

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.

	,									
apply descr	I/We Nicholas Garnell Gournet Coffee Bor + Kutchen Ltd (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	l – Pr	emises Details			SING SECTION					
	ster R on Roa ster	offee Bar & Kitchen ailway Station ad			ECEIVED 5 APR 2016					
	20			LEICESTE	ER CITY COUNC					
Post 1	town	Leicester		Postcode	LE2 0QB					
T-1			04070 000700 (and affinal	A					
		number at premises (if any)	01978 660700 (F							
Non-c	iomes	tic rateable value of premises	N/A – Temporary	Structure						
Part 2	2 - App	olicant Details								
Pleas	e stat	e whether you are applying for a		as lick as appropria	te					
a)	Please state whether you are applying fo			please compl	ete section (A)					
b)	a pe	rson other than an individual *								
	i.	as a limited company	\square	please compl	ete section (B)					
	ii.	as a partnership		please compl	ete section (B)					
	iii.	as an unincorporated association	on or	please comp	lete section (B)					

	iv. other (fo	for example a statuto	ory corporation)		please con	nplete section (B)		
c)	a recognised	d club				nplete section (B)		
d)	a charity					nplete section (B)		
e)	the proprietor of an educational establishment please complete se							
f)	a health serv	ice body				nplete section (B)		
g)	Care Standar	o is registered under ords Act 2000 (c14) ir hospital in Wales	Part 2 of the n respect of an			nplete 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							
h) the chief officer of police of a police force in England and Wales								
* If you	u are applying	as a person describ	ped in (a) or (b) pl	ease c	confirm:			
Please	e tick yes							
premis	ses for licensal	proposing to carry or able activities; or		h invol	lves the use c	of the		
I am m	naking the app statutory fund	olication pursuant to	а					
	150000000000000000000000000000000000000	scharged by virtue of	f Her Majesty's p	rerogat	tive			
(A) INE		PPLICANTS (fill in as				_		
Mr [☐ Mrs [☐ Miss ☐	Ms 🗌		er Title (for nple, Rev)			
Surnar			First na	mes				
I am 18	8 years old or	over			Plea	ase tick yes		
	nt postal addres nt from premise s							
Post to	wn				Postcode			
Daytim	e contact tel	lephone number			V			
E-mail (option	address nal)							

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr Mrs	☐ Miss ☐	Ms 🗆	Other Title example, R				
Surname		First n	ames	·			
I am 18 years old or	over			Pleas	se tick yes		
Current postal address if different from premises address							
Post town			Postco	de			
Daytime contact tel	ephone number						
E-mail address (optional)							
Please provide nam please give any reg (other than a body o	(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 Gourmet Coffee Bar	& Kitchen Itd						
Registered Address Gourmet Coffee Bar & Kitchen Itd Unit 5 Evolution House Lakeside Business Village St Davids Park Ewloe Flintshire CH5 3XP							
Registered number (where applicable) 6222631							
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited company							
Telephone number (if 01978 660700	any)						
-mail address (optional) staceywilliams@gourmetcoffeebar.co.uk							

Part 3 Operating Schedule

١	Wher	do you want the premises licence to start?	DD MM YYYY 1 4 0 5 2 0 1 6				
	•	wish the licence to be valid only for a limited period, when do vant it to end?	DD MM YYYY				
ı	Pleas	se give a general description of the premises (please read guidance	e note 1)				
ľ	Café within the Porte Cochere at Leicester Railway Station, measuring 135 square feet (public access: 42 square foot). Primarily serving coffee, breakfasts, lunch options, wine & beers. Exterior seating will be available to the right of the staff area (approx. 20 feet away)						
		00 or more people are expected to attend the premises at any ime, please state the number expected to attend.	N/A				
	What	licensable activities do you intend to carry on from the premises?					
	(Plea Act 2	ise see sections 1 and 14 of the Licensing Act 2003 and Schedules 003)	s 1 and 2 to the Licensing				
	Provi	sion 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)					

Describing of late wight refuse homent (if ticking yes, fill in hov I)	
<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	
Supply of alcohol (if ticking yes, fill in box J)	
In all asses complete boyes K. L. and M.	

Plays Standard days and timings (please read			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
guidance note 6)			(presses = 5)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 3)	
Tue					
Wed			State any seasonal variations for performing puguidance note 4)	lays (please re	ad
Thur					
Fri			Non standard timings. Where you intend to us the performance of plays at different times to to column on the left, please list (please read guida	hose listed in	
Sat					
Sun					

Films Standard days and timings (please read guidance note 6)		read	Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
guidan	ce note 6)		Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guid	dance note 3)	
Tue			-		
Wed			State any seasonal variations for the exhibition read guidance note 4)	of films (pleas	se
Thur					
Fri			Non standard timings. Where you intend to use the exhibition of films at different times to those column on the left, please list (please read guida	e listed in the	for
Sat				- S. S.	
Sun					

Indoo	renorting	n ovente	Places sive fouther to the
Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	1
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 4)
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 5)
Fri			(ploude read guidance note 3)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)		and read	Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 3)	_
Tue					
Wed			State any seasonal variations for boxing or wreentertainment (please read guidance note 4)	estling	
Thur					
Fri			Non standard timings. Where you intend to use boxing or wrestling entertainment at different to listed in the column on the left, please list (please)	imes to those	
Sat			note 5)	oo read galdar	
Sun					

Live music Standard days and timings (please read			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
guidance note 6)			(product rate gardenies note 2)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 3)	
Tue					
Wed			State any seasonal variations for the performant (please read guidance note 4)	nce of live mu	sic
Thur					
Fri			Non standard timings. Where you intend to us the performance of live music at different times the column on the left, please list (please read g	s to those liste	ed in
Sat					
Sun			-		

Recorded music Standard days and timings (please read		nd	Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
guidance note 6)				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 3)	
Tue					
Wed			State any seasonal variations for the playing of (please read guidance note 4)	recorded mu	<u>sic</u>
Thur					
Fri			Non standard timings. Where you intend to use the playing of recorded music at different times the column on the left, please list (please read g	to those liste	d in
Sat					
Sun					

Performances of dance Standard days and timings (please read		and	Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
	nce note 6			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 3)	
Tue					
Wed			State any seasonal variations for the performant (please read guidance note 4)	ice of dance	
Thur					
Fri			Non standard timings. Where you intend to use the performance of dance at different times to t column on the left, please list (please read guida	hose listed in	for the
Sat			(Table)		
Sun					

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

Late night refreshment Standard days and timings (please read guidance note 6)		and	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
		·)		Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 3)	
Tue					
Wed			State any seasonal variations for the provision refreshment (please read guidance note 4)	of late night	
Thur					
Fri			Non standard timings. Where you intend to use the provision of late night refreshment at different those listed in the column on the left, please list	ent times, to	for
Sat			guidance note 5)	- 1	
Sun					

Finish 21.00	State any seasonal variations for the supply of read guidance note 4) N/A	Off the premises Both alcohol (pleas	□ ☑
21.00	read guidance note 4)		200
	read guidance note 4)	alcohol (pleas	e
21.00	1.000.000		-
21.00			
21.00	the supply of alcohol at different times to those	listed in the	for
21.00	N/A	ance note 5)	
21.00			
21.00			
	21.00 21.00 21.00	21.00 Non standard timings. Where you intend to use the supply of alcohol at different times to those column on the left, please list (please read guida N/A 21.00 21.00	21.00 Non standard timings. Where you intend to use the premises the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5) N/A 21.00

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

Name Nicholas Garnell	
Address	
Personal licence number (if known) PA/SC030254	
Issuing licensing authority (if known) Shropshire Council	

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).

N/A

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)		blic and read	State any seasonal variations (please read guidance note 4) N/A
Day	Start	Finish	
Mon	5.30	21.00	
Tue	5.30	21.00	
Wed	5.30	21.00	Non standard timings. Where you intend the premises to be
Thur	5.30	21.00	open to the public at different times from those listed in the column on the left, please list (please read guidance note 5) N/A
Fri	5.30	21.00	
Sat	5.30	21.00	
Sun	5.30	21.00	

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

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

- 1) The licence holder will ensure posters informing customers that the premises adheres to "Challenge 25" will be placed in prominent positions. Challenge 25 will be clearly advertised and adhered to on every transaction.
- 2) Remote access CCTV is installed and monitored from head office
- 3) All staff will receive full challenge 25 training by the designated premises supervisor and this training will be repeated a minimum of twice within a 12 month period
- 4) Managers/supervisors of premises to attend and fully participate in the City Centre Pub and Club Watch scheme

b) The prevention of crime and disorder

- 1) Remote access CCTV, monitored from head office, is installed and maintained in accordance with the Information Commissioners Codes Of Practice For CCTV. Recordings will be maintained at all times and images kept for 31 days. These images will be made available to Police Officers and Responsible Authorities within 48hours of a request being made.
- 2) A refusal book shall be kept detailing all refused sales of alcohol. The log will be kept for a minimum of 24 months, include the date and time of the refused sale and the name of the member of staff who refused the sale and be made available on request to Leicestershire Police and Responsible Authorities.
- 3) The licence holder will ensure all staff whether paid or unpaid will be trained in Responsible Alcohol Retailing and the relevant aspects of the Licensing Act 2003 before selling alcohol. This training will be documented and records maintained detailing the trainer and trainee and date of training. These records are to be kept for a minimum 24 months and made available to Leicestershire Police and Responsible Authorities on request. Training records shall be kept to record staff training and advice.
- 4) No drinks shall be served in glass containers at any time
- 5) We will give at least 7 days notification to the police licensing department supplying an operating plan of any changes in or of any new drinks offers and promotions in writing
- 6) The licence holder will ensure that customers do not have any access to alcohol until payment has been taken.
- 7) There will be no alcohol sales on those days when Leicester City Football Club are playing football matches on their home ground.
- 8) The licence holder will ensure that no beers, lagers, ciders or perrys are sold where the alcohol by volume (ABV) content exceeds 5.5%. All alcohol will be charged at premium rate.

c) Public safety

- 1) Our outlet will be fully secure and locked over night
- 2) A refusal book shall be kept detailing all refused sales of alcohol. The log will be kept for a minimum of 24 months, include the date and time of the refused sale and the name of the member of staff who refused the sale and be made available on request to Leicestershire Police and Responsible Authorities. Any customer seen to be intoxicated will be refused sale, this will then be recorded and kept on site for a minimum of 12 months
- 3) The outlet is within the station with East Midlands Trains security resources in place significant staff present & CCTV

d) The prevention of public nuisance

- 1) Substantial food and non-intoxicating beverages, shall be available at all times and in all parts of the premises where alcohol is sold or supplied for consumption on the premises
- 2) All alcohol will be kept in a lockable chilled unit accessible only to staff.

e) The protection of children from harm

- 1) A challenge 25 proof of age scheme, shall be operated at the premises where the only acceptable forms of identification shall bear their photograph, date of birth and a holographic mark. The licence holder will operate a "Challenge 25" policy and will only accept a passport, a photo card driving licence, a P.A.S.S. cards bearing a PASS hologram or identity cards issued by HM Forces if they contain the holders date of birth as a means of proof of age.
- 2) A refusal book shall be kept detailing all refused sales of alcohol. The log will be kept for a minimum of 24 months, include the date and time of the refused sale and the name of the member of staff who refused the sale and be made available on request to Leicestershire Police and Responsible Authorities A log shall be kept detailing all refused sales of alcohol. The log will include the date and time of the refused sale and the name of the member of staff who refused the sale.
- 3) The licence holder will ensure all staff whether paid or unpaid will be trained in Responsible Alcohol Retailing and the relevant aspects of the Licensing Act 2003 before selling alcohol. This training will be documented and records maintained detailing the trainer and trainee and date of training. These records are to be kept for a minimum 24 months and made available to Leicestershire Police and Responsible Authorities on request. We will keep an up to date record, which will be available for inspection of staff training in respect of age related sales.
- 4) Notices shall be clearly displayed in the premises to emphasis to customers the prohibition on providing sales of alcohol to persons under the age of eighteen years.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.

V

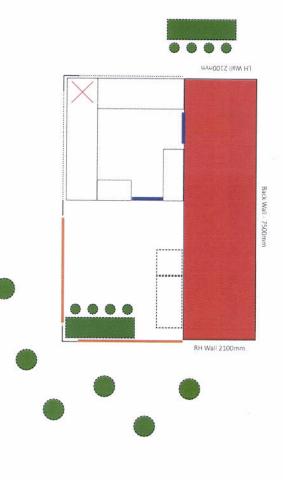
		copies of this application and the plan to responsible authorities and re applicable.				
•		osed the consent form completed by the individual I wish to be designated upervisor, if applicable.	\square			
	l understan	d that I must now advertise my application.				
•		d that if I do not comply with the above requirements my application will be	☑			
LEVI	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 – Signatu	res (please read guidance note 10)				
		olicant or applicant's solicitor or other duly authorised agent (see guida ing on behalf of the applicant, please state in what capacity.	nce			
Signa	ature					
Date		21104116				
Сара	acity	managing director				
auth	orised ager	ations, signature of 2 nd applicant or 2 nd applicant's solicitor or other at (please read guidance note 12). If signing on behalf of the applicant, what capacity.				
Sign	ature					
Sign Date Capa)					
Date Capa Cont	acity	where not previously given) and postal address for correspondence associate ion (please read guidance note 13)	ed			
Date Capa Cont with	acity	where not previously given) and postal address for correspondence associate	ed			
Capa Cont with	acity tact name (w this applicat	where not previously given) and postal address for correspondence associate ion (please read guidance note 13)	ed			
Capa Cont with Post Tele If you	acity tact name (w this applicat town phone numb	where not previously given) and postal address for correspondence associate ion (please read guidance note 13)	ed			

Notes for Guidance

 Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for

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

Drawing Scale 1:100



- Services Key

 Kitchen Area
- Man Hole Cover **Proposed Seating Plan**
- Staff Access Point
- **Public Access Point**



Consent of individual to being specified as premises supervisor

ų.	Nicholas Garnell		
1	[full name of prospective premi	ises supervisor]	
of			
[home	e address of prospective premis	es supervisor]	
hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for			
	remises license		
[type	of application]		
by			
Go	urmet Coffee Bar & Kitche		
[name	of applicant]		
rolati	ing to a premises licence	N/A	
Telati	ing to a premises ilcence	[number of existing licence, if any]	
for			
Lei Lei	urmet Coffee Bar & Kitche cester Railway Station cester 2 0QB	n Itd	
[name	e and address of premises to wh	ich the application relates]	

by				
Gourmet Coffee Bar &	Kitchen Itd			
[name of applicant]				
concerning the supply of	alcohol at			
Gourmet Coffee Bar & Kitchen Itd Leicester Railway Station Leicester LE2 0QB				
[name and address of premise	es to which application relates]			
I also confirm that I am a licence, details of which I	applying for, intend to apply for or currently hold a personal set out below.			
Personal licence number				
PA/SC030254				
[insert personal licence number	r, if any]			
Personal licence issuing a	Personal licence issuing authority			
Shropshire Council				
[insert name and address and t	elephone number of personal licence issuing authority, if any]			
	authority, il unyj			
Signed				
oigned				
Name (please print)	Nicholas Garnell			
Date .	20 th April 2016			

EAST MIDLANDS TRAINS

David Oldershaw

Area Station Manager

Leicester Station



Leicester City Council Licensing Dept

15th September 2015

To Whom it May Concern

Re. Alcohol License for Gourmet Kitchen, Leicester Train Station

I write to ask you to reconsider your decision to not grant the above an alcohol license.

Within the footprint of the station there are already establishments that sell alcohol, There is also the Parcel Yard pub merely 30 feet away that also sells alcohol not to mention the 2 supermarkets very close by.

I would ask that you visit the site to see what an improvement to the station the new outlet has had, how it is very different from the current offering and how the area is well managed by the tenants and the BTP (whose office is 30 yards away) and that being able to offer alcoholic drinks will further add to the service provision of the outlet.

Yours sincerely

David Oldershaw Area Station Manager Disciplinary Hearing Officer Following an unsuccessful application last year we have revisited all points raised and would now like the opportunity to re apply.

We have been trading at Leicester railway station for eight months and are confident that extending our range to include wines & beers wont add to the issues within the cumulative impact zone. Our alcohol offering consists of bottled local ales, ciders and lagers along with a selection of hand-selected wines. Due to the nature of the location these are priced at a premium rate and very rarely bought in any quantity to take away. We consulted extensively with all of the local stakeholders to ensure that we had understood and addressed all of the potential issues and concerns. In particular following the representation from Leicestershire police we made contact with PC Jonathan Webb and have amended our application to match their conditions.

We have also taken on board the representation from Patrick Kitterick and have ensured that all of our beers and ciders are under 5.5% abv.

From our experience of serving alcohol at other similar locations we are confident that we can operate a license without causing any problems for the area.

Please find the attached letter from David Oldershaw regarding our application.

Yours faithfully,

Nicholas Garnell Managing director & DPS LICENSING SECTION

2 5 APR 2016

LEICESTER CITY COUNCIL



GOURMET Coffee Bar & Kitchen

NOTICE OF APPLICATION FOR A NEW PREMISES LICENCE

Name of applicant:

GOURMET COFFEE BAR & KITCHEN LTD

Postal address of premises:

LEICESTER RAILWAY STATION

LONDON ROAD

LEICESTER

LE2 0QB

Details of Application:

ALCOHOL SALES - ON & OFF THE PREMISES

MONDAY TO SUNDAY 11.00 – 21.00

- The Licensing Register can be inspected at any time by visiting <u>www.leicester.gov.uk/licensing</u>. During office hours arrangements may be made for the register to be viewed at the Customer Services Centre, 91 Granby Street, Leicester, LE1 6FB.
- Any representation relating to this application must be made in writing to the Licensing Authority by 23 May 2016.
- It is an offence knowingly or recklessly to make a false statement in connection with an application. The maximum fine on summary conviction for this offence is £5,000.

<u>HELPFUL INFORMATION</u> (NB These notes do not form part of the notice and do not need to be displayed)