

Notice of Licensing Sub-Committee

Date: Tuesday, 25 June 2024 at 10.00 am

Venue: HMS Phoebe, BCP Civic Centre, Bournemouth BH2 6DY



Membership:

Cllr A Chapmanlaw

Cllr D A Flagg

Cllr L Williams

Reserves:

Cllr A Filer (1)

Cllr J Richardson (2)

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?MIId=6183>

If you would like any further information on the items to be considered at the meeting please contact: Sinead O'Callaghan on 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

17 June 2024

**DEBATE
NOT HATE**



Available online and
on the Mod.gov app



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



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

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
(janie.berry@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 Speaking at Licensing Hearings

5 - 10

The protocol for public speaking at Licensing Sub Committee hearings is included with the agenda sheet for noting.

5. Exclusion of Press and Public

In relation to the item of business appearing below, the Sub Committee is asked to consider the following resolution at the hearing when dealing with the representation from Trading Standards at Appendix 4 of the report:

“That under Section 14 (2) of the Licensing Act 2003 (Hearings) Regulations 2005, and with regard to Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that the public interest in withholding the information outweighs such interest in disclosing the information and that it involves the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 7 in Part I of Schedule 12A of the Act.”

6. Westover Express, 45 Westover Road, Bournemouth

11 - 30

The Licensing Authority has received an application for a new premises licence for the premises known as Westover Express, 45 Westover Road, Bournemouth.

This matter is brought before 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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LICENSING COMMITTEE AND SUB COMMITTEE – PROTOCOL FOR PUBLIC SPEAKING

1. Introduction

- 1.1 This protocol for public speaking applies to Licensing Committee and Sub Committee hearings in relation to matters including the licensing of alcohol, regulated entertainment, late night refreshment, gambling, sex establishments and hackney carriage and private hire drivers, vehicles and operators, as set out in Part 3.3 of the Council's Constitution.
- 1.2 These matters are considered in accordance with relevant legislation and associated regulations including the Licensing Act 2003 (as amended by the Police Reform and Social Responsibility Act 2011), the Gambling Act 2005, Part II and Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 (as amended by Section 27 of the Policing and Crime Act 2009) and the Local Government (Miscellaneous Provisions) Act 1976.

2. Conduct of Hearings

- 2.1 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, etc.
- 2.2 Chair asks everyone present to introduce themselves and state their role.
- 2.3 Chair checks that all persons who have given notice of their intention to speak and any person who wishes to withdraw a representation or wishes not to speak have been identified.
- 2.4 Chair explains proposed procedure and order of speaking for hearing as set out in Appendix A or B of this protocol as appropriate. All parties confirm agreement or make representations on procedure proposed.
- 2.5 Licensing Officer's report is presented.
- 2.6 Parties speak in the order agreed.
- 2.7 With the exception of hackney carriage and private hire hearings, 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 additional 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.

- 2.8 Members of the Licensing Committee or Sub Committee may ask questions after each party has spoken and once all parties have spoken. Parties will be allowed to ask questions through the Chair.
- 2.9 Once all parties have been heard, the parties will be given the opportunity to sum up. Party who spoke first to go last. The hearing will then conclude.
- 2.10 Members will deliberate in private with the clerk and legal representative as appropriate present.
- 2.11 The decision will be taken by the Committee and notification of the decision will be given as follows:
 - 2.11.1 For Licensing Act 2003 and Gambling Act 2005 hearings, determination must be 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 relevant Regulations, unless otherwise specified (for example, the issuing of a counter notice following objection to a TEN, in which case the determination must be at the conclusion of the hearing).
 - 2.11.2 For Sex Establishment and other hearings, where possible determination will be within the period of five working days beginning with the day or the last day on which the hearing was held.
 - 2.11.3 For Hackney Carriage and Private Hire hearings, notification of the decision will be given at the conclusion of the hearing, followed by a written decision letter where possible within the period of five working days beginning with the day or the last day on which the hearing was held.
- 2.12 Notification of the decision will include information for all parties of any right of appeal as appropriate.

3 General points

- 3.1 Hearings convened under the Licensing Act 2003 and the Gambling Act 2005 and associated regulations may be held remotely as required, if the Chairman agrees it is expedient to do so in the circumstances.
- 3.2 The hearing may be adjourned at any time at the discretion of the Members.
- 3.3 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.
- 3.4 The Sub Committee may decide to conduct all or part of a hearing in non-public session in accordance with the relevant Regulations and/or where exempt information is likely to be disclosed.

- 3.5 The Chair may exclude any person from a hearing for being disruptive.
- 3.6 Meetings of the Licensing Committee in public session are recorded by the Council for live and subsequent broadcast on its website.
- 3.7 The hearing will take the form of a discussion.
- 3.8 Only persons (or their representatives) who have made an application, are subject to an application or have submitted a written representation or objection to the Licensing Authority under the relevant Act are permitted to speak at the hearing.
- 3.9 Any further information to support an application, representation, objection or notice (as applicable) can be submitted before the hearing. It may only be submitted at the hearing with the consent of all parties in accordance with any relevant Regulations. Wherever possible the Licensing Authority encourages parties to submit information at the earliest opportunity to allow sufficient time for this to be considered before the hearing and avoid the need for adjournment.
- 3.10 If a party has informed the Authority that they do not intend to participate, or be represented at the hearing, or has failed to advise whether they intend to participate or not, the hearing may proceed in their absence.
- 3.11 For other matters which are the responsibility of the Licensing Committee and not included in this protocol, the Meeting Procedure Rules in Part 4D of the Council's Constitution in relation to public questions, statements and petitions shall apply. This includes such matters as making recommendations on relevant licensing policies, approving the level of fees charged by the Council, and making decisions on tariffs charged by the Public Carriage Trade.
- 3.12 The Council's Constitution can be accessed using the following link:
<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

For further information please contact democratic.services@bcpcouncil.gov.uk

Appendix A

Proposed procedure and order of speaking for hearings (other than hackney carriage and private hire hearings)

1. The Licensing Officer presents report.
2. Questions of the Licensing Officer on their report. Members of the Sub-Committee to go first, then the applicant/licence holder.
3. Applicant will make their Application.
4. Questions of the Applicant by all parties, Members of the Committee/Sub-Committee to go first.
5. Responsible Authorities and Other Persons will make their representations.
6. Questions of the Responsible Authorities and Other Persons. Members of the Committee/Sub-Committee to go first.
7. All parties will be given an opportunity to sum up (with the party who spoke last to go first). The hearing will then conclude.
8. 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).
9. Notification of the Sub Committee's decision will be given in accordance with the requirements of the Licensing Act and Gambling Act regulations. For other hearings, where possible determination will be within the period of five working days beginning with the day or the last day on which the hearing was held.
10. The notification of decision will include information about the right of appeal as appropriate.

Appendix B

Proposed procedure and order of speaking for Hackney Carriage and Private Hire hearings

1. The Licensing Officer presents their report.
2. Questions of the Licensing Officer on their report. Members of the Sub-Committee to go first, then the applicant/licence holder.
3. Applicant/licence holder presents their case.
4. Questions of the applicant/licence holder by all parties, Members of the Committee/Sub-Committee to go first.
5. All parties will be given an opportunity to sum up (with the party who spoke last to go first). The Hearing will then conclude.
6. Sub-Committee will deliberate in private with Legal Adviser and Clerk present. (Councillors new to Licensing may observe deliberations but will not take part in the decision making).
7. Notification of the decision will be given following deliberations at the conclusion of the hearing, to be followed by a written decision letter where possible within the period of five working days beginning with the day or the last day on which the hearing was held.
8. The Legal Adviser will advise parties of any right of appeal as appropriate at the conclusion of the Hearing. Information about the right of appeal as appropriate will also be included in the written decision letter.

Adopted by the Licensing Committee on 7.12.23

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LICENSING SUB-COMMITTEE



Report subject	Westover Express, 45 Westover Road, Bournemouth, BH1 2BZ
Meeting date	25 June 2024
Status	Public Report
Executive summary	<p>Mrs Elina Kadir applied for a new premises which was accepted by the Licensing Authority on 29 April 2024.</p> <p>The application is to permit off sales of alcohol from the premises between the hours of 08:00 and 23:00 each day of the week.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>Members are asked to decide whether to –</p> <ul style="list-style-type: none"> a) Grant the application for a premises licence as made. b) Refuse the application. c) Grant the application subject to additional conditions. <p>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.</p>
Reason for recommendations	<p>The Licensing Authority has received representations from Dorset Police and BCP Council's Trading Standards under the grounds that to grant the application would undermine the prevention of crime and disorder, public safety and protection of children from harm licensing objectives.</p> <p>The Licensing Authority may only consider aspects relevant to the application that have been raised in the representation.</p> <p>Where representations have been received from a responsible authority or any other person, and 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.</p>

Portfolio Holder(s):	Councillor Kieron Wilson – Housing and Regulatory Services
Corporate Director	Jillian Kay – Wellbeing
Report Authors	Sarah Rogers – Principal Licensing Officer
Wards	Bournemouth Central
Classification	For Decision

Background

1. An application for a new premises licence under Section 17 of the Licensing Act 2003 was made on 26 April 2024 and accepted as complete on 29 April 2024.
2. As the premises did not display the public site notice within the statutory timeframe it was necessary to restart the consultation period from the 8 May 2024 to ensure compliance with Regulations.
3. The application is for an off licence facility within a convenience store providing alcohol between the hours of 08:00 and 23:00, each day of the week. A copy of the application is attached at Appendix 1.
4. A plan showing the location of the premises is attached at Appendix 2.

Consultation

5. The application was served on all responsible authorities and the applicant has confirmed that the statutory notices were displayed on site and published in the local newspaper.
6. The application resulted in 2 representations under the prevention of crime and disorder, public safety and protection of children from harm licensing objectives. A copy of the representations are attached at Appendix 3 and 4.
7. You will note from the email of 11 June 24 from Dorset Police at Appendix 3 that the applicant has offered to provide security at the premises from 21:00 hours during the weekends.
8. There were no other representations from any of the other responsible authorities or any other person.

Options Appraisal

9. Before making a decision, Members are asked to consider the following matters:-
 - The representations made by the responsible authorities.
 - The submissions made by or made on behalf of the applicant.
 - The relevant licensing objectives, namely the prevention of crime and disorder, public safety and the protection of children from harm.
 - The Licensing Act 2003, Regulations, Guidance

- The Council's Statement of Licensing Policy, in particular paragraph 19.5 which states:- .

19.5 In cases where representations are made against applications for off sales of alcohol for premises that are;

- In areas where Public Spaces Protection Orders (PSPOs) are in place
- Near to alcohol addiction recovery activities or buildings held in hospital or clinic settings
- In areas where drinking in public spaces affects any of the licensing objectives

The Licensing Authority may not support such applications and may refuse dependant on the evidence presented to support the representations

Summary of financial implications

10. An appeal may be made against the decision of the Sub-Committee, by the applicant or the responsible authorities making the representation to the Magistrates' Court which could have a financial impact on the Council.

Summary of legal implications

11. If Members decide to refuse the application or attach conditions to the licence which the applicant or responsible authorities do not agree to the applicant, or such responsible authority, may appeal to the Magistrates' 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

12. There are no human resources implications.

Summary of sustainability impact

13. There are no sustainability impact implications.

Summary of public health implications

14. There are no public health implications.

Summary of equality implications

15. There are no equality implications.

Summary of risk assessment

16. There are no risk assessment requirements.

Background papers

BCP Council – Statement of Licensing Policy

[SOLP-2020-2025 \(bcp-council.gov.uk\)](https://www.bcp-council.gov.uk/2020-2025-solp)

Hearing Regulations

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

Revised Guidance issued under Section 182 of the Licensing Act 2003 (December 2023)

https://assets.publishing.service.gov.uk/media/6579dec8095987000d95e063/Revised_guidance_issued_under_section_182_of_the_Licensing_Act_2003_-_December_2023.pdf

Appendices

- 1 – Copy Application
- 2 – Copy Location Plan
- 3 – Representation Received – Dorset Police
- 4 – Representation Received – Trading Standards

**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 Mrs Elina Kadir

(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 Westover Express Westover Road Bournemouth Dorset BH1 2BZ			
Post town	Bournemouth	Postcode	BH1 2BZ

Telephone number at premises (if any)	[REDACTED]
Non-domestic rateable value of premises	£Unknown

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | | |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i. as a limited company | <input type="checkbox"/> | please complete section (B) |
| ii. as a partnership | <input type="checkbox"/> | please complete section (B) |
| iii. as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |

- c) a recognised club ☐ 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 you are applying as a person described in (a) or (b) please confirm:

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 making the application pursuant to a
 statutory function or ☐
 a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input checked="" type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname Kadir			First names Elina		
I am 18 years old or over				<input checked="" type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> 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
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any)
E-mail address (optional) tom@setsquarestudio.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
0	1	0	6	2	0	2	4

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

DD		MM		YYYY			

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

Off license and convenience shop

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)

Provision of regulated entertainment


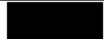
Please tick any that apply

- 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) ☐

J

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 4)		
Mon	08:00	23:00			
Tue	08:00	23:00			
Wed	08:00	23:00			
Thur	08:00	23:00	<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri	08:00	23:00			
Sat	08:00	23:00			
Sun	08:00	23:00			

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

Name Elina Kadir	
	
Postcode	
Personal licence number (if known) LN/201800773	
Issuing licensing authority (if known) Enfield Council	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4)
Day	Start	Finish	
Mon	08:00	23:00	
Tue	08:00	23:00	
Wed	08:00	23:00	
Thur	08:00	23:00	
Fri	08:00	23:00	
Sat	08:00	23:00	
Sun	08:00	23:00	

<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
--

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)

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

All staff working at the premises concerned with the sale of alcohol shall be trained in accordance with the SWERCOTS scheme or such other scheme as may be approved by Trading Standards or the Licensing Authority from time to time and shall receive refresher training at least every 6 months. A record of all staff training shall be maintained and kept on the premises and made available on request to an authorised officer of the Council or the Police.

The premises shall not stock, sell or supply bottles of any cider, beer or lager that has a strength of over 5.3% in a size greater than 1 litre. Further, the premises shall not sell single bottles or cans of any beer, cider or lager that has a strength of over 5.3%

A further notice reading “We do not sell single cans or bottles of beers, ciders or lagers that are stronger than 5.3%” will be displayed at or near the beer display area.

All spirits shall be displayed only behind the counter area.

Alcohol shall only be displayed in areas visible from the sales counter or covered by CCTV.

No sale of alcohol shall knowingly be permitted to anyone under the influence of illegal drugs.

Appropriate signage advising customers of the Policy shall be prominently displayed throughout the premises.

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

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.

A CCTV system, shall be installed to cover all entry and exit points enabling frontal identification of every person entering in any light condition.

There must be a member of staff on duty at all times that the premises are trading under this licence who is able to access the CCTV and produce images to the Police on request

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 31 days 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.

c) Public safety

The measures outlined above

Challenge 25 Age Verification policy to be adopted and advertised with posters

Adequate rubbish bins provided close to the building

The holder of the licence shall undertake a risk assessment regard to the deployment of SIA door supervisors on any occasion when the premises are open beyond 23:00 hours. A copy of any such risk assessment shall be kept up the premises and made available for inspection by police or other authorised officers.

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

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:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☐

- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

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	26/04/2024
Capacity	Agent

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

Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

SCALE - 1:500 @ A4

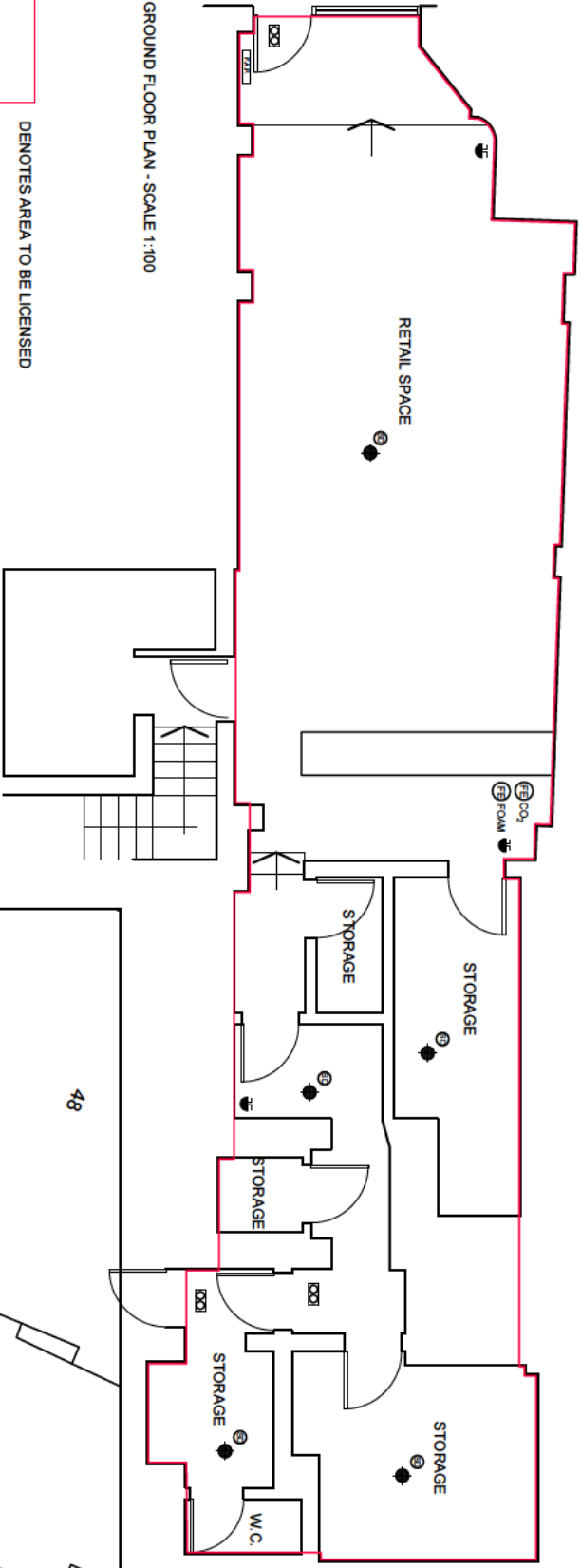
0 5 10 15 20 25 30 35 40 45 50 55 60 65 70 75 80 85 90 95 100 [m]

SCALE - 1:100 @ A4

0 1.0 2.0 3.0 4.0 5.0 6.0 7.0 8.0 9.0 10.0[m]



GROUND FLOOR PLAN - SCALE 1:100



DENOTES AREA TO BE LICENSED

EMERGENCY LIGHTING

- EMERGENCY LIGHT FITTING, NON MAINTAINED WITH THREE HOUR BATTERY BACK-UP (ALL TO BS 5266 Pt 1 1989) (SUPPLY AND FIX)
- ⊠ MAINTAINED EMERGENCY SIGN WITH FIRE EXITS & RUNNING MAN PICTOGRAM TO BS EN 1839 (SUPPLY AND FIX)
- EMERGENCY LEAVE TRY KEY (ELECTRICAL CONNECTION TO ADHES LOCATION)

SPECIALIST SUPPLIER

- ⊠ CO₂ Min. 2 kg Carbon dioxide fire extinguisher
- ⊠ FOAM Min. 9 litre Clean fire extinguisher
- ⊠ WATER Min. 9 litre water fire extinguisher
- ⊠ POWDER Min. 2 kg dry powder fire extinguisher

DENOTES AREA OF LICENSED ACTIVITY

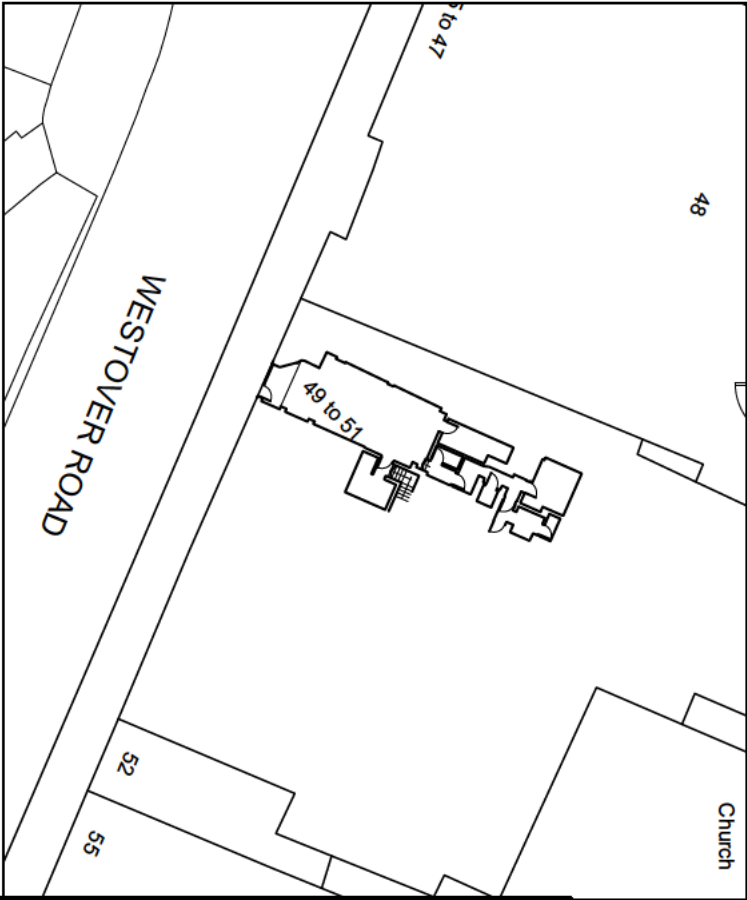
DOORS

* EMERGENCY FIRE DOORS WITH COLD SMOKE SEAL, INTUMESCENT STRIPS & SELF CLOSING DEVICES (SEALS AND STRIPS TO BE FITTED TO FRAME), REFER TO DOOR SCHEDULE FOR DOOR SPEC.

FIRE SAFETY KEY

- * DENOTES PROPOSED FITTING
- ⊠ HEAT DETECTOR CONNECTED TO FIRE ALARM
- ⊠ SMOKE DETECTOR CONNECTED TO FIRE ALARM OR BE CONNECTED TO FIRE ALARM AND OPTICAL TYPE IN CONNECTION AREA
- ⊠ FIRE ALARM PANEL
- ⊠ FIRE ALARM SOUNDER
- BREAK GLASS CALL POINT

SITE PLAN - SCALE 1:500



NOTES
The Contractor is to obtain and install all necessary services and materials and to ensure that all services are connected to the correct points before work starts. This drawing must be read with and checked against the specification and any other relevant drawings provided.
The Contractor is to comply in all respects with the Building Regulations and any other relevant legislation.
This drawing is not intended to show details of construction or to be used as a guide to the construction of the building.
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SET
SQUARE
STUDIO
DESIGN & BUILD UNITED

100% PROJECT FEE
100% PROJECT FEE
100% PROJECT FEE

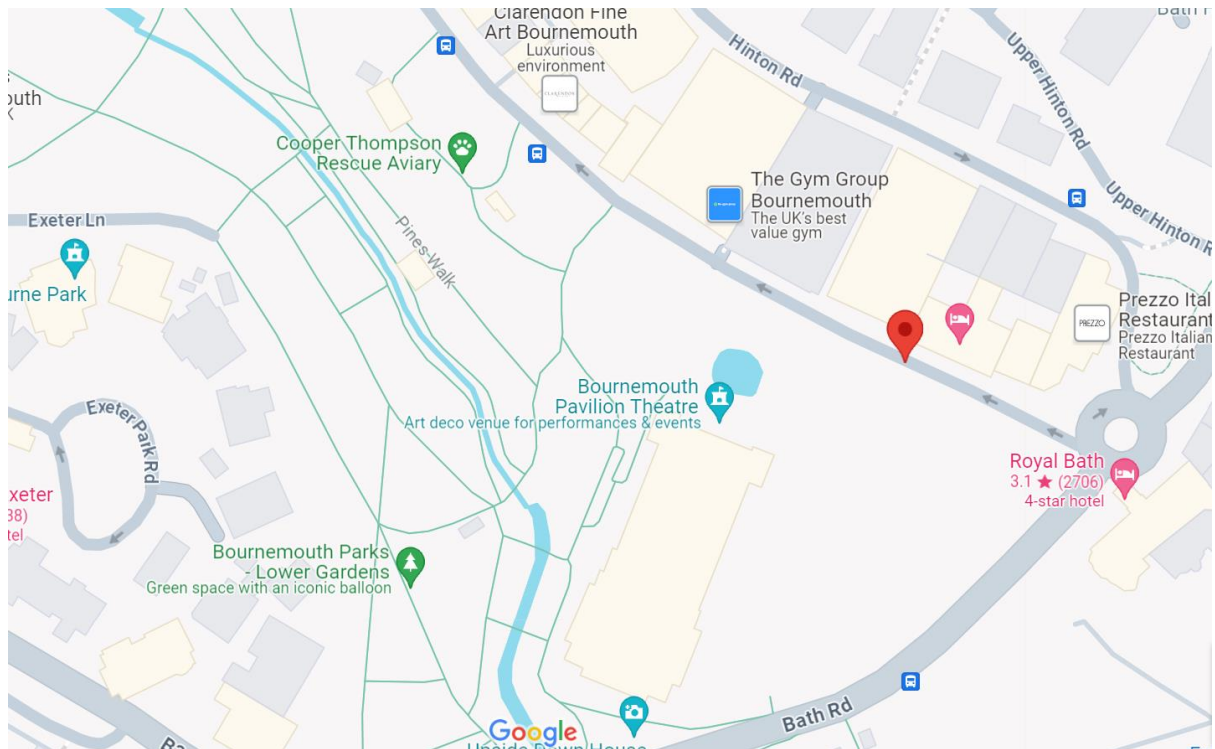
100% PROJECT FEE
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100% PROJECT FEE

UNIT 1 49 WESTOVER ROAD
BOURNEMOUTH, Dorset

RETAIL UNIT
GROUND FLOOR PLAN

Drawn By	Scale	Date
TH	@A4	04/2024

APPENDIX 2



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REPRESENTATION

DORSET POLICE
20.05.24 14:06

Good Afternoon,

Further to the application for Westover Express, on behalf of the Chief Officer of Dorset Police, I wish to object to this application under the Licensing Objectives of the Prevention of Crime and Disorder, and Public Safety.

The location of this premises is in Bournemouth Town Centre and close to a supported accommodation. This area already experiences a disproportionate number of street drinkers, anti-social behaviour and crime and disorder which already negatively impacts the local community, as well as contributing to an increase in demand on police resources.

Furthermore, Westover Road directly fronts the Lower Gardens, a location which necessitates a seasonal dedicated policing presence. Whilst the applicant has offered conditions to their application, it is of the opinion of Dorset Police that it would not be enough to mitigate the risk of having an off licence in the area.

11.06.24 11:46

Good Morning,

I would like to apologise for my late reply due to other pressing commitments.

I remain unsupportive of this application having reviewed the stats for ASB and Crime & Disorder in the Westover area. Whilst the applicant offered security from 2100 during the weekends, the stats shows that reports of Crime & Disorder and Anti-Social behaviour doesn't just happen during weekends.

I am now in receipt of the witness statement from the local neighbourhood policing team to support the objection of this application. A copy of this statement will be included in the supplementary pack which will be submitted in due course.



**DORSET
POLICE**

Vanessa Rosales

Licensing Officer

Tel: 01202 222494 Mobile: 07712420662

Drug & Alcohol Harm Reduction Team
Bournemouth Divisional Headquarters
5 Madeira Road
Bournemouth
BH1 1QQ

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By virtue of paragraph(s) 1,2,7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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