

To: Licensing and Gambling Acts Sub-Committee

Date: 30th April 2024

Report of: Executive Director for Communities and People.

Title of Report: CT & AT Ltd – Application for a New Premises

Licence – 16 North Parade Avenue, Oxford, OX2 6LX

Application Ref: 24/00826/PREM

	Summary and recommendations	
Purpose of report: To inform the determination of CT & AT Ltd's application for a new Premises Licence		
Corporate Priority:	Enable an Inclusive Economy	
Recommendation(s): That the Licensing and Gambling Acts Sub-Committee resolves to:		

1. **Determine** CT & AT Ltd's new application taking into account the details in this report and any representations made at this Sub-Committee meeting.

Appendices		
Appendix 1	Application for a new Premises Licence	
Appendix 2 Representations from Interested Parties / Other Persons		
Appendix 3 Location Plan		

Introduction and background

1. This report is made to the Licensing & Gambling Acts Casework Sub- Committee so it may determine in accordance with its powers and the Licensing Act 2003 whether to **grant** a Premises Licence to CT & AT Ltd.

Application Summary

2. An application for a new Premises Licence has been submitted by CT & AT Ltd. A summary of the licensable activities applied for and the timings proposed for these activities can be found detailed below:

Supply of Alcohol (On and Off Sales):

Sunday to Saturday 11:00 hours until 23:00 hours

Hours Premises are open to the public:

. 5

Sunday to Saturday 11:00 hours until 23:00 hours

- 3. The Applicant's description of the premises as detailed in the application form is: "High end Wine Bar with On and Off Sales, including Internet Sales and Home Delivery Service".
- 4. Both the original application and the steps that the applicant intends to take to promote the licensing objectives (as set out in the operating schedule) can be found at **Appendix One**

Relevant Representations

5. No valid representations have been received from the Responsible Authorities as detailed in the table below.

Responsible Authority	Response	Licensing Objective(s)
Thames Valley Police	No representation	
Fire and Rescue Service	No representation	
Environmental Health	No representation	
Health and Safety	No representation	
Planning	No representation	
Trading Standards	No representation	
Child Safeguarding	No representation	
Licensing Authority	No representation	

6. Valid representations have been received from two Interested Parties (other persons) as detailed in the table below. Copies of these representations are attached at **Appendix Two.**

Name	Address	Licensing Objective(s)
Dr R Moxon	North Parade Avenue, Oxford	Protection of Children from Harm, Public Safety
W Tudhope	Banbury Road, Oxford	Public Nuisance, Public Safety.

Location

7. A map is attached at **Appendix Three** showing the general location of the applicant's premises, and the proximity to the premises of those who have raised objections to the application.

Statement of Licensing Policy

8. The Sub-Committee is referred to the Council's Statement of Licensing Policy*. In particular, the following paragraphs have a bearing upon the application:

Relevant Policy Matters	Section	Policy
Licensing Hours	5.1.1	LH1 to LH3
Dispersal Procedures	5.3.1 to 5.3.3	LH6
Hours for 'Off-sales' of Alcohol	5.5.1 to 5.5.2	LH8
General Prevention of Public Nuisance	7.3.1 to 7.3.6	LA3
Addressing Local Concerns	7.3.10	LA4
Pubs, Restaurants, Hotels, Guest Houses	7.5.1 to 7.5.2	PP1
Internet sales, Mail Order and Home Deliveries	7.5.6	N/A
Supply of Alcohol for Consumption off the Premises	7.5.20 to 7.5.21	PP11

 A copy of the Statement of Licensing Policy may be obtained from the Council Offices or found online at: https://www.oxford.gov.uk/downloads/file/1303/statement_of_licensing_policy

Home Office Statutory Guidance

10. Members are also referred to the statutory guidance issued by the Home Office. Of particular relevance to this application are the following matters:

Relevant Sections	Relevant Paragraph
Public Safety	2.8 to 2.15
Public Nuisance	2.21 to 2.27
Protection of Children from Harm	2.28 to 2.37

11. A copy of the Home Office Statutory Guidance may be found online at: https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003

Other Relevant Considerations

12. The Sub-Committee is reminded of its responsibilities under the Crime and Disorder Act 1998 (to co-operate in the reduction of crime and disorder in Oxford) and the

Human Rights Act (which guarantees the right to a fair hearing for all parties in the determination of their civil rights, and also provides for the protection of property, which may include licences in existence, and the protection of private and family life) when considering the fair balance between the interests of the applicant and the rights of local residents. Any decision taken by the Sub-Committee must be necessary and proportionate to the objectives being pursued.

- 13. Members are reminded that whenever they make a decision under the Licensing Act 2003, they have a duty to act with a view to promoting the licensing objectives.
- 14. When considering any representations, only those issues relating to the four licensing objectives should be considered and appropriate weight given to the importance and relevance of each representation.
- 15. In making its decision, Members must also have regard to the Home Office statutory guidance issued under section 182 of the Licensing Act 2003 and the Council's own Statement of Licensing Policy.
- 16. The Sub-Committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:
 - a) Grant the licence in accordance with the application.
 - b) Modify the conditions of the operating schedule by altering or omitting or adding to them.
 - c) Exclude or restrict from the scope of the licence any of the licensable activities to which the application relates.
 - d) Reject the whole of the application.

The Sub-Committee may also grant the licence subject to different conditions for different parts of the premises or the different licensable activities.

- 17. Members are asked to note that they may not modify the conditions or reject whole or part of the application merely because they consider it desirable to do so. It must be appropriate to do so in order to promote the licensing objectives. Any such step must relate to a relevant representation made.
- 18. If Members grant the application, the details of the operating schedule will be incorporated into the licence as conditions. The licence will also be subject to certain mandatory conditions.
- 19. Members should note that the applicant or persons making representations have the right of appeal against the decision made by the Sub-Committee.

Report author	Richard Masters
Job title	Senior Licensing Compliance Officer
Service area or department	Communities and People
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Oxford
Application for a premises licence
Licensing Act 2003

For help contact elms@oxford.gov.uk Telephone: 01865 252565

* required information

Section 1 of 21		
You can save the form at any	y 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	54-24	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 b	oehalf of the applicant?	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	Christopher Ming Hong	
* Family name	TSE	
* E-mail		
Main telephone number		Include country code.
	plicant would prefer not to be contacted by te	lephone
	s or organisation, including as a sole trader	A sole trader is a business owned by one
 Applying as a business Applying as an individ 		person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.
Applicant Business		
Is the applicant's business registered in the UK with Companies House?	Yes	Note: completing the Applicant Business section is optional in this form.
Registration number	12061441	
Business name	CT & AT Ltd	If the applicant's business is registered, use its registered name.
VAT number -	None	Put "none" if the applicant is not registered for VAT.
Legal status	Private Limited Company	
	9	

Applicant's position in the business Home country United Kingdom The country where the applicant's headquarters are. Address registered with Companies House. Address registered with Companies House. Kbdr The Old Tannery Street Hensington Road District Woodstock City or town OXFORD County or administrative area Oxfordshire Postcode OX20 1JL Country United Kingdom Agent Details First name Family name E-mail Main telephone number Other telephone number Other telephone number Include country code. A private individual acting as an agent Agent Business Is your business registered in registered in the UK with Companies House? Registration number Iz Guys Ltd If your business is registered, use its registered name. Private Limited Company Private Limited Company	Continued from previous page		
Registered Address Registered Address Building number or name Kbdr The Old Tannery Street Hensington Road District Woodstock City or town County or administrative area Oxfordshire Postcode OX20 1JL Country United Kingdom Agent Details * First name * Family name * E-mail Main telephone number Other telephone number Include country code. Other telephone number A nagent that is a business or organisation, including a sole trader A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number It Guys Ltd If your business is registered, use its registered name. Put "none" if you are not registered for VAT.	• •	Manager	
Building number or name Kbdr The Old Tannery Street Hensington Road District Woodstock City or town OXFORD County or administrative area OXfordshire Postcode OX20 1 JL Country United Kingdom Agent Details * First name * Family name * E-mail Main telephone number Other telephone number Include country code. Other telephone number A nagent that is a business or organisation, including a sole trader A private individual acting as an agent A gent Business Is your business registered in the UK with Companies House? Registration number 12708406 Business name TL Guys Ltd 18 your business is registered, use its registered name. Put "none" if you are not registered for VAT.	Home country	United Kingdom	,
Street Hensington Road District Woodstock City or town OXFORD County or administrative area Oxfordshire Postcode OX20 1JL Country United Kingdom Agent Details * First name * Family name * E-mail Main telephone number Other telephone number Include country code. Other telephone number Indicate here if you would prefer not to be contacted by telephone Are you: A nagent that is a business or organisation, including a sole trader A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number 12708406 Business name TL Guys Ltd If your business is registered, use its registered name. Put "none" if you are not registered for VAT.	Registered Address		Address registered with Companies House.
District Woodstock City or town OXFORD County or administrative area Oxfordshire Postcode OX20 1JL Country United Kingdom Agent Details * First name	Building number or name	Kbdr The Old Tannery	
City or town County or administrative area Oxfordshire Postcode OX20 1 JL Country United Kingdom Agent Details First name Family name E-mail Main telephone number Other telephone number Include country code. Other telephone number Include country code. Other telephone number Are you: A na agent that is a business or organisation, including a sole trader A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number It Guys Ltd If your business is registered, use its registered name. Put "none" if you are not registered for VAT.	Street	Hensington Road	
Country or administrative area Oxfordshire Postcode OX20 1 JL Country United Kingdom Agent Details * First name * Family name * E-mail Include country code. Other telephone number Include country code. Other telephone number Are you: • An agent that is a business or organisation, including a sole trader A private individual acting as an agent Agent Business Is your business registered in Pyes No Note: completing the Applicant Business section is optional in this form. Note: completing the Applicant Business section is optional in this form. If your business is registered, use its registered name. VAT number 365 6099 65 Put "none" if you are not registered for VAT.	District	Woodstock	
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Agent Details * First name * Family name * E-mail Main telephone number Other telephone number Include country code. Other telephone number Indicate here if you would prefer not to be contacted by telephone Are you: An agent that is a business or organisation, including a sole trader A private individual acting as an agent Agent Business Is your business registered in Pyes No Note: completing the Applicant Business section is optional in this form. Note: completing the Applicant Business section is optional in this form. If your business is registered, use its registered name. Put "none" if you are not registered for VAT.	County or administrative area	Oxfordshire	
Agent Details * First name * Family name * E-mail Main telephone number Other telephone number Include country code. Other telephone number Include country code. Other telephone number Include country code. A sole trader is a business owned by one person without any special legal structure. A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number It Guys Ltd If your business is registered, use its registered name. Put "none" if you are not registered for VAT.	Postcode	OX20 1JL	
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* First name * Family name * E-mail Main telephone number Other telephone number Include country code. Other telephone number Include country code. Other telephone number Include country code. A sole trader is a business owned by one person without any special legal structure. A sole trader is a business owned by one person without any special legal structure. A sole trader is a business owned by one person without any special legal structure. A sole trader is a business owned by one person without any special legal structure. A sole trader is a business owned by one person without any special legal structure. A sole trader is a business owned by one person without any special legal structure. A sole trader is a business owned by one person without any special legal structure. If your business is registered, use its registered name. Full Type of the Applicant Business section is optional in this form. If your business is registered, use its registered name. Put "none" if you are not registered for VAT.			
* Family name * E-mail Main telephone number Other telephone number Include country code. Other telephone number Include country code. Other telephone number Include country code. A sole trader is a business owned by one person without any special legal structure. A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number 12708406 Business name TL Guys Ltd If your business is registered, use its registered name. VAT number - 365 6099 65 Put "none" if you are not registered for VAT.	Agent Details		
* E-mail Main telephone number Other telephone number Include country code. Other telephone number Include country code. Other telephone number Include country code. A private individual acting as an agent A sole trader is a business owned by one person without any special legal structure. A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number Include country code. A sole trader is a business owned by one person without any special legal structure. Note: completing the Applicant Business section is optional in this form. If your business is registered, use its registered name. VAT number - 365 6099 65 Put "none" if you are not registered for VAT.	* First name		
Main telephone number Other telephone number Indicate here if you would prefer not to be contacted by telephone Are you: An agent that is a business or organisation, including a sole trader A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number 12708406 Business name TL Guys Ltd If your business is registered, use its registered name. VAT number - 365 6099 65 Include country code. A sole trader is a business owned by one person without any special legal structure. A sole trader is a business owned by one person without any special legal structure. Include country code. Include count	* Family name		
Other telephone number ☑ Indicate here if you would prefer not to be contacted by telephone Are you: ④ An agent that is a business or organisation, including a sole trader △ A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number 12708406 Business name TL Guys Ltd If your business is registered, use its registered name. Put "none" if you are not registered for VAT.	* E-mail		
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Agent Business Is your business registered in Yes No Note: completing the Applicant Business section is optional in this form. Registration number 12708406 Business name TL Guys Ltd If your business is registered, use its registered name. VAT number - 365 6099 65 Put "none" if you are not registered for VAT.	Are you:		
A private individual acting as an agent Agent Business Is your business registered in the UK with Companies House? Registration number I2708406 Business name TL Guys Ltd VAT number Ja65 6099 65 No Note: completing the Applicant Business section is optional in this form. Note: completing the Applicant Business section is optional in this form. Put "none" if your business is registered, use its registered name. Put "none" if you are not registered for VAT.	 An agent that is a busine 	ess or organisation, including a sole trader	A sole trader is a business owned by one
Is your business registered in the UK with Companies House? Registration number Business name TL Guys Ltd TL Guys Ltd VAT number Note: completing the Applicant Business section is optional in this form. If your business is registered, use its registered name. Put "none" if you are not registered for VAT.			person without any special legal structure.
the UK with Companies House? Registration number Business name TL Guys Ltd TL Guys Ltd VAT number - 365 6099 65 section is optional in this form. If your business is registered, use its registered name. Put "none" if you are not registered for VAT.	Agent Business		
Business name TL Guys Ltd If your business is registered, use its registered name. VAT number Put "none" if you are not registered for VAT.	the UK with Companies	Yes	
VAT number - 365 6099 65 TL Guys Ltd registered name. Put "none" if you are not registered for VAT.	Registration number	12708406	
- 303 6099 63	Business name	TL Guys Ltd	
Legal status Private Limited Company	VAT number	365 6099 65	Put "none" if you are not registered for VAT.
	Legal status	Private Limited Company	

Continued from previous page		
Your position in the business	Director	
Home country	United Kingdom	The country where the headquarters of your business is located.
Agent Registered Address		Address registered with Companies House.
Building number or name	Rural Enterprise Centre	
Street	Vincent Carey Road	
District	Rotherwas Business Park	
City or town	HEREFORD	
County or administrative area	Herefordshire	
Postcode	HR2 6FE	
Country	United Kingdom	
Section 2 of 21		
PREMISES DETAILS		
	ply for a premises licence under section 17 of the premises) and I/we are making this applicate of the Licensing Act 2003.	
Premises Address		
Are you able to provide a posta	al address, OS map reference or description of t	the premises?
Address	p reference O Description	
Postal Address Of Premises		
Building number or name	16	
Street	North Parade Avenue	
District		
City or town	OXFORD	
County or administrative area Oxfordshire		
Postcode	OX2 6LX	
Country	United Kingdom	
Further Details		
Telephone number		
Non-domestic rateable value of premises $(£)$	20,500	

Section 3 of 21					
APPL	APPLICATION DETAILS				
In wh	hat capacity are you applying for the premises licence?				
	An individual or individuals				
\boxtimes	A limited company / limited liability partnership				
	A partnership (other than limited liability)				
	An unincorporated association				
	Other (for example a statutory corporation)				
	A recognised club				
	A charity				
	The proprietor of an educational establishment				
	A health service body				
	A person who is registered under part 2 of the Care Standards Act				
	2000 (c14) in respect of an independent hospital in Wales				
	A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England				
	The chief officer of police of a police force in England and Wales				
Conf	irm The Following				
\boxtimes	I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities				
	I am making the application pursuant to a statutory function				
	I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative				
Section 4 of 21					
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					
Nam	e CT & AT Ltd				
Deta	ils				
	stered number (where cable)				
Desc	ription of applicant (for example partnership, company, unincorporated association etc)				

Continued from previous page			
Private Limited Company			
Address			
Building number or name	Kbdr The Old Tannery		
Street	Hensington Road		
District	Woodstock		
City or town	OXFORD		
County or administrative area	Oxfordshire		
Postcode	OX20 1JL		
Country	United Kingdom		
Contact Details			
E-mail			
Telephone number			
Other telephone number			
* Date of birth	20 / 06 / 2019 dd mm yyyy		
* Nationality	Incorporated at Companies House on 200619	Documents that demonstrate entitlement to work in the UK	
	Add another applicant		
Section 5 of 21			
OPERATING SCHEDULE			
When do you want the premises licence to start?	04 / 04 / 2024 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.			
High end Wine Bar with On and Off Sales, including Internet Sales and Home Delivery Service.			
13			

Continued from previous page	
If 5,000 or more people are	
expected to attend the premises at any one time,	
state the number expected to	
attend	
Section 6 of 21 PROVISION OF PLAYS	
See guidance on regulated en	tertainment
	tertainment
Will you be providing plays?	
○ Yes	● No
Section 7 of 21	
PROVISION OF FILMS	
See guidance on regulated en	tertainment
Will you be providing films?	
○ Yes	No
Section 8 of 21	
PROVISION OF INDOOR SPOR	RTING EVENTS
See guidance on regulated en	tertainment
Will you be providing indoor s	porting events?
○ Yes	No
Section 9 of 21	
PROVISION OF BOXING OR W	RESTLING ENTERTAINMENTS
See guidance on regulated en	tertainment
Will you be providing boxing of	or wrestling entertainments?
○ Yes	No
Section 10 of 21	
PROVISION OF LIVE MUSIC	
See guidance on regulated en	tertainment
Will you be providing live mus	ic?
○ Yes	No
Section 11 of 21	
PROVISION OF RECORDED M	USIC
See guidance on regulated en	tertainment
Will you be providing recorded	d music?
○ Yes	No
Section 12 of 21	
PROVISION OF PERFORMANC	ES OF DANCE
See guidance on regulated en	tertainment
Will you be providing perform	ances of dance? 14

Continued from previous	page	
Section 13 of 21		
PROVISION OF ANYTH DANCE	ING OF A SIMILAR DESCRI	PTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF
See guidance on regula		
Will you be providing a performances of dance	nything similar to live music ?	;, recorded music or
○ Yes	No	
Section 14 of 21		
LATE NIGHT REFRESH	MENT	
Will you be providing la	ate night refreshment?	
○ Yes	No	
Section 15 of 21		
SUPPLY OF ALCOHOL		
Will you be selling or su	ipplying alcohol?	
Yes	○ No	
Standard Days And Ti	mings	
MONDAY		
	Start 11:00	Give timings in 24 hour clock. End 23:00 (e.g., 16:00) and only give details for the days
	Start	of the week when you intend the premises
	Start	End to be used for the activity.
TUESDAY		
	Start 11:00	End 23:00
	Start	End
WEDNESDAY		
	Start 11:00	End 23:00
	Start	End
THURSDAY		
THURSDAT	5	5 1 22 22
	Start 11:00	End 23:00
	Start	End
FRIDAY		
	Start 11:00	End 23:00
	Start	End
SATURDAY		
5, 1, 5,15,11	Start 11:00	End 23:00
	Start	End 25.00
	51311 1	EDG I

Continued from previous page			
SUNDAY			
Start	11:00	End 23:00	
Start		End	
Will the sale of alcohol be for c	onsumption:		If the sale of alcohol is for consumption on
On the premises	Off the premises •	Both	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 exclusive	ely) where the activity will occ	ur on additional da	ys during the summer months.
Nil			
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.			
Nil			
State the name and details of t licence as premises supervisor		to specify on the	
Name			
First name	Christopher Ming Hong		
Family name	TSE		
Date of birth	dd mm yyyy		

Continued from previous page				
Enter the contact's address				
Building number or name				
Street				
District				
City or town				
County or administrative area				
Postcode				
Country	United Kingdom			
Personal Licence number (if known)				
Issuing licensing authority (if known)				
PROPOSED DESIGNATED PRE	MISES SUPERVISOR	R CONSENT		
How will the consent form of the supplied to the authority? Electronically, by the profession. As an attachment to this	oosed designated pr			
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'.
Section 16 of 21				
ADULT ENTERTAINMENT				
Highlight any adult entertainm premises that may give rise to			ntertainmer	nt or matters ancillary to the use of the
	ildren, regardless of	whether you in	tend childre	y to the use of the premises which may give n to have access to the premises, for example gambling machines etc.
Section 17 of 21				
HOURS PREMISES ARE OPEN	TO THE PUBLIC			
Standard Days And Timings				
MONDAY Start	11:00	End	23:00	Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days
Start		17 _{End}		of the week when you intend the premises to be used for the activity.

Continued from previous pag	је	
TUESDAY		
St	tart 11:00	End 23:00
St	tart	End
WEDNESDAY		
St	tart 11:00	End 23:00
St	tart	End
THURSDAY		
	tart 11:00	End 23:00
		End End
	.dit	Liid
FRIDAY	tout 11.00	Fr.d. 22.00
		End 23:00
	tart	End
SATURDAY		
St	tart 11:00	End 23:00
St	tart	End
SUNDAY		
St	tart 11:00	End 23:00
St	tart	End
State any seasonal variatio	ns	
For example (but not exclu	ısively) where the activity will occu	ur on additional days during the summer months.
Nil		
those listed in the column	on the left, list below	s to be open to the members and guests at different times from y to go on longer on a particular day e.g. Christmas Eve.
Nil		
Section 18 of 21		
LICENSING OBJECTIVES		
Describe the steps you into	end to take to promote the four lic	ensing objectives: 18
a) General – all four licensin	ng objectives (b,c,d,e)	-

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

A register shall be maintained on the premises to record all incidents and accidents. Records should include matters such as anti-social behaviour, admission refusals, ejections, seizure of prohibited items, casualties/unwell customers, welfare and safeguarding matters, accidents, and safety incidents. The records shall include the date, time, and location of the incident; nature of the incident; personal details and contact information for all people involved including any witnesses, any crime number and details of police officers attending. A note of the action taken, and where relevant a note of the actions to prevent any reoccurrence should also be included. The records shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a period of 12 months after the last entry.

b) The prevention of crime and disorder

A suitable closed-circuit television (CCTV) system shall be in operation whilst members of the public are in attendance. The CCTV system shall record images to cover all areas of the licensed site to which the public have access (save for toilets). The CCTV system shall record images to cover external areas used by customers. At least one member of staff shall be on duty at the premises who can operate the system and download recorded images. These images will be downloaded and provided immediately, or where this is not possible as soon as practicable, on request to an officer of a Responsible Authority. The CCTV system shall be capable of retaining images for a minimum of 31 days, will be of good quality and will contain the correct time and date stamp information. The CCTV system and images will be kept in a secure environment to which members of the public will not be permitted access.

c) Public safety

First Aid equipment shall be always available on the premises.

d) The prevention of public nuisance

Licensable activities shall be conducted and the facilities for licensed activities shall be designed and operated to prevent the transmission of audible noise or vibration through the fabric of the building or structure to adjoining properties.

Bottles shall not be placed in any external receptacle between 23:00 and 07:00 hours.

No deliveries to the premises shall take place between 23:00 and 07:00 hours.

Polite notices shall be displayed at exits and external areas reminding customers to refrain from shouting and antisocial behaviour.

e) The protection of children from harm

A 'Challenge 25' scheme shall be used to prevent the sale of alcohol to people under 18 years of age.

All staff deployed in the serving of alcohol shall be trained on the correct procedures for age verification, the prevention of proxy sales, the prevention of sales to those who appear intoxicated and for dealing with false and any surrendered identification documents.

There shall be a register for the recording of all alcohol sale refusals, including attempted under-age sales, proxy sales and refusals to those who appear intoxicated. Details to be recorded shall include the date, time, name if known, physical description of the person, the reasons, and staff involved and whether CCTV of the incident is available. Any identification document coming into the possession of a member of staff including security staff shall be recorded in the register, including the name of the person/name on the identification document. The register shall be available for immediate

inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a for a period of 12 months from the date of the last entry. The licence holder shall provide secure storage for identification documents and a system for safe disposal, which may include returning to the originating organisation, e.g. DVLA/HM passport office.

HOME DELIVERY:

The premises licence holder/designated premises supervisor shall adopt a `Challenge 25' age verification policy that shall be applied at the point of order, sale and on delivery.

All people involved in the delivery of alcohol, be this the premises licence holder/designated premises supervisor, employees or third party courier, shall at the point of delivery be satisfied that the person to who the alcohol is being delivered is 18 years and over. If at any point of the process acceptable photographic age verification documents cannot be produced, the delivery shall be refused, and alcohol returned to the licensed premises.

Deliveries shall only be made to the address indicated on the order.

Deliveries shall only to be made to bona fide business/commercial addresses or private residences and not to any public/open spaces (e.g. car parks, street corners, bus stops, public parks).

Deliveries shall be refused to any person who is, or who appears to be under the influence of alcohol or drugs and the alcohol shall be returned to the licensed premises.

The licence holder/designated premises supervisor shall ensure that only the alcohol items specified on orders processed for despatch are loaded onto delivery vehicles, and no surplus stock shall be carried on vehicles.

With regards to all third-party couriers used to provide the delivery of alcohol, the premises licence holder/designated premises supervisor shall have a contractual arrangement with each third party to be satisfied that the promotion of the licensing objectives and terms of the premises licence are complied with at all times, with particular attention to the point of delivery.

The premises licence holder/designated premises supervisor shall keep records of or have access to all alcohol orders. Records shall include for each order: the full name and address of who made the order; age verification at the point of order; any refusals made at the point of order; the items ordered; the date and time of the despatch; details of the delivery provider/driver; the date and time of delivery; the full postal delivery address; the name and date of birth of the person receiving the order; detail of identification/proof of age documents received; details of any refusals at the point of delivery including reasons. Records shall be retained at the licensed premises for a period of 12 months and be produced on request for inspection by a police officer or an authorised person of the licensing authority.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

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

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

Home Office online right to work checking service

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

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

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

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

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

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

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

* Full name	
* Capacity	Licensing Consultant & Agent
* Date	07 / 03 / 2024 dd mm yyyy

Add another signatory

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

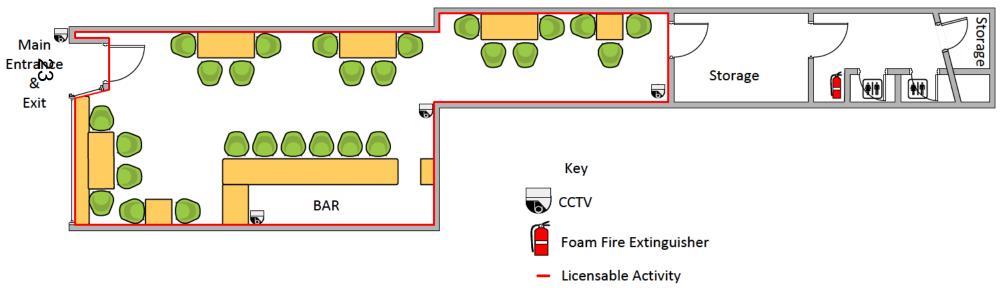
- 1. Save this form to your computer by clicking file/save as...
- 2. Go back to https://www.gov.uk/apply-for-a-licence/premises-licence/oxford/apply-1 to upload this file and continue with your application.

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

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

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

16 North Parade Avenue, OXFORD OX2 6LX



Scale 1:100



Comments for Licensing Application 24/00826/PREM

Application Summary

Application Number: 24/00826/PREM

Address: 16 North Parade Avenue Oxford Oxfordshire OX2 6LX

Proposal: Premises Licence Case Officer: Richard Masters

Customer Details

Name: Dr R Moxon

Address: North Parade Avenue Oxford

Comment Details

Commenter Type: Members of the Public

Stance: Customer objects to the Licensing Application

Comment Reasons:

- Other objection

- Protection of Children from Harm

- Public Safety

Comment:25/03/2024 6:39 PM We have 2 concerns: there are already 2 major drinking establishments - public houses - on this small street and their home delivery would increase traffic on the street. Both of the above will compromise safety to children and users of the shops and cafes (this is a residential as well as commercial street).

From:

Date:

Subject: OBJECTION

OBJECTION TO LICENSING APPLICATION FOR 16 NORTH PARADE AVENUE, OXFORD OX2 6LX / YOUR

REF: 24/00826/PREM 25 March 2024 12:39:38

To: The Licensing Authority

Oxford City Council

From: W Tudhope Banbury Road Oxford

Dear Sir/Madam,

OBJECTION TO LICENSING APPLICATION FOR 16 NORTH PARADE AVENUE, OXFORD OX2 6LX / YOUR REF: 24/00826/PREM

I am writing to object to the grant of a Premises Licence for 16 North Parade Avenue, Oxford OX2 6LX for the On and Off Sale of Alcohol. I am a neighbour of 16 North Parade

My reasons for the objection are:

1/. THE RISK PRESENTED TO PUBLIC SAFETY

The proposed wine bar is situated outside the pedestrianized zone in North Parade. The other three licensed premises in North Parade – the Rose and Crown, the Gardeners Arms and Jee Saheb - all lie within the pedestrianized zone.

The distance from the front of the proposed wine bar to the public highway is very small. The pavement is just 1.58 metres wide. Although it is clear from the drawing submitted with the licence application that "licensable activity" is only to take place inside the premises of the proposed wine bar, it is inevitable that when the customers of and in the proposed wine bar witness the patrons of the two public houses in North Parade drinking outdoors within the pedestrianised zone, they will wish to do likewise. As far as the customers of the wine bar are concerned, this is bound to result in an encroachment upon the public highway, in the area outside the pedestrianised zone.

This assertion has an evidential basis: the two most recent tenants of 16 North Parade Avenue have held very occasional receptions for the public; on each of those occasions attendees, with their glasses, gravitated towards and on to the public highway. No steps were taken to restrict this. It is not unreasonable to infer that the same behaviour by wine bar customers can be expected, not simply occasionally, but with regularity, given the proposed opening hours.

During hours of pedestrianisation, any vehicles (authorised and unauthorised) which enter North Parade Avenue from Banbury Road and must exit the same way, are obliged to make a 'three-point turn', in order to do so safely. To do otherwise, is inherently dangerous and, in any event,

constitutes a clear breach of Rule 201 of the Highway Code: "Do not reverse from a side road into a main road." The only place to accomplish such a manoeuvre necessitates utilising the turning space at the rear of 75 Banbury Road as well as the area of the roadway directly outside front of the proposed wine bar.

Given the measures the Council is taking elsewhere in the local area (Banbury Road and a number of its junctions) to ensure the safety of non-vehicle users in a shared space, it is unconscionable to contemplate that consumers of alcohol who may be tempted to congregate in the roadway outside the wine bar might come into close proximity with vehicle users.

2/. THE PREVENTION OF PUBLIC NUISANCE

North Parade Avenue is a street where families live who seek, and are entitled to expect, peace and quiet in their own home, and the opportunity for undisturbed sleep which is not prescribed or dictated by licensing hours; where children play in the pedestrianised zone and where a significant number of residents work from home.

The consequence of the provision of an additional licensed premises is to draw into this environment, at a time of night extending well beyond normal daytime trading hours, more people, more litter and, most damagingly, more noise. The disruptive effect on sleep of the volume of that additional noise — whether it be from the more considerate of patrons, bidding farewells before departing on foot or from the slamming of car doors as they leave by vehicle — cannot be over-estimated; where revellers choose to engage — as they do, occasionally — in deliberately antisocial behaviour, the problem is maximised.

3/. OXFORD CITY COUNCIL'S CUMULATIVE IMPACT POLICY

Oxford City Council is to be commended for its policy on the cumulative impact of having a number of licensed premises concentrated in one area. It seeks thereby to ensure the prevention of crime and disorder; the prevention of public nuisance; the promotion of public safety; and the protection of children from harm.

North Parade Avenue is both a residential and a commercial street with an attractive variety of non-alcohol related traders: a delicatessen, a bakery, a yarn shop, a gallery, a hairdresser, a convenience store, a sandwich shop, a handbag boutique. There are already three on-licensed premises within the space of 45 metres: the Rose & Crown, the Gardeners Arms and Jee Saheb, and an off-licence. It is difficult to understand the justification for a fifth premises at which alcohol can be purchased, and a fourth one at which it can be consumed. The proliferation of licensed premises risks North Parade Avenue becoming a local 'entertainment zone' and thereby unbalancing entirely the unique environment which currently prevails here.

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APPENDIX THREE

