

**Application for a premises licence to be granted under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

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


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

**I/We Caddi Group Limited (company number 13142645)**

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

**Part 1 – Premises details**

Postal address of premises or, if none, ordnance survey map reference or description			
<b>Chelsea Golf Club, 29 Imperial Road</b>			
<b>Post town</b>	<b>London</b>	<b>Postcode</b>	<b>SW6 2FR</b>
Telephone number at premises (if any)			
Non-domestic rateable value of premises		<b>N/A – new development. No non-domestic rateable value yet assigned.</b>	

**Part 2 - Applicant details**

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

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
  - i as a limited company/limited liability partnership  please complete section (B)
  - ii as a partnership (other than limited liability)  please complete section (B)
  - iii as an unincorporated association or  please complete section (B)
  - iv other (for example a statutory corporation)  please complete section (B)
- c) a recognised club  please complete section (B)
- d) a charity  please complete section (B)

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

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

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

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)


Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over		Please tick yes	
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over		Please tick yes	
<b>Nationality</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

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

Name <b>Caddi Group Limited (company number 13142645)</b>
Address <b>31 Baltimore House Juniper Drive, London, SW18 1TS</b>
Registered number (where applicable) <b>13142645</b>
Description of applicant (for example, partnership, company, unincorporated association etc.) <b>Private Limited Company</b>
Telephone number (if any) 

### Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
2	2	03
2	0	22

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

Chelsea Golf Club, 29 Imperial Road, London, SW6 2FR, comprises 2,225 sq. ft (206.74 sq. m) of commercial space. The unit is located on the ground floor of Block L of the Chelsea Creek development, on the corner of Imperial Road and Thurstan Street. The premises run from east to west from Thurstan Street along the north side of Imperial Road. The premises are located in a mixed-use area with residential accommodation, including flat balconies, located directly above the premises. The premises are not situated within a Conservation Area.

Chelsea Golf Club, is a members golf club - offering access to four top-of-the-range indoor golf simulators. The club will provide local residents with a facility to practice and learn the game, without the need for commuting out of the borough to traditional, open-air golf courses. The facility will aim to be fully inclusive so that the management team can share their passion for the game of golf with as wide a range of borough residents as possible. Sale of alcohol will be ancillary to the main leisure activities. Alcohol will be sold to members and their guests only, for consumption on the premises only. Members are required to sign a code of conduct which includes expectations as to their behaviour, including rules regulating consumption of alcohol on site by themselves and their guests.

The main entrance to the premises, also acting as a customer fire-exit, is located to the right of the premises frontage as viewed from Imperial Road. This leads directly onto the main reception, retail and bar area of the premises where alcohol will be consumed (floor area of approximately 78 sq. m). Table seating is located to the right of the reception area, as viewed from the main entrance, with the bar being located to the rear-left. Seating for a total of 20 members/guests is anticipated. An opening behind the bar to the rear-left leads onto an office and store area, where alcohol will be stocked.

An access corridor to the front-left of the reception area provides access to the four golf simulators which are separated by curtain partitions. A further fire door is located to the middle-left of this corridor as viewed from the reception area. Couch seating is provided towards the front of the simulator areas. Consumption of alcohol will only be permitted in the simulator booths in these designated seating areas - as indicated on the premises plan.

Two customer toilets (one with disabled access) are located at the far end of the access corridor, furthest from the reception area.

The premises are equipped with CCTV cameras and fire safety equipment as indicated on the premises plan.

The nearest noise-sensitive residential properties to the premises are the flats located directly above the premises.

Other licensed premises in proximity to the Chelsea Golf Club, 29 Imperial Road include:

- Queen Elizabeth 58 Bagley's Lane London SW6 2BH (premises licence number 2011/00783/LAPR) - 130m distant.
- DoubleTree By Hilton Hotel London, Imperial Road London SW6 2GA (premises licence number 2021/01101/LAPR) - 240m distant.

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

N/A

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

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

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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

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

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

**A**

Plays Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

# C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>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 left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			



# D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

# E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)		Indoors	
					Outdoors	
					Both	
Day	Start	Finish				
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)			
Tue						
Wed			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)			
Thur						
Fri			<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)			
Sat						
Sun						

# G

Performances of dance Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed					
Thur			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri					
Sat			<b><u>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) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sun					






# I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8) <input type="checkbox"/>	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Both	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)  No seasonal variations.		
Mon	11:00	23:00			
Tue	11:00	23:00			
Wed	11:00	23:00			
Thur	11:00	23:00			
Fri	11:00	23:00			
Sat	11:00	23:00			
Sun	11:00	23:00			
			<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
			No non-standard timings.		

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):**

<b>Name:</b> Mr. Aaron Garnet Lloyd-Goodwin
<b>Date of birth:</b> 
<b>Address</b>  
<b>Postcode</b> 
<b>Personal licence number (if known)</b> Application ongoing.
<b>Issuing licensing authority (if known)</b> 

## K

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

N/A – no adult entertainment or services that may give rise to concern in respect of children.

## L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)	
Day	Start	Finish		
Mon	07:00	00:00	No seasonal variations.	
Tue	07:00	00:00		
Wed	07:00	00:00		
Thur	07:00	00:00		<b><u>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</u></b> (please read guidance note 6)
Fri	07:00	00:00		
Sat	07:00	00:00		
Sun	07:00	00:00		
			No non-standard timings.	



## M

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

### **a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)**

1. Licensing Policy: The applicant has considered the London Borough of Hammersmith & Fulham Statement of Licensing Policy - Issued July 2017.
2. Legal advice: the applicant has sought legal advice in relation to this application for a New Premises Licence and relevant acts of legislation have been considered. These include, but are not limited to: The Licensing Act 2003 and Regulations (as amended), Anti-Social Behaviour Act 2003, Clean Neighbourhoods and Environment Act 2005, Violent Crime Reduction Act 2006, Police Reform and Social Responsibility Act 2011, The Legislative Reform (Entertainment Licensing) Order 2014, The Deregulation Act 2015, The Immigration Act 2016, The Policing and Crime Act 2017 and the Licensing Act 2003 (Miscellaneous Amendments) Regulations 2017.
3. General: The applicant Caddi Group Limited (company number 13142645) runs a members golf club - offering access to four indoor golf simulators. Sale of alcohol and snacks will be ancillary to the main leisure activities. Alcohol will only be sold to members and their guests, for consumption on the premises only, between the hours of 11:00 and 23:00. There will be no service of food outside of the hours of 08:00 to 23:00.
4. Given the mixed-use nature of the general area the licensee will put in place the following key measures to assist the licensing objectives:
  - a) Members will be required to sign a code of conduct which includes expectations as to their behaviour, including rules regulating consumption of alcohol on site by themselves and their guests.
  - b) There will be no sales of alcohol for consumption off the premises, nor will customers be allowed to leave the premises with part-finished and/or open containers of alcohol.
  - c) Vertical drinking will be prohibited. Alcohol orders will be placed by members and their guests at the bar, but alcohol may only be consumed by them whilst seated in the reception/bar area, or in the designated areas of the golf simulator booths indicated on the premises plan.
  - d) To provide for orderly closure of the premises, alcohol sales will cease at 23:00 hours, one hour before closure of the premises at 00:00 hours.
  - e) The "Challenge 25" policy developed by the Retail of Alcohol Standards Group will be implemented.
5. Mandatory Conditions: The Applicant is aware of and shall comply with all mandatory conditions attached to the premises licence.
6. Supervisor's Register: A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and up-to-date contact details for the Designated Premises Supervisor and all personal licence holders. The register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out. This information will be retained for a period of twelve months and produced for inspection on request to an authorised officer.
7. Fire Safety: A Fire and Emergency Planning Risk Assessment will be carried out.
8. Display of Licence: the premises licence will be permanently displayed on, or directly adjacent to, the main entrance of the premises.

9. Premises Plan: any detail shown on the plan that is not required by the licensing plans regulations is indicative and subject to change at any time. Premises Plan: any detail shown on the plan that is not required by the licensing plans regulations is indicative and subject to change at any time.

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

1. CCTV
  - a) A Closed-Circuit Television (CCTV) camera system will be installed and maintained in working order as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All entry and exit points and alcohol storage and sales areas will be covered.
  - b) The locations of CCTV cameras are identified on the site plan of the premises. No changes to the locations of the cameras will be made without prior consultation with the Metropolitan Police and the Licensing Authority.
  - c) The CCTV will be in operation when the premises is open to the public. CCTV recordings shall be of a satisfactory quality enabling the identification of persons and activities, and other fine details such as vehicle registration number plates. CCTV recordings shall be retained for a minimum period of 31 days with date and time stamping.
  - d) The CCTV system will be capable of securing relevant pictures for review at a later date, and/or export via removable media. Records will be made immediately available on request by the Police or an authorised council officer. Exported files shall be re-playable immediately without requirement for re-indexing of files or verification checks.
  - e) The CCTV footage will be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of who has accessed the system, the reason why and when.
  - f) A designated member/members of staff at the premises will be authorised to access the CCTV footage and be conversant with operating the CCTV system. At the request of an authorised officer of the Licensing Authority or a Responsible Authority (under the Licensing Act 2003) any CCTV footage, as requested, will be downloaded immediately or secured to prevent any overwriting. The CCTV footage material will be supplied, on request, to an authorised officer of the Licensing Authority or a Responsible Authority.
  - g) The CCTV system will be adequately maintained. If the CCTV becomes inoperative, the Police and Local Authority will be informed as soon as practically possible and immediate steps will be taken to put the equipment back into action.
2. Proof of Age Policy: A proof of age policy to the satisfaction of the Metropolitan Police/Licensing Authority will be in place. This will follow the guidelines set out in the "Challenge 25" policy developed by the Retail of Alcohol Standards Group.
3. Drinking-up time: Service of all alcohol will cease at 23:00 hours, one hour before the closing of the premises at 00:00 hours.
4. Service of alcohol and vertical drinking:
  - a) Vertical drinking will be prohibited.
  - b) Alcohol orders will be placed by members and their guests at the bar, but alcohol may only be consumed by them whilst seated in the reception/bar area, or in the designated areas of the golf simulator booths indicated on the premises plan.
  - c) There will be no sales of alcohol for consumption off the premises, nor will customers be allowed to leave the premises with part-finished and/or open containers of alcohol.

5. Anti-social behaviour on the premises:
  - a) Members will be required to sign a code of conduct which includes expectations as to their behaviour, including rules regulating consumption of alcohol on site by themselves and their guests.
  - b) A policy will be in force for the management of large groups, i.e., hen and stag parties. The group will be required to nominate a responsible person to liaise with staff.
  - c) Staff will be trained in dealing with drunken or disruptive behaviour and the procedures for dealing with any such behaviour by patrons.
  - d) Antisocial behaviour of any kind, including strong, loud and offensive language, shall not be tolerated. Any customers suspected of, or engaging in, the same shall be asked to leave, will be escorted to the exit and observed leaving the vicinity of the premises.
  - e) Anyone visibly under the influence of alcohol or drugs will be refused entry or shall be asked to leave, escorted to the exit and observed leaving the vicinity of the premises.
  - f) Staff shall implement a dispersal policy outside the premises within the Applicant's direct control to reduce risks of public nuisance.
6. Incident Report Register: The Premises Licence Holder/Designated Premises Supervisor will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti-social behaviour, under-age sales refusals and ejections from the premises. The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and/or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.
7. Staff Training:
  - a) New staff shall receive induction training at the commencement of employment. Staff shall receive regular re-training a minimum of four times a year. Staff training records shall be maintained for inspection by the Metropolitan Police and Local Authority Enforcement Officers.
  - b) Staff training will include underage alcohol sales training, procedures for dealing with disruptive behaviour and mandatory drug awareness training.
8. Alcohol Designated Public Places Orders: Notices indicating the existence and effect of an Alcohol Designated Public Places Order will be prominently displayed at the exits to the premises.
9. Adult Entertainment: No adult entertainment of any kind will be provided.
10. Maintenance of smoke-free environments: The premises shall comply with all non-smoking legislation.

### **c) Public safety**

1. Fire safety:
  - a) Smoke detectors and fire extinguishers shall be installed and inspected at appropriate intervals to ensure that they are in good working order.
  - b) Access routes to fire escapes will be kept unobstructed.
  - c) Exits will be easily identifiable and will be kept unobstructed and free of trip hazards with non-slippery, even surfaces.
  - d) Any/all emergency doors shall be maintained effectively, self-closing and not held open other than by an approved device.

2. Electrical Installations:
  - a) Electrical installations, including any temporary electrical wiring and distributions, will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person.
  - b) Inspection records/certificates will be kept and made available at the request of an authorised officer.
3. The following systems (where relevant) will be maintained and inspected by a suitably qualified professional persons in accordance with any British Standard and at intervals recommended in National Guidance and the records of such inspection available for inspection by authorised Officers on request:
  - a) Portable Fire Fighting Equipment
  - b) Portable Electrical Installation
  - c) Fire Warning/Fire Detection System
  - d) Gas Boiler/Calorific or Appliance
  - e) Building Electrical Installation
4. First Aid:
  - a) Adequate and appropriate supply of first aid equipment and materials will be available on the premises.
  - b) There shall be at least an adequate number of trained first aiders on duty when the public are present. The first aiders will be trained to deal with drug and alcohol related problems.

**d) The prevention of public nuisance**

1. Chelsea Golf Club will be an alcohol on-licensed premises with a capacity of less than 500 customers. The licensee will not carry out live music performances at the premises of any kind. There will be no playing of recorded audio outside of the hours of 08:00 to 23:00 on any day of the week. The playing of recorded, background audio at the premises will not, therefore, constitute provision of regulated entertainment.
2. A background sound-track of quiet nature noises will be played within the golf booths between 08:00 and 23:00 hours. This will be played at an ambient level that readily permits conversation between members and their guests. There will additionally be some audio playback from the television(s) installed in the reception/bar area.
3. Speakers for the playing of any recorded audio shall not be located outside the premises or in proximity to the main entrance.
4. The licensee shall conduct regular risk assessments on noise levels outside the premises to ensure that noise from music and speech arising from the premises shall not be audible outside the premises or inside habitable rooms of noise sensitive, residential properties in the vicinity.
5. All windows and external doors shall be kept closed after 22:00 hours, except for the immediate access and egress of persons.
6. Patrons permitted to temporarily leave and then re-enter the premises, e.g., to smoke, shall be limited to 5 persons at any one time.
7. The numbers of customers smoking in front of the premises will be limited to 5, and customers will not be allowed to block the public footpath. Staff shall implement a dispersal policy outside the premises within the area falling under the direct control of the licensee to reduce risks of public nuisance.

8. Notices will be prominently displayed at the exit to the premises requesting that customers respect the needs of local residents and businesses in the vicinity, and to leave the area quietly.
9. The licensee will have a policy or procedure in place which deals with excessive or unreasonable noise nuisance emanating from customers visiting the premises, and how this would be managed if customers are not prepared to abide by the signage around the premises requesting that customers leave the site quietly.
10. No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
11. The disposal of waste into external receptacles shall not take place between the hours of 23:00 and 08:00. No waste collection or stock deliveries will take place between the hours of 23:00 and 08:00.
12. The licensee shall ensure that all staff are fully trained and made aware of the legal requirement of businesses to comply with their responsibility as regards the disposal of waste produced from the business premises. The procedure for handling and preparing for disposal of the waste shall be in writing and displayed in a prominent place where it can be referred to at all times by staff.
13. The licensee shall instruct members of staff to make regular checks of the area immediately outside the premises and remove any litter, bottles and glasses emanating from the premises. A final check should be made at close of business.
14. Adequate waste receptacles, for use by patrons, will be provided in and immediately outside the premises. The licensee shall provide a safe receptacle for cigarette ends to be placed outside for the use of customers, such receptacle being carefully placed so as not to cause an obstruction or trip.
15. The licensee shall make available a contact telephone number to nearby residents and the Licensing Team, Environmental Protection Team or police to be used in the event of complaints arising.

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

1. All customers attempting to purchase alcohol who appear to be under the age of 25 shall be required to produce a valid form of identification in line with the guidelines set out in the "Challenge 25" policy developed by the Retail of Alcohol Standards Group. Acceptable forms of identification will be those bearing the customers photograph, date of birth and either a holographic mark, or an ultraviolet feature. Examples of accepted forms of identification include a passport, photo card driving licence, Proof of Age Standards Scheme card bearing the PASS hologram or a military identification card.
2. Suitable signage shall be displayed around the premises advising customers and staff of the "Challenge 25" policy.
3. All staff shall receive training and regular refresher training regarding the Licensing Act 2003 and the "Challenge 25" identification policy.

4. The date, time and circumstances under which any attempted purchase by a young customer has been refused will be recorded in the Incident Register. This will be made available for inspection by any police officer, community support officer or authorised person upon demand.

**Checklist:**

**Please tick to indicate agreement**


- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable [*application to be forwarded to the responsible authorities by the Licensing Authority following submission of application by email*]
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

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

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**


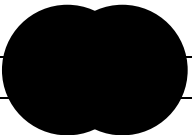


**Part 4 – Signatures** (please read guidance note 11)

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

<b>Declaration</b>	<ul style="list-style-type: none"> <li>[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	 <b>Mr. Aaron Lloyd-Goodwin</b>
Date	<b>16/02/2022</b>
Capacity	<b>Director of applicant company: Caddi Group Limited (company number 13142645)</b>

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

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)		
<b>Mr. Aaron Lloyd-Goodwin</b>		
		
Post town	<b>London</b>	Postcode 
Telephone number (if any) 		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)		
		

## Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and



(b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

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

A licence may not be 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.
- 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.

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.