# Notice of Licensing Sub-Committee

Date: Tuesday, 14 December 2021 at 10.00 am

Venue: Virtual Meeting

## Membership:

Cllr J J Butt

**Cllr T Johnson** 

**Cllr L Williams** 

Reserve 1: Cllr B Dion Reserve 2: To be advised

All Members of the Licensing Sub-Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

https://democracy.bcpcouncil.gov.uk/ieListDocuments.aspx?MId=5231

If you would like any further information on the items to be considered at the meeting please contact: Michelle Cutler 01202 096660 or email democratic.services@bcpcouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 118686 or email press.office@bcpcouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpcouncil.gov.uk

**GRAHAM FARRANT CHIEF EXECUTIVE** 

6 December 2021





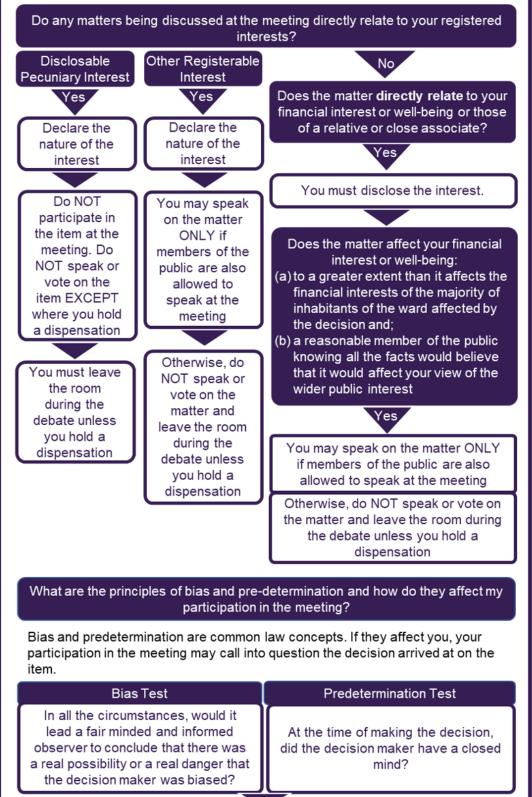


#### Maintaining and promoting high standards of conduct

#### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer (susan.zeiss@bcpcouncil.gov.uk)

#### Selflessness

Councillors should act solely in terms of the public interest

#### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

#### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

#### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

#### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

#### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

#### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

	AGENDA	
	Items to be considered while the meeting is open to the public	
1.	Election of Chair	
	To elect a Chair of this meeting of the Licensing Sub-Committee.	
2.	Apologies	
	To receive any apologies for absence from Members.	
3.	Declarations of Interests	
	Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.	
	Declarations received will be reported at the meeting.	
4.	Protocol for Public Representation at Virtual Meetings	5 - 8
	A revised protocol for public representation at formal virtual meetings of the Licensing Sub Committee when it is considering Licensing Act 2003 business is included with the agenda sheet for this meeting.	
5.	Application for Premises Licence Fresher Stores, 58 & 58a Stanfield Road Bournemouth BH9 2NP	9 - 46
	An application has been received for a new premises licence at Fresher Stores, 58 & 58a Stanfield Road, Bournemouth BH9 2NP.	
	The application has resulted in a representation from Environmental Health under the prevention of public nuisance licensing objective and is therefore brought to the Sub-Committee for determination.	
		•

No other items of business can be considered unless the Chair decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

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# BCP Council

# LICENSING COMMITTEE AND SUB COMMITTEE

# PROTOCOL FOR PUBLIC REPRESENTATION AT VIRTUAL MEETINGS

The existing protocol for public speaking has been adapted to apply in respect of virtual hearings under the Licensing Act 2003, the Gambling Act 2005, and Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 (as amended by the Policing and Crime Act 2009).

It has been amended in accordance with Article 16 of the Council's Constitution: Covid-19 Interim Decision Making Arrangements, and the requirements of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

This includes applications relating to the licensing of alcohol, regulated entertainment, late night refreshment, gambling, and sex establishments, Hackney Carriage and Private Hire vehicles, which are the responsibility of the Licensing Committee/Sub Committee to determine as set out in Part 3.3 of the Council's Constitution.

- 1. The Chair welcomes everyone, matters of general housekeeping are dealt with, notification that the hearing may be recorded for live and subsequent broadcast on the Council's website, reminder to switch mobile phones to silent, principles for managing formal skype meetings.
- 2. The Chair identifies all parties present and makes introductions.
- 3. Matters of general housekeeping are dealt with, notification that the hearing may be recorded for live and subsequent broadcast on the Council's website, reminder to switch mobile phones to silent.
- 4. All persons who have given notice of their intention to speak are identified.
- 5. Identify if any person who wishes to withdraw a representation or wishes not to speak
- 6. Chair explains proposed procedure and order of speaking for hearing as set out in Appendix A. All parties confirm agreement or make representations on procedure proposed.
- 7. Licensing Officer's report is presented.
- 8. Parties present their representations in the order agreed.
- 9. Parties who are speaking should not repeat the information which they have already given in writing in their representation. They will be able to expand on the written information given, provided the information remains relevant. Any addition information should be limited to the grounds of their representation(s). For example, if they are objecting on the grounds of Public Nuisance, then they should confine their comments to matters relating to Public Nuisance.
- 10. Members of the Licensing Committee or Sub Committee may ask questions after each representation and at the end of all representations. Parties, will be allowed to ask questions through the Chair.

- 11. Following representations, the parties will be given the opportunity to sum up. Party who spoke first to go last. The hearing will then conclude.
- 12. Members will deliberate in private with the clerk and legal representative as appropriate present.
- 13. The decision will be taken by the Committee and notification of the decision will be given within the period of five working days beginning with the day or the last day on which the hearing was held in accordance with the regulations. The notification of decision will include information about the right of appeal as appropriate.
- 14. The Legal Advisor will advise the parties of any right of appeal as appropriate at the conclusion of the hearing.

#### General points

- The hearing may be adjourned at any time at the discretion of the Members
- Members may amend the procedure at any time if they consider it to be in the public interest or in the interest of a fair hearing
- The Sub Committee may decide to conduct all or part of a hearing in non public session where it considers the public interest in doing so, outweighs the public interest in the hearing.
- The Chair may exclude any person from a hearing for being disruptive.
- Meetings of the Licensing Committee in public session are recorded by the Council for live and subsequent broadcast on its website.
- The hearing will take the form of a discussion.
- Only persons (or their representatives) who have made an application, are subject to an application or have submitted a written representation to the Licensing Authority under the relevant Act are permitted to speak at the hearing.
- Any further information to support an application or a representation must be submitted at least 5 working days prior to the Hearing. Any submissions submitted less than 24 hours before the hearing must be agreed by all parties at the Hearing, before it can be considered
- If a party has informed the Authority that he does not intend to participate, or be represented at the hearing, or has failed to advise whether he intends to participate or not, the hearing may proceed in his absence

For other matters in Part 3.3 of the Council's Constitution which are the responsibility of the Licensing Committee, the procedures set out in Appendix 6 of the Council's Constitution in relation to public questions, statements and petitions as amended by Article 16: Covid-19 Interim Decision Making Arrangements and the provisions in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 shall apply.

This includes such matters as making recommendations on relevant policies, approving the level of fees charged by the Council, and making decisions on tariffs charged by the Public Carriage Trade.

### The Council's Constitution can be accessed using the following link:

https://democracy.bcpcouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1

For further information please contact democraticservices@bcpcouncil.gov.uk

## Appendix A

## Proposed procedure and order of speaking for virtual hearings

- The Licensing Officer/Other Council Officer presents report
- Applicant will make their Application
- Questions of the Applicant by all parties, Members of the Committee/Sub-Committee to go first
- Responsible Authorities and Other Persons will make their representations.
- Questions of the Responsible Authorities and Other Persons. Members of the Committee/Sub-Committee to go first.
- All parties will be given an opportunity to sum up (with the party who spoke last to go first). The hearing will then conclude.
- Sub-Committee will deliberate in private with Legal Adviser and Clerk present. (Councillors new to Licensing may observe but will not take part in the decision making).
- Notification of the Sub Committee's decision will be given within the period of five working days beginning with the day or the last day on which the hearing was held in accordance with the regulations. The notification of decision will include information about the right of appeal as appropriate.
- The Legal Adviser will advise parties of any right of appeal as appropriate at the conclusion of the hearing.

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# Agenda Item 5

# LICENSING SUB-COMMITTEE



Report subject	Application for Premises Licence Fresher Stores, 58 & 58a Stanfield Road Bournemouth BH9 2NP					
Meeting date	14 December 2021					
Status	Public Report					
Executive summary	Mr Tom Hollington of Set Square Studio Limited has made an application on behalf of Mr Roy Francis for a new premises licence at Fresher Stores 58 & 58a Stanfield Road, Bournemouth. The application is for the supply of alcohol on and off the premises Monday to Sunday 07:00 to 23:00.					
Recommendations	It is RECOMMENDED that:					
	Members are asked to decide whether to:-					
	a) Grant the application for a premises licence as made;					
	b) Refuse the application for a premises licence;					
	c) Grant the premises licence subject to additional conditions.					
	Members of the Licensing Sub-Committee are asked to make a decision at the end of the hearing after all relevant parties have been given the opportunity to speak. Members must give full reasons for their decision.					
Reason for recommendations	The Licensing Authority has received representation from Environmental Health, in respect of this application under the prevention of public nuisance licensing objective.					
	The Licensing Authority may only consider aspects relevant to the application that have been raised in the representation.					
	Where representations have been received from a responsible authority or any other person, and the concerns have not been resolved through mediation between all parties, the Scheme of Delegation set out in the Council's Constitution states that these applications should be dealt with by the Licensing Sub-Committee.					

Portfolio Holder(s):	Councillor Bobbie Dove – Community Safety and Regulatory Services
Corporate Director	Kelly Ansell – Interim Chief Operations Officer
Report Authors	Tania Jardim – Licensing Officer
Wards	Wallisdown & Winton West
Classification	For Decision

# Background

 An application for a premises licence under Section 17 of the Licensing Act 2003 was accepted on the 5<sup>th</sup> October 2021. A copy of the application, including the plan of the premises is attached at Appendix 1.

## Consultation

- 2. The application was served on all responsible authorities and the applicant's agent confirmed that the statutory notices were displayed on site and published in the local newspaper.
- 3. Mediation took place with Dorset Police (see Appendix 2) and it was agreed that the terminal hour for sale of alcohol be amended to 22:30 to facilitate effective close of premises at 23:00. The following conditions were also agreed: -
  - All staff working at the premises concerned with the sale of alcohol shall be trained in accordance with an accredited training scheme on the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attaching to the premises licence. Refresher training shall be provided at least once every 6 months. A record shall be maintained of all staff training and that record shall be signed by the person receiving the training and the trainer. The records shall be kept for a minimum of 12 months and made available for inspection by police, licensing or other authorised officers.
  - An incident log shall be kept at the premises. The log shall include the date and time of the incident and the name of the member of staff who has been involved. and made available on request to an authorised officer of the Council or the Police, which shall record the following:
    - (a) any complaints received
    - (b) any incidents of disorder
    - (c) any faults in the CCTV system / or searching equipment /or scanning equipment
    - (d) any refusal of the sale of alcohol
    - (e) any visit by a relevant authority or emergency service
    - (f) all crimes reported to the venue
    - (g) all ejections of patrons

(h) all seizures of drugs or offensive weapons

- This log to be checked on a weekly basis by the DPS of the premises.
- Challenge 25, shall be operated at the premises where the only acceptable forms of identification are (recognised photographic identification cards, such as a driving licence or passport I Holographically marked PASS scheme identification cards). Appropriate signage advising customers of the policy shall prominently displayed in the premises.
- A CCTV system, shall be installed to cover all entry and exit points enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record and cover areas where alcohol is kept for selection and purchase by the public, whilst the premises is open for licensable activities. It shall operate during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31days with correct date and time stamping. Recordings shall be made available immediately upon the request of Police or an authorised officer of the council throughout the preceding 31 day period. The CCTV system shall be updated and maintained according to police recommendations.
- A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member must be able to show a Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.
- CCTV shall be downloaded on request of the Police or authorised officer of the council. Appropriate signage advising customers of CCTV being in operation, shall be prominently displayed in the premises.
- A documented check of the CCTV shall be completed weekly to ensure all cameras remain operational and the 31 days storage for recordings is being maintained.
- Posters will be visible from the window to deter customers from congregating by the main door and to remind them to be considerate of neighbours and residents
- Outside seating not to be used after 22:00
- Alcohol will be ancillary to food prepared and served on the premises.
- 4. The application prompted a representation from Environmental Health on the grounds of public nuisance. The following conditions were suggested by Mr Taylor however the agent Mr Hollington could not agree to this. A copy of the correspondence is attached at Appendix 3: -
  - All tables and chairs shall be removed from the outside front area by 20:00 hours each day.
  - After 20:00, Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks or glass containers with them.
- 5. In addition, the following conditions have been agreed with Environmental Health: -

- The premises licence holder shall ensure that any patrons smoking outside do so in an orderly manner and ensure that there is no public nuisance.
- No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
- Loudspeakers shall not be placed outside the premises building.
- Disposal of waste bottles into external receptacles where the noise shall be audible to neighbouring properties shall not occur between 23:00 hours and 08:00 hours on the following day.
- Arrangements shall be put in place to ensure that waste collection contractors do not collect refuse between 23:00 and 08:00.
- The premises shall have suitable lockable containers for waste generated by their operation and be of adequate capacity for the size and nature of the premises.
- Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

As part of the mediation process, Mr Hollington has provided an updated plan, this is attached at Appendix 4. At time of writing this report, the plan had not been agreed by Mr Taylor.

6. No other representations were received.

#### **Options Appraisal**

- 7. Before making a decision, Members are asked to consider the following matters: -
  - The representation made by Environmental Health.
  - The relevant licensing objectives, namely the prevention of public nuisance.
  - The Licensing Act 2003, appropriate Regulations, Statutory Revised Guidance issued under Section 182 of the Licensing Act 2003 (April 2018) and the Council's Statement of Licensing Policy.

#### Summary of financial implications

8. N/A

#### Summary of legal implications

9. If Members decide to refuse the application or attach condition to the licence, which the applicant does not agree to, the applicant may appeal to the Magistrate's Court within a period of 21 days beginning with the day that the applicant is notified in writing, of the decision.

#### Summary of human resources implications

10. N/A

#### Summary of sustainability impact

11. N/A

# Summary of public health implications

12. N/A

# Summary of equality implications

13. N/A

# Summary of risk assessment

14. N/A

## **Background papers**

BCP Council – Statement of Licensing Policy

https://democracy.bcpcouncil.gov.uk/documents/s21122/Statement%20of%20Licensing %20Policy.pdf

Hearing Regulations

https://www.legislation.gov.uk/uksi/2005/44/made

Revised Guidance issued under Section 182 of the Licensing Act 2003 (April 2018)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\_da ta/file/705588/Revised\_guidance\_issued\_under\_section\_182\_of\_the\_Licensing\_Act\_2003\_ \_April\_2018\_.pdf

# Appendices

- 1 Copy of application form and plan
- 2 Email with conditions agreed with Dorset Police
- 3 Representation and correspondence with Environmental Health
- 4 Proposed Updated plan

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M189999 ACCEPTED 05/10/21



[Insert name and address of relevant licensing authority and its reference number (optional).]

#### 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 ROY FRANCIS

(Insert name(s) of applicant)

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

#### Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description <b>Roy Francis</b> <b>58 &amp; 58a Stanfield Rd</b> <b>Bournemouth</b> <b>Dorset</b> <b>BH9 2NP</b>							
Post town	Bournemouth	Postcode	BH9 2NP				

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£4,400

#### Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

a)	an in	ndividual or individuals *	$\boxtimes$	please complete section (A)	
b)	a pei	rson other than an individual *			
	i.	as a limited company		please complete section (B)	
	ii.	as a partnership		please complete section (B)	
	iii.	as an unincorporated association or		please complete section (B)	
	iv.	other (for example a statutory corporation)		please complete section (B)	

c)	a recognised club		please complete section (B)						
d)	a charity		please complete section (B)						
e)	the proprietor of an educational establishment		please complete section (B)						
f)	a health service body		please complete section (B)						
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)						
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)						
h)	the chief officer of police of a police force in England and Wales		please complete section (B)						
* If yo	ou are applying as a person described in (a) or (b) please c	onfirm	:						
Please	tick yes								
I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or									
I am n	naking the application pursuant to a			_					
	statutory function or	ativa							
	a function discharged by virtue of Her Majesty's prerogative								

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

Mr 🖂	Mrs [		Miss	Ν	Is	Other Title (fo example, Rev)		
<b>Surname</b> Francis				<b>First nar</b> Roy	nes			
I am 18 years	old or ov	er				$\boxtimes$	Plea	se tick yes
Current postal address if different from premises address					5			
Post town Bournemouth						Postcode	;	<b>BH9 2NU</b>
Daytime contact telephone number								
E-mail address (optional) freshersstores@gma				ail.com				

### SECOND INDIVIDUAL APPLICANT (if applicable)

Mr 🗌	Mrs		Miss		Ν	/Is	Other Title (for example, Rev)					
Surname							First names					
I am 18 years	old or o	over					Please tick yes					
Current postal 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
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any)
E-mail address (optional)

#### Part 3 Operating Schedule

When do you want the premises licence to start?

DD	)	MN	Л	YYYY			
0	1	1	0	2	0	2	1

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

DD	)	MN	Л	YY	ΥY	7

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

Restaurant Takeaway and eat in

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

N/A

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

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

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

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

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

In all cases complete boxes K, L and M

# A

Plays Standard days and timings (please read guidance note			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6)			8	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance	note 3)	
Tue					
Wed			State any seasonal variations for performing plays ( note 4)	please read guid	ance
Thur					
Fri			Non standard timings. Where you intend to use the performance of plays at different times to those liste the left, please list (please read guidance note 5)		
Sat					
Sun					

 $\boxtimes$ 

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<b>Films</b> Standard days and timings (please read guidance note			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6)	6)			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance	note 3)	
Tue					
Wed			State any seasonal variations for the exhibition of fil guidance note 4)	<u>ms</u> (please read	
Thur					
Fri			Non standard timings. Where you intend to use the exhibition of films at different times to those listed in left, please list (please read guidance note 5)		
Sat					
Sun					

С

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)		d timings	Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 4)
Wed			
Thur			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 (please read guidance note 5)
Fri			
Sat			
Sun			

D

<b>Boxing or wrestling</b> entertainments Standard days and timings		0	Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
(please 6)	(please read guidance note			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance	note 3)	
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the or wrestling entertainment at different times to thos column on the left, please list (please read guidance n	e listed in the	oxing
Sat					
Sun					

E

<b>Live music</b> Standard days and timings (please read guidance note			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
<b>6</b> )	U			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance	note 3)	
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4)		ase
Thur					
Fri			Non standard timings. Where you intend to use the performance of live music at different times to those on the left, please list (please read guidance note 5)		
Sat					
Sun					

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<b>Recorded music</b> Standard days and timings (please read guidance note			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6)	e read guidance note			Outdoors	
Day	Start	Finish		Both	
Mon	Mon		Please give further details here (please read guidance Low level piped background music played during opera		
Tue					
Wed			State any seasonal variations for the playing of reconnected guidance note 4)	<mark>rded music</mark> (ple	ase
Thur					
Fri			Non standard timings. Where you intend to use the playing of recorded music at different times to those on the left, please list (please read guidance note 5)		
Sat					
Sun					

G

<b>Performances of dance</b> Standard days and timings (please read guidance note		d timings	Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
6)	а - С		Savanie ince 2)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance	note 3)	
Tue					
Wed			State any seasonal variations for the performance of guidance note 4)	<u>f dance</u> (please r	read
Thur					
Fri			Non standard timings. Where you intend to use the performance of dance at different times to those list the left, please list (please read guidance note 5)		
Sat					
Sun					

descrip within Standar	ng of a sin otion to th (e), (f) or rd days and read guida	<b>at falling</b> (g) 1 timings	Please give a description of the type of entertainment ye	ou will be provid	ling
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance	Indoors	
Mon			note 2)	Outdoors	
				Both	
Tue Wed			Please give further details here (please read guidance	note 3)	
Thur			State any seasonal variations for entertainment of a to that falling within (e), (f) or (g) (please read guidar		tion
Fri					
Sat			Non standard timings. Where you intend to use the entertainment of a similar description to that falling at different times to those listed in the column on the (please read guidance note 5)	within (e), (f) o	r (g)
Sun					

H

I

Late night refreshment Standard days and timings (please read guidance note		d timings	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
(prease 6)	3		(produce room gurranice room 2)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance	note 3)	
Tue			•		
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		<u>nent</u>
Thur					
Fri			Non standard timings. Where you intend to use the provision of late night refreshment at different times the column on the left, please list (please read guidance)	s, to those listed	
Sat					
Sun					

<b>Supply of alcohol</b> Standard days and timings (please read guidance note		l timings	Will the supply of alcohol be for consumption – please tick (please read guidance note 7)	On the premises	
(preuse 6)	<i>a b</i>			Off the premises	
Day	Start	Finish		Both	$\square$
Mon	07:00	23:00	State any seasonal variations for the supply of alcoh guidance note 4)	ol (please read	
Tue	07:00	23:00			
Wed	07:00	23:00			
Thur	07:00	23:00	Non standard timings. Where you intend to use the supply of alcohol at different times to those listed in left, please list (please read guidance note 5)		
Fri	07:00	23:00	u		
Sat	07:00	23:00			
Sun	07:00	23:00			

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

Name
Roy Francis
Postcode
Personal licence number (if known)
Issuing licensing authority (if known) Hillingdon

Κ

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 8). None

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)		d timings	State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	07:00	23:00	
Tue	07:00	23:00	-
Wed	07:00	23:00	
			Non standard timings. Where you intend the premises to be open to public at different times from those listed in the column on the left,
Thur	07:00	23:00	please list (please read guidance note 5)
Fri	07:00	23:00	-
Sat	07:00	23:00	-
Sun	07:00	23:00	

**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 9)

58 Stanfield Road will meet all 4 Licensing Objectives as shown below, in particularly through ensuring comprehensive staff training, good neighbour practices, Challenge 25

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

Whole service area is visible to Management and staff who will be trained and supervised by a DPS and their authorised staff

CCTV is installed to cover all trading and immediate access and exit routes

Posters will be visible from the window to deter customers from congregating by the main door and to remind them to be considerate of neighbours and residents

#### c) Public safety

The measures outlined above Alcohol is only to be served ancillary to food Challenge 25 Age Verification policy to be adopted and advertised with posters Adequate rubbish bins provided close to the building

d) The prevention of public nuisance

The measures detailed above Particularly ensuring that customers do not congregate in or near the doorways after leaving Adequate provision of rubbish bins Management of delivery drivers to park considerately Any outside seating not to be used after 10 pm with appropriate signage

e) The protection of children from harm

Staff will adopt and stringently enforce a Challenge 25 Policy Deliveries including alcohol will require appropriate ID at point of transfer Any staff employed under the age of 18 will be constantly supervised

#### **Checklist:**

rejected.

#### Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	$\boxtimes$
•	I have enclosed the plan of the premises.	$\boxtimes$
•	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.	$\boxtimes$
•	I understand that I must now advertise my application.	$\boxtimes$
•	I understand that if I do not comply with the above requirements my application will be	$\boxtimes$

#### IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

**Part 4 – Signatures** (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 11). If signing on behalf of the applicant, please state in what capacity.

Signature	Tom Hollington
Date	17/09/2021
Capacity	Agent

For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

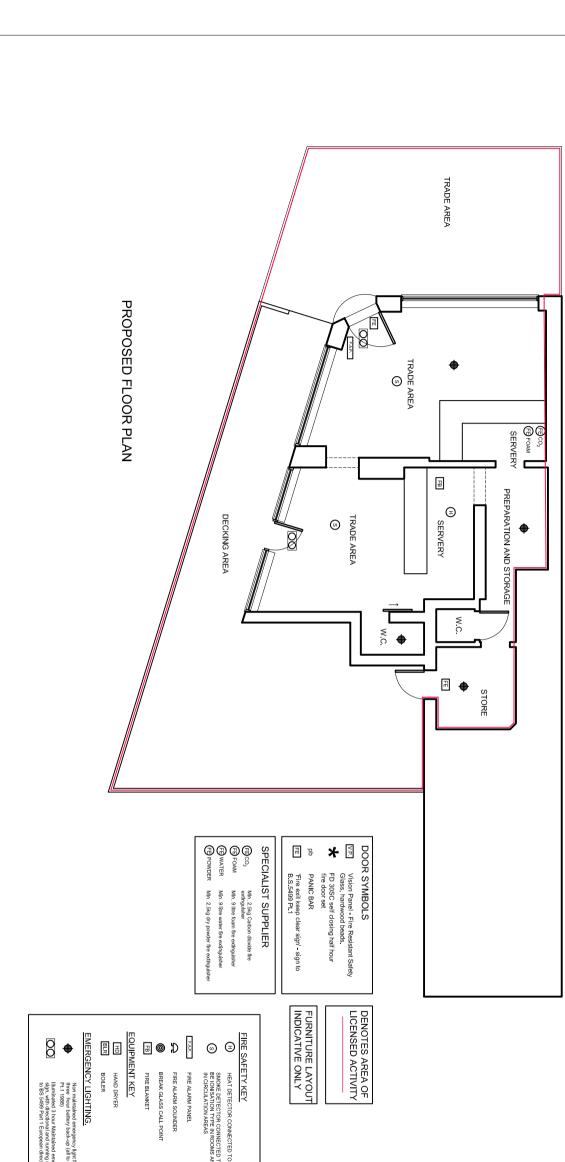
Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13) Tom Hollington Set Square Studio Ltd				
Post town	Bournemouth	Postcode		
Telephone number (if any)				
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) tom@setsquarestudio.co.uk				

#### Notes for Guidance

- 1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
- 2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
- 4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
- 7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
- 8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
- 9. Please list here steps you will take to promote all four licensing objectives together.
- 10. The application form must be signed.
- 11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
- 12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
- 13. This is the address which we shall use to correspond with you about this application.

**GROUND FLOOR PLAN - SCALE 1:50** 



BLOCK PLAN-SCALE 1:500

In be Sky266 - armsgrang ordi Inective.	TO THE ALARM S AND OFTICAL TYPE S AND OFTICAL TYPE	
LICENSING DRAWING	TH T T T T T T T T T T T T T	NOTE: The Contractor is to check and verify all building and site dimensions, levels and sewer invert levels at connection points before work starts. This drawing must be read with and checked against any structural or other specialist drawings provided. The Contractor is to comply in all respects with the current Building Regulations whether or not specifically stated on these drawings. This drawing is not intended to show details of foundation or ground confiltions. Each area of ground relied upon to support the structure depicted must be investigated by the Contractor and suitable methods of foundation be provided.

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# **APPENDIX 2**

From:	Busfield, Louise
То:	Tom Hollington - Set Square; Tania Jardim; Licensing Com
Cc:	freshersstores@gmail.com
Subject:	RE: 58 & 58A Stanfield Road, Bournemouth, BH9 2NP (M189999)
Date:	08 November 2021 16:31:06
Attachments:	image002.png
	image003.png
	image004.jpg
	image005.png
	image006.jpg
	image007.jpg
	image008.ipg
	image009.ipg

#### Hi Tom

Thank you for your email, as you will note I have copied in the Licensing Authority for the conditions , and terminal hour for sale of alcohol, to be updated on the Premises Licence.

Kind regards, Louise Louise Busfield 8952 Licensing Officer Drug and Alcohol Harm Reduction Team Prevention Department Bournemouth Police Station Dorset Police E: <u>louise.busfield@dorset.pnn.police.uk</u> T: 01202 222445 M: 07912 899315



From: Tom Hollington - Set Square <tom@setsquarestudio.co.uk>
Sent: 08 November 2021 15:18

To: Busfield, Louise <Louise.Busfield@dorset.pnn.police.uk>; Tania Jardim

<tania.jardim@bcpcouncil.gov.uk>

Cc: freshersstores@gmail.com

Subject: RE: 58 & 58A Stanfield Road, Bournemouth, BH9 2NP (M189999)

HI Louise

Many thanks for your comments on the application and recommendations for conditions, can we use this email as written confirmation of our client's acceptance of the conditions as you set out?

Kind regards

Tom

Sent from Mail for Windows

From: Busfield, Louise
Sent: 29 October 2021 09:48
To: Tom Hollington - Set Square
Cc: freshersstores@gmail.com
Subject: FW: 58 & 58A Stanfield Road, Bournemouth, BH9 2NP (M189999)

Good morning Tom

I hope you are well.

In relation to the above application, I would be grateful for consideration to the following wording, in addition to a 'drinking up time' so that terminal hour for sale of alcohol is 22:30 to facilitate effective close of premises at 23:00.

All staff working at the premises concerned with the sale of alcohol shall be trained in accordance with an accredited training scheme on the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attaching to the premises licence. Refresher training shall be provided at least once every 6 months. A record shall be maintained of all staff training and that record shall be signed by the person receiving the training and the trainer. The records shall be kept for a minimum of 12 months and made available for inspection by police, licensing or other authorised officers.

An incident log shall be kept at the premises. The log shall include the date and time of the incident and the name of the member of staff who has been involved. and made available on request to an authorised officer of the Council or the Police, which shall record the following:

- (a) any complaints received (b) any incidents of disorder
- (c) any faults in the CCTV system / or searching equipment /or scanning equipment
- (d) any refusal of the sale of alcohol
- (e) any visit by a relevant authority or emergency service
- (f) all crimes reported to the venue
- (g) all ejections of patrons
- (h) all seizures of drugs or offensive weapons

This log to be checked on a weekly basis by the DPS of the premises.

Challenge 25, shall be operated at the premises where the only acceptable forms of identification are (recognised photographic identification cards, such as a driving licence or passport I Holographically marked PASS scheme identification cards). Appropriate signage advising customers of the policy shall prominently displayed in the premises.

A CCTV system, shall be installed to cover all entry and exit points enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record and cover areas where alcohol is kept for selection and purchase by the public, whilst the premises is open for licensable activities. It shall operate during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31days with correct date and time stamping. Recordings shall be made available immediately upon the request of Police or an authorised officer of the council throughout the preceding 31 day period. The CCTV system shall be updated and maintained according to police recommendations.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member must be able to show a Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.

CCTV shall be downloaded on request of the Police or authorised officer of the council. Appropriate signage advising customers of CCTV being in operation, shall be prominently displayed in the premises.

A documented check of the CCTV shall be completed weekly to ensure all cameras remain operational and the 31 days storage for recordings is being maintained.

Posters will be visible from the window to deter customers from congregating by the main door and to remind them to be considerate of neighbours and residents

Outside seating not to be used after 22:00

Alcohol will be ancillary to food prepared and served on the premises.

Kind regards, Louise Louise Busfield 8952 Licensing Officer Drug and Alcohol Harm Reduction Team Prevention Department Bournemouth Police Station Dorset Police E: louise.busfield@dorset.pnn.police.uk T: 01202 222445 M: 07912 899315



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# **APPENDIX 3**

From:	Matthew Taylor	
To:	Tom Hollington - Set Square; Joscelyn Holbrook; ; ; Tania Jardim	
Subject:	RE: Premises License - 58 and 58a Stanfield Road	
Date:	22 November 2021 16:47:37	

Good Afternoon Tom,

I have spoken with Tania today and she confirmed that today is the last day of representations for the above premises licence.

Your email from Tuesday last week stated that you have had a meeting with your client and that you are now looking to enclose some of the outside terrace area with a wall/fence so that we can look at providing a longer opening of the external area.

You have suggested you will provide us with a new plan so that we can see the decking area that will be enclosed. Can I ask you send this plan through so that I can look at your intentions and the possibilities regarding hours of the outside area?

I understand that Tania will now look to book a licensing hearing for the future so it will be good to get these outside hours organised sooner rather than later. I believe the next best step will be to see the plan with the proposed change of outside decking area. We should be able to move things forward once I have seen this plan.

Kind Regards

Matthew Taylor Senior Environmental Health Officer Communities matthew.taylor@bcpcouncil.gov.uk bcpcouncil.gov.uk 01202 128511

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From: Tom Hollington - Set Square Sent: 16 November 2021 08:53

To: Joscelyn Holbrook <joscelyn.holbrook@bcpcouncil.gov.uk>; Matthew Taylor <matthew.taylor@bcpcouncil.gov.uk>; Source Comments (Comments); Tania Jardim <tania.jardim@bcpcouncil.gov.uk>; Licensing Com licensing@bcpcouncil.gov.uk> Subject: RE: Premises License - 58 and 58a Stanfield Road

Hi there

I visited site yesterday and met with the applicant, we intend to reduce the scope of the decking on the façade facing the main road. We wish to amend the layout in line with what Matthew is suggesting and retain the section of high level wall on the RHS of the new shop premises we are currently seeking consent to amalgamate in the food business. This wall is in excess of two metres in height and would offer containment to the decking/al fresco area. On the ownership issues raised by the planning department the front area is denoted on the lease plan as part of the shops demise; however there is a Royal Mail letter box and a telegraph pole that would really compromise access through the corner section of the highway. This we believe should be highlighted to the relevant interested parties in the Local Authority and mitigation/resolution found. We believe the new size of decking and proposed external dining provision is more manageable and reduces customer number on the decking would facilitate a longer operating time limit, even if this was temporary and on a trial basis subject to review.

On a planning basis we feel a revised plan requires submitting and possibly re-consulting on.

Please advise

Tom

Sent from Mail for Windows

From: Joscelyn Holbrook Sent: 08 November 2021 16:49 To: Tom Hollington - Set Square; Matthew Taylor; Section 2010 (Section 2010) (Section 20

Hi Tom,

Any additional screening would need to be added to the application – as well as the details and elevations of the decking as previously discussed.

Given the proximity to neighbours, I too share a concern about the use of the outdoor area beyond 8pm and would be looking to restrict the hours of use by a planning condition.

With kind regards,

Mrs Joscelyn Holbrook MRTPI Planning Officer Planning Services Working days Monday-Wednesday Working from Home joscelyn.holbrook@bcpcouncil.gov.uk bcpcouncil.gov.uk

From: Tom Hollington - Set Square
Sent: 08 November 2021 16:43
To: Matthew Taylor <<u>matthew.taylor@bcpcouncil.gov.uk</u>>;
Jardim <<u>tania.jardim@bcpcouncil.gov.uk</u>>; Licensing Com <<u>licensing@bcpcouncil.gov.uk</u>>;
Joscelyn Holbrook <<u>joscelyn.holbrook@bcpcouncil.gov.uk</u>>
Subject: RE: Premises License - 58 and 58a Stanfield Road

Mathew

As you may be aware the decking is currently under consideration by the Planning Department

at BCP. I have copied Joscelyn into this conversation, who is the case officer. I am meeting the applicant tomorrow to discus adding screening etc. and introducing some sound/noise containment. This would have to form part of the planning application I believe

Tom

Sent from Mail for Windows

From: Matthew Taylor
Sent: 08 November 2021 16:21
To: Tom Hollington - Set Square; Section (Section 2016)
Subject: RE: Premises License - 58 and 58a Stanfield Road

Hi Tom,

Thanks for reaching out.

My concern is less with the type of business but the location of this business with residential surrounding the site.

People outside until later than 8pm will affect the residential properties in the local area.

Did the business have plans to wall/fence off the decked area to stop noise transfer to local residents?

I fear if they did not have the intention to wall/fence off the area then I will not be able to support people in this outside area with this amount of residential surrounding the business past 8pm.

How does the business intend to control people noise coming from the outside area?

Kind Regards

Matthew Taylor Senior Environmental Health Officer Communities matthew.taylor@bcpcouncil.gov.uk bcpcouncil.gov.uk 01202 128511

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 From: Tom Hollington - Set Square 

 Sent: 08 November 2021 10:17

 To: Matthew Taylor 
 matthew.taylor@bcpcouncil.gov.uk>;

 Jardim <</td>
 tania.jardim@bcpcouncil.gov.uk>;

 Subject: RE: Premises License - 58 and 58a Stanfield Road

Hi Matthew

Thanks for your response to our application, we broadly accept the conditions as set out with the exception of the 20:00hrs time limit to the use of the external area by diners, we believe this condition is more consistent with a more alcohol/drink lead operation not this type of restaurant. Can you please reconsider the time proposed as this seriously impacts the operation and the amount of capital invested; as the external area will make up a large percentage to the total restaurant covers. We are willing, as we set out in our application, to work closely with the Council and hope to strike up a mutually beneficial relationship with an ongoing resolution to the use of the al fresco area.

Kind regards

Tom

Sent from Mail for Windows

From: Matthew Taylor		
<b>Sent:</b> 22 October 2021 15:58		
То:	;	; <u>Tania Jardim; Licensing Com</u>
Subject: Premises License - 58	and 58a Stanfield Road	

Good Afternoon,

I have been viewing your premises license application 58 and 58a Stanfield Road, Bournemouth.

You have applied for: Opening Hours until 23:00

I note you have not applied for Recorded Music or Live Music upon the licence.

You describe the business as: Restaurant – Takeaway and Eat In

I know that the site is surrounded by residential properties and some other businesses within the local vicinity therefore I have concerns under the prevention of public nuisance.

I note that you have provided the following wording under the prevention of public nuisance box:

The measures detailed above

Particularly ensuring that customers do not congregate in or near the doorways after leaving Adequate provision of rubbish bins

Management of delivery drivers to park considerately

Any outside seating not to be used after 10 pm with appropriate signage

I note that you show on the plan a large decked area around the property, in this vicinity large numbers of people externally will cause significant annoyance to a large number of residential properties. I have therefore reworded your above wording in order to ensure enforceability and I recommend the following conditions are applied to the licence under prevention of public nuisance to ensure no public nuisance will be created:

- 1.1. All tables and chairs shall be removed from the outside front area by 20:00 hours each day.
- 1.2. After 20:00, Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks or glass containers with them.
- 1.3. The premises licence holder shall ensure that any patrons smoking outside do so in an orderly manner and ensure that there is no public nuisance.
- 1.4. No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
- 1.5. Loudspeakers shall not be placed outside the premises building.
- 1.6. Disposal of waste bottles into external receptacles where the noise shall be audible to neighbouring properties shall not occur between 23:00 hours and 08:00 hours on the following day.
- 1.7. Arrangements shall be put in place to ensure that waste collection contractors do not collect refuse between 23:00 and 08:00.
- 1.8. The premises shall have suitable lockable containers for waste generated by their operation and be of adequate capacity for the size and nature of the premises.
- 1.9. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

I hope you are happy with the above wording, if you wish to amend any of the wording please feel free to let me know, I am happy to amend the wording if the amended wording offers the same protection for local residents.

I am currently objecting to your application so that we can organise the conditions to be added to your application. Once we have sorted out the conditions on your application I will remove my objection.

Kind Regards

Matthew Taylor Senior Environmental Health Officer Communities matthew.taylor@bcpcouncil.gov.uk bcpcouncil.gov.uk 01202 128511

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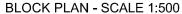
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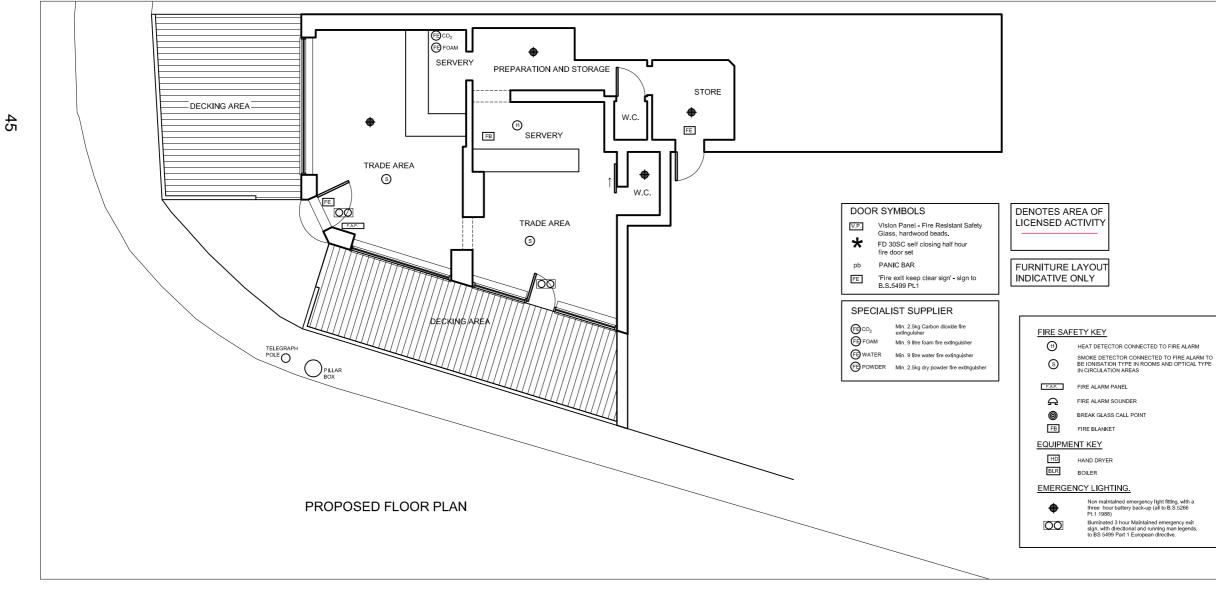
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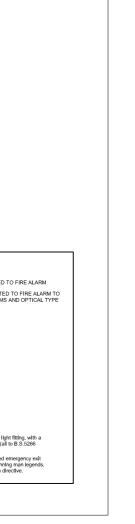
**GROUND FLOOR PLAN - SCALE 1:50** 

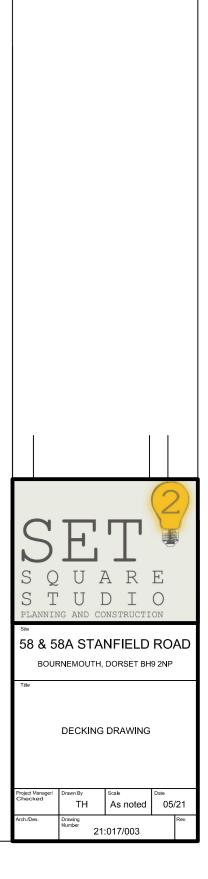
# **APPENDIX 4**

#### NOTE:

The Contractor is to check and verify all building and site dimensions, levels and sewer invert levels at connection points before work starts.

levels at connection points before work starts. This drawing must be read with and checked against any structural or other specialist drawings provided. The Contractor is to comply in all respects with the current Bulkding Regulations whether or not specifically stated on these drawings. This drawing is not intended to show details of foundation or ground conditions. Each area of ground relied upon to support the structure depicted must be investigated by the Contractor and sultable methods of foundation be provided.





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