



Peterborough
Application for a premises licence
Licensing Act 2003

For help contact
 eh.licensing@peterborough.gov.uk
 Telephone: 01733 747474

* 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

4FB

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

Sanjay

* Family name

Khunti

* E-mail

sanjaykhunti@hotmail.com

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- 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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House?

Yes No

* Registration number

08863023

* Business name

LITTLEJOHN & CO LTD

If your business is registered, use its registered name.

* VAT number

-

Put "none" if you are not registered for VAT.

* Legal status

Private Limited Company

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* Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

* 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
- A partnership
- An unincorporated association
- 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
- Other (for example a statutory corporation)

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 Her Majesty's prerogative

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NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private Limited Company

Address

Building number or name	<input type="text" value="4"/>
Street	<input type="text" value="FORTUNE BUILDINGS"/>
District	<input type="text" value="COWGATE"/>
City or town	<input type="text" value="PETERBOROUGH"/>
County or administrative area	<input type="text" value="CAMBRIDGESHIRE"/>
Postcode	<input type="text" value="PE1 1LR"/>
Country	<input type="text" value="United Kingdom"/>

Contact Details

E-mail	<input type="text" value="sanjaykhunti@hotmail.com"/>
Telephone number	<input type="text" value="-----"/>
Other telephone number	<input type="text" value="0-----"/>

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
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

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.

Nature of business: Convenience, off-licence, newsagents and tobacconist.
A1 usage, ground floor lock up retail premises. It is a terraced commercial/retail property, which forms part of a parade, comprising of five other commercial/retail properties.
There is a sales area (zone A & B), rear ancillary, storage/kitchen and WC.
It's within close proximity of St. Johns Square.
A portion of the sales area will be used to display and sell alcoholic beverages to customers, purely for off-site consumption.
The remaining alcohol stock will be kept in the private staff only stock room, securely away from the general public.

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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

Will you be providing plays?

- Yes No

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PROVISION OF FILMS

Will you be providing films?

- Yes No

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PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

- Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

- Yes No

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PROVISION OF LIVE MUSIC

Will you be providing live music?

- Yes No

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PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

- Yes No

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PROVISION OF PERFORMANCES OF DANCE

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

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

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Continued from previous page...

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.

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.

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

Name

First name

Family name

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

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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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

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.

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.

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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)

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

Adopt the responsible promotion of alcohol - by working with The Portman Group to achieve this.
I will collaborate with local Police and work out ways to minimise alcohol related crime and disorder in the area.
I will be joining a symbol group e.g. Spar, Nisa , Costcutter as opposed to being an Independent. They have excellent strategies in place to ensure the licensing objectives are met by me and my business as a member of their group.
I have an accredited Level 2 Personal Licence Holder's qualification in order to demonstrate my competency.
Staff training in relation to identifying and preventing sales of alcohol to any person who is, or appears to be drunk will be undertaken on a monthly basis. This training, together with ongoing training to prevent underage sales, such as challenge 21 or challenge 25 will be recorded in a written format and be available to an authorised officer upon demand.
No alcoholic drinks will be purchased by the store owners or staff from sellers calling at the store.
The premises will operate a refusals and incident register, which will be signed off by the DPS weekly.
All staff will be trained with the internal 'due diligence training' manual prior to sales of alcohol. The training will include Challenge 25 policy, dealing with underage sales, proxy sales, and dealing with drunks. All training will be documented and refreshed every month. Records will be made available to an authorised officer upon request.

b) The prevention of crime and disorder

Encourage and support all my staff to take the Level 2 Conflict Management for Licensed Premises Staff course.
Try to understand the other person's point of view, which will ease communication.

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CCTV systems will be installed to address the the prevention of crime. This will be on continuous record and made immediately available at the request to any authoritative person or body.
All invoices (originals or copies) for all alcoholic goods for retail sale on the premises will be kept at the shop and made available to Police, Council and HMRC officers upon request.
A ultra-violet light will be available and maintained at the store for the purpose of checking the UK Duty Stamp on all spirits as soon as practical after they have been purchased.
If any spirits bought by the company/licensee have UK Duty Stamps that do not fluoresce under ultra-violet light, or are otherwise suspicious, the licensee shall identify the supplier to Trading Standards department and HMRC as soon as possible.
A means of two way of two way communication will be maintained between the premises and the local Police or CCTV monitoring centre to report incidents.
Public information notices about crime and disorder issues shall be displayed at the request of the Council of Cambridgeshire Constabulary.
Any conditions of entry to the premises shall be displayed in the vicinity of any entrance to the premises.

c) Public safety

Consulting and working closely with the local Crime Prevention or Community Safety Officer.
Incorporate security internally and externally e.g. alarm, panic button, shutters.
Join Schemes such as Shopwatch and Retailwatch.
Installing CCTV cameras - useful in watching out for trouble in hard to reach areas of the premises/during busy periods and outside. CCTV will be continuously recording and made available upon request.
There will be external lighting to help promote public safety.
Appointing a designated premises supervisor as a single point of accountability in the event of any problems and the person in day to day control of the premises.
My chosen symbol group, Spar are big advocates off totally minimizing and in most cases not selling individual alcoholic vessels in City Centre locations.
CCTV recording equipment shall be installed and associated cameras will be maintained once a week, and will record and store digital images for a period not less than 28 days. A record of maintenance is to be kept and made available to an authorised officer upon demand.
CCTV cameras will be positioned so that they cover the front aspect/entrance of the property in addition to internal public rooms and customer service area.
A means of two way of two way communication will be maintained between the premises and the local Police or CCTV monitoring centre to report incidents.
Notices relating to any restrictions on the admittance of individuals according to age shall be displayed in the vicinity of any entrance to the premises.
A fire risk assessment required under the Regulatory Reform (Fire Safety) Order 2005 (as amended) will be completed and be available for inspection by an authorised officer.
Management are responsible for ensuring that comprehensive arrangements exist to enable the safe evacuation of all disabled occupants in the event of an emergency.
An adequate and appropriate supply of first aid equipment and materials shall be available on the premises.
In the absence of adequate daylight the lighting in any area accessible to the public shall be fully operational.
Valid public liability insurance shall be kept in force and a copy of the schedule shall be available for inspection by an authorised officer on request.

d) The prevention of public nuisance

Notify Cambridgeshire Constabulary of the new off-licence premises.
We will not serve customers who we reasonably believe are intoxicated.
We promise to provide friendly and efficient service.
Developing a good relationship with customers.
I will become actively involved in the local community, and supporting local initiatives as such The Cowgate Traders Association.
Making sure the premises are well lit as part of the refurbishment program.
I will ensure all staff are generally vigilant in and outside the premises.
We will help with noise reduction measures such as keeping the front entrance door shut to help address the public

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nuisance.
Notices advising that CCTV has been installed on the premises shall be posted so that they are clearly visible to the public within the licensed area.
No customers will be admitted, or permitted to leave with open vessels or bottles of alcohol.

e) The protection of children from harm

Ensure all staff are fully trained regarding their responsibilities towards under age drinking.
A premises Supervisor is present.
Have an age verification policy in place, which all staff are aware of.
Not to sell alcohol to anyone under the age of 18.
Ask customers for I.D and prove their age - if in reasonable doubt. Such as: Challenge 21 or 25, photo driving licence, passport, proof of age scheme card (which carries a PASS hologram).
A premises policy.
Making sure all staff can distinguish between low alcohol and alcohol free products.
Having various signs/displays in the shop preventing the promotion of under age drinking and excessive alcohol consumption.
Adopt a 'no proof, no sale' policy.
Further signs and displays at the point of sales area.
A strict stock control system will be introduced so that the licensee can quickly identify where and when alcoholic drinks have been purchased.
Notices advising that CCTV has been installed on the premises shall be posted so that they are clearly visible to the public within the licensed area.
No alcohol shall be consumed on the premises.
Notices relating to any restrictions on the admittance of individuals according to age shall be displayed in the vicinity of any entrance to the premises.

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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 £8700	£315.00
Band D - £87001 to £12500	£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 you are required to pay a higher fee

Band D - £87001 to £12500	£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

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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 30000-39000	£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 (£)

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

DECLARATION

* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

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)

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

1. Save this form to your computer by clicking to file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/peterborough/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 ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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Licensing Act 2003 - Representation in respect of Premises Licence

Details of person or body making representation	
Your Name:	Mr Mariusz Sliwinski
Your Address:	.. Upton Close Stanground Peterborough PE2 8LU

Details of premises representation is about	
Name of Premises:	Littlejohn & Co Ltd / SPAR
Address of premises:	4 Fortune Buildings, Cowgate Peterborough PE1 1LR
Application No. (if known)	068940

Please tick one or more of the licensing objectives that your representation relates to:	
Prevention of crime and disorder	<input type="checkbox"/> yes
Public Safety	<input type="checkbox"/> yes
Prevention of public nuisance	<input type="checkbox"/> yes
Protection of children from harm	<input type="checkbox"/> yes

Please summarise your concerns about this application:

I am writing to register my objection to the application for a premises licence by Littlejohn & Co Ltd, for 4 Fortune Buildings, Cowgate, Peterborough PE1 1LR.

The basis for this opposition is that granting a licence for these premises will not promote the licensing objectives, in particular the prevention of crime, disorder and anti-social behaviour.

Furthermore, 4 Fortune Buildings lies within Council's Central ward, (fringe city centre, and business district) and enabling the premises to sell alcohol would be totally detrimental to its aims and objectives. The application proposes that alcohol will be sold for consumption off the premises between: 07:30a.m. – 10:00 p.m. Monday to Friday, and 08:00a.m. – 10:00p.m. at weekends (7 days a week).

Granting a licence would provide a further source of alcohol within an area already heavily populated with other licenced premises and that crime, disorder and public nuisance have already reached problem levels for the local authorities.

Existing residents and new residents (new housing development on the corner of Priestgate) as well as business workers, football shoppers already suffer noise nuisance and anti-social behaviour at for many hours of the day and night. They have endured this inconvenience since 2003 when the licensing legislation was first amended, and it is totally unacceptable to expect members of the public to continue having to endure such problems.

Please give further details of why you believe this application will have an adverse effect on the licensing objectives

There is limited cctv in the area and only intermittent city Wi-Fi coverage in Cowgate which is a security issue for people's safety whilst in the area whilst entering and exiting the shop.

The lighting directly underneath and around Fortune Buildings is totally inadequate and must be improved for public safety. Also as shrinkage and pilfering in the off-licence happens it will be very difficult to detect the would be suspects.

The shop will become very difficult to manage for the owner due to shoppers wishing to purchase regular and excessive amounts of alcohol – often straight from coming out of the establishments such as: Drapers Arms pub, Post Office, Sports Lounge, The Pizza House, Prezzo and The Gourmet Plaza.

Due the limited number of waste bins in proximity of this shop lots of people will simply purchase something from this shop and dispose of their litter on the floor area in and around Cowgate and St. Johns Square such as: cigarette ends, bubble gum, empty cans, various bits of plastic.

I would also urge the committee to consider the findings of Health Impact Assessment, in which evidence of the negative effects of the flexible licensing hours has been supported by the views of the wider community.

In view of the above, I would urge the Licensing Authority to refuse the application.