

# **Appendix 1**

## **Application form and premises plans**

LICENSING

20 SEP 2009

RECEIVED

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 Jeremy Dickens and John Maher

(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<br>J's Bar and Lounge<br>Unit 6,<br>The Plaza,<br>Town Square,<br>Stevenage,<br>Hertfordshire |           |           |         |
| Post town  | Stevenage | Post code | SG1 1WS |

|   |              |
|---|--------------|
| Telephone number at premises (if any)   | 07709 110111 |
| Non-domestic rateable value of premises | £70000       |

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as  
Please tick yes

- a) an individual or individuals \*  please complete section (A)
- b) a person 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  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 checked="" type="checkbox"/>                           | Mrs <input type="checkbox"/> | Miss <input type="checkbox"/>               | Ms <input type="checkbox"/>  | Other Title (for example, Rev)      |                 |
| <b>Surname</b><br>DICKENS  |                              |   | <b>First names</b><br>JEREMY |                                     |                 |
| I am 18 years old or over  |                              |   |                              | <input checked="" type="checkbox"/> | Please tick yes |
| <b>Current postal address if different from premises address</b> |                              | 41, BEDONWELL ROAD,<br>BEXLEYHEATH,<br>KENT |                              |                                     |                 |
| <b>Post Town</b>   | BEXLEYHEATH                  |   | <b>Postcode</b>              | DA7 5PS                             |                 |
| <b>Daytime contact telephone number</b>                          |                              |   | 07709 110111                 |                                     |                 |
| <b>E-mail address (optional)</b>                                 |                              |   |                              |                                     |                 |

**SECOND INDIVIDUAL APPLICANT** (if applicable)

|  |                              |                               |                             |                                     |                 |
|--|------------------------------|-------------------------------|-----------------------------|-------------------------------------|-----------------|
| Mr <input checked="" type="checkbox"/> | Mrs <input type="checkbox"/> | Miss <input type="checkbox"/> | Ms <input type="checkbox"/> | Other Title (for example, Rev)      |                 |
| <b>Surname</b><br>Maher                |                              |                               | <b>First names</b><br>John  |                                     |                 |
| I am 18 years old or over              |                              |                               |                             | <input checked="" type="checkbox"/> | Please tick yes |

|  |             |   |         |
|--|-------------|---|---------|
| <b>Current postal address if different from premises address</b> |             | 30, Belvedere Road,<br>Bexleyheath,<br>KENT |         |
| <b>Post Town</b>   | Bexleyheath | <b>Postcode</b>                             | DA7 4NX |
| <b>Daytime contact telephone number</b>                          |             | 07709 110111                                |         |
| <b>E-mail address (optional)</b>                                 |             |   |         |

**(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.) |
| Telephone number (if any)   |
| E-mail address (optional)   |

**Part 3 Operating Schedule**

When do you want the premises licence to start?

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
| 0   | 1     | 11   |
| 2   | 0     | 09   |

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

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |
|     |       |      |

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

Ground Floor Bar & Lounge with night Club facilities

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

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

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

**Provision of regulated entertainment**

**Please tick yes**

- |   |                                     |
|---|-------------------------------------|
| a) plays (if ticking yes, fill in box A)  | <input type="checkbox"/>            |
| b) films (if ticking yes, fill in box B)  | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)   | <input checked="" type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)  | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)   | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)   | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)  | <input type="checkbox"/>            |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/>            |

**Provision of entertainment facilities:**

- |   |                                     |
|---|-------------------------------------|
| i) making music (if ticking yes, fill in box I)   | <input checked="" type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J)  | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input type="checkbox"/>            |

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

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

**In all cases complete boxes N, O and P**

**A**

| <b>Plays</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b><br>(please read guidance note 2)  | Indoors  | <input type="checkbox"/> |
|---|-------|--------|---|----------|--------------------------|
|   |       |        |   | Outdoors | <input type="checkbox"/> |
|   |       |        |   | Both     | <input type="checkbox"/> |
| Day   | Start | Finish |   |          |                          |
| Mon   |       |        | <b><u>Please give further details here</u></b> (please read guidance note 3)  |          |                          |
|   |       |        |   |          |                          |
| Tue   |       |        | <b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 4)  |          |                          |
|   |       |        |   |          |                          |
| Wed   |       |        | <b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |          |                          |
|   |       |        |   |          |                          |
| Thur  |       |        |   |          |                          |
|   |       |        |   |          |                          |
| Fri   |       |        |   |          |                          |
|   |       |        |   |          |                          |
| Sat   |       |        |   |          |                          |
|   |       |        |   |          |                          |
| Sun   |       |        |   |          |                          |
|   |       |        |   |          |                          |

**B**

|   |              |               |   |          |                                     |
|---|--------------|---------------|---|----------|-------------------------------------|
| <b>Films</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 2)  | Indoors  | <input checked="" type="checkbox"/> |
|   |              |               |   | Outdoors | <input type="checkbox"/>            |
|   |              |               |   | Both     | <input type="checkbox"/>            |
| <b>Day</b>  | <b>Start</b> | <b>Finish</b> | <b>Please give further details here</b> (please read guidance note 3)<br><b>TO PERMIT THE PLAYING OF RECORDED FILMS</b>   |          |                                     |
| Mon   |              |               |   |          |                                     |
| Tue   |              |               | <b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4)  |          |                                     |
| Wed   |              |               |   |          |                                     |
| Thur  | 20.00        | 02.30         | <b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 5) |          |                                     |
| Fri   | 20.00        | 04.00         |   |          |                                     |
| Sat   | 20.00        | 04.00         | BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY - 20.00 - 04.00 AND NEW YEARS EVE - 20.00 - 05.00   |          |                                     |
| Sun   |              |               |   |          |                                     |

**C**

| <b>Indoor sporting events</b><br>Standard days and timings (please read guidance note 6) |       |        | <b>Please give further details</b> (please read guidance note 3)<br>To permit the playing of pool at the premises. As this is not likely to attract an audience it may not be a licensable activity, but if league competitions or something similar were to develop then this activity would be covered.       |
|--|-------|--------|---|
| Day  | Start | Finish |   |
| Mon  |       |        | <b>State any seasonal variations for indoor sporting events</b> (please read guidance note 4)   |
| Tue  |       |        |   |
| W.   |       |        |   |
| Thur   | 20.00 | 02.30  | <b>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</b> (please read guidance note 5)<br>On Bank Holiday Sundays, Christmas Eve and Boxing Day - 20.00 - 04.00 and New Years Eve - 20.00 - 05.00 |
| Fri  | 20.00 | 04.00  |   |
| Sat  | 20.00 | 04.00  |   |
| Sun  |       |        |   |
|  |       |        |   |



**D**

|  |       |        |  |          |                          |
|--|-------|--------|--|----------|--------------------------|
| <b>Boxing or wrestling entertainments</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)  | Indoors  | <input type="checkbox"/> |
|  |       |        |  | Outdoors | <input type="checkbox"/> |
|  |       |        |  | Both     | <input type="checkbox"/> |
|  |       |        |  |          |                          |
| Day  | Start | Finish | <b><u>Please give further details here</u></b> (please read guidance note 3)   |          |                          |
| Mon  |       |        |  |          |                          |
| Tue  |       |        |  |          |                          |
| Wed  |       |        | <b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 4)  |          |                          |
| Thur   |       |        |  |          |                          |
| Fri  |       |        |  |          |                          |
| Sat  |       |        | <b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |          |                          |
| Sun  |       |        |  |          |                          |
|  |       |        |  |          |                          |

**E**

|  |              |               |   |          |                                     |
|--|--------------|---------------|---|----------|-------------------------------------|
| <b>Live music</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the performance of live music take place indoors or outdoors or both – please tick</b><br>(please read guidance note 2)   | Indoors  | <input checked="" type="checkbox"/> |
|  |              |               |   | Outdoors | <input type="checkbox"/>            |
|  |              |               |   | Both     | <input type="checkbox"/>            |
| <b>Day</b>   | <b>Start</b> | <b>Finish</b> | <b>Please give further details here</b> (please read guidance note 3)<br><b>TO PERMIT THE PLAYING OF MUSIC INCLUDING AMPLIFICATION OF INSTRUMENTS AND VOICE.</b>  |          |                                     |
| Mon  |              |               |   |          |                                     |
| Tue  |              |               | <b>State any seasonal variations for the performance of live music</b><br>(please read guidance note 4)   |          |                                     |
| Wed  |              |               |   |          |                                     |
| Thur   | 20.00        | 02.00         | <b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 5)<br>BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY - 20.00 - 03.00 AND NEW YEARS EVE- 20.00 - 04.00 |          |                                     |
| Fri  | 20.00        | 03.00         |   |          |                                     |
| Sat  | 20.00        | 03.00         |   |          |                                     |
| Sun  |              |               |   |          |                                     |

**F**

|  |              |               |  |          |                                     |
|--|--------------|---------------|--|----------|-------------------------------------|
| <b>Recorded music</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b><br>(please read guidance note 2)  | Indoors  | <input checked="" type="checkbox"/> |
|  |              |               |  | Outdoors | <input type="checkbox"/>            |
|  |              |               |  | Both     | <input type="checkbox"/>            |
| <b>Day</b>   | <b>Start</b> | <b>Finish</b> | <b>Please give further details here</b> (please read guidance note 3)<br><b>TO PERMIT THE PLAYING OF RECORDED MUSIC INCLUDING MUSIC PLAYED BY A DJ , JUKE BOX OR OTHER MEANS OF RECORDED MUSIC</b><br><br>(After 3.00 a.m. or 4.00 a.m. on new year's day the background incidental music will be played from an automated source until the close of the premises) |          |                                     |
| Mon  |              |               |  |          |                                     |
| Tue  |              |               | <b>State any seasonal variations for the playing of recorded music</b><br>(please read guidance note 4)  |          |                                     |
| Wed  |              |               |  |          |                                     |
| Thur   | 20.00        | 02.00         | <b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 5)<br>BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY - 20.00 - 03.00 AND NEW YEARS EVE- 20.00 - 04.00  |          |                                     |
| Fri  | 20.00        | 03.00         |  |          |                                     |
| Sat  | 20.00        | 03.00         |  |          |                                     |
| Sun  |              |               |  |          |                                     |

**G**

| Performances of dance<br>Standard days and timings (please read guidance note 6) |       |        | Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)   | Indoors  | <input type="checkbox"/> |
|--|-------|--------|--|----------|--------------------------|
| Day  | Start | Finish |  | Outdoors | <input type="checkbox"/> |
| Mon  |       |        | <b>Please give further details here</b> (please read guidance note 3)  | Both     | <input type="checkbox"/> |
| Tue  |       |        |  |          |                          |
| Wed  |       |        | <b>State any seasonal variations for the performance of dance</b> (please read guidance note 4)  |          |                          |
| Thur   |       |        |  |          |                          |
| Fri  |       |        | <b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 5) |          |                          |
| Sat  |       |        |  |          |                          |
| Sun  |       |        |  |          |                          |

H

|  |       |        |   |          |                          |
|--|-------|--------|---|----------|--------------------------|
| <p><b>Anything of a similar description to that falling within (e), (f) or (g)</b><br/>Standard days and timings (please read guidance note 6)</p> |       |        | <p><b><u>Please give a description of the type of entertainment you will be providing</u></b></p>   |          |                          |
| Day  | Start | Finish | <p><b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)</p>   | Indoors  | <input type="checkbox"/> |
| Mon  |       |        |   | Outdoors | <input type="checkbox"/> |
|  |       |        |   | Both     | <input type="checkbox"/> |
| Tue  |       |        | <p><b><u>Please give further details here</u></b> (please read guidance note 3)</p>   |          |                          |
| Wed  |       |        |   |          |                          |
| Thur   |       |        | <p><b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)</p>  |          |                          |
| Fri  |       |        |   |          |                          |
| Sat  |       |        | <p><b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)</p> |          |                          |
| Sun  |       |        |   |          |                          |

I

| <b>Provision of facilities for making music</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Please give a description of the facilities for making music you will be providing</u></b><br><br>Equipment will be supplied by 3 <sup>rd</sup> parties<br><br>A DJ booth and equipment for use by DJ will be installed by the applicant.  |  |  |                          |
|--|-------|--------|--|--|--|--------------------------|
|  |       |        | <b><u>Will the facilities for making music be indoors or outdoors or both – please tick</u></b><br>(please read guidance note 2)   |  |  | Indoors                  |
|  |       |        | Outdoors   |  |  | <input type="checkbox"/> |
|  |       |        | Both   |  |  | <input type="checkbox"/> |
| Day  | Start | Finish | <b><u>Please give further details here</u></b> (please read guidance note 3)   |  |  |                          |
| Mon  |       |        |  |  |  |                          |
| Tue  |       |        | <b><u>State any seasonal variations for the provision of facilities for making music</u></b> (please read guidance note 4)   |  |  |                          |
| Wed  |       |        |  |  |  |                          |
| Thur   | 20.00 | 02.00  |  |  |  |                          |
| Fri  | 20.00 | 03.00  | <b><u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)<br>BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY- 20.00 - 03.00 AND NEW YEARS EVE- 20.00 - 04.00 |  |  |                          |
| Sat  | 20.00 | 03.00  |  |  |  |                          |
| Sun  |       |        |  |  |  |                          |

J

|   |              |               |  |          |                                     |
|---|--------------|---------------|--|----------|-------------------------------------|
| <b>Provision of facilities for dancing</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the facilities for dancing be indoors or outdoors or both – please tick</b> (see guidance note 2)  | Indoors  | <input checked="" type="checkbox"/> |
|   |              |               |  | Outdoors | <input type="checkbox"/>            |
|   |              |               |  | Both     | <input type="checkbox"/>            |
| <b>Day</b>  | <b>Start</b> | <b>Finish</b> | <b><u>Please give a description of the facilities for dancing you will be providing</u></b><br>A Dance floor is provided but patrons can dance anywhere within the licensed area of the premises.  |          |                                     |
| Mon   |              |               | <b><u>Please give further details here</u></b> (please read guidance note 3)<br><b>TO PERMIT FACILITIES TO BE USED FOR DANCING</b>   |          |                                     |
| Tue   |              |               |  |          |                                     |
| Wed   |              |               | <b><u>State any seasonal variations for providing dancing facilities</u></b><br>(please read guidance note 4)  |          |                                     |
| Thur  | 20.00        | 02.00         |  |          |                                     |
| Fri   | 20.00        | 03.00         | <b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)<br>BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY - 20.00 - 03.00 AND NEW YEARS EVE- 20.00 - 04.00 |          |                                     |
| Sat   | 20.00        | 03.00         |  |          |                                     |
| Sun   |              |               |  |          |                                     |

**K**

|  |       |        |   |          |                          |
|--|-------|--------|---|----------|--------------------------|
| <b>Provision of facilities for entertainment of a similar description to that falling within i or j</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Please give a description of the type of entertainment facility you will be providing</u></b>   |          |                          |
| Day  | Start | Finish | <b><u>Will the entertainment facility be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)  | Indoors  | <input type="checkbox"/> |
| Mon  |       |        |   | Outdoors | <input type="checkbox"/> |
|  |       |        |   | Both     | <input type="checkbox"/> |
| Tue  |       |        | <b><u>Please give further details here</u></b> (please read guidance note 3)  |          |                          |
| Wed  |       |        |   |          |                          |
| Thur   |       |        | <b><u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u></b><br>(please read guidance note 4)   |          |                          |
| Fri  |       |        |   |          |                          |
| Sat  |       |        | <b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |          |                          |
| Sun  |       |        |   |          |                          |



L

|  |              |               |   |          |                                     |
|--|--------------|---------------|---|----------|-------------------------------------|
| <b>Late night refreshment</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)  | Indoors  | <input checked="" type="checkbox"/> |
|  |              |               |   | Outdoors | <input type="checkbox"/>            |
|  |              |               |   | Both     | <input type="checkbox"/>            |
| <b>Day</b>   | <b>Start</b> | <b>Finish</b> | <b><u>Please give further details here</u></b> (please read guidance note 3)  |          |                                     |
| Mon  |              |               |   |          |                                     |
| Tue  |              |               | <b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)   |          |                                     |
| Wed  |              |               |   |          |                                     |
| Thur   | 23.00        | 02.30         | <b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 5)<br>BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY - 23.00 - 04.00 AND NEW YEARS EVE- 23.00 - 05.00 |          |                                     |
| Fri  | 23.00        | 04.00         |   |          |                                     |
| Sat  | 23.00        | 04.00         |   |          |                                     |
| Sun  |              |               |   |          |                                     |

**M**

|   |              |               |   |                  |                                     |
|---|--------------|---------------|---|------------------|-------------------------------------|
| <b>Supply of alcohol</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the supply of alcohol be for consumption (Please tick box)</b> (please read guidance note 7)  | On the premises  | <input type="checkbox"/>            |
|   |              |               |   | Off the premises | <input type="checkbox"/>            |
|   |              |               |   | Both             | <input checked="" type="checkbox"/> |
| <b>Day</b>  | <b>Start</b> | <b>Finish</b> | <b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)  |                  |                                     |
| Mon   |              |               |   |                  |                                     |
| Tue   |              |               |   |                  |                                     |
| Wed   |              |               |   |                  |                                     |
| Thur  | 20.00        | 02.00         |   |                  |                                     |
| Fri   | 20.00        | 03.00         |   |                  |                                     |
| Sat   | 20.00        | 03.00         |   |                  |                                     |
| Sun   |              |               | <b>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</b> (please read guidance note 5)<br>BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY - 20.00 - 03.00 AND NEW YEARS EVE- 20.00 - 04.00 |                  |                                     |
|   |              |               |   |                  |                                     |

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

|   |         |
|---|---------|
| <b>Name</b><br>Jeremy Dickens   |         |
| <b>Address</b><br>41, Bedonwell Rd,<br>Bexleyheath,<br>Kent             |         |
| <b>Postcode</b>   | DA7 5PS |
| <b>Personal Licence number (if known)</b><br>05/00899/BEXLEY/Z          |         |
| <b>Issuing licensing authority (if known)</b><br>Bexley Borough Council |         |

**N**

**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)**

Bar & Lounge with night club facilities -persons under 18's will not be admitted to the premises

2 AWP machines will be sited in the premises.

**O**

|   |       |        |   |
|---|-------|--------|---|
| <b>Hours premises are open to the public</b><br>Standard days and timings (please read guidance note 6) |       |        | <b>State any seasonal variations</b> (please read guidance note 4)  |
| Day   | Start | Finish |   |
| Mon   |       |        | <p><b><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></b> (please read guidance note 5)</p> <p>BANK HOLIDAY SUNDAYS, CHRISTMAS EVE, BOXING DAY - 20.00 - 04.00 AND NEW YEARS EVE- 20.00 - 05.00</p> |
| Tue   |       |        |   |
| Wed   |       |        |   |
| Thur  | 20.00 | 02.30  |   |
| Fri   | 20.00 | 04.00  |   |
| Sat   | 20.00 | 04.00  |   |
| Sun   |       |        |   |
|   |       |        |   |
|   |       |        |   |
|   |       |        |   |

**P** Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)**

This Premises Licence will terminate in the event of Mr J. Dickens and Mr J Maher ceasing to be the Premises Licence holders.

Although open to members of the public it is the intention to establish regular clientele via a club atmosphere over a period of time and the applicant will put in place measures to enable persons to become members on production of verifiable i.d such as passport, driving licence or PASS approved id and completion of relevant forms.

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

No alcohol will be sold for consumption off the premises save for consumption in the designated smoking area.

On every Thursday, Friday and Saturday and all other dates where non-standard timings apply, a minimum of two SIA Door Staff will be on duty from 8.00 p.m - 9.00 p.m. and a minimum of 4 door staff will be on duty from 9.00 p.m. until 30 minutes after the close of the premises and 2 members of Door staff will be clearly visible at the main entrance to the premises between the hours of 9.00 pm and time of closing to the public.

All door staff will comply with SIA requirements relating to the wearing of SIA registration badges and availability of registration documents and/or identification for inspection.

All door staff employed at the entrance/exit of the premises will wear luminous armbands during the hours of darkness.

The Licence Holder and Designated Premises Supervisor will ensure that the premises are equipped with a closed circuit television system, the recordings of which are of a standard that is to the satisfaction of Hertfordshire Constabulary and the Stevenage Licensing Authority.

The Licence Holder and Designated Premises Supervisor will ensure that viewable and un-edited copies of recordings from the CCTV system can immediately be provided to Police or Licensing Authority upon request. All recordings will be kept for a minimum of 28 days.

The Licence Holder and Designated Premises Supervisor will ensure that the CCTV system adequately covers key and vulnerable parts of the premises, including the main entrance and exit All other specific key and vulnerable areas to be agreed with Police during an on site meeting, to be held within 28 days of the application

The Licence Holder and Designated Premises Supervisor will ensure that the CCTV system is maintained to the satisfaction of Hertfordshire Constabulary and Stevenage Licensing Authority.

The Designated Premises Supervisor or Personal Licence Holder shall notify the Police Licensing Department at Stevenage Police Station on any occasion when the CCTV system is to be inoperative for a period in excess of 24 hours. The notice will include the measures being taken to ensure the system is restored to the standard required by Hertfordshire Constabulary at the earliest opportunity.

Initially all bar staff will receive BIIAB Level 2 Training unless they already possess a personal licence and where appropriate application will be made for a personal licence. New bar staff will receive training within 3 months of being appointed.

The Designated Premises Supervisor shall nominate another person who will deputise for them when absent. It will be a requirement that the Deputy is a Personal Licence Holder. The DPS will ensure that the identity of the Deputy is known by all other staff at such times.

With the exception of bottled drinks all alcohol/drinks will be supplied in toughened or polycarbonate vessels.

Persons are not allowed to enter or exit the building with glasses or bottles or alcohol in any sealed or unsealed container save for the purposes of entering the smoking area and in the case of reasonable deliveries.

The Designated Premises Supervisor and Personal Licence Holder will be active members of any local Pub Watch and attend Pub Watch meetings.

No entry or re-entry to the premises by members of the Public after 1.00 a.m. on Thursdays and 1.30 a.m. on Fridays, Saturdays, Bank Holiday Sundays, Christmas Eve, Boxing Day and New Year's Eve and all other days where non-standard timings apply, or Special Events are held, with the exception of customers leaving the premises to use any lawfully approved Designated Smoking area.

At no time when the premises is open to the public will persons under the age of 18 years of age be admitted except in the case of a genuine emergency.

The Designated Premises Supervisor and Premises Licence Holder will implement a 'Challenge 25' scheme.

No indoor games authorised by the Licensing Act 2003 will be permitted save for the playing of Pool.

The area where Pool is played will be monitored by SIA registered door staff and/or owner operators

### **c) Public safety**

Existing legislation relating to public safety applies to these premises which need not be duplicated in this licence.

### **d) The prevention of public nuisance**

Noise limiters will be fitted to amplification equipment and will be set at a level which is agreed with Stevenage Borough Council Environmental Health Officers.

The DPS or a member of his staff will patrol the area whenever regulated entertainment is provided to ensure that no noise is audible at the boundary of the nearest receptors. Record shall be kept of any incidences of excess noise, the corrective action taken and any complaints made to the management in respect of noise nuisance.

Noise from the premises should not be audible at the boundary of noise sensitive properties between 23.00 and 07.00 hours the next day.

At all times, whilst licensable are taking place on the premises any windows on the premises shall remain closed.

Whilst licensable activities are taking place, the inner door sets to the main entrance shall be kept closed and not held open against the action of the self closing devices. Management and door supervisors shall take such steps as are necessary to prevent any door set from being held open by queues of people trying to enter or leave the premises.

The practice of placing bottles into receptacles outside the premises is not to be carried out after 21:00 or before 09:00.

The applicant will arrange for deliveries/collections shall be done during day time between 08:00 and 17:00

All entrance and exit doors will be sealed with rubber to prevent sound escape and the speakers within the unit will be positioned to face away from the main entrance and fire exit door.

Patrons will be dispersed away from the Retirement Homes, Holiday Inn to the taxi rank at the side of the premises.

The applicant has put in place a proposal for a reasonable chill out period to encourage a staggered departure from the premises and calm dispersal of patrons.

**e) The protection of children from harm**

Challenge 25 applies. No person under the age of 18 will be admitted into the premises.

**Please tick yes**

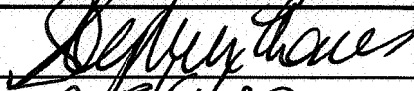
- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable

- 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 CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**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 |  |
| Date      | 25/4/09   |
| Capacity  | Solicitors for Applicant  |

**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)

Stephen Thomas LAW,  
8, Grassmere,  
Leybourne,  
Kent

|                  |              |                  |          |
|------------------|--------------|------------------|----------|
| <b>Post town</b> | West Malling | <b>Post code</b> | ME19 5QP |
|------------------|--------------|------------------|----------|

|                                  |              |
|----------------------------------|--------------|
| <b>Telephone number (if any)</b> | 01732 321114 |
|----------------------------------|--------------|

**If you would prefer us to correspond with you by e-mail your e-mail address (optional)**  
st@stephentomaslaw.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.

## **MANAGEMENT PROTOCOL – J'S BAR AND LOUNGE.**

### **DISCUSSION PAPER FOR 8<sup>th</sup> SEPTEMBER**

#### **SIA DOOR STAFF REQUIREMENTS**

1. Thursday - A minimum of 4 SIA registered door staff including two members of staff who will be SIA trained (ie Mr Dickens the DPS and Mr Maher – personal licence holder) will be in attendance from 9pm to 30 minutes after close of the premises – from 8.00 p.m. – 9.00 p.m. 2 SIA registered door staff will be on duty.
2. On Thursdays 1 of will be visible at the main entrance at all times, the other to monitor the inside of the premises, including the smoking area entrance and pool table area. In addition to this both owner operators intend to be SIA approved and will be onsite to give extra support to vulnerable areas mentioned.
3. The DJ BOOTH will be located in a more central prominent position so that with the support of our proposed radio communications system the whole trading area and POOL AREA will be in very close view.
4. The DJ will be either 1 of the owner/operators or a close trusted friend on alternate nights. Accordingly 4 SIA approved staff will be onsite on Thurs evenings. Numbers on a Thursday night are not expected to exceed 200.
5. FRIDAY, SATURDAY & NON STANDARD TIMINGS: A minimum of 4 SIA registered door staff in attendance 2 from 8pm and a further 2 to start at either 9 or 10pm according.
6. In the early part of the evening when only 2 SIA staff are on duty both will be visible at the main entrance.
7. At all times the rest of the premises at this time will be patrolled by the owner/operators – who will be SIA registered- it is unlikely that many patrons will enter the premises until after at least 9-9.30pm.
8. Once all SIA door staff are on site after 9 pomp it will also be the duty of the 2 door staff to monitor the smoking area from outside and will ensure that no persons shall enter or exiting via the fire exit in smoking area.
9. This exit will be alarmed with siren affixed to the front of property to the left of main entrance doors and directly behind in hearing distance of door staff , the other 2 door staff will monitor the inside of the premises, including the smoking area inside and pool table area.
10. Subject to holiday and sickness 6 SIA approved staff (including Mr Dickens and Mr Maher) will be onsite on Friday, Saturday and any non standard timings as the capacity is currently not to exceed 400 persons. The door staff situated at front entrance & owner operators will constantly monitor the number of person's onsite using electronic tally counters & keep numbers to a manageable level at all times.
11. All SIA staff including owner/operators to monitor the number of persons leaving at any 1 time and assist in any dispersal of patrons from the outside areas, this is to make sure there is no outbreaks of disorder outside the premises & to keep noise pollution to a minimum.
12. Neither operator/owner will be the DJ from 12midnight – 3am so that both of the operator's main duties will be to monitor and patrol areas of concern outside the premises particular the area outside the perimeter of the plaza so not to cause disturbance to the retirement homes & holiday inn residents...
13. The last games on the pool table will be called 30 minutes before close; this will be enforced by owner operators & SIA staff.



14. Regular toilet patrols will be done by staff to combat the taking of illegal substances
15. The Operator proposes to implement Plaza patrol - this includes the entirety of the plaza area & beyond, this area will be patrolled in the later hours after the doors are closed at 1am & 1.30am when persons from J's bar are likely to start dispersing, the patrol will include searching the plaza area & beyond for any glass wear which may have come from any of the other pubs situated on the plaza circuit after their closing time & removing any found items to maintain public safety at all times. It is hoped to liaise with any local police patrols in this area & also have a good relationship with waiting taxi drivers in proposed pick up point.

### **CHILL OUT TIME**

1. Music for the chill out period will be pre selected by owner/operators which will be on a automated system & selected at the end of entertainment hours, the content will be such not to encourage further dancing & the volume will be set to a low background level
2. All staff will be mindful and of will decline attempts by customers to make bulk orders of alcohol that would enable individuals to consume alcohol throughout the chill out period.

### **PROPOSED PLANS FOR DISPERSAL OR PERSONS**

#### **CCTV PROPOSAL:**

1. In addition to the already proposed cctv system which will meet the requirements of all the local authorities we intend to site 2 or 3 extra camera's on the outside of the plaza perimeter wall to cover area's of concern "retirement homes, holiday inn entrance area & taxi waiting area
2. The extra cameras will monitor & record the trend of flow of how many persons and at what times they are leaving the area. At this stage we have to work on the basis that a maximum 400 persons will be leaving the area at 4.00am every Friday and Saturday.

#### **DISPERSAL AREA**

1. To avoid any disturbance to any adjacent residents mainly of the "retirement homes & holiday inn visitors" it is proposed to keep persons away from these areas to the taxi rank at the side of the premises.

### **NOISE POLLUTION EHO**

1. Every care will be taken to ensure noise generated from the premises will be kept to a minimum at all times.
2. Extra provision put in place will include the use of sound limiters to keep music levels to a level which can't be heard outside of the plaza perimeter.
3. The use of rubber door seals around main entrance & fire exit doors will be used to stop the resonance of audio out through gaps, the rear doors will have the same if found to be required.

4. The general layout & positioning of speakers will be situated facing away from the main entrance & fire exit door which serves the smoking area this is so the speaker audio throw will be concentrated to the centre of premises.
5. Owner operators will constantly monitor noise levels generated from the premises on a nightly basis when doing there plaza patrols.
6. There will be a zero tolerance approach to anti social behaviour inside or outside our premises. All persons will be permanently barred and as much information will be passed onto the other members of pub watch scheme.

### **PROPOSED SMOKING AREA**

1. The proposed smoking area will be accessible only from the inside of premises via the front fire exit.
2. This fire exit will be on automatic closing so to only allow momentary noise escaping from premises.
3. The smoking area measures 6m x 3.5m with fold away barrier fixing so area is enclosed to stop person walking out onto the plaza area, the area will be covered with a fold away awning.
4. In addition a fire exit will be added to the front of the smoking area which will be alarmed to stop unauthorised entering or exiting.
5. Persons will be encouraged not to stay out in the smoking area longer than required.
6. No seating will be provided in this area.
7. Measures such as signage will be put in place to stop persons sitting in the smoking area for any considerable time so to cause the minimal amount of noise possible.
8. The smoking area will have a maximum capacity not to exceed 35 persons. Owner operators will be monitoring this area along with SIA door staff.
9. Owner operators will be monitoring very closely the level of noise generated by this area along with the premises in general.
10. Owner/operators will be using throughout the night state of the art automation software to generate signage on the many plasma screen situated around the bar. The plasma screens will be used to their maximum potential not just showing a latest music video but showing signage encouraging "Sensible drinking" "Leaving the area quietly" "Local taxi numbers" "Become a J's Bar member" ETC

### **BOTTLES AND GLASSWARE**

1. Bottled drinks phased out after 12midnight over the period 11.30pm-12midnight after this all bottled drinks are to be decanted into toughened or polycarbonate vessels.
2. All empty bottles will be collected from the premises during this time as one of our nightly duties.
3. The owner operators will be stocking plastic bottled drinks in the brands that are available, this will leave a carefully selected few glass bottled drinks available which once available will be replaced with plastic versions. After 11.30pm all glass bottled drinks will stop being sold & all glass bottled drinks will be decanted into plastic vessels. The phasing out of glass bottled drinks

after 11.30pm will be enforced by the owner/operators & SIA staff. All bottles will be collected by owner/operator & glass collectors & the premises will be free from glass bottles at midnight, any person at this time to have a substantial amount of drink still in a glass bottle will have to decanter the contents into a plastic vessel. This procedure is easily enforced taking the open plan area of the bar & its relative small size & capacity.

### **BUSINESS SUMMARY**

This operation will work as a mixed unit and although open in the night time it is not the intention just to offer a NIGHTCLUB facility. The purpose of selecting this unit as against the other two available is because of its small size in contrast to the other units making it easier to control and manage patrons.

The proposal is to offer a pool area and lounge area, AWP's etc and note that the whole design and layout has been based around making it easier to manage and control persons along with noise pollution generated from the unit.

The business plan for this unit is designed around the late 4.00am license which is fundamental to its success.

It is anticipated that maximum capacity will be achieved at around 1.30am. No person will be permitted to enter after this time and it is anticipated that numbers will naturally decline gradually over the next 1hr & 30 mins and people will leave in small numbers leaving maybe only 200 or below in the premises at the end of entertainments at 3.00am.

The chill out period is inserted in line with good practice guides for late night venues. The intention is to provide on the main nights a full hour for persons to calm down finish drinks and be able to get some food before leaving the premises.

### **SUMMARY**

All authorities will be INVITED to check all aspects of systems put in place during the refurbishment period and before opening of premises in MARCH 2010.

Please be assured that as owner operators we don't have the intention of setting up this business and then employing someone else to run it. PLEASE NOTE THE FIRST CONDITION IN THE OPERATING SCHEDULE. We both intend to be onsite all the time that we are open to the public taking our duties and responsibilities very seriously. It may be possible to consider other conditions that protect this situation.

Our objective is to achieve a more relaxed atmosphere and attract a regular client base making use of all our facilities. With a lot of hard work and the correct terms this can be a financially viable project.

We both ask that our latest amendments and extra provisions which we are prepared to put in place are taken into account by all authorities when secondary consultations are made over the 4am finish.

Jeremy Dickens  
John Maher