

Regulatory Services/Licensing
222 Upper Street, London
N1 1XR

Report of: Director Community Safety, Resilience and Security

Meeting of: Licensing Sub-Committee

Date: 31/10/2023

Ward(s): Hillrise

Subject:

PREMISES LICENCE NEW APPLICATION

Re: FAIRBRIDGE MINI MARKET, 163a FAIRBRIDGE ROAD, LONDON

1. Synopsis

1.1. This is an application for a new premise licence under the Licensing Act 2003.

1.2. The new application is to allow:

- **The sale of alcohol, off the premises, Mondays to Sundays, from 08:00 to 23:00**
- **The premises opening hours, Mondays to Sundays, from 08:00 to 23:00**

1.3. Relevant Representations:

Licensing Authority	No
Metropolitan Police	No: conditions agreed
Noise	No: conditions agreed

Health and Safety	No
Trading Standards	No
Public Health	No
Safeguarding Children	No
London Fire Brigade	No
Local residents	Yes: Two residents in objection and One resident in support
Other bodies	No:

2. Recommendations

- 2.1. To determine the application for a new premises licence under Section 17 of the Licensing Act 2003;
- 2.2. If the Licensing Sub-Committee grants the application, it should be subject to:
 - i. Conditions prepared by the Licensing Officer which are consistent with the Operating Schedule (see appendix 3); and
 - ii. Any conditions deemed appropriate by the Licensing Sub-Committee to promote the four licensing objectives.

3. Background

- 3.1. This property has not previously been licensed.
- 3.2. This application was received by the Council's Licensing Service on 1st September 2023.
- 3.3. The Licensing Authority received two letters of representation in opposition to this application from local residents and one letter of support. Conditions have been agreed with the Metropolitan Police and the Council's Noise Service.
- 3.4. On receipt of the representations the applicant wrote to the representors, copies of which can be found at Appendix 3. At the time of writing the report there has been no further response from the representors.

4. Implications

4.1. Financial Implications

- 4.1.1. The Head of Finance reports that the applicant has paid the application fee of £190.00. Should the application be refused, the fee is not refundable.

4.2. Legal Implications

- 4.2.1. The legal implications are set out in Paragraph 2.
- 4.2.2. Legal advice will be provided at the meeting of the Licensing Sub-Committee, as necessary.

4.3. Environmental Implications and contribution to achieving a net zero carbon Islington by 2030

- 4.3.1. The Licensing Sub-Committee need to consider the impacts that that proposals will have on the environment. An impact is defined as any change to the environment, whether positive or negative, wholly, or partially resulting from Council activities. Almost all human activity has some impact on the environment, and it is very unlikely that any activity will not have any implications.

4.4. Equalities Impact Assessment

- 4.4.1. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.
- 4.4.2. An Equalities Impact Assessment is not required in relation to this report, because this is a decision relating to a Premises Licence application under the Licensing Act 2003.

4.5. Planning implications

- 4.5.1. The Planning & Development Section have the following comments to make in relation to the above application.
- 4.5.2. The property is not within a Conservation Area or listed.
- 4.5.3. Planning History - No relevant planning history or restrictive conditions in relation to opening hours or deliveries.

4.5.4. There are no enforcement cases open in relation to the property.

4.5.5. As such, the planning department has no further comments on the application.

5. Conclusion and reasons for recommendations

5.1. That the Licensing Sub-Committee determines this application.

Appendices:

Appendix 1: application form.

Appendix 2: representations

Appendix 3: applicant response to representations.

Appendix 4: suggested conditions and map of premises location.

Background papers:

- None.

Final report clearance:

Authorised by:

Terrie Lane

Licensing Manager

Date: 17/10/2023

Click or tap to enter a date.

Report author: Licensing Service

Tel: 020 75027 3031

E-mail: licensing@islington.gov.uk

* required information

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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

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

GT/Fairbridge Mini Market/1/23

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

Ferhat

* Family name

Cicek

* E-mail

[REDACTED]

Main telephone number

Include country code.

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- 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 the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House?

Yes No

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

Is the applicant's business registered outside the UK?

Yes No

Business name

Fairbridge Mini Market

If the applicant's business is registered, use its registered name.

VAT number

- [REDACTED]

Put "none" if the applicant is not registered for VAT.

Continued from previous page...

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Applicant Business Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

If the applicant has one, this should be the applicant's official address - that is an address required of the applicant by law for receiving communications.

Agent 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:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

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

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

Is your business registered outside the UK? Yes No

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

Home country

The country where the headquarters of your business is located.

Agent Business Address

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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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

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

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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 His Majesty's prerogative

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INDIVIDUAL APPLICANT DETAILS

Applicant Name

Is the name the same as (or similar to) the details given in section one?

- Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes No

Continued from previous page...

Current Residential Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes No

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>

Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes No

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text"/> / <input type="text"/> / <input type="text"/> dd mm yyyy
* Nationality	<input type="text"/>
Right to work share code	<input type="text"/>

[Documents that demonstrate entitlement to work in the UK](#)
[Right to work share code if not submitting scanned documents](#)

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OPERATING SCHEDULE

When do you want the premises licence to start? 30 / 09 / 2023
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

Continued from previous page...

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.

The business is located in a ground floor corner retail unit with residential flats above. It will trade as a convenience store and off licence. The layout is as per the plan submitted.

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

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

- Yes No

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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

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Continued from previous page...

Will you be providing recorded music?

Yes No

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

Yes No

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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

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

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

Continued from previous page...

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

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.

None

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.

None

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

Name

First name

Family name

Date of birth / /
dd mm yyyy

Continued from previous page...

Enter the contact's address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>
Personal Licence number (if known)	<input type="text"/>
Issuing licensing authority (if known)	<input type="text"/>

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'.

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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.

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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.

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

State any seasonal variations

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

None

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.

None

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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)

Continued from previous page...

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

We will operate our business in a responsible manner and will actively promote the Licensing Objectives at all times.

CIZ Statement

Fairbridge Mini Market is not located in an area based CIZ but is covered by LP4 the CIZ Policy relating to off licences. The Applicant is asking for framework hours all week. The premises are located in a residential area and the Applicant has offered a full list of robust conditions to both promote the Licensing Objectives and prevent any increase in negative cumulative policy. The Applicant considers that with the shop primarily being a convenience store operating within framework hours and with measures offered to prevent public nuisance that the business can operate without causing disturbance to residents.

The Applicant submits that the Licensing Authority can safely regard this application as an exemption to Licensing Policy 4 and grant the application.

b) The prevention of crime and disorder

1)a) The premises licence holder, DPS, a personal licence holder or a fully trained member of staff authorised in writing by the DPS shall be present at the premises at all times during the permitted hours for the sale of alcohol.

b) After 18.00 on Fridays & Saturdays the premises licence holder, DPS or a personal licence holder shall be on duty until close.

2)a) The premises licence holder shall ensure that a CCTV system is installed in the premises of a standard acceptable to the Metropolitan Police Service. The system shall be maintained in good working order & fully operational covering all internal areas of the premises to which the public have access and also the area immediately outside the premises. All entry and exit points shall be covered enabling frontal identification (full head and shoulders images), of every person entering the premises in any light condition to an evidential standard.

b) All staff will be fully trained in the operation of the CCTV system including the ability to download screenshots and images for Police or Authorised Officers on request. A minimum of one such member of staff fully trained in the operation of the CCTV system shall be on duty at all times that the premises are open to the public.

c) Screenshots and images shall be provided immediately to the Police or Authorised Officers on request.

d) The CCTV system will have the capability to either download footage onto a disk or memory stick. The footage of the CCTV system will be retained for a minimum period of 31 days before re-writing itself with the correct date and time showing.

e) If the CCTV system is broken the premises licence holder shall notify the Licensing Authority and Police Licensing Team as soon as possible and get the fault rectified as soon as practicable.

f) The premises licence holder shall ensure that a log is kept with the details of the dates of all work / repairs carried out on the CCTV system including the name and phone number of the engineer.

g) On a minimum daily basis the premises licence holder / DPS will check that the CCTV system is operational and the date and time stamp are correctly set and on a minimum of a weekly basis check that the CCTV system is also correctly recording images for a minimum of 31 days and that screenshots and footage can be correctly downloaded. Details of these checks are to be recorded in the appropriate section of the Incident Book.

3) An Incident Book shall be kept at the premises and made available to the Police or Authorised Officers, which will record the following:

All crimes reported;

Lost property;

All ejections of customers;

Any complaints received and the outcome;

Any incidents of disorder;

Any faults in the CCTV;

Any refusal in the sale of alcohol;

Any visit by a relevant authority or emergency service. Whenever Police are called a CAD number shall be obtained and recorded in the Incident Book.

4) Appropriate notices shall be clearly displayed by the entry / exit door and behind the counter advising customers:

That CCTV and the Challenge 25 proof of age policy are in operation;

Of the provisions of the Licensing Act 2003 regarding underage or proxy sales;

Of the permitted (licensed) hours for the sale of alcohol and the opening hours of the shop;

Asking customers to respect residents , to leave the shop and area quietly, not to loiter or drink outside the shop and to dispose of litter legally;

Continued from previous page...

That customers may not drink alcohol in the premises;

That the shop does not buy alcohol or tobacco goods from unsolicited (cold) callers to the premises at any time and that details of any such unsolicited (cold) callers including CCTV images will be passed to the Police.

5) The Challenge 25 proof of age policy will be operated as the proof of age scheme. (See Box E Protection of Children From Harm - Condition 2 for full details.)

6) All staff shall be trained on induction and given refresher training at a minimum of six monthly intervals. (see Box E Protection of Children From Harm - Condition 4 for full details.)

7) There shall be no supply of alcohol for consumption off the premises except in sealed containers.

8) No beers, lagers or ciders above 5.5% ABV (alcohol by volume) shall be sold at the premises except for premium / craft products agreed in writing with the Licensing Authority.

9) No spirits shall be sold in bottles of less than 20cl (centilitres).

10) All spirits must be displayed behind the counter and all other alcohol shall be displayed in clear line of sight of the counter.

11) All displays of alcohol must be specifically covered by CCTV at all times.

12) A maximum of 20% of the retail display space may be used for the display of alcohol at any time.

13) All alcohol not on display will be stored in a lockable store.

14) All containers of alcohol shall be marked with a label stating the name and postcode of the shop.

15) The premises will actively engage with and work with the local Police Team and the Police and Council Licensing Teams.

16) Invoices or copies of all invoices relating to all alcohol and tobacco goods shall be kept on the premises for at least a year after the date of purchase. Alcohol and tobacco must never be purchased from a cold caller to the shop. A notice will be clearly displayed advising persons entering the shop that no alcohol or tobacco is purchased from unsolicited callers and that their details will be provided to the Police.

c) Public safety

A Fire Risk Assessment and Emergency Plan will be prepared and regularly reviewed. All staff will receive appropriate fire safety training.

d) The prevention of public nuisance

1) Appropriate notices shall be clearly displayed by the entry / exit door and behind the counter. (See Box B Prevention of Crime & Disorder - Condition 4 for full details.)

2) Management and staff will proactively discourage persons from drinking or loitering outside the shop both by monitoring the CCTV system & physical checks, politely asking persons drinking or loitering outside the shop to leave the area quietly.

3) The shop front will be kept tidy at all times and shall be swept at close.

4) No deliveries will be received or removal of rubbish especially glass take place between 20.00 and 08.00 daily.

5) A telephone number will be clearly displayed for residents to contact with any concerns and the details including the outcome recorded in the Incident Book.

e) The protection of children from harm

1) Appropriate notices will be displayed by the entry / exit door and behind the counter. (See Box B Prevention of Crime & Disorder - Condition 4 for full details.)

2) The Challenge 25 proof of age policy will be operated and only a photographic driving licence, a valid passport, a valid UK Armed Forces photographic identity card with the bearer's photograph on it or a Home Office approved proof of age card with the bearer's photograph and the PASS hologram on it will be accepted as proof of age.

3) A written refusals record will be kept as part of the Incident Book and made available to Police or Authorised Officers on request. The refusals record shall contain details of date & time, description of the person attempting to buy the age restricted products & the products that they were attempting to purchase, reasons why the sale was refused and the name and signature of the person refusing the sale. The refusals book is to be examined on a weekly basis by the premises licence holder / DPS and the data and time of each examination is to be endorsed in the book. Analysis of staff refusals and data such as the time / day is to be carried out by the premises licence holder / DPS on a weekly basis in order to predict trends

Continued from previous page...

and identify staff training and compliance issues.

4) All staff will be trained for their role on induction and be given refresher training at minimum intervals of six months thereafter. Training will include the operation of the CCTV system including the operation of the system, downloading images & footage and the Challenge 25 proof of age scheme. Challenge 25 training will include identifying persons under 25, making a challenge, acceptable proof of age, making and recording a refusal, proxy sales, avoiding sales to intoxicated persons, avoiding conflict, responsible alcohol retailing and safeguarding children, vulnerable people, girls and children. A written training record shall be kept for each member of staff and produced to Police or Authorised Officers on request.

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

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- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

DECLARATION

Continued from previous page...

[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).

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)

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/islington/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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

OFFICE USE ONLY

Applicant reference number	<input type="text" value="GT/Fairbridge Mini Market/1/23"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

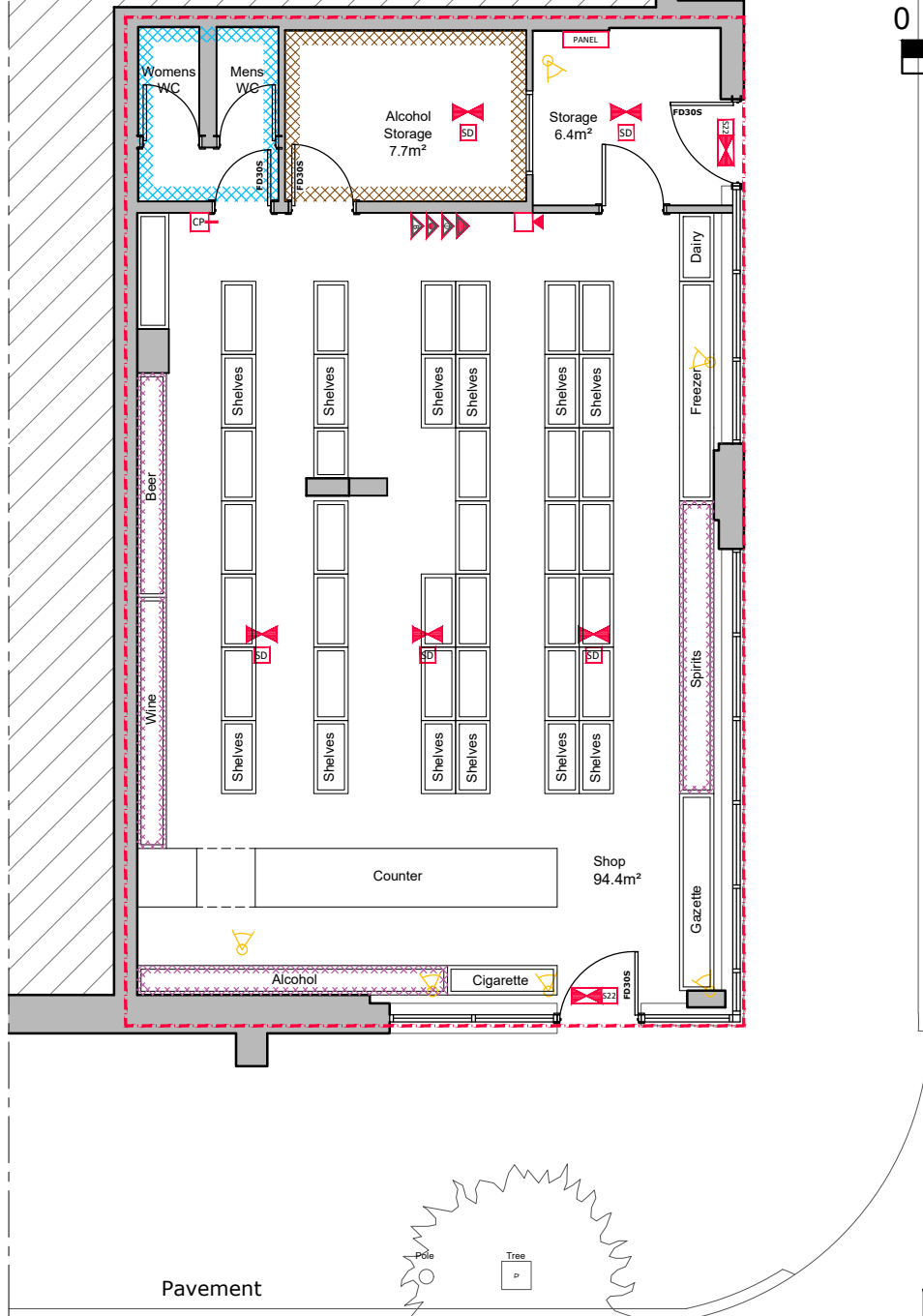


Notes

- 1- This drawing is not for construction
- 2- All Dimensions are in millimeters
- 3- Dimensions are not to be scaled directly from drawings
- 4- All dimensions are to be checked on site and the Architect is to be informed of any discrepancies before construction commences
- 5- All references to drawings refer to current revision of that drawing
- 6- The Copyright of this drawing belongs to Architectural Design Point Limited.



scale 1:100



LEGEND

- AMBIT OF LICENSED PREMISES
 - LIQUOR STORAGE
 - WC, PASSAGEWAY, ETC
 - SAFETY LIGHTING
 - HEAT DETECTOR
 - SMOKE DETECTOR
 - CARBON DIOXIDE FIRE EXTINGUISHER
 - 9lt. WATER FIRE EXTINGUISHER
 - FOAM FIRE EXTINGUISHER
 - FIRE BLANKET
 - WET CHEMICAL FIRE EXTINGUISHER
 - INTERNALLY ILLUMINATED FIRE ESCAPE SIGN (BS 5266)
 - 30min FIRE RESISTANCE DOOR (fire door to have intumescent strips and self closer)
 - CALL POINT FIRE ALARM (BS 5839)
 - FIRE SOUNDER
 - ALARM PANEL
 - CCTV OPERATING SYSTEM
- TOTAL AREA: 108.1 m²

- Existing Wall
- Wall/partition to be removed
- Proposed wall/partition

Pavement
Street

Proposed Ground Floor Plan
GIA: 108.1m²

Rev.	Date	Revisions
FOR PLANNING		
 ARCHITECTURAL DESIGN POINT 8-10 Silver Street, Enfield, EN1 3ED Office: 0208 367 7479 Tel: 0796 029 9656 Email: info@adplondon.co.uk		
Client		Mr. Ferhat Cicek
Project 163a Fairbridge Rd, London, N19 3HS		
Scale	1/100@A3	Date 07/2023
Drawn By	J,K	Checked By H.C
Project No.	20230721	Drawing No. A102
Drawing title		Revision -
Proposed Ground Floor Plan		

Form name:	Premises licence application - representation form
------------	--

Personal details

First name:	[REDACTED]
Last name:	[REDACTED]
Home address:	[REDACTED] [REDACTED]
In what capacity are you making this submission?:	Resident
Telephone number:	[REDACTED]
Email address:	[REDACTED]
Premises name:	fairbridge mini market
Full postal address of premises:	N19 3HS
Licence application reference number (if known):	LICENSING ACT 2003

Licensing objectives

Public nuisance:	Fairbridge Mini Market has already been at the same address for numerous years, causing no issue to the immediate area as its opening hours were only until 8pm I believe. But being situated on Charles street, a street exclusively
------------------	---

	<p>residential and exclusively consisting of blocks of flats, changing its opening hours until 11pm might create some nuisance at night. It also means possibly more traffic on Charles street which is rather narrow and where sound reverberates easily. Although, in recent years Charles Street has become very untidy, dirty and often a dumping ground for anything and everything; having possibly a shop selling alcohol in the area might not help with keeping the street clean... (See attached pictures).</p>
<p>Crime and disorder:</p>	<p>Again, selling alcohol might not be such a great thing if you want to keep the area quiet and safe as it might attract a different kind of people...</p>

Anonymous identity

<p>I wish my identity to be kept anonymous:</p>	<p>No</p>
---	-----------

Supporting documents

<p>By submitting this from I agree that this information shall be distributed as detailed in this form and supporting guidance notes on How to comment or</p>	<p>yes</p>
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complain about licensed premises:	
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Document

Name:	20230823_121455 copy.jpg
Id:	462ec21d-7e45-45bb-bc4f-8d23ff174811
Size:	665.31 KB
Type:	image/jpeg

Document

Name:	20230823_121459 copy.jpg
Id:	ed0a4a36-da2c-477a-977f-614010cee77e
Size:	600.91 KB
Type:	image/jpeg

Document

Name:	20230823_121543 copy.jpg
Id:	4db0e090-553f-412e-9989-76fd096c8b24
Size:	900.48 KB
Type:	image/jpeg





Bin Store

IMAGES ARE BEING
MONITORED FOR THE
PURPOSES OF CRIME
PREVENTION AND
PUBLIC SAFETY
DES

CCTV in operation

Cleaners Store

Bin Store

Dry riser inlet





MISSING

Morrisons

From: [REDACTED]
To: [Licensing](#)
Subject: WK/230027637 163-167 Fairbridge Road N19 3HS
Date: 26 September 2023 12:20:25
Attachments: [image.png](#)

[External]

Dear Sir or Madam

Regarding Licence to sell alcohol which may be consumed off the premises for the Fairbridge Mini Market.

I am a resident of the building the shop is placed and I am not happy about the plans to sell alcohol on the premises.

My objections are that it will bring more antisocial behaviour to the area, it will make me feel not safe coming back late from work.

We have teenagers causing nuisance sometimes already outside the entrance to our flats while hanging around the shop.

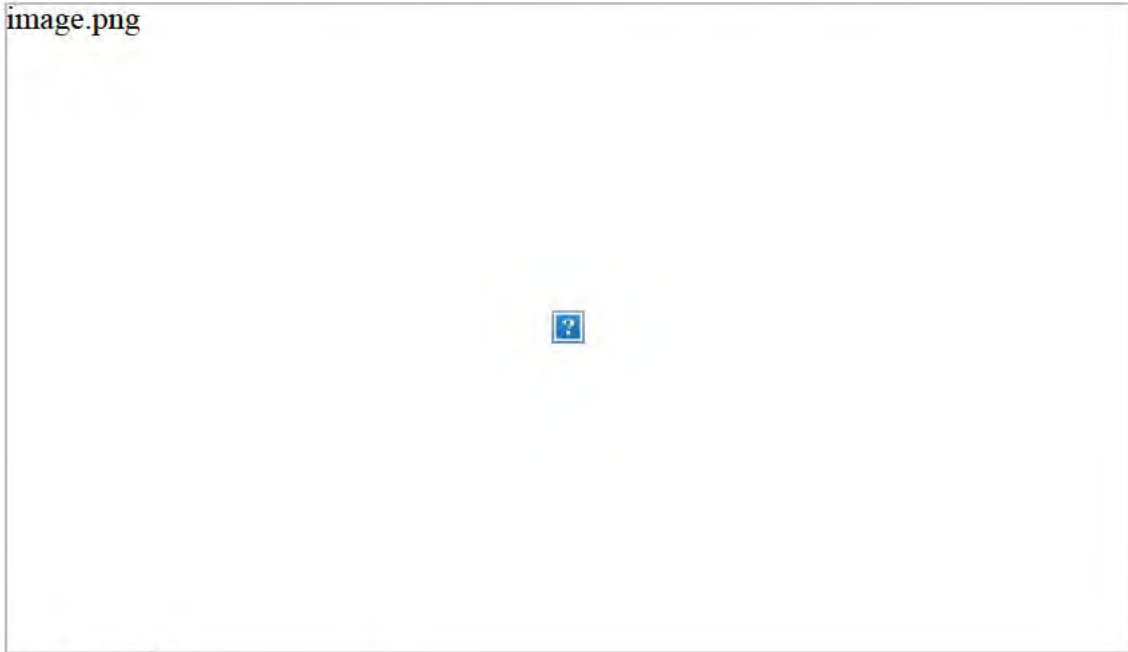
We had people breaking into our bin storage, drinking and smoking there already in the past. When the building was finished we were told that the premises under the flats will not cause nuisance and will be quiet business.

It will be difficult to sell flats with premises selling alcohol as potential buyers might be refused mortgage because of it and re-mortgaging might be difficult too.

But my main objective is safety. Safe streets start here, more outlets selling alcohol in residential area more problems.

People drinking nearby, urinating in the gardens, harassing residents for spare change, trying to enter the building or being aggressive while under the influence.

image.png



Best regards

[REDACTED]

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).

Edit crime type and time period



All Crimes (135) ▼

June 2023 ▼

[View crime definitions](#)

[Download area crime data](#) ↗

	application - representation form
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Personal details

First name:	[REDACTED]
Last name:	[REDACTED]
Home address:	[REDACTED] [REDACTED]
In what capacity are you making this submission?:	Resident
Telephone number:	[REDACTED]
Email address:	[REDACTED]
Premises name:	Fairbridge Mini Market
Full postal address of premises:	163-167 Fairbridge Road N19 3HS

Licensing objectives

Public safety:	I'm just making a comment -- happy to support this application. I like the shop downstairs, they are polite, friendly and improve the local area. You have my full support.
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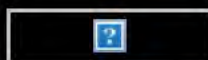
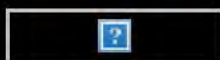
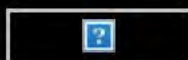
Anonymous identity

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I wish my identity to be kept anonymous:	No
--	----

Supporting documents

By submitting this from I agree that this information shall be distributed as detailed in this form and supporting guidance notes on How to comment or complain about licensed premises:	yes
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[Contact us](#)

[Comments and complaints](#)

[Privacy statement](#)

[Data protection](#)

From: [REDACTED]
To: [James, Kamarl](#)
Subject: Fairmarket Mini Market, 163A Fairbridge Road
Date: 07 October 2023 11:53:26

[External]

Dear Kamarl,

Could you please forward the attached email to [REDACTED] one of the representors for Fairbridge Mini Market?

Kind regards,

Graham Hopkins
GT Licensing Consultants [REDACTED]

Dear [REDACTED]

Fairbridge Mini Market

We are acting for Mr Cicek operator of Fairbridge Mini Market and will be representing him at the impending Licensing Hearing to determine his application for a new premises licence to sell alcohol for consumption off the premises.

We note that you have submitted photographs of rubbish behind a shop but wish to make it clear that this was not outside or behind Fairbridge Mini Market, rather we understand it was outside another nearby premises.

Fairbridge Mini Market will operate as a convenience store and Mr Cicek is applying for an off licence to enhance the service he will be offering to local residents . Mr Cicek has offered a full list of robust conditions which will be attached to any premises licence that may be granted to his shop to ensure that the four licensing objectives are fully promoted.

If you would like to discuss the application please do contact us and we will call you back.

Kind regards,

Graham Hopkins
GT Licensing Consultants [REDACTED]

From: [REDACTED]
To: [James. Kamarl](#)
Subject: Fairbridge Mini Market 163A Fairbridge Road
Date: 07 October 2023 12:00:42

[External]

Dear Kamarl,

Could you please forward the attached email to [REDACTED] one of the representors for Fairbridge Mini Market?

Kind regards,

Graham Hopkins
GT Licensing Consultants [REDACTED]

Dear [REDACTED]

Fairbridge Mini Market

We are acting for Mr Cicek operator of Fairbridge Mini Market and will be representing him at the impending Licensing Hearing to determine his application for a new premises licence to sell alcohol for consumption off the premises.

Fairbridge Mini Market will operate as a convenience store and Mr Cicek is applying for an off licence to enhance the service he will be offering to local residents . Mr Cicek has offered a full list of robust conditions which will be attached to any premises licence that may be granted to his shop to ensure that the four licensing objectives are fully promoted and we consider also address the concerns you have raised..

If you would like to discuss the application please do contact us and we will call you back.

Kind regards,

Graham Hopkins
GT Licensing Consultants [REDACTED]



FAIRBRIDGE Air Market

CHARLES STREET

C

HOME
PROPERTY LISTING
100% FREE
CALL 01273 810000



163A
FAIRBRIDGE *Plant & Garden*



Suggested conditions of approval consistent with the operating schedule

1. The premises licence holder, a personal licence holder or a fully trained member of staff authorised in writing by the DPS shall be present at the premises at all times during the permitted hours for the sale of alcohol.
 - a) After 18.00 on Fridays & Saturdays the premises licence holder, DPS or a personal licence holder shall be on duty until close.
2. The premises licence holder shall ensure that a CCTV system is installed in the premises of a standard acceptable to the Metropolitan Police Service. The system shall be maintained in good working order & fully operational covering all internal areas of the premises to which the public have access and also the area immediately outside the premises.
 - a) All entry and exit points shall be covered enabling frontal identification (full head and shoulders images), of every person entering the premises in any light condition to an evidential standard.
 - b) All staff will be fully trained in the operation of the CCTV system including the ability to download screenshots and images for Police or Authorised Officers on request. A minimum of one such member of staff fully trained in the operation of the CCTV system shall be on duty at all times that the premises are open to the public.
 - c) Screenshots and images shall be provided immediately to the Police or Authorised Officers on request.
 - d) The CCTV system will have the capability to either download footage onto a disk or memory stick. The footage of the CCTV system will be retained for a minimum period of 31 days before re-writing itself with the correct date and time showing.
 - e) If the CCTV system is broken the premises licence holder shall notify the Licensing Authority and Police Licensing Team as soon as possible and get the fault rectified as soon as practicable.
 - f) The premises licence holder shall ensure that a log is kept with the details of the dates of all work / repairs carried out on the CCTV system including the name and phone number of the engineer.
 - g) On a minimum daily basis, the premises licence holder / DPS will check that the CCTV system is operational, and the date and time stamp are correctly set and on a minimum of a weekly basis check that the CCTV system is also correctly recording images for a minimum of 31 days and that screenshots and footage can be correctly downloaded. Details of these checks are to be recorded in the appropriate section of the Incident Book.
3. An Incident Book shall be kept at the premises and made available to the Police or Authorised Officers, which will record the following:
 - a) All crimes reported.
 - b) Lost property.
 - c) All ejections of customers.
 - d) Any complaints received and the outcome.

- e) Any incidents of disorder.
 - f) Any faults in the CCTV.
 - g) Any refusal in the sale of alcohol.
 - h) Any visit by a relevant authority or emergency service. Whenever Police are called a CAD number shall be obtained and recorded in the Incident Book.
4. Appropriate notices shall be clearly displayed by the entry / exit door and behind the counter advising customers: That CCTV and the Challenge 25 proof of age policy are in operation.
- a) Of the provisions of the Licensing Act 2003 regarding underage or proxy sales.
 - b) Of the permitted (licensed) hours for the sale of alcohol and the opening hours of the shop.
 - c) Asking customers to respect residents, to leave the shop and area quietly, not to loiter or drink outside the shop and to dispose of litter legally.
 - d) That customers may not drink alcohol in the premises.
 - e) That the shop does not buy alcohol or tobacco goods from unsolicited (cold) callers to the premises at any time and that details of any such unsolicited (cold) callers including CCTV images will be passed to the Police.
5. The Challenge 25 proof of age policy will be operated as the proof of age scheme.
6. All staff shall be trained on induction and given refresher training at a minimum of six-monthly intervals.
7. There shall be no supply of alcohol for consumption off the premises except in sealed containers.
8. No beers, lagers, or ciders above 5.5% ABV (alcohol by volume) shall be sold at the premises except for premium / craft products agreed in writing with the Licensing Authority.
9. No spirits shall be sold in bottles of less than 20cl (centilitres).
10. All spirits must be displayed behind the counter and all other alcohol shall be displayed in clear line of sight of the counter.
11. All displays of alcohol must be specifically covered by CCTV at all times.
12. A maximum of 20% of the retail display space may be used for the display of alcohol at any time.
13. All alcohol not on display will be stored in a lockable store.
14. All containers of alcohol shall be marked with a label stating the name and postcode of the shop.
15. The premises will actively engage with and work with the local Police Team and the Police and Council Licensing Teams.
16. Invoices or copies of all invoices relating to all alcohol and tobacco goods shall be kept on the premises for at least a year after the date of purchase. Alcohol and tobacco must never be purchased from a cold caller to the shop. A notice will be clearly displayed advising persons entering the shop that no alcohol or tobacco is

purchased from unsolicited callers and that their details will be provided to the Police.

17. Fire Risk Assessment and Emergency Plan will be prepared and regularly reviewed. All staff will receive appropriate fire safety training.
18. Appropriate notices shall be clearly displayed by the entry / exit door and behind the counter.
19. Management and staff will proactively discourage persons from drinking or loitering outside the shop both by monitoring the CCTV system & physical checks, politely asking persons drinking or loitering outside the shop to leave the area quietly.
20. The shop front will be kept tidy at all times and shall be swept at close.
21. No deliveries will be received or removal of rubbish especially glass take place between 20.00 and 08.00 daily.
22. A telephone number will be clearly displayed for residents to contact with any concerns and the details including the outcome recorded in the Incident Book.
23. Appropriate notices will be displayed by the entry / exit door and behind the counter.
24. The Challenge 25 proof of age policy will be operated and only a photographic driving licence, a valid passport, a valid UK Armed Forces photographic identity card with the bearer`s photograph on it or a Home Office approved proof of age card with the bearer`s photograph and the PASS hologram on it will be accepted as proof of age.
25. A written refusals record will be kept as part of the Incident Book and made available to Police or Authorised Officers on request. The refusals record shall contain details of date & time, description of the person attempting to buy the age restricted products & the products that they were attempting to purchase, reasons why the sale was refused and the name and signature of the person refusing the sale. The refusals book is to be examined on a weekly basis by the premises licence holder / DPS and the data and time of each examination is to be endorsed in the book. Analysis of staff refusals and data such as the time / day is to be carried out by the premises licence holder / DPS on a weekly basis in order to predict trends and identify staff training and compliance issues.
26. All staff will be trained for their role on induction and be given refresher training at minimum intervals of six months thereafter. Training will include the operation of the CCTV system including the operation of the system, downloading images & footage and the Challenge 25 proof of age scheme. Challenge 25 training will include identifying persons under 25, making a challenge, acceptable proof of age, making and recording a refusal, proxy sales, avoiding sales to intoxicated persons, avoiding conflict, responsible alcohol retailing and safeguarding children, vulnerable people, girls, and children. A written training record shall be kept for each member of staff and produced to Police or Authorised Officers on request.

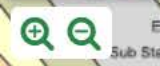
Conditions agreed with the Metropolitan Police

1. In the event that an assault is committed on the premises (or appears to have been committed) the management will immediately ensure that:
 - a) The police (and, where appropriate, the London Ambulance Service) are called without delay.

- b) All measures that are reasonably practicable are taken to apprehend any suspects pending the arrival of the police.
- c) The crime scene is preserved so as to enable a full forensic investigation to be carried out by the police; and
- d) Such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.

Conditions agreed with **the Council's Noise Service**

1. Noise or vibration must not emanate from the premises so as to cause a nuisance to nearby properties.
2. In the event of a noise/nuisance complaint substantiated by an authorised officer, the licensee shall take appropriate measures in order to prevent any recurrence.



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