			$\forall$
Capac	ity		7
Contac applica	(predise	re not previously given) and postal address for correspondence associated with this read guidance note 13)  YAN KOPARANOU	
Post to		CROYDOU Postcode CRO 1XX	-
Teleph	one number (	(if any)	$\dashv$
II you v	would prefer	us to correspond with you by e-mail, your e-mail address (optional)	

#### SCHEDULE 11 PART A

### London Borough of Merton Merton Civic Centre, London Road, Morden SM4 5DX

## Consent of individual to being specified as premises supervisor

BOYAN KOPARANOV
[full name of prospective premises supervises]
[home
hereby confirm that I give my consent to be specified as the designated premises supervisor in
relation to the application for PREMISES LICENCE [type of application]
by BULGARIA FOOD LTD
[name of applicant]  relating to a premises licence
BULGARIA FOOD: 12 UPPER GREEN EAST, MITCHAM
[name and address of premises to which the application relates]
and any premises licence to be granted or varied in respect of this application made by BULGARIA FOOD LTP
concerning the supply of alcohol at BULGARIA FOOD
concerning the supply of alcohol at BULGARIA FOOD  12 UPPER GREEN EAST MITCHAM CRY 2PA
I also confirm that I am applying for, intend to apply for, currently hold a personal licence, details of which I set out below. Personal licence number.
[insert personal licence number, if any]
Personal licence issuing authority
Signed
Name BOYAN KOPARANOV [please print]
Dated 27.05.2015



PLAN SHOWING 12 UPPER GREEN EAST

1. HOT WATER +SINK

2 TILL 3. MULTIDECK FRIDGE DISPLAY Page 28

4. CHEST FREEZERS 5. GONDOLA SHELVING

6. COLD DRINKS DISPLAY



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elili		ö	RD C	MITCHAM,
12 UPPER GREEN EAST, MITCHAM, CR4 2PA		arnaud archite	9 LINFORD COURT, 14 APPLETON SQUARE	LIM

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#### LICENSING SUB-COMMITTEE

Bulgaria Food Ltd, 12 Upper Green East, Mitcham, CR4 2PA

The following Conditions were proposed by the Metropolitan Police and accepted by the applicant at the previous hearing on 20 July 2015:

If the licence is granted a number of conditions are suggested:-

- 1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorized officer throughout the preceding 31 day period. The CCTV system should be updated and maintained according to police recommendations.
- A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premise is open to the public. This staff member must be able to show a Police or authorized council officer recent data or footage with the absolute minimum of delay when requested.
- 3. No super-strength beer, lagers or ciders of 5.5% ABV (alcohol by volume) or above shall be sold at the premises.
- 4. A proof of age scheme, such as Challenge (21/25), shall be operated at the premises where the only acceptable forms of identification are (recognised photographic identification cards, such as a driving licence or passport / Holographically marked PASS scheme identification cards).
- 5. A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of the Council at all times whilst the premise is open.
- 6. An incident log shall be kept at the premises, and made available on request to an authorised officer of the Councillor the Police, which will record the following:
  - a) all crimes reported to the venue
  - b) all ejections of patrons
  - c) any complaints received

- d) any incidents of disorder
- e) any faults in the CCTV system or searching equipment or scanning equipment
- f) any refusal of the sale of alcohol
- g) any visit by a relevant authority or emergency service.

Dear Licensing,

To be consistant with my view that there are already too many outlets selling alcohol in Mitcham town centre, I wish to oppose granting a licence to Bulgaria Foods WK/201501964 on the grounds that it will exacerbate the problems we already have with street drinking and associated antisocial behaviour on the Fair Green and Three Kings Piece area.

Email from Cllr Geraldine Stanford to Licensing LBM 4.6.15

Regards,

Geraldine

# London Borough of Merton merton



# Licensing Act 2003 Notice of Determination

Date of issue of this notice: 24 July 2015

Subject: Bulgaria Food Ltd, 12 Upper Green East, Mitcham, CR4 2PA

Having considered relevant applications, notices and representations together with any other relevant information submitted to any Hearing held on this matter the Licensing Authority has made the determination set out in Annex A. Reasons for the determination are also set out in Annex A.

Parties to hearings have the right to appeal against decisions of the Licensing Authority. These rights are set out in Schedule 5 of the Licensing Act 2003 and Chapter 12 of the Amended Guidance issued by the Home Secretary (April 2012). Chapter 12 of the guidance is attached as Annex B to this notice.

#### For enquiries about this matter please contact

Democratic Services Civic Centre London Road Morden Surrey SM4 5DX

**Telephone:** 020 8545 3616

Fax: 020 8545 3226 (Please telephone 020 8545 3616 to notify faxes sent)

Email: democratic.services@merton.gov.uk

**Useful documents:** 

**Licensing Act 2003** 

http://www.hmso.gov.uk/acts/acts2003/20030017.htm

**Guidance issued by the Home Secretary** 

http://www.homeoffice.gov.uk/

Regulations issued by the Secretary of State for Culture, Media and Sport http://www.culture.gov.uk/alcohol and entertainment/lic act reg.htm

Merton's Statement of Licensing policy

http://www.merton.gov.uk/licensing/

## Annex A

#### **Determination**

The Licensing Sub-Committee considered the application from Bulgaria Food Ltd, 12 Upper Green East, Mitcham, CR4 2PA The Licensable Activities and opening hours applied for were as follows:

The sale by retail of alcohol (for consumption off the premises) is the only licensable activity applied for. The hours sought for this activity and opening are as follows:

Monday to Saturday: 08:00 to 21:00

Sunday: 10:00 to 19:00

The Decision of the Licensing Sub-Committee was to postpone the hearing to a future date

#### Reasons

The Licensing Sub-Committee considered all of the relevant evidence made available to it and has complied with the Licensing Act 2003, its Regulations, and case law, and had regard to the Guidance under section 182 of the Licensing Act 2003 and Merton Council's Licensing Policy.

The reasons for the decision were as follows:

#### Reasons

 The Licensing Sub-Committee required further detail from the applicant regarding how he would comply with the conditions required by the Metropolitan Police and the practical steps he would take to comply with the four licensing objectives.

#### **Annex B**

Extract from the Amended Guidance issued by the Home Secretary under Section 182 of the Licensing Act 2003 (April 2012).

#### 12.Appeals

12.1 This chapter provides advice about entitlements to appeal in connection with various decisions made by a licensing authority under the provisions of the 2003 Act. Entitlements to appeal for parties aggrieved by decisions of the licensing authority are set out in Schedule 5 to the 2003 Act.

#### **GENERAL**

- 12.2 With the exception of appeals in relation to closure orders, an appeal may be made to any magistrates' court in England or Wales but it is expected that applicants would bring an appeal in a magistrates' court in the area in which they or the premises are situated.
- 12.3 An appeal has to be commenced by the appellant giving of a notice of appeal to the designated officer for the magistrates' court within a period of 21 days beginning with the day on which the appellant was notified by the licensing authority of the decision which is being appealed.
- 12.4 The licensing authority will always be a respondent to the appeal, but in cases where a favourable decision has been made for an applicant, licence holder, club or premises user against the representations of a responsible authority or any other person, or the objections of the chief officer of police or local authority exercising environmental health functions, the holder of the premises or personal licence or club premises certificate or the person who gave an interim authority notice or the premises user will also be a respondent to the appeal, and the person who made the relevant representation or gave the objection will be the appellants.
- 12.5 Where an appeal has been made against a decision of the licensing authority, the licensing authority will in all cases be the respondent to the appeal and may call as a witness a responsible authority or any other person who made representations against the application, if it chooses to do so. For this reason, the licensing authority should consider keeping responsible authorities and others informed of developments in relation to appeals to allow them to consider their position. Provided the court considers it appropriate, the licensing authority may also call as witnesses any individual or body that they feel might assist their response to an appeal.
- 12.6 The court, on hearing any appeal, may review the merits of the decision on the facts and consider points of law or address both.
- 12.7 On determining an appeal, the court may:
- dismiss the appeal;
- substitute for the decision appealed against any other decision which could have been made by the licensing authority; or

• remit the case to the licensing authority to dispose of it in accordance with the direction of the court and make such order as to costs as it thinks fit.

#### LICENSING POLICY STATEMENTS AND SECTION 182 GUIDANCE

12.8 In hearing an appeal against any decision made by a licensing authority, the magistrates' court will have regard to that licensing authority's statement of licensing policy and this Guidance. However, the court would be entitled to depart from either the statement of licensing policy or this Guidance if it considered it was justified to do so because of the individual circumstances of any case. In other words, while the court will normally consider the matter as if it were "standing in the shoes" of the licensing authority, it would be entitled to find that the licensing authority should have departed from its own policy or the Guidance because the particular circumstances would have justified such a decision.

12.9 In addition, the court is entitled to disregard any part of a licensing policy statement or this Guidance that it holds to be ultra vires the 2003 Act and therefore unlawful. The normal course for challenging a statement of licensing policy or this Guidance should be by way of judicial review, but where it is submitted to an appellate court that a statement of policy is itself ultra vires the 2003 Act and this has a direct bearing on the case before it, it would be inappropriate for the court, on accepting such a submission, to compound the original error by relying on that part of the statement of licensing policy affected.

#### **GIVING REASONS FOR DECISIONS**

12.10 It is important that a licensing authority should give comprehensive reasons for its decisions in anticipation of any appeals. Failure to give adequate reasons could itself give rise to grounds for an appeal. It is particularly important that reasons should also address the extent to which the decision has been made with regard to the licensing authority's statement of policy and this Guidance. Reasons should be promulgated to all the parties of any process which might give rise to an appeal under the terms of the 2003 Act.

# IMPLEMENTING THE DETERMINATION OF THE MAGISTRATES' COURTS

12.11 As soon as the decision of the magistrates' court has been promulgated, licensing authorities should implement it without delay. Any attempt to delay implementation will only bring the appeal system into disrepute. Standing orders should therefore be in place that on receipt of the decision, appropriate action should be taken immediately unless ordered by the magistrates' court or a higher court to suspend such action (for example, as a result of an on-going judicial review). Except in the case of closure orders, the 2003 Act does not provide for a further appeal against the decision of the magistrates' courts and normal rules of challenging decisions of magistrates' courts will apply.

#### PROVISIONAL STATEMENTS

12.12 To avoid confusion, it should be noted that a right of appeal only exists in respect of the terms of a provisional statement that is issued rather than one that is refused. This is because the 2003 Act does not empower a licensing authority to refuse to issue a provisional statement. After receiving and considering relevant representations, the licensing authority may only indicate, as part of the statement, that it would consider certain steps to be appropriate for the promotion of the licensing objectives when, and if, an application were made for a premises licence following the issuing of the provisional statement. Accordingly, the applicant or any person who has made relevant representations may appeal against the terms of the statement issued.