

**From:** hilda Cameron <[hilda@lqaa.co.uk](mailto:hilda@lqaa.co.uk)>  
**Sent:** Friday, April 26, 2024 10:34 AM  
**To:** Licensing HF: H&F <[licensing@lbhf.gov.uk](mailto:licensing@lbhf.gov.uk)>  
**Subject:** Re: 74 Fulham Palace Road London W6 9PL

Good Morning Lorna, That's perfect. Thank you so much.

**Kind Regards**

**Hilda**

On 26 Apr 2024, at 10:31, Licensing HF: H&F <[licensing@lbhf.gov.uk](mailto:licensing@lbhf.gov.uk)> wrote:

Hi Hilda,

I would suggest the following:

A responsible member of staff shall carry out proactive litter patrols outside the premises at least twice throughout the premises' opening hours and specifically at the end of trading hours to ensure that there is no litter associated with the premises in the immediate vicinity and any such litter found shall be collected and returned to the premises for disposal with the premises' normal waste / refuse collection.

In regards to the Ask for Angela scheme that premises proposed, would the applicant be happy with the below wording:

The premises shall have a written policy in place, in relation to responding and ensuring the welfare and safeguarding of vulnerable patrons. The policy shall be made available to the Police and Authorised Officers from the Local Authority upon request.

Please let me know by return of email.

Kind regards  
**Lorna McKenna**  
Licensing Compliance Officer  
Licensing  
The Economy Department  
Hammersmith & Fulham Council

**From:** hilda Cameron <  
**Sent:** Thursday, April 25, 2024 5:54 PM  
**To:** Licensing HF: H&F <[licensing@lbhf.gov.uk](mailto:licensing@lbhf.gov.uk)>  
**Subject:** Re: 74 Fulham Palace Road London W6 9PL

Hi Lorna, I guess in the afternoon and at the end of each day. Please let me know ow your thought.

**Kind Regards**

**Hilda**

On 25 Apr 2024, at 14:27, Licensing HF: H&F <[licensing@lbhf.gov.uk](mailto:licensing@lbhf.gov.uk)> wrote:

Thanks Hilda. For the condition for the litter can you confirm how many times a day staff will patrol the area?

Kind regards

**Lorna McKenna**

Licensing Compliance Officer

Licensing

The Economy Department

Hammersmith & Fulham Council

**From:** hilda Cameron

**Sent:** Thursday, April 25, 2024 12:57 PM

**To:** Licensing HF: H&F <[licensing@lbhf.gov.uk](mailto:licensing@lbhf.gov.uk)>

**Subject:** Re: 74 Fulham Palace Road London W6 9PL

Thank you so much Lorna, The applicant is happy with these condition.

**Kind Regards**

**Hilda**

On 25 Apr 2024, at 11:54, Licensing HF: H&F <[licensing@lbhf.gov.uk](mailto:licensing@lbhf.gov.uk)> wrote:

Hi Hilda,

Thank you for your response and your time the other day.

I will send your comments to the representors, however not all of them are conditions that are enforceable. I have made notes, and marked in red some alternative conditions.

-The side door leading through a narrow passage to the rear of the property is a communal area for the residents who live about the commercial properties and is

jointly used by other businesses in the parade, however; on this occasion the licence holder for Tops Pizza will take the responsibility to have the door made secure. **This is not an enforceable condition**

-No noise or loitering shall be caused by the delivery drivers upon leaving the premises or arriving at the premises.

- The mopeds used by Tops Pizza are low noise mopeds, however the drivers will also be mindful when entering and exiting the premises.

-Staff shall not make noise or loiter behind the premises.

Delivery drivers/riders or employees shall be given clear, written instructions to use their vehicles in a responsible manner so as to not cause nuisance to any surrounding residents; to switch engines off immediately on arrival; no playing of loud music, no revving of engines or sounding of horns.

-The passage leading to the rear of the premises shall be cleaned from any Tops Pizza litter and this will be monitored during the premises opening hours.

-The back of the premises shall be cleaned from Tops Pizza litter and this will be monitored throughout the premises opening hours.

A responsible member of staff shall carry out proactive litter patrols outside the premises at least [*insert times*] throughout the premises' opening hours and specifically at the end of trading hours to ensure that there is no litter associated with the premises in the immediate vicinity and any such litter found shall be collected and returned to the premises for disposal with the premises' normal waste / refuse collection. — you could add this with times of premises, and areas.

-The premises will ensure they have sufficient waste bins

Signs shall be prominently displayed at the exits from the premises asking patrons to dispose of their waste in litter bins.

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-The premises shall implement Ask for Angela Scheme.

-The staff shall assist and help people with their immediate needs, and liaise with the relevant responsible authorities – **This is not an enforceable condition** however you could the below.

An incident log (electric or paper based) shall be kept at the Premises and made available on request to an authorised officer of the Council or the Police or the Fire Service which shall record the following:

- (a) all crimes reported to the venue
- (b) all ejection of patrons
- (c) any complaints received
- (d) any incidents of disorder
- (e) seizures of drugs or offensive weapons
- (f) any faults in the CCTV system
- (g) any visit by a relevant authority or emergency service.

The incident record shall be kept on the premises and be available for inspection by the Police or authorised officers of the Licensing Authority at all times the premises is open.

-The staff will assist with taxis or cabs required by customers.

Please let me know if you're happy with above to be proposed as conditions to be added and if you can propose a time.

Kind regards  
**Lorna McKenna**  
Licensing Compliance Officer  
Licensing  
The Economy Department  
Hammersmith & Fulham Council

**From:** hilda Cameron  
**Sent:** Monday, April 22, 2024 9:56 PM  
**To:** Licensing HF: H&F <[licensing@lbhf.gov.uk](mailto:licensing@lbhf.gov.uk)>  
**Subject:** Re: 74 Fulham Palace Road London W6 9PL

Good Morning Lorna, The applicant is happy to implement and adhere to the following conditions in order to remedy the stated concerns stated within the two representations.

-The side door leading through a narrow passage to the rear of the property is a communal area for the residents who live about the commercial properties and is jointly used by other businesses in the parade, however; on this occasion the licence holder for Tops Pizza will take the responsibility to have the door made secure.

-No noise or loitering shall be caused by the delivery drivers upon leaving the premises or arriving at the premises.

-The passage leading to the rear of the premises shall be cleaned from any Tops Pizza litter and this will be monitored during the premises opening hours.

-The back of the premises shall be cleaned from Tops Pizza litter and this will be monitored throughout the premises opening hours.

-Staff shall not make noise or loiter behind the premises.

-The premises will ensure they have sufficient waste bins.

-The premises shall implement Ask for Angela Scheme.

-The staff shall assist and help people with their immediate needs, and liaise with the relevant responsible authorities.

-The staff will assist with taxis or cabs required by customers.

- The mopeds used by Tops Pizza are low noise mopeds, however the drivers will also be mindful when entering and exiting the premises.

Please do not hesitate to contact me for further details or clarification, I thank you in advance and look forward to hearing from you.

Kind Regards

Hilda