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21 February 2012

To: Chairman – Councillor Cicely Murfitt
Members of the Licensing (2003 Act) Sub-Committee – Councillors
Raymond Matthews and Charles Nightingale

Applicant: Co-operative Food Group Limited

Representee(s): Five letters of representations have been received

Dear Sir/Madam

Please find below the agenda, and attached the relevant papers, for the hearing by the **LICENSING (2003 ACT) SUB-COMMITTEE** of the application to vary premises licence at Co-op Stores, 273 High Street, Cottenham. The hearing will be held in the **JEAVONS ROOM, FIRST FLOOR** meeting room at South Cambridgeshire Hall on **WEDNESDAY, 29 FEBRUARY 2012 at 10.00 a.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
JEAN HUNTER
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA		PAGES
1. INTRODUCTION	As per the attached Licensing (2003 Act) Committee procedure.	
2. DECLARATIONS OF INTEREST		
3. INTRODUCTIONS /PROCEDURE	The Chairman will introduce the members of the Sub-Committee and the officers in attendance at the meeting.	1 - 2
	A copy of the Licensing (2003 Act) Committee procedure is attached.	
4. APPLICATION TO VARY PREMISES LICENCE AT CO-OP STORES, COTTENHAM		3 - 40

OUR VISION

- We will make South Cambridgeshire a safe and healthy place where residents are proud to live and where there will be opportunities for employment, enterprise and world-leading innovation.
- We will be a listening Council, providing a voice for rural life and first-class services accessible to all.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Trust
- Mutual respect
- A commitment to improving services
- Customer service

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

While the District Council endeavours to ensure that visitors come to no harm when visiting South Cambridgeshire Hall, those visitors also have a responsibility to make sure that they do not risk their own or others' safety.

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Emergency and Evacuation

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- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

First Aid

If someone feels unwell or needs first aid, please alert a member of staff.

Access for People with Disabilities

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Disturbance by Public

If a member of the public interrupts proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared.

Smoking

Since 1 July 2008, the Council has operated a Smoke Free Policy. Visitors are not allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

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Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. Visitors are not allowed to bring food or drink into the meeting room.

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**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
LICENSING (2003 ACT) COMMITTEE**

HEARING PROCEDURE

1. Introduction

- The Chairman of the sub-committee will welcome and introduce everyone present, giving explanations of roles where necessary, and outline the procedure to be followed.
- The hearing will take the form of a discussion to be led by the sub-committee.
- Members of the sub-committee will be able to ask questions of any party, or the Licensing Officer, at the hearing. They will try, so far as possible, to ask their questions at the conclusion of each party's submission.
- The sub-committee will consider any requests for permission to ask questions of other parties. It will decide if questions are required in order for it to consider the case properly. If permission is given to one party, it will usually be given to all other parties.
- The Chairman may ask any person behaving in a disruptive manner to leave and may refuse to permit that person(s) to return or may permit them to return with specified conditions. Such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.
- Members of the sub-committee will be asked to make any Declaration of Interests.

2. Witnesses

The sub-committee will consider any requests from any of the parties to call witnesses.

3. New evidence/information

The sub-committee will consider any requests for permission to present new evidence or information not previously disclosed to all the parties and the sub-committee prior to the hearing. The general rule is that such information or evidence must not be considered unless all parties at the hearing agree to it being considered on the day of the hearing. A request may be made for a short adjournment to allow time for everyone to receive copies of the extra information and time to read it.

4. Allocation of time

Each party will be asked for a time estimate for the presentation of their case. The sub-committee will hear all estimates and then allocate each party an equal amount of time to speak.

5. Licensing Officer's report

The Council's Licensing Officer will outline details of the application and representations received by the council. No recommendation to members will be made.

6. Applicant's case

The applicant will present their case first. They have a right to:

- address the sub-committee on any points of clarification the council has sought;
- address the committee generally; and
- call any witnesses that they have been given permission to call. Witnesses may be cross-examined if permission is granted. If this happens, the time taken for questions will count towards the allocated time of the party asking the questions, not the party answering them.

Members of the sub-committee may ask questions of the applicant.

7. Police representations

The Police will make any representations about the application, with the same rights as listed at s.6. Members of the sub-committee may ask questions of the police representative.

8. "Responsible authorities" representations

Other "responsible authorities" (Police/Fire/Environmental Health Officer/Social Services/Trading Standards/Planning Directorate) will then make representations, with the same rights as listed at s.6.

Members of the sub-committee may ask questions of those authorities represented.

9. Any other representations

Anybody else making representations will go last, with the same rights listed at s.6.

Members of the sub-committee may ask questions of any person who has made a representation.

10. Legal advice

Once all parties have presented their cases to the sub-committee, and the members of the sub-committee have no more questions for any of the parties, the Council's Legal Officer will be asked to outline any relevant legal guidance.

11. Decision-making

The sub-committee will remain in the room to make its decision. The Council's Legal Officer and Democratic Services Officer will also remain with members to advise where necessary and take notes of the decision. All other persons present will vacate the room.

12. Notification of decision

Depending on the nature of the application, a determination of the case will either be made at the conclusion of the hearing, or within 5 working days. In most cases, all parties will be notified of the decision in writing.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Licensing Sub-Committee (2003 Act) 29 February 2012
AUTHOR/S: Executive Director, Operational Services / Corporate Manager,
 Health & Environmental Services

**APPLICATION TO VARY PREMISES LICENCE AT
 CO-OP STORES, COTTENHAM**

The Application

1. The application for a variation of premises licence for the Co-Op Stores, Cottenham, Cambridge was served in accordance with the Licensing Act 2003. (**APPENDIX A**) The requirements for advertising and displaying relevant notices were carried out in accordance with the Licensing Act 2003.
2. The proposed variation, if approved would extend the hours for the sale of alcohol to the public and allow for changes in the layout of the premises; it will also reduce the current opening times. The details can be found within the operating schedule contained in (APPENDIX A).
3. A summary of the main changes are:
 - To reduce the opening hours to the public from 24/7 to 06.00 - 23.00
 - To amend the hours of sale by retail to be between 06.00 - 23.00
 - To implement structural changes following a fire

Background

4. The Co-op is located on the High Street running through the village and is generally located in close proximity to residential premises. (**APPENDIX C**).
5. The current premises licence does not limit opening times to the public. However, it is understood that the shop currently opens to the public from 08:00 until 22:00 and does not use the full 24hr entitlement on the licence currently held. This variation application will, if granted reduce the permitted hours that they may open to the public to 06:00 – 23:00.
6. The current permitted hours for sale of alcohol are;
 - Monday to Saturday 08.00 to 23.00
 - Sunday 10.00 to 22.30
 - Good Friday 08.00 to 22.29
 - Christmas Day 12.00 to 15.00 & 19.00 to 22.30

The full licence permissions are attached at **Appendix B**.

7. The Sub-Committee must be mindful to focus only on the proposed variations when considering representations e.g. extension to alcohol sales.

8. Due to an initial failure on the part of the applicant to comply with legislative requirements in respect of advertising, the Licensing Authority instructed for advertising to commence again and therefore extended the period for considering representations. A representation from a nearby resident was received on 29 December 2011 in response to a previous advertising period, the representee was out of the country at this time, and therefore due to exceptional circumstances the representation has been accepted.

Relevant Representations

9. Relevant representations concerning the proposed alcohol extensions have been received from local residents. The representations are primarily concerned with the Public Nuisance and Prevention of Crime and Disorder Objectives contained within s.4 of the Act (**APPENDIX D**).

Officer's Views

10. In considering the application for variation, the Sub-Committee must be mindful to view the application on its individual merits and only those aspects that are being varied. Where representations have been made, only relevant representations in line with the licensing objectives may be taken into account. The objectives are as follows:

- Prevention of public nuisance
- Prevention of crime and disorder
- Public safety
- Protection of children from harm

Each objective is of equal importance

11. The Sub-Committee are reminded that they have three options when determining the application:
- (a) Reject the application
 - (b) Approve the application
 - (c) Modify the application in respect of times, activities or conditions, or any variation as they deem appropriate and proportionate.
12. Regard should be given to the particular characteristics of the premises, namely its proximity to residential dwellings and the public highway.
13. When considering the application the Sub-Committee must be mindful of the guidance issued by Central Government under S.182 of the Licensing Act 2003 and South Cambridgeshire District Council's Licensing Policy.

6. Conditions relating to the prevention of public nuisance.

- a) Consideration may be given to conditions that ensure that:
- 1) Noise or vibration does not emanate from the premises so as to cause a nuisance to nearby properties
 - 2) Prominent, clear and legible notices are displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.

- 3) The use of explosives, pyrotechnics and fireworks of a similar nature which could cause disturbance in the surrounding areas are restricted.
- 4) The placing of refuse - such as bottles- into receptacles outside the premises takes place at times that will minimise the disturbance to nearby properties.
- 5) Noxious smells from the licensed premises are not permitted (subject to existing legislation not providing adequate measures) so as to cause a nuisance to nearby properties and the premises are properly vented.
- 6) Flashing or particularly bright lights on or outside licensed premises (any such condition must be balanced against the benefits of providing lighting to promote the prevention of crime and disorder).

b) Hours

The hours during which the premises are permitted to be open to the public or to members and their guests can be restricted by the conditions of a premises licence or club premises certificate for the prevention of public nuisance:

- 1) Conditions may be placed on premises restricting (other than where they are protected by the transitional provisions of the Act) the hours during which premises are permitted to be open to the public or to members and their guests.
- 2) Restrictions may be necessary on the times when certain licensable activities take place even though the premises may be open to the public at such times
- 3) Restrictions may be necessary on parts of a premise used for certain licensable activities at certain times.

2. Conditions relating to Crime and Disorder

a) Door Supervisors (registered with the Security Industries Authority)

The Local Authority recognises that in applications where door supervisors are referred to in the operating schedule conditions relating to door supervisors are mandatory. Where conditions are attached relating to the provision of door supervisors and security they may be valuable in:

1. preventing the admission and ensuring the departure from the premises of the drunk and disorderly, without causing further disorder;
2. keeping out excluded individuals (subject to court bans or bans imposed by licence holder);
3. Searching and excluding those suspected of carrying illegal drugs or carrying offensive weapons and;
4. maintaining orderly queuing outside venues

Where door supervisors are to be a condition of a licence they are required to be licensed through the Security Industries Authority in line with the Securities Industry Act 2000.

b) Bottle bans

It is recognised that glass vessels (i.e. bottles and glasses) may be used as weapons inflicting serious harm during incidents of disorder. Conditions may include:

1. No bottles containing beverages of any kind, whether open or sealed, shall be given to customers on the premises whether at the bar or by staff service away from the bar
2. No customer carrying open or sealed bottles shall be admitted to the premises at any time that the premises are open to the public.

In appropriate circumstances conditions may exempt bottles containing wine or similar sold for consumption with a table meal by customers who are seated in a separate area from the bar.

c) CCTV

The presence of CCTV cameras can be an important means of deterring and detecting crime at and immediately outside licensed premises. Conditions may include:

1. The need to have CCTV cameras on the premises
2. The precise positioning of each camera
3. The requirement to maintain cameras in good working order
4. The requirement to retain recordings for an appropriate period.

d) Other conditions that may be considered relevant to promote the reduction of crime and disorder may include:

1. Restriction on drinking areas
2. Capacity limits
3. Proof of age cards
4. Crime prevention notices
5. Signage at or immediately outside the premises
6. Use of plastic containers and toughened glass

Legal Implications

14. All parties will maintain a right of appeal to a Magistrate's Court after the determination of this committee.

Contact Officer: Tara King, Assistant Licensing Officer, Tel: (01954) 713144

Application to vary a premises licence 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 Co-operative Group Food Limited

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number SCDCPL0056
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description 273 High Street Cottenham

Post town	Cambridgeshire	Post code	CB4 8QP
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Telephone number at premises (if any)	01954 250225
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Non-domestic rateable value of premises	£17,750.00
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Part 2 – Applicant details

Daytime contact telephone number	0161 827 5494
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E-mail address (optional)	licensing@co-operative.coop
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Current postal address if different from premises address	Licensing Department 5 th Floor Federation Building Dantzic Street
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Post Town	Manchester	Postcode	M60 0AF
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Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible?

If not do you want the variation to take effect from

Day		Month		Year	

Please describe briefly the nature of the proposed variation (Please see guidance note 1)
To Vary the layout of the premise in accordance with the attached plans. .

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment

Please tick yes

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

Provision of entertainment facilities:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

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

Sale by retail of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play 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			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Wed					
Thur			<u>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</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

C

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

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Wed					
Thur			<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> (please read guidance note 5)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 4)		
Thur					
Fri			<u>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</u> (please read guidance note 5)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4)		
Thur					
Fri					
Sat			<u>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</u> (please read guidance note 5)		
Sun					

G

Performances of dance 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			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
Sat					
Sun					

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)</p>			<p><u>Please give a description of the type of entertainment you will be providing</u></p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)</p>	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<p><u>Please give further details here</u> (please read guidance note 3)</p>		
Wed					
Thur			<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)</p>		
Fri					
Sat			<p><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> (please read guidance note 5)</p>		
Sun					

I

Provision of facilities for making music Standard days and timings (please read guidance note 6)			<u>Please give a description of the facilities for making music you will be providing</u>	
			<u>Will the facilities for making music be indoors or outdoors or both – please tick</u> (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)	
Mon				
Tue				
Wed				
Thur				
Fri				
Sat				
			<u>State any seasonal variations for the provision of facilities for making music</u> (please read guidance note 4)	
			<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> (please read guidance note 5)	
Sun				

J

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

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment facility you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u> (please read guidance note 4)		
Fri					
Sat			<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> (please read guidance note 5)		
Sun					

L

Late night refreshment Standard days and timings (please read guidance note 6)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur					
Fri					
Sat			<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> (please read guidance note 5)		
Sun					

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (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 (please read guidance note 4)</u>		
Mon	06:00	23:00			
Tue	06:00	23:00			
Wed	06:00	23:00			
Thur	06:00	23:00			
Fri	06:00	23:00			
Sat	06:00	23:00			
Sun	06:00	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 (please read guidance note 5)</u>		

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)

None

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	06:00	23:00	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 (please read guidance note 5)
Tue	06:00	23:00	
Wed	06:00	23:00	
Thur	06:00	23:00	
Fri	06:00	23:00	
Sat	06:00	23:00	
Sun	06:00	23:00	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

Please tick yes

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence
THE PREMISES LICENCE IS STILL AT THE COUNCIL IN CONNECTION WITH THE
PREVIOUS FULL VARIATION

P Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

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

A closed circuit TV monitoring system to be installed and maintained. images recorded and retained for at least 21 days and to be handed to police/local authority on request.

b) The prevention of crime and disorder

Signage to be displayed instore that it is an offence for people aged under 18 to purchase alcohol.

Store fitted with a panic button for staff to press in cases of emergency

Store fitted with a burglar alarm.

c) Public safety

To meet the requirements of the Fire Safety Order 2005

d) The prevention of public nuisance

no deliveries to take place between the hours of 2300 and 0600 the following day.

e) The protection of children from harm

all staff are trained in relation to underage related sales of alcohol. proof of age scheme in place.

"Challenge 25" scheme in place and notices of this prominently displayed within the store

electronic till prompt when alcohol is scanned to remind staff to check the age of the purchaser

"Age Refusals Register" refusals book kept to record where sales of alcohol are challenged or

refused.

Please tick yes

- I have made or enclosed payment of the fee
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- 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 5 – Signatures (please read guidance note 10)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent (please read guidance note 11). If signing on behalf of the applicant please state in what capacity.

Signature	<i>C. McGreevy</i>
Date	16/12/11
Capacity	Licensing Administrator

Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) 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 address for correspondence associated with this application (please read guidance note 13) Licensing Department 5 th Floor Federation Building Dantzig Street			
Post town	Manchester	Post code	M60 0AF
Telephone number (if any)	0161 827 5494		
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			

Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example state 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, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. 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, 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, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

This licence is issued by :- South Cambridgeshire, CB23 6EA. Contact t: 01954 250225
www.scambs.gov.uk

South Cambridgeshire District Council

Business Park, Cambourne, Cambs.gov.uk dx: 729500 Cambridge 15

Premises Licence

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDINANCE SURVEY MAP REFERENCE OR DESCRIPTION

Co - operative Store Cottenham

273 High Street, Cottenham, Cambridgeshire, CB24 8QP.

Telephone 01954 250225

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- the sale by retail of alcohol

THE TIMES THE LICENCE AUTHORIZES THE CARRYING OUT OF LICENSABLE ACTIVITIES

M. The sale by retail of alcohol for consumption OFF the premises only			
Monday to Saturday	8:00am	11:00pm	
Sunday	10:00am	10:30pm	
Good Friday	8:00am	10:29pm	
Christmas Day	Noon	3:00pm	
Christmas Day	7:00pm	10:30pm	

THE OPENING HOURS OF THE PREMISES

Monday to Sunday	Midnight	11:59pm	No limits under Licensing Act 03
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WHERE THE LICENCE AUTHORIZES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND /OR OFF SUPPLIES

- M. The sale by retail of alcohol for consumption OFF the premises only

NAME (REGISTERED) ADDRESS, TELEPHONE NUMBER AND E-MAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Co - Operative Group Food Ltd
licensing@coop.co.uk

New Century House, Manchester, M60 4ES.
Telephone 0161 827 5404

REGISTERED NUMBER OF HOLDER FOR EXAMPLES COMPANY NUMBER OR CHARITY NUMBER (WHERE APPLICABLE)

Co - Operative Group Food Ltd

26715R

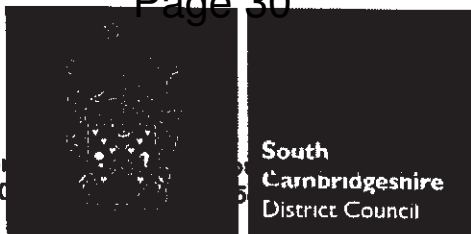
NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORIZES THE SUPPLY OF ALCOHOL

Alvin SCOTT

8 Priory Way, Swavesey, Cambridgeshire, CB24 4RY.
Telephone 01954 231280



This licence is issued by :- South Cambridgeshire, CB23 6EA. Contact t: 01223 353535
www.scambs.gov.uk



South Cambridgeshire District Council
Business Park, Cambourne,
Cambs.gov.uk dx: 729500 Cambridge 15

Premises Licence

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence No. PA0243

Issued by South Cambridgeshire

ANNEXES

MANDATORY CONDITIONS

NO SUPPLY OF ALCOHOL MAY BE MADE UNDER THE PREMISES LICENCE AT A TIME WHEN THERE IS NO DESIGNATED PREMISES SUPERVISOR IN RESPECT OF THE PREMISES LICENCE, OR AT A TIME WHEN THE DESIGNATED PREMISES SUPERVISOR DOES NOT HOLD A PERSONAL LICENCE OR THEIR PERSONAL LICENCE IS SUSPENDED.

CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

CCTV RECRDINGS AND STORE REFUSAL BOOK SHOULD BE MADE AVAILABLE TO POLICE ON REQUEST





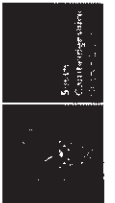
The COOP Cottenham

Date 31/1/2012

Scale 1/742

Centre = 545160 E 267451 N

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King Tara

From: [REDACTED]

Sent: 03 February 2012 20:12

To: King Tara

Subject: Re: Co op

Dear South Cambs

Cottenham Cooperative application to extend licensing hours.

I would like to object to these extended hours on the grounds that it will encourage anti social behaviour.

I see no reason for the coop to sell alcohol from as early as 6am and as late as 11pm, selling alcohol so early can only mean people starting to drink earlier in the day. Selling alcohol so late into the evening will encourage anti social behaviour around the shop and village. Cottenham is a quiet village and we don't want people hanging around drinking.

I feel the current licensing hours are sufficient for the needs of the village.

Regards

[REDACTED]
[REDACTED]

Sent from my iPad

On 3 Feb 2012, at 09:32, "King Tara" <Tara.King@scambs.gov.uk> wrote:

Dear [REDACTED]

Further to my e mail of 13 January 2012, I notice that I have not received a re-dated representation. If you are still wishing to make a representation please re send your comments.

Representations must be received by 6th February 2012. If I can be of any help, please call me.

Kind Regards
Tara King
01954 713144

Privileged/Confidential Information may be contained in this message. If you should not have received it, tell me and delete it without forwarding, copying or disclosing it to anyone. The Council does not represent or warrant that it or any attached files are free from computer viruses or other defects. It and any attached files are provided, and may be used, only on the basis that the user assumes all responsibility for any loss, damage or consequence resulting directly or indirectly from them or their use. Any views or opinions presented are those of the author and do not necessarily represent those of South Cambridgeshire District Council unless stated otherwise.

All e-mail sent to or from this address will be processed by South Cambridgeshire District Corporate E-mail system/ Email Archiving system and may be subject to scrutiny by someone other than the addressee. This email will also be kept for a set period of time

King Tara

From: [REDACTED]
Sent: 04 February 2012 18:47
To: King Tara
Subject: Co-op application Cottenham

Dear Ms King

I am writing with regards to the co-op's application for new licensing hours.

I would like to object for the following reasons:

Unsocial behaviour - unfortunately the co-op attracts groups of youths in the car park and at the front of the building. By changing these licensing hours it would give more opportunity to purchase alcohol and increase the anti-social behaviour. There was a fire last summer at the co-op that caused it to be closed for numerous months and it is still not fully open to its full extent, i understand the fire was caused by youths in the car park.

Residential area - where the co-op is situated with houses all round. If the hours are changed there will be an increase in activity around the area causing noise, traffic and general disruption to all nearby houses.

I trust my views will be taken into consideration when reviewing the application.

Kind regards

[REDACTED]

Sent from my iPad

Ms Tara King
LICENSING SERVICES
South Cambs District Council
South Cambs Hall
Cambourne Business Park
Cambridge
CB23 6EA

3 February 2012

Dear Madam

COTTENHAM CO-OP

We write in connection with the application from the Co-Op to alter its licensing hours in our village store.

The application to alter the licensing hours is not something that we can ignore as it we believe that it will ultimately lead to the store extending its opening hours and that will have a permanent detrimental impact on our home life.

It is the extension of the hours relating to alcohol sales that gives us particular concern. We understand that the changes requested are as follows:-

Current hours -

Monday to Saturday 08.00am - 11.00pm

Sunday 10.00am - 10.30pm

Good Friday 08.00am to 10.29pm

Christmas Day Noon - 03.00pm and 07:00pm to 10.30pm

New Request

Monday to Sunday 06:00 - 23.00

We ask that you consider our objection to this application on the grounds of public nuisance. Our previous letter objecting to the first application detailed the anti-social activities that we currently endure and to summarise, they are as follows:-

- The deliveries, cleaning and opening and closing of the store and any associated gates and barriers already occur at times when our young family would hope to be asleep.
- The shop traffic uses the single-track driveway alongside the exterior wall of our house as the sole customer entrance and exit. The noise from this alone must be deemed anti-social at present and will be wholly unacceptable beyond the existing hours of operation.

- During the Summer months in particular we have to put up with football being played up against our back fence and we have seen drug dealing in the car park, of which the manager is aware, along with other anti-social activities undertaken in the car park.
- Whilst taking our children to school at 8.30am, we have met a drunk man outside our home, swaying up the Co-Op driveway and then witnessed him buying his next lot of alcohol in the Co-Op. This is not nice for our children to see but at present, unavoidable. We also have a point on the external wall of our house which is clearly where certain members of society deem it fit to relieve themselves as they walk down the Co-Op driveway.

We should point out that these activities mainly occur during the existing opening hours. To alter the licensing and/or opening hours will only exacerbate the current issues.

You will of course be aware that in July 2011, mid-afternoon, arsonists set fire to rubbish in the Co-Op car park. This put our home at risk and we deem this to be anti-social behaviour. We would see it as part of the Licensing Authority's remit to attempt to limit such activities.

The Co-Op store reopened on Thursday 7th December 2011. On the morning of the following Sunday, we found that ripped open bags of the Co-Op's rubbish had been dumped against the wall of our house and the contents littered that area of the driveway. Already, within four days, the anti-social behaviour is back and this particular incident has occurred a couple of times since.

Whilst the Co-Op we are sure, will wish to demonstrate that this type of behaviour can be limited by putting proper security in place, this will not stop the anti-social activities that currently occur within the existing licensing and opening hours.

We are concerned that any alteration of the licensing hours, the extension of alcohol sales and ultimately, a change to the opening hours will affect our home life and young family.

We have a happy Edwardian home into which we have invested both financially and emotionally in order to restore the property to the stature that it had when it was originally built in this Conservation Area.

The potential impact of an alteration to the existing hours has made us think about the way that we feel about our home. After all the money, time and effort it is very upsetting to be asking ourselves if we really want to live here anymore.

Yours faithfully

[REDACTED]

[REDACTED]
Cottenham
[REDACTED]

Chief Environmental
Health Office
29 DEC 2011
South Cambridgeshire
District Council

23rd December 2011

Licensing Services

South Cambs District Council

South Cambs Hall

Cambourne Business Park

Cambourne

Cambs CB23 6EA

Dear Sirs

Application to extend licensing hours for the Co-op in Cottenham

We would like to express our concerns over the Co-op's application to extend their licensing hours for the selling of alcohol from 6am to 11pm Monday to Sunday.

We assume that this means the Co-op are also applying to extend their opening times by 2 hours from 7am to 10pm to 6am to 11pm. If this is the case, we would find this totally unacceptable. We live very close to the rear of the Co-op in the narrow road leading from Denmark Road into the Co-op car park. If the Co-op were to open at 6 am and close at 11pm this would result in us being disturbed very early in the morning (from 5.30am when staff would arrive) and would equally be disturbed at around 11.15pm when the staff leave the premises. If the Co-op are not actually applying to extend their opening times, we still feel it would not be appropriate to be able to sell alcohol early in the morning.

Apart from these concerns, there would be a serious risk of increased anti-social behaviour if alcohol could be sold up to 11pm with a high probability of youths congregating in the car park late at night. We have had problems in the past with anti-social behaviour at night and this would be exacerbated if late night drinking takes place in and around the car park.

We would appreciate a reply to confirm whether or not the Co-op are actually applying to extend their opening hours.

Yours faithfully

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

31/1/12
on 1st pac
J

[REDACTED]
Cottenham

Cambridge

[REDACTED]

[REDACTED]

E-mail: [REDACTED]

Chief Environmental
Health Officer
3 - FEB 2012
South Cambridgeshire
District Council

1 February 2012

Dear Ms King,

Application 002954 for variation of licence PA0243 for Cottenham Co-operative store

I attach comments on the application submitted by Mr Alvin Scott to vary the licence for the Cottenham Co-operative Store, 273 High Street, Cottenham.

My comments on the form attached relate to the potential increase in anti-social behaviour and nuisance to people living in the vicinity should the variation of licence be granted.

I would be pleased to provide any further information as required.

Yours sincerely,

[REDACTED]

**THE LICENSING ACT 2003
REPRESENTATION FORM FOR "INTERESTED PERSON" / "BODY"
(living in the 'vicinity' of the premises detailed below)**

Your name / Company name	[REDACTED]
(Name of Body you represent) Please tick one: <input checked="" type="checkbox"/> i) a person living in the vicinity of the premises <input type="checkbox"/> ii) a body representing persons who live in that vicinity <input type="checkbox"/> iii) a person involved in a business in the vicinity of the premises <input type="checkbox"/> iv) a body representing persons involved in these businesses <input type="checkbox"/>	
Postal Address (inc post code)	[REDACTED] Cottenham [REDACTED]
Contact telephone number:	[REDACTED]
Mobile Number:	[REDACTED]
Email address:	[REDACTED]

Name of Premises you are making a representation about:	Mr Alvin Scott Co-operative Store
Address of the premises you are making a representation about:	273 High St Cottenham Cambridge CB24 8QF

The prevention of crime and disorder

I am making a representation in relation to application 002954 by Mr Alvin Scott to vary the current licence PA0243 for the Cottenham Co-operative store to provide for licensing hours of 6am to 11pm.

I object to the licence being varied because of the potential for an increase in anti-social behaviour in and around the store with a resulting negative impact on people living in the vicinity. There is a history of anti-social behaviour in the Co-operative car park which has frequently gone unchecked. This has mainly involved youths and older groups congregating in cars or on foot, playing loud music, shouting, screaming and drinking alcohol. This behaviour mostly occurs in the evenings as well as during the day at weekends, mostly during the Co-op store's opening hours. On occasions, the anti-social behaviour carries on after the store's operating hours as, even if the car park is locked, it is still accessible by pedestrians. At present, the store is open until 10pm. Should sales of alcohol take place up to 11pm it is highly likely that these problems will be exacerbated because they could carry on much later than at present and attract people who have already been drinking until closing time in pubs. There are not sufficient staff in the store in the evenings to supervise what is happening on the car park and it is not a pleasant place for staff or local residents to venture after dark to remonstrate with people behaving in an intimidating and anti-social way.

The prevention of public nuisance


The Co-operative Store is set within an, otherwise quiet, residential area and both the store and the car park are surrounded by residential properties. Any noise from the front of the store and from the car park is transmitted to surrounding homes and, especially at night time when background traffic noise dies down, can prevent the quiet enjoyment of those homes. The concealed nature of the car park attracts anti-social behaviour from groups of youths and other people congregating, whether in cars or not. The noise of revving engines, car doors slamming, shouting, screaming, loud music and general bad behaviour is a source of nuisance and is extremely upsetting to people living in the vicinity. The store's current operating hours of up to 10pm result in the disturbance carrying on until closing time and sometimes later. Should sales of alcohol take place up until 11pm, there is an enormous risk of this nuisance carrying on much later than it does at present. It is often left to local residents to call the store or the Police to deal with the nuisance and it would not be acceptable for this type of disturbance to carry on even later than it does at present.


Public Safety
Protection of Children from Harm

The term 'vicinity' is used in the Licensing Act 2003, in particular with reference to those 'interested parties' (see definition in guidance attached) who may lodge objections to applications for premises licences and who may make representations concerning existing premises licences. Unfortunately the Act does not define the term 'vicinity' but the licensing authority will determine each case on its individual merit.

If the licensing authority considers that relevant representations are made the licensing team will consider arranging a mediation meeting between the relevant parties (if all agree) to try and reach a settlement. If this informal process is unsuccessful a hearing before the Licensing Sub Committee will follow, unless the interested parties withdraw their representations.

All representations in their entirety, including your name and address will be disclosed to the applicant for the premises licence.

Signed  Date 1 February 2012

..... 

Please print name

Please return this form along with any additional sheets to:

The Licensing Section
South Cambridgeshire District Council
Cambourne Business Park
Cambourne
Cambridgeshire
CB23 6EA

Telephone: 01954 713132/713024