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TRAFFORD COUNCIL

AGENDA PAPERS FOR LICENSING SUB-COMMITTEE MEETING

Date: Friday, 9 October 2020

Time: 4.00 pm

Place: This will be a virtual meeting on Zoom

PLEASE NOTE: A link to the virtual meeting can be found below:

<https://www.youtube.com/channel/UCjwblOW5x0NSe38sgFU8bKg>

AGENDA	PART I	Pages
1. ATTENDANCES		
To note attendances, including Officers and any apologies for absence.		
2. APPLICATION FOR THE GRANT OF A NEW PREMISES LICENCE UNDER S17 LICENSING ACT 2003 AT 20 SHAWS ROAD, ALTINCHAM WA14 1QU		
To consider a report of the Head of Regulatory Services.		1 - 48
3. URGENT BUSINESS (IF ANY)		
Any other item or items which by reason of special circumstances (to be specified) the Chairman of the meeting is of the opinion should be considered at this meeting as a matter of urgency.		

SARA TODD
Chief Executive

Licensing Sub-Committee - Friday, 9 October 2020

Membership of the Committee

Councillors B. Brotherton, D. Butt and D. Jarman

Further Information

For help, advice and information about this meeting please contact:

Miss N Owen, Governance Officer

Email: natalie.owen@trafford.gov.uk

This agenda was issued on **Thursday, 1 October 2020** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

TRAFFORD COUNCIL

Report to: Licensing Sub-Committee
Date: 9 October 2020
Report for: Decision: Determination of Application
Report of: Head of Regulatory Services

Report Title

APPLICATION FOR THE GRANT OF A NEW PREMISES LICENCE UNDER S17 LICENSING ACT 2003 AT 20 SHAWS ROAD, ALTRINCHAM WA14 1QU

Summary

Under S18(4) of the Licensing Act 2003, Members are requested to determine an application for a new premises licence in respect of Common Ground, 20 Shaws Road, Altrincham WA14 1QU having regard to representations received and the requirement to promote the four licensing objectives.

Recommendation(s)

The following options are open to the Licensing Sub-Committee;

- (i) To grant the application in full and on the terms and conditions contained within the application to include any applicable mandatory conditions.
- (ii) To grant the application as above, modified to such an extent as considered appropriate to satisfy any relevant representations and promote the licensing objectives; or
- (iii) To reject the application.

Contact person for access to background papers and further information:

Name: Keiran Hinchliffe, Senior Licensing Officer.
Contact Number: 07812494128

Background Papers: None.

Appendices: A) Application for a New Premises Licence and plan
B) Photograph of Blue Notice and Newspaper Advert
C) Representation from Pollution Control Authority

1.1 A premises licence is required in respect of any premises where it is intended to conduct one or more of the four licensable activities, these being:

- The sale of alcohol
- The supply of alcohol (in respect of a club)
- Regulated entertainment
- The provision of late night refreshment

This application was submitted by Kuits Steinart Levy LLP on behalf of Common Ground Coffee Limited in respect of 20 Shaws Road, Altrincham WA14 1QU..

1.2 The applicant has applied for the following hours:

Films (Indoors)

Sunday – Wednesday 10:00 – 00:00

Thursday – Saturday 10:00 – 01:00

Live Music (Indoors)

Sunday – Wednesday 10:00 – 00:00

Thursday – Saturday 10:00 – 01:00

Recorded Music (Indoors)

Sunday – Wednesday 10:00 – 00:00

Thursday – Saturday 10:00 – 01:00

Supply of Alcohol (Both On and Off sales)

Sunday – Wednesday 10:00 – 00:00

Thursday – Saturday 10:00 – 01:00

Late Night Refreshment (Indoors)

Sunday – Wednesday 23:00 – 00:00

Thursday – Saturday 23:00 – 01:00

Opening Hours

Sunday – Wednesday 08:00 – 00:30

Thursday – Saturday 08:00 – 01:30

All of the above times include a seasonal variation from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

1.3 The application has been properly made and all procedures correctly followed. The application has been attached as **Appendix A**. Photograph of the blue notice in place, and newspaper advert is attached as **Appendix B**.

2.0 **BACKGROUND AND HISTORY OF PREMISES**

2.1 The premises is not currently licensed.

- 2.1 This premises is located within the Cumulative Impact Zone for Altrincham Town Centre. As a representation has been received from a Responsible Authority, the special licensing policy on cumulative impact applies. This means that there is a presumption to refuse this application. The applicant must rebut this presumption of refusal should the licence be granted. This is a reversal position to a standard licensing hearing in that the focus is on the applicant to justify how they will not add to cumulative impact - not the usual position of a Responsible Authority having to argue why it will add to the issues associated to the cumulative impact of licensed premises in this area. The sub-committee is advised of this reversal and should address the hearing in such a manner that the applicant must demonstrate why they will not add to the existing cumulative impact in Altrincham Town Centre area.
- 2.2 The applicant has described the premises as a licensed coffee shop and bar, trading on the ground, first and second floors

3.0 **OPERATING SCHEDULE**

- 3.1 The operating schedule is completed by the applicant and contains additional measures to illustrate how they propose to promote the four licensing objectives as required by provision of the Licensing Act 2003. The measures proposed below are conditions which have been included in the application and will be attached to any licence should it be granted.

GENERAL

- 3.2 Staff shall be trained in the requirements of the Licensing Act 2003 with regard to the Licensing Objectives.

THE PREVENTION OF CRIME AND DISORDER

- 3.3 A CCTV system shall be maintained and operated at the premises with cameras positioned both internally and externally.
- 3.4 Recorded CCTV images will be maintained and stored for a period of twenty-eight days and shall be produced to the Police or Licensing Authority upon request.
- 3.5 CCTV will be in operation at any time a person is in the premises. Where CCTV is recorded onto a hard drive system, any DVDs subsequently produced will be in a format so it can be played back on a standard PC or DVD player.
- 3.6 Any person left in charge of the premises must be trained in the use of any such CCTV equipment, and be able to produce CCTV images to an officer from a responsible authority upon request.
- 3.7 SIA registered door staff shall be employed at the premises, in accordance with a risk assessment, to be carried out by the DPS. When employed, door staff will wear high visibility armbands.
- 3.8 When employed, a register of those door staff employed shall be maintained at the premises and shall include:
- (i) the number of door staff on duty;
 - (ii) the identity of each member of door staff;
 - (iii) the times the door staff are on duty.
- 3.9 Open containers of alcohol shall not be removed from the premises, save for consumption in any delineated external area.
- 3.10 Staff will be trained in the laws relating to under age sales, and that training shall be documented and repeated at 6 monthly intervals.

- 3.11 A refusals book will be maintained at the premises, and made available to an officer of a responsible authority upon request.

PUBLIC SAFETY

- 3.12 A first aid box will be available at the premises at all times.
- 3.13 Regular safety checks shall be carried out by staff.
- 3.14 Management shall liaise with the Fire Authority as necessary to ensure compliance with all necessary fire regulations.
- 3.15 The premises shall maintain an Incident Log and public liability insurance.

THE PREVENTION OF PUBLIC NUISANCE

- 3.16 Noise from amplified music or voices shall not be such as to cause a noise nuisance to occupants of nearby premises.
- 3.17 No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
- 3.18 The exterior of the building shall be cleared of litter at regular intervals.
- 3.19 Notices will be positioned at the exits to the building requesting customers to leave in a quiet manner.
- 3.20 Doors and windows at the premises are to remain closed after 11pm, save for access and egress.
- 3.21 A Dispersal and Smoking Policy will be implemented and adhered to (see attached).
- 3.22 The emptying of bins into skips, and refuse collections will not take place between 11pm and 7am.

THE PROTECTION OF CHILDREN FROM HARM

- 3.23 A "Challenge 21" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 21. The only acceptable forms of ID are photographic driving licences, passports, HM forces warrant cards, EU/EEA national ID card or similar document or a form of identification with the "PASS" hologram.
- 3.24 A Dispersal Policy and a Smoking & Al Fresco Dining Policy is included with the application, **see Appendix A.**

4.0 STATEMENT OF LICENSING POLICY

- 4.1 The following extracts from the Council's statement of licensing policy are brought to the general attention of members:
- 4.2 (1.8) Every application considered by the Council under this policy will be considered on its merits, and regard will be given to the Guidance issued under Section 182 of the Licensing Act 2003 and any supporting regulations..
- 4.3 (1.9) Nothing in the policy will undermine the right of any person to make representations on an application or seek a review of a licence or certificate where provision has been made for them to do so in the Act. Appropriate weight will be given to all relevant representations. This will not include those that are frivolous, vexatious or repetitious.
- 4.4 (1.12) The licensing process can only seek to control those measures within the control of the licensee, and 'in the vicinity' of a premises. The conditions

attached to various authorisations will, therefore, be consistent with operating schedules and will mainly focus on:

- Matters within the control of individual licensees and others who are granted any relevant authorisations;
- The premises and places being used for licensable activities and their vicinity; and
- The direct impact of the activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the area concerned.

4.5 (5.6) When considering applications for later closing times in respect of premises licences, where relevant representations have been made, the Council will take the following into consideration in accordance with Government Guidance:

- Whether the premises is located in a predominately commercial area
- The nature of the proposed activities to be provided at the premises
- Whether there are any arrangements to ensure adequate availability of taxis and private hire vehicles and appropriate places for picking up and setting down passengers
- Whether there is an appropriate amount of car parking, readily accessible to the premises, and in places where the parking and use of vehicles will not cause demonstrable adverse impact to local residents
- Whether operating schedule indicates that the applicant is taking appropriate steps to comply with the licensing objective of preventing public nuisance
- Whether the licensed activity, particularly if located in areas of the highest levels of recorded crime, may result in a reduction or increase in crime and anti-social behaviour
- Whether the licensed activities are likely to cause adverse impact especially on local residents, and whether, if there is a potential to cause adverse impact, appropriate measures will be put in place to prevent it
- Whether there will be any increase in the cumulative adverse impact from these or similar activities, on an adjacent residential area
- Any representations from a responsible authority or interested party that identify the premises as a focus for disorder and disturbance.

4.6 (5.8) As far as premises in residential areas are concerned, these may be subject to stricter controls with regard to opening hours to ensure that disturbance to local residents is minimised. The Council considers that it is self-evident that the risk of disturbance to local residents is greater when licensable activities continue late at night and into the early hours of the morning. For example the risk of residents' sleep being disturbed by patrons leaving licensed premises is obviously greater at 2 a.m. than at 11 p.m. It is, therefore, the policy of the Council to strike a fair balance between the benefits to a community of a licensed venue and the risk of disturbance to local residents. In predominantly residential areas, therefore, it may not be appropriate to allow closing times later than midnight. It may be acceptable to open later on a limited number of occasions, for example up to 15 times a year. This would allow licensees to extend opening beyond midnight for special occasions such as New Year. However, every application will be determined on its merits, and applicants wishing to operate beyond midnight will need to demonstrate to the satisfaction of the Council, in their operating schedule, that there will be no significant disturbance to members of the public living, working or otherwise engaged in

normal activity around the premises concerned. This policy is aimed at the fulfilment of the licensing objective of “prevention of public nuisance”.

4.7 (6.4) Applicants will be expected to demonstrate in their operating schedule that suitable and sufficient measures have been identified and will be implemented and maintained with the intention of preventing crime and disorder. Such measures may include:

- The capability of the person who is in charge of the premises during trading hours or when Regulated Entertainment is provided to effectively and responsibly manage and supervise the premises, including associated open areas
- The steps taken or to be taken to ensure that appropriate instruction, training and supervision is given to those employed or engaged in the premises to prevent incidents of crime and disorder, and where appropriate any relevant qualifications.
- The measures taken or to be taken to raise staff awareness and discourage and prevent the use or supply of illegal drugs on the premises
- The features currently in place or planned for physical security at the premises, such as lighting outside the premises
- Policies adopted to meet appropriate best practice in accordance with existing guidance (e.g. Home Office: Selling Alcohol Responsibly, Safer Clubbing, the National Alcohol Harm Reduction Strategy Toolkit and other recognised codes of practice, e.g. British Beer and Pub Association Partnerships Initiative.
- Any appropriate additional measures taken or to be taken for the prevention of violence or public disorder.

4.8 (6.7) Where additional measures have been identified as likely to have an impact on the prevention of crime and disorder at any premises, the Council would expect applicants to detail such measures to be taken in their operating schedules. Such measures may include:

- Provision of effective CCTV with recording facilities both within and outside certain premises
- Crime prevention design, including adequate lighting and supervision of car parks
- Metal detection and search facilities
- Procedures for risk assessing promotions and events such as ‘happy hours’ for the potential to cause crime and disorder, and plans for minimising such risks
- Measures to prevent the use or supply of illegal drugs
- Employment of Security Industry Authority licensed door supervisors and other appropriately trained staff
- Participation in an appropriate Pubwatch Scheme or other similar scheme
- Promotion of safe drinking
- The control of glass and the provision of plastic containers or toughened glass
- Use of radio net system (where available)
- Provisions for dealing with prostitution or indecency

- Provisions for discouraging drinking in public places in the vicinity of the premises
 - Policies on dress and music
 - Appropriate additional staff training.
- 4.9** (6.8) All premises applying for licensing beyond 00:00hrs must demonstrate that its customers will be capable of leaving the area without causing a disruption to local residents or impact upon crime and disorder. For example, where appropriate and relevant an assessment of the availability of late night transport, and the likely flow of pedestrian traffic away from the premises, could be included in the operating schedule.
- 4.10** (6.10) Where either prescribed and/or premises-related conditions have not been adhered to in the past, the Council will expect applicants to have considered and taken action to rectify those issues. Applications are likely to be refused where there are significant outstanding issues.
- 4.11** (7.5) In considering applications, the Council will expect to see evidence that the applicant has identified matters that impact on the likelihood of public nuisance and that these matters have been addressed in the operating schedule. Such measures may include:
- Measures taken or proposed to be taken to prevent noise and vibration escaping from the premises or in the immediate vicinity of the premises and including any outside areas (including smoking areas) bearing in mind the location of premises and proximity to residential and other noise sensitive premises (e.g. hospitals, hospices and places of worship); This would include music, ventilation equipment noise and human voices, whether or not amplified;
 - Measures taken or proposed for management and supervision of the premises and associated open areas to minimise unreasonable disturbance by customers and staff arriving or departing from the premises and delivery of goods and services.
 - Control of opening hours for all or part (e.g. garden areas) of the premises
 - Measures taken to control light to ensure that it does not stray outside the boundary of the premises such as to give rise to problems to residents in the vicinity
 - Steps taken to lessen the impact of parking in the local vicinity
 - Measures taken to prevent someone who has consumed excess alcohol from entering the premises and to manage individuals on the premises who have consumed excess alcohol
 - Management arrangements for collection and disposal of litter and refuse, and the control of pests
 - Arrangements for ensuring that adequate and suitably maintained sanitary provision and washing facilities are provided for the number of people expected to attend any premises or events
 - A 'wind down time' after the last service of alcohol, during which time the venue may offer for sale non-alcohol beverages
 - A 'last admission time' policy
 - Management arrangements for any proposed use of bonfires, fireworks and other pyrotechnics.

- 4.12** (11.7) Standardised conditions will be avoided, although ‘pools of conditions’ will be used from which necessary and proportionate conditions may be drawn in particular circumstances.
- 4.13** (11.8) Conditions attached to licenses and certificates will be tailored as appropriate to reflect the individual style and characteristics of the premises and events concerned.
- 4.14** (11.9) Conditions will not be imposed which are beyond the responsibility or control of the licence holder.
- 4.15** (14.1) “Cumulative impact” means the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area. For example, the potential impact on crime and disorder or public nuisance on a Town Centre of a large concentration of licensed premises in that part of the local authority licensing area. In certain circumstances the number, type and density of premises selling alcohol for consumption on the premises may be such that there are serious problems of nuisance and disorder arising or beginning to arise outside or some distance from licensed premises. It is possible that the impact on surrounding areas of the behavior of the customers of all premises taken together is greater in these circumstances than the usual impact from customers of individual premises.
- 4.16** (14.4) When such a special saturation policy is adopted, each application will still be considered properly and on their own individual merit, and licences and certificates that are unlikely to add to the cumulative impact on the licensing objectives will be granted. Following receipt of representations in respect of a new application for or a variation of a licence or certificate, the Council will consider whether it would be justified in departing from the special policy in the light of the individual circumstances of the case. The impact can be expected to be different for premises with different styles and characteristics. It will be for the Council to show that the grant of the application would undermine the promotion of one of the licensing objectives and if it would, that necessary conditions would be ineffective in preventing the problems involved.
- 4.17** (14.5) In considering such applications the Committee will have particular regard to:
- The occupancy figure for the proposed premises.
 - The proximity of the premises to others in the Area licensed for similar activities and the occupancy figures for those other premises.
 - Whether the proposed premises will act as a replacement for others in the Area that no longer have a licence.
 - The proposed methods of management outlined in the applicant’s operational plan.
 - The proposed hours of operation.
 - Transport provision for the Area.

5.0 CONSULTATION

- 5.1** The responsible authorities included in consultation are; Greater Manchester Police, Greater Manchester Fire & Rescue, Environmental Health & Pollution Control, Building Control, Health and Safety Team, Home Office Immigration

Enforcement, Planning Department, Safeguarding Children Team, Trading Standards and Public Health.

- 5.2 Of those consultees identified in paragraph 5.1, a representation was received during the consultation period from the Pollution Control Authority, attached as **Appendix C**.
- 5.4 A copy of the report and all representations received have been sent to the applicant.
- 5.5 Those that have made representations have been informed of the time and date of the Licensing Sub-Committee meeting and have been informed of their right to attend.

6.0 LEGAL CONSIDERATIONS

- 6.1 Conditions may only be attached to a Premises Licence where they are deemed appropriate for the promotion of the licensing objectives. They must be proportionate and not duplicate any existing provisions contained in other legislation. The justification behind a refusal or the attachment of conditions must be given to the applicant.
- 6.2 The Sub-Committee is advised that any findings on any issues of fact should be on the balance of probabilities and any decision should be based on the individual merits of the application.
- 6.3 The Sub-Committee, in arriving at its decision; must have regard to relevant provisions of national guidance and its own statement of licensing policy and reasons should be given for any departure.
- 6.4 There is a right of appeal to the Magistrates Court within 21 days from the date the Applicant is notified of the decision of the Licensing Sub-Committee.

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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 Common Ground Coffee Limited

(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			
Common Ground 20 Shaw's Road			
Post town	Altrincham	Postcode	WA14 1QU

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£8,500

Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | | |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input checked="" type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | 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 <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
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)

C:\Users\3086237\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\A5MFGIZF\Premises Licence Application_Common Ground.docx

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		<input type="checkbox"/>	Please tick yes
Nationality					
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	
Daytime contact telephone number					
E-mail address (optional)					

(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 Common Ground Coffee Limited
Address 20 Shaw's Road Altrincham WA14 1QU
Registered number (where applicable) 10388809
Description of applicant (for example, partnership, company, unincorporated association etc.) Private limited company

Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start? DD MM YYYY
1 2 1 1 2 0 2 0

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)

Licensed coffee shop and bar, trading on the ground, first and second floors.

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

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) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G) | <input type="checkbox"/> |

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)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Tue					
			<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> (please read guidance note 6)		
Wed					
Thur					
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 4)					
Mon	10.00	00.00						
Tue	10.00	00.00						
Wed	10.00	00.00				State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur	10.00	01.00						
			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 (please read guidance note 6) From the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day.					
Fri	10.00	01.00						
Sat	10.00	01.00						
Sun	10.00	00.00						

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			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Tue			<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)
Wed			
Thur			
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Wed					
Thur			<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> (please read guidance note 6)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 4)					
Mon	10.00	00.00						
Tue	10.00	00.00						
Wed	10.00	00.00				State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur	10.00	01.00						
Fri	10.00	01.00	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 (please read guidance note 6) From the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day.					
Sat	10.00	01.00						
Sun	10.00	00.00						

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon	10.00	00.00			
			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Tue	10.00	00.00			
			<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> (please read guidance note 6) From the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day.		
Wed	10.00	00.00			
Thur	10.00	01.00			
Fri	10.00	01.00			
Sat	10.00	01.00			
Sun	10.00	00.00			

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Wed					
Thur			<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> (please read guidance note 6)		
Fri					
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) 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	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<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> (please read guidance note 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon	2300	00.00			
			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Tue	2300	00.00			
			<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)		
Wed	2300	00.00			
			From the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day.		
Thur	2300	01.00			
Fri	2300	01.00			
Sat	2300	01.00			
Sun	2300	00.00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	10.00	00.00			
Tue	10.00	00.00			
Wed	10.00	00.00			
Thur	10.00	01.00			
Fri	10.00	01.00			
Sat	10.00	01.00			
Sun	10.00	00.00			

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):

Name Damian Stuart Besbrode	
Date of birth [REDACTED]	
Address [REDACTED]	
Postcode	[REDACTED]
Personal licence number (if known) PA067902	
Issuing licensing authority (if known) Trafford Council	

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

L

<p>Hours premises are open to the public Standard days and timings (please read guidance note 7)</p>			<p>State any seasonal variations (please read guidance note 5)</p>
Day	Start	Finish	
Mon	08.00	0030	<p><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> (please read guidance note 6)</p> <p>From the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day.</p>
Tue	0800	0030	
Wed	0800	0030	
Thur	0800	0130	
Fri	0800	0130	
Sat	0800	0130	
Sun	0800	0030	

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)

As per the conditions contained within the attached operating schedule.

b) The prevention of crime and disorder

As per the conditions contained within the attached operating schedule.

c) Public safety

As per the conditions contained within the attached operating schedule.

d) The prevention of public nuisance

As per the conditions contained within the attached operating schedule.

e) The protection of children from harm

As per the conditions contained within the operating schedule.

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.
- 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.**

Declaration	<ul style="list-style-type: none">• [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
--------------------	--

	<p>entitled to live and work in the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> 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)
Signature	Kuit Steinart Levy LLP
Date	14.8.2020
Capacity	Solicitors and Authorised Agents

For joint applications, signature of 2nd applicant or 2nd 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	

<p>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) Kuit Steinart Levy LLP 3 St Mary's Parsonage</p>			
Post town	Manchester	Postcode	M3 2RD
Telephone number (if any)	[REDACTED]		
<p>If you would prefer us to correspond with you by e-mail, your e-mail address (optional)</p> <p>[REDACTED]</p>			

COMMON GROUND, ALTRINCHAM
OPERATING SCHEDULE

Staff shall be trained in the requirements of the Licensing Act 2003 with regard to the Licensing Objectives.

A) The Prevention of Crime and Disorder

1. A CCTV system shall be maintained and operated at the premises with cameras positioned both internally and externally.
2. Recorded CCTV images will be maintained and stored for a period of twenty-eight days and shall be produced to the Police or Licensing Authority upon request.
3. CCTV will be in operation at any time a person is in the premises. Where CCTV is recorded onto a hard drive system, any DVDs subsequently produced will be in a format so it can be played back on a standard PC or DVD player.
4. Any person left in charge of the premises must be trained in the use of any such CCTV equipment, and be able to produce CCTV images to an officer from a responsible authority upon request.
5. SIA registered door staff shall be employed at the premises, in accordance with a risk assessment, to be carried out by the DPS. When employed, door staff will wear high visibility armbands.
6. When employed, a register of those door staff employed shall be maintained at the premises and shall include:
 - (i) the number of door staff on duty;
 - (ii) the identity of each member of door staff;
 - (iii) the times the door staff are on duty.
7. Open containers of alcohol shall not be removed from the premises, save for consumption in any delineated external area.
8. Staff will be trained in the laws relating to under age sales, and that training shall be documented and repeated at 6 monthly intervals.
9. A refusals book will be maintained at the premises, and made available to an officer of a responsible authority upon request.

B) Public Safety

1. A first aid box will be available at the premises at all times.

2. Regular safety checks shall be carried out by staff.
3. Management shall liaise with the Fire Authority as necessary to ensure compliance with all necessary fire regulations.
4. The premises shall maintain an Incident Log and public liability insurance.

C) The Prevention of Public Nuisance

1. Noise from amplified music or voices shall not be such as to cause a noise nuisance to occupants of nearby premises.
2. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
3. The exterior of the building shall be cleared of litter at regular intervals.
4. Notices will be positioned at the exits to the building requesting customers to leave in a quiet manner.
5. Doors and windows at the premises are to remain closed after 11pm, save for access and egress.
6. A Dispersal and Smoking Policy will be implemented and adhered to (see attached).
7. The emptying of bins into skips, and refuse collections will not take place between 11pm and 7am.

D) The Protection of Children From Harm

1. A "Challenge 21" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 21. The only acceptable forms of ID are photographic driving licences, passports, HM forces warrant cards, EU/EEA national ID card or similar document or a form of identification with the "PASS" hologram.

COMMON GROUND, ALTRINCHAM
SMOKING & AL FRESCO DINING POLICY

1. Any outside area used by customers wishing to dine, drink or smoke shall be clearly delineated and covered by the CCTV system which will be installed at the premises.
2. The outside area shall be monitored by staff or door staff at all times it is in use
3. The area will be cleaned regularly
4. Suitable receptacles shall be provided for smokers to dispose of cigarette butts.
5. Signs will be displayed in the area requesting customers keep noise to a minimum.
6. Patrons who disregard signage and verbal instructions regarding noise will be asked to move inside and/or leave the premises.
7. Open containers of alcohol shall not be permitted to be taken beyond the boundary of the outside area

COMMON GROUND, ALTRINCHAM

DISPERSAL POLICY

1. At the end of the evening management and staff will assist with the orderly and gradual dispersal of patrons.
2. Staff Members will advise patrons to leave the premises quickly and quietly out of respect for our neighbours.
3. Notices will be displayed requesting our customers to leave quietly and in an orderly manner out of consideration to neighbours and their attention will be drawn to these notices by members of staff.
4. We will ensure the removal of all bottles and drinking receptacles from any patron before exiting the premises (this does not apply in the case of consumption in any delineated external drinking area.)
5. We will actively discourage our customers from assembling outside the premises at the end of the evening.

.....
[name and address of premises to which the application relates]

and made by

Common Ground Coffee Limited

.....
[name of applicant]

concerning the supply of alcohol at

Common Ground
20 Shawa Road
Altrincham

.....
[name and address of premises to which the application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a Personal Licence, details of which I set out below.

Personal Licence number

PA067902

Personal Licence issuing Authority

Trafford Council

Signature



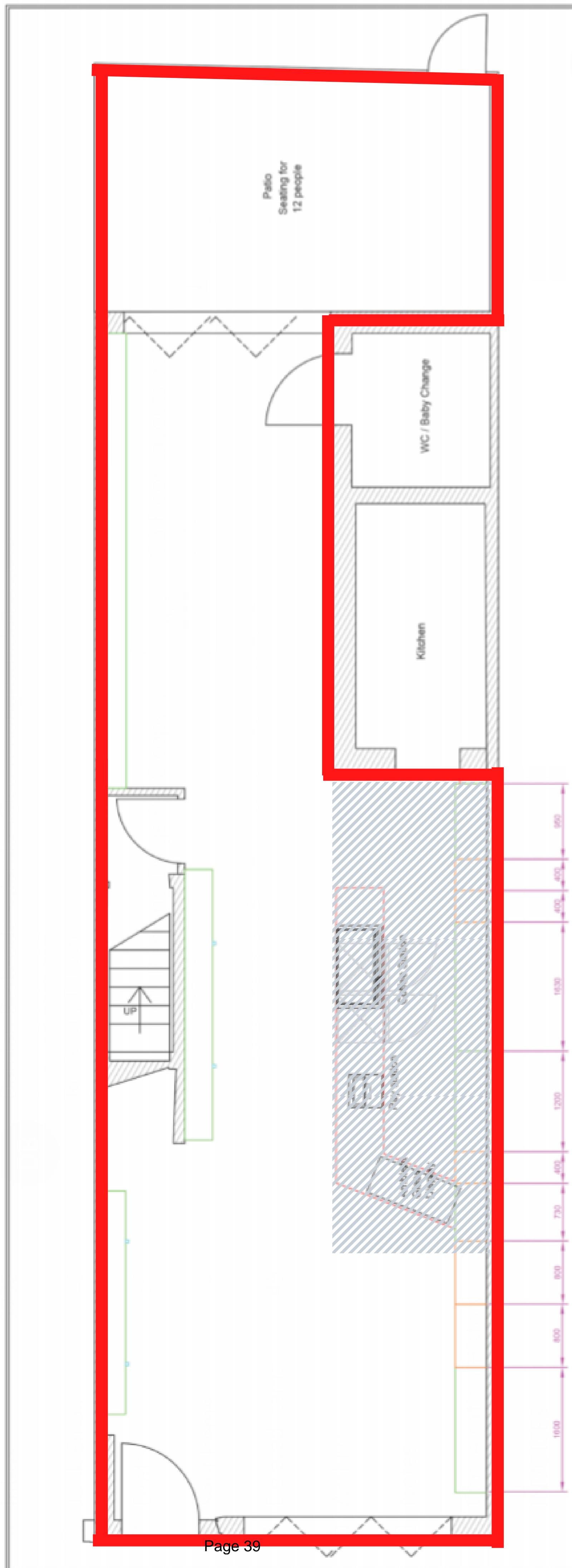
Name (please print): DAMIAN STUART BESBROOKE

Date: 13/08/2020

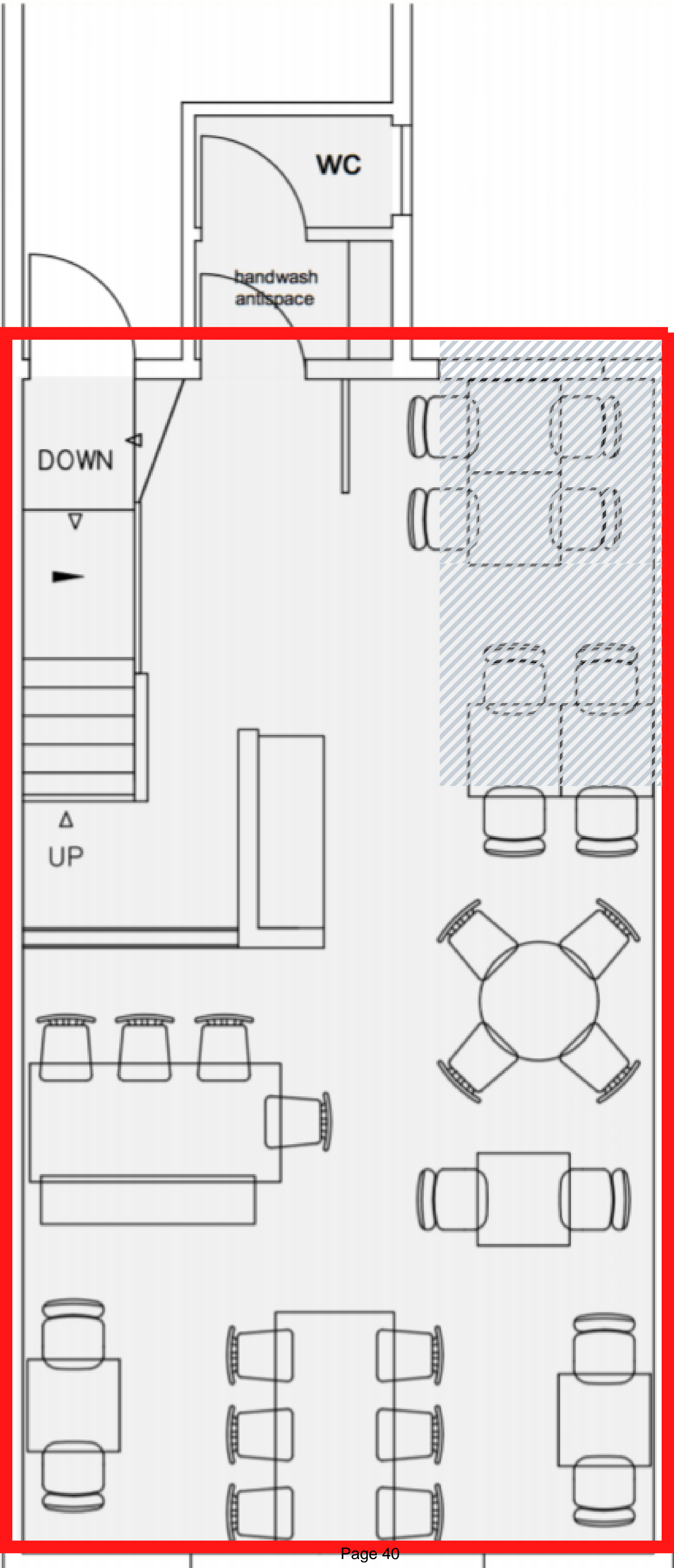
KUTT STEINART LEVY LLP, 3 ST MARY'S PARSONAGE, MANCHESTER
M3 2RD. TELEPHONE NUMBER: [REDACTED]

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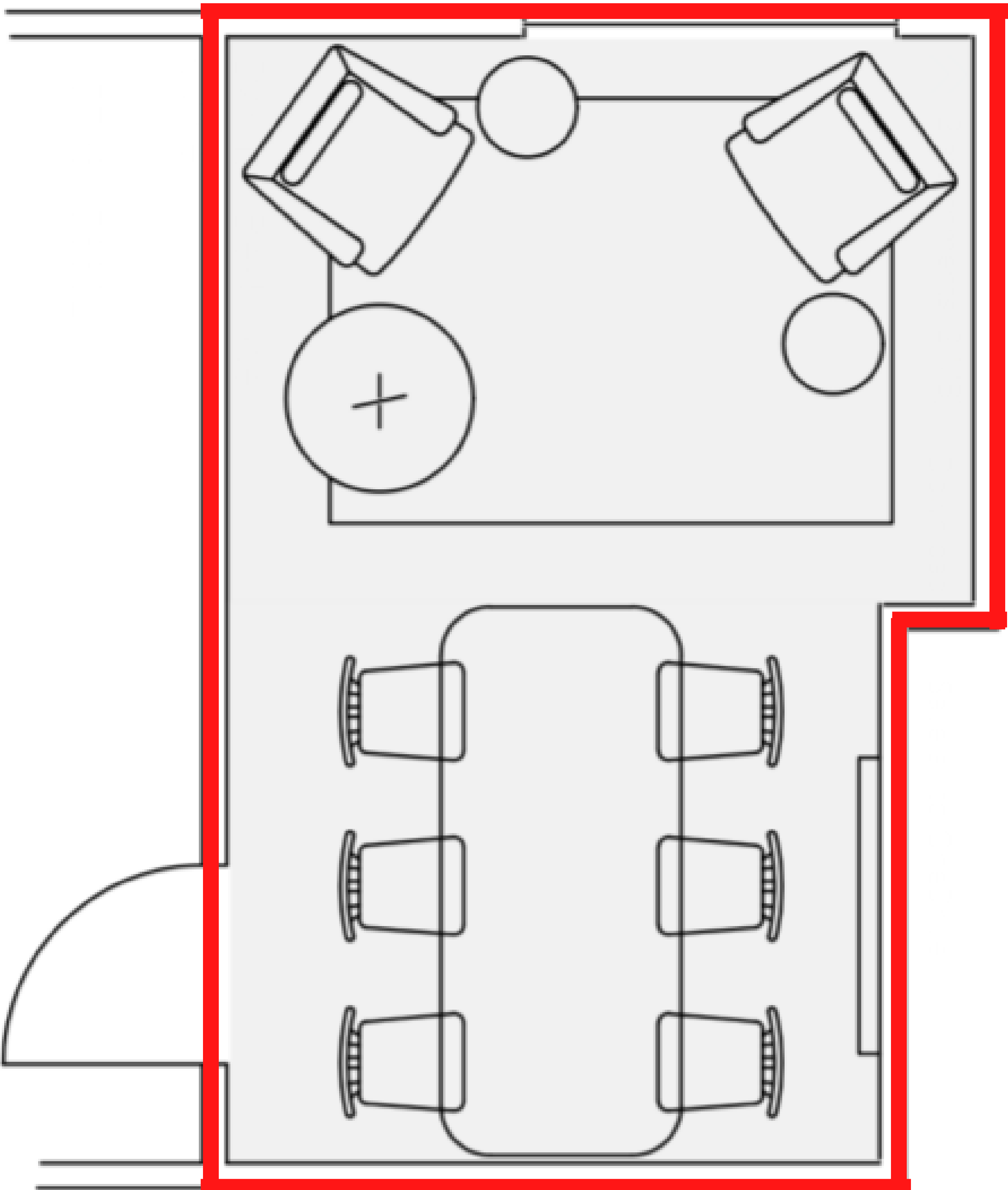
Common Ground, 20 Shaw's Road, Altrincham WA14 1QU
Ground Floor Layout



Common Ground, 20 Shaw's Road, Altrincham WA14 1QU
First Floor Layout



Common Ground, 20 Shaw's Road, Altrincham WA14 1QU
Second Floor Layout



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TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

9AM - 2PM

9AM - 2PM

9AM - 4PM

9AM - 5PM

9AM - 5PM

10AM - 2PM



NOTICE OF APPLICATION FOR A PREMISES LICENCE UNDER THE LICENSING ACT 2003



THANK YOU

KEY WORKERS

KEY WORKERS

15% DISCOUNT

NHS CARE WORKERS

EMERGENCY SERVICES

WITH ID





**ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14
THE M56 MOTORWAY (EASTBOUND & WESTBOUND
CARRIAGEWAYS & SLIP & LINK ROADS) AND THE A56 & A556
TRUNK ROADS (MANCHESTER SMART MOTORWAY SCHEME)
(TEMPORARY RESTRICTION AND PROHIBITION OF TRAFFIC)
ORDER 2020**

NOTICE IS HEREBY GIVEN that Highways England Company Limited (Company No. 09346363) intends to make an Order on the M56 Motorway, the A56 and A556 Trunk Roads, in the Boroughs of Cheshire East, Trafford and Warrington, in the Counties of Greater Manchester and Cheshire, to enable works associated with the Manchester Smart Motorway Scheme to be carried out in safety.

- (a) The Order will impose a 40mph, 50 mph or 60mph speed restriction as indicated by speed restriction signs on the following:
 - i. the M56 eastbound carriageway, from a point 1500 metres east of Yarwood Heath Lane Bridge, to a point 500 metres west of the Airport Link South Bridge, including the M56 M Spur Link Road (A556);
 - ii. the A556 northbound, from a point 200 metres north of Millington Lane Bridge, to the point where the A556 leads onto the M56 M link Spur;
 - iii. the A56 Bowden Roundabout entry slip road, to the M56 M Spur Link Road;
 - iv. the M56 eastbound exit and entry slip roads at Junction 6;
 - v. the M56 westbound carriageway, from a point 500 metres east of the Airport Link North Bridge, to a point 20 metres east of Yarwood Heath Lane Bridge;
 - vi. the M56 westbound entry slip road at Junction 5 Airport Spur, from a point 50 metres past the point at which the M56 eastbound

Public Notices

**NOTICE OF APPLICATION FOR A PREMISES LICENCE UNDER
THE LICENSING ACT 2003**

Common Ground Coffee Limited has applied to Trafford Council for a premises licence for **Common Ground**, 20 Shaw's Road, Altrincham WA14 1QU as follows: To permit the sale of alcohol and regulated entertainment between 10:00 and 00:00 Sunday to Wednesday and between 10:00 and 01:00 Thursday to Saturday, plus 30 minutes dispersal. To permit the provision of late night refreshment between 23:00 and 00:00 Sunday to Wednesday and 23:00 and 01:00 Thursday to Saturday. Full details of the application may be inspected by contacting The Licensing Section, Trafford Town Hall, Talbot Road, Stretford M32 0TH during the Council's usual opening hours or viewed on the Council's website: www.trafford.gov.uk Representations should be made in writing to the Licensing Authority at the above address no later than 11 September 2020. It is an offence to knowingly or recklessly make a false statement in connection with this application. To do so could result in an unlimited fine.

KUT STEINART LEVY LLP

**MARCELLA MARY
BERNADETTE MOSS
(Deceased)**

Pursuant to the Trustee Act 1925 any persons having a claim against or an interest in the Estate of the above named, late of 27 Ruskin Road, Old Trafford, Manchester and Bowfell House, 2, Brook Road, Urmston, Manchester, who died on 16/04/2020, are required to send written particulars thereof to the undersigned on or before 21/10/2020, after which date the

**ROBERT GORDON
(Deceased)**

Pursuant to the Trustee Act 1925 any persons having a claim against or an interest in the Estate of the above named, late of Cranford Road Urmston Manchester M41 8PS, who died on 01/04/2018, are required to send written particulars thereof to the undersigned on or before 21/10/2020, after which date the Estate will be distributed having regard only to the claims and interests of which they have had notice.

FIND YOUR
BEST
PROSPECTS
WITH TARGETED
LEAFLETS



ZOOMIN
TARGETED PROSPECTING

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Pickup, Jade

From: Ali, Nasreen
Sent: 11 September 2020 15:39
To: [REDACTED] Licensing
Subject: New Licence Application: Common Ground, 20 Shaw's Road, Altrincham, WA14 1QU

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Licensing Act 2003 - Premises Applications/Queries

Dear Felicity/Licensing Team,

I have been consulted on the above application and have reviewed the proposals. Apologies for the delay in comments to you, I have been on annual leave.

Although the application site is located in Altrincham town centre it is understood that the adjacent premises are residential at first floor level. The proposed activities at first and second floor level of the application premises are therefore likely to have a negative impact upon the occupants of adjacent residential premises. I have reviewed the planning application history for the application site and it is understood that the upper floors have previously not formed part of the application site. Any proposed changes may require the necessary planning permission.

With reference to this application, I object to the first and second floor being used for the provision of regulated entertainment, provision of late night refreshment and supply of alcohol on the grounds of public nuisance.

I do not have any objections to the use of the ground floor of the application premises being used for the provision of regulated entertainment, provision of late night refreshment and supply of alcohol providing the measures proposed in the application (operating schedule, smoking policy and dispersal policy) are implemented. In particular, I would recommended that the following conditions are attached to the licence:

PPN3

Noise from music and associated sources(including DJ's and amplified voices) must not be audible to such an extent that it constitutes a nuisance at any noise sensitive properties.

PPN4

Doors and windows of the premises shall be closed after 23.00 hours on any day (except for access/egress).

PPN6

There shall be placed at all exits from the premises in a place where they can be seen and easily read by the public, (or member and their guests) notices requiring customers to leave the premises and the area quietly.

PPN7

No Refuse shall be disposed of or collected from the premises between the hours of 22.00 hours and 07.00 hours where such disposal or collection is likely to cause disturbance to local residents.

PPN9

Use of external areas at the front of the premises (Shaws Road) as outlined on the plan submitted with this application should not be permitted beyond 2300 hours.

Additional conditions:

Use of external areas at the rear of the premises as outlined on the plan submitted with this application should not be permitted beyond 2100 hours.

No amplified music / sound / speakers shall be permitted to any external part of the site.

The applicant shall submit for approval, prior to the commencement of use, a noise management plan for the external areas. The noise management plan shall be implemented at all times that these areas are in use.

I would appreciate it if Felicity could consult with her client and confirm agreement or otherwise with these conditions by copying Licensing into her response.

Kind Regards

**Nasreen Ali
Environmental Health Officer
Pollution and Housing Team
Regulatory Services
Trafford Council,
Trafford Town Hall,
Talbot Road,
Stretford
M32 0YJ**



Tel: 0161-912-4026

E-mail: nasreen.ali@trafford.gov.uk