

Committee: **Licensing Sub Committee**
Date: **Wednesday 9 November 2011**
Time: **10.00 am**
Venue **Bodicote House, Bodicote, Banbury, OX15 4AA**

Membership

Councillor Fred Blackwell **Councillor Mrs Diana Edwards**
Councillor Rose Stratford

AGENDA

1. Constitution of the Sub Committee

The Membership of the Sub-Committee for this meeting will be Councillors Blackwell, Edwards and Rose Stratford.

Please contact Natasha Clark (01295 221589) or Louise Aston (01295 221601) to tender apologies.

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

Note: Any Member with a prejudicial interest will not be able to participate in the hearing, and should therefore notify the Head of Legal and Democratic Services in advance so that arrangements may be made for an alternate Member to attend.

3. **Premise Licence Determination Hearing** (Pages 1 - 36)

Report of Head of Service 6

Summary

To provide an outline of an application to for the grant of a Premises Licence in relation to a petrol filling station Shell Chase, London Road, Bicester and detail the representations received from Responsible Authorities and Interested Parties that has resulted in the need for a hearing to determine the application.

Recommendations

There is no recommendation. In considering the representations received and what is appropriate for the promotion of the licensing objectives, the options open to the Sub-Committee are, in broad terms:

- (1) approve the application for the grant of a premises licence as submitted
- (2) reject the application for the grant of premises licence in whole or part
- (3) place conditions on the grant of premises licence and/or require changes to the details of the permissions sought.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or (01295) 221601 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item. The definition of personal and prejudicial interests is set out in the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

Personal Interest: Members must declare the interest but may stay in the room, debate and vote on the issue.

Prejudicial Interest: Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Queries Regarding this Agenda

Please contact Natasha Clark, Legal and Democratic Services natasha.clark@cherwell-dc.gov.uk (01295) 221589 or Louise Aston, Legal and Democratic Services louise.aston@cherwell-dc.gov.uk (01295) 221601

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Sue Smith
Chief Executive

Published on Tuesday 1 November 2011

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Licensing Sub-Committee

Premise Licence Determination Hearing

09 November 2011

Report of Head of Service 6

PURPOSE OF REPORT

To provide an outline of an application to for the grant of a Premises Licence in relation to a petrol filling station Shell Chase, London Road, Bicester and detail the representations received from Responsible Authorities and Interested Parties that has resulted in the need for a hearing to determine the application.

This report is public

Recommendations

There is no recommendation. In considering the representations received and what is appropriate for the promotion of the licensing objectives, the options open to the Sub-Committee are, in broad terms:

- (1) approve the application for the grant of a premises licence as submitted
- (2) reject the application for the grant of premises licence in whole or part
- (3) place conditions on the grant of premises licence and/or require changes to the details of the permissions sought.

Executive Summary

Introduction

- 1.1 On 19 September 2011, the Licensing Authority received an application for the grant of a premises licence to permit provision of Late Night Refreshment and Sale by Retail of Alcohol at Shell Chase, London Road, Bicester.
- 1.2 The Licensing Act 2003 provides a clear focus on the promotion of four statutory objectives which must be addressed when licensing functions are undertaken.
- 1.3 The licensing objectives are:
 - The prevention of crime and disorder.
 - Public safety.

- The prevention of public nuisance.
- The protection of children from harm.

The Guidance issued under Section 182 of the Licensing Act 2003 states:

Each objective is of equal importance. It is important to note that there are no other licensing objectives, so that these four objectives are paramount considerations at all times. But the legislation also supports a number of other key aims and purposes. These are vitally important and should be principal aims for everyone involved in licensing work. They include:

- *the necessary protection of local residents, whose lives can be blighted by disturbance and anti-social behaviour associated with the behaviour of some people visiting licensed premises of entertainment;*
- *the introduction of better and more proportionate regulation to give business greater freedom and flexibility to meet customers' expectations;*
- *greater choice for consumers, including tourists, about where, when and how they spend their leisure time;*
- *the encouragement of more family friendly premises where younger children can be free to go with the family;*
- *the further development within communities of our rich culture of live music, dancing and theatre, both in rural areas and in our towns and cities.*

1.4 For the Licensing Authority to accept a representation as relevant, it must firstly address one or all of the four licensing objectives and the likely effect of the grant of the premises licence upon the promotion of those objectives. The licensing authority must then determine whether or not the representation may be deemed frivolous, vexatious or repetitious and that they have been received within the relevant timescales. The licensing authority can take whole or part of a representation and deem it as relevant, therefore excluding the irrelevant part from the proceedings.

1.5 During the consultation period the Licensing Authority received representations from a number of Responsible Authorities and Interested Parties in the vicinity of the premises. Full details of all relevant representations received are included at paragraph 2 of this report.

Proposals

1.6 The applicant has proposed to provide the following regulated activities for the days and times specified:

Late Night Refreshment;

Saturday – Thursday inclusive from 23:00 to 05:00 following morning inclusive

Friday from 23:00 to Midnight inclusive
indoors only

Sale(by retail) of Alcohol;

Monday – Sunday inclusive from 00:00 to Midnight inclusive (24 hrs)
For consumption off the premises only

1.7 The applicant has proposed the following opening hours for the premises:

Monday – Sunday inclusive from 00:00 to Midnight inclusive (24 hrs)

Background Information

- 2.1 A full copy of the application, including any photos and/or plans of the location to be licensed submitted by the applicant is attached at Appendix 1.
- 2.2 During the consultation period, a total of 9 representations were received in respect of this application. All 9 of these representations have been deemed relevant.
- 2.3 On 20 September 2011, the Licensing Authority received a response to the application from Rob Lowther, Anti Social Behaviour Manager advising they had no objections to the application. A copy of the correspondence is attached at Appendix 2.
- 2.4 On 20 September 2011, the Licensing Authority received a response to the application from Laura Morris, Oxfordshire Licensing Officer with Thames Valley Police advising they had no objections to the application. A copy of the correspondence is attached at Appendix 3.
- 2.5 On 27 September 2011, the Licensing Authority received a response to the application from Trading Standards advising they had no objections to the application. A copy of the correspondence is attached at Appendix 4.
- 2.6 On 12 September 2011 the Licensing Authority received 6 relevant representations from Interested Parties.
- 2.7 All 6 of these Interested Party representations were from the residents of the 6 properties that form Alchester Terrace, London Road, Bicester. The representations were in the form of a single letter signed by the residents of the six properties. A copy of their correspondence is attached at Appendix 5.
- 2.8 A Map showing the location of the premises in relation to the location of the Interested Party properties is attached at Appendix 6.

Key Issues for Consideration/Reasons for Decision and Options

- 3.1 The Licensing Act 2003 states that all licensing matters must promote the four Licensing Objectives, they are:

- The prevention of crime and disorder;
- Public safety;
- The prevention of public nuisance; and
- The protection of children from harm

3.2 Representations received have stated concerns in relation to potential issues in respect of the prevention of crime and disorder and the prevention of public nuisance.

3.3 Details of how the applicant intends to promote the four licensing objectives in general in addition to specifically related to promotion of the prevention of crime and disorder objective and the promotion of the prevention of public nuisance objective is given below:

Objective	Applicants response
General	<ul style="list-style-type: none"> • CCTV System with recording facilities in place at site, images can be made available upon reasonable request by a relevant officer of a Responsible Authority. • Appropriate Staff Training to be satisfactorily completed and recorded. Training Records can be made available upon reasonable request by a relevant officer of a Responsible Authority. • Refusals Book will be operated and maintained. • Challenge 25 Policy will be operated at the premises, acceptable forms of proof of age will be a passport, a photo card driving licence or PASS accredited identification card.
Prevention of crime & disorder	<ul style="list-style-type: none"> • CCTV System with recording facilities in place at site, images can be made available upon reasonable request by a relevant officer of a Responsible Authority. • Spirits located behind the counter. • Appropriate Staff Training to be satisfactorily completed and recorded. Training Records can be made available upon reasonable request by a relevant officer of a Responsible Authority.
Prevention of public nuisance	<ul style="list-style-type: none"> • Appropriate Staff Training to be satisfactorily completed and recorded. Training Records can be made available upon reasonable request by a relevant officer of a Responsible Authority.

3.4 The relevant sections of the Guidance and Licensing Authority Policy issued under the Licensing Act 2003, which are applicable to the representations for this case are as follows:

GUIDANCE ISSUED UNDER SECTION 182 OF THE LICENSING ACT 2003, OCTOBER 2010:

Pages 82 – 85	Sections 10.11 – 10.18	Imposed Conditions, Proportionality, Duplication with other statutory provisions
Page 85	Sections 10.19 – 10.21	Hours of Trading
Pages 18 – 21	Sections 2.1 – 2.18	Crime & Disorder
Pages 23 – 25	Sections 2.32 – 2.40	Public Nuisance
Pages 133 – 137	Annex D	Part 1. Conditions relating to the prevention of crime & disorder
Pages 144 – 145	Annex D	Part 4. Conditions relating to the prevention of public nuisance

CHERWELL DISTRICT COUNCIL STATEMENT OF LICENSING POLICY, JANUARY 2010:

Page	Policy	Sections	Objectives
1	GN1	1.1.1 – 1.1.2	Objectives
Pages 3 - 4	N/A	Sections 2.5.1 – 2.5.13	Fundamental Principles
Pages 6 - 8	Policy GN15	Sections 2.9.1 – 2.9.3	Determination of applications – conditions
Page 8	N/A	Sections 2.10.1 – 2.10.2	Non-Licensing Issues
Pages 12-14	Policies LH1 – LH8	Sections 5.1 – 5.7	Licensing Hours
Pages 19-21	Policies LA4 – LA6	Sections 7.3.1 – 7.3.13	General Prevention of Public Nuisance including Addressing Local Concerns and General Management and Control
Page 25	Policy PP 4	Sections 7.5.9 – 7.5.10	Garages and Service Areas
Pages 26 – 27	Policy PP 9	Sections 7.5.16 – 7.5.19	Late Night Refreshment
Pages 27 - 28	Policies PP11 – PP12	Sections 7.5.20 – 7.5.25	Supply of alcohol for consumption off the premises & Safe drinking-vessels
Pages 32 - 38	Policies OS1 – OS18	Sections 8.1.1 – 8.8.2	Operating Schedules including addressing Crime & Disorder and Public Nuisance
Pages 39 - 40	N/A	Section 9.2.1	Other Controls

The following options have been identified. The approach in the recommendations is believed to be the best way forward

- Option One** Approve the application for the grant of a premises licence as submitted
- Option Two** Reject the application for the grant of premises licence in whole or part
- Option Three** Place conditions on the grant of premises licence and/or require changes to the details of the permissions sought.

Consultations

The applicant carried out a full consultation in accordance with the requirements of the Licensing Act 2003 for a period of 28 days ending at midnight on 17 October 2011.

Implications

- Financial:** There are no financial implications of this report
Comments checked by Denise Taylor, Service Accountant, 01295 221982
- Legal:** The decision must comply with relevant legislation and Council Policy.
All parties have a right of Appeal to the Magistrates Court against the decision
Comments checked by Paul Manning, Solicitor, 01295 221691
- Risk Management:** There is a risk that if policy and legislation has not been correctly followed, any resulting appeal could be successful.
Comments checked by Claire Taylor, Corporate Performance Manager, 01295 221563

Wards Affected

Bicester South Ward

Document Information

Appendix No	Title
1	Application for a premises licence to be granted under the Licensing Act 2003 in respect of the Shell Chase, London Road, Bicester
2	Representation from Rob Lowther of the Anti-Social Behaviour Team at Cherwell District Council
3	Representation from Laura Morris of the Licensing Team at Thames Valley Police
4	Representation from Hollie Franks of the Trading Standards Service at Oxfordshire County Council
5	6 Interested Party representations from residents of the Alchester Terrace, London Road, Bicester.
6	Map showing the location of the Interested Party properties in relation to the premises.
Background Papers	
Members have been issued with copies of the Guidance, the Statement of Licensing Policy and the Council's pool of conditions and are asked to bring them to the meeting.	
Report Author	Natasha Barnes, Licensing & Vehicle Parks Manager
Contact Information	01295 753738 natasha.barnes@cherwell-dc.gov.uk

***Premises Licence
Application***
on behalf of
SHELL UK OIL PRODUCTS LTD
Chase Service Station
London Road
Bicester
Oxfordshire
OX26 6HB

PRN10611

**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 SHELL UK OIL PRODUCTS LIMITED

(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			
SHELL CHASE LONDON ROAD BICESTER			
Post town	OXFORDSHIRE	Post code	OX26 6HB

Telephone number at premises (if any)	01869 329990
Non-domestic rateable value of premises	£51000

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

SECOND INDIVIDUAL APPLICANT (if applicable)

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

Current postal address if different from premises address			
Post Town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name SHELL UK OIL PRODUCTS LIMITED
Address SHELL CENTRE LONDON SE1 7NA
Registered number (where applicable) 3625633
Description of applicant (for example, partnership, company, unincorporated association etc.) LIMITED COMPANY
Telephone number (if any) 0207 934 1234
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

Day		Month		Year		
2	0	1	0	2	0	1

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 note1)

THIS 650 SQ FT (APPROX) CONVENIENCE STORE IS LOCATED ON A FORECOURT AND IS CURRENTLY UNDERGOING REFURBISHMENT. IT SERVES BOTH THE LOCAL COMMUNITY AND THOSE FROM FURTHER AFIELD. IT PROVIDES A RANGE OF SNACK FOODS, GROCERIES, CONFECTIONERY, SOFT DRINKS, HOT BEVERAGES AND TOBACCO PRODUCTS AND TRADES 24 HOURS PER DAY UNDER THE COMPANY'S OWN RETAIL FORMAT. BETWEEN THE HOURS OF 23.00-06.00 THE SITE OPERATES A CLOSED DOOR POLICY WITH ALL SERVICE TAKING PLACE THROUGH THE NIGHT HATCH.

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)
- 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)

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

In all cases complete boxes N, O and P

L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" 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	23.00	05.00			
Tue	23.00	05.00			
			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Wed	23.00	05.00			
Thur	23.00	05.00			
			<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)		
Fri	23.00	24.00			
Sat	23.00	05.00			
Sun	23.00	05.00			

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"/>
Day	Start	Finish	Both <input type="checkbox"/>		
Mon	00.00	24.00	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Tue	00.00	24.00			
Wed	00.00	24.00			
Thur	00.00	24.00			
Fri	00.00	24.00			
Sat	00.00	24.00			
Sun	00.00	24.00			

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

Name JEAN MORGAN

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	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon	00.00	24.00			
Tue	00.00	24.00			
Wed	00.00	24.00			
Thur	00.00	24.00			
Fri	00.00	24.00			
Sat	00.00	24.00			
Sun	00.00	24.00			
			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)		

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

Name JEAN MORGAN	
Address 'SUSKA' BICESTER ROAD LAUNTON NR. BICESTER OXON	
Postcode	OX26 5DP
Personal Licence number (if known) NOT YET KNOWN	
Issuing licensing authority (if known) CHERWELL DISTRICT 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)

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	00.00	24.00	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	00.00	24.00	
Wed	00.00	24.00	
Thur	00.00	24.00	
Fri	00.00	24.00	
Sat	00.00	24.00	
Sun	00.00	24.00	

-APPROPRIATE STAFF TRAINING TO BE SATISFACTORILY COMPLETED AND RECORDED. TRAINING RECORDS CAN BE MADE AVAILABLE FOR INSPECTION UPON REASONABLE REQUEST BY A RELEVANT OFFICER OF A RESPONSIBLE AUTHORITY.
 -REFUSALS BOOK WILL BE OPERATED AND MAINTAINED.
 -SPIRITS LOCATED BEHIND THE COUNTER.
 -CHALLENGE 25 POLICY WILL BE OPERATED AT THE PREMISES, ACCEPTABLE FORMS OF PROOF OF AGE WILL BE A PASSPORT, A PHOTO CARD DRIVING LICENCE OR PASS ACCREDITED IDENTIFICATION CARD.

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	<i>S. Clement pp. Lockett & Co</i>
Date	16 TH SEPTEMBER 2011
Capacity	LOCKETT & CO - DULY AUTHORISED AGENTS.

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

Signature	
Date	
Capacity	

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)

-CCTV SYSTEM WITH RECORDING FACILITIES IN PLACE AT SITE, IMAGES CAN BE MADE AVAILBALE UPON REASONABLE REQUEST BY A RELEVANT OFFICER OF A RESPONSIBLE AUTHORITY.
-APPROPRIATE STAFF TRAINING TO BE SATISFACTORILY COMPLETED AND RECORDED. TRAINING RECORDS CAN BE MADE AVAILABLE FOR INSPECTION UPON REASONABLE REQUEST BY A RELEVANT OFFICER OF A RESPONSIBLE AUTHORITY.
-REFUSALS BOOK WILL BE OPERATED AND MAINTAINED.
-CHALLENGE 25 POLICY WILL BE OPERATED AT THE PREMISES, ACCEPTABLE FORMS OF PROOF OF AGE WILL BE A PASSPORT, A PHOTO CARD DRIVING LICENCE OR PASS ACCREDITED IDENTIFICATION CARD.

b) The prevention of crime and disorder

-CCTV SYSTEM WITH RECORDING FACILITIES IN PLACE AT SITE, IMAGES CAN BE MADE AVAILABLE UPON REASONABLE REQUEST BY A RELEVANT OFFICER OF A RESPONSIBLE AUTHORITY.
-SPIRITS LOCATED BEHIND THE COUNTER.
-APPROPRIATE STAFF TRAINING TO BE SATISFACTORILY COMPLETED AND RECORDED. TRAINING RECORDS CAN BE MADE AVAILABLE FOR INSPECTION UPON REASONABLE REQUEST BY A RELEVANT OFFICER OF A RESPONSIBLE AUTHORITY.

c) Public safety

-CCTV SYSTEM WITH RECORDING FACILITIES IN PLACE AT SITE, IMAGES CAN BE MADE AVAILABLE UPON REASONABLE REQUEST BY A RELEVANT OFFICER OF A RESPONSIBLE AUTHORITY.

d) The prevention of public nuisance

-APPROPRIATE STAFF TRAINING TO BE SATISFACTORILY COMPLETED AND RECORDED. TRAINING RECORDS CAN BE MADE AVAILABLE FOR INSPECTION UPON REASONABLE REQUEST BY A RELEVANT OFFICER OF RESPONSIBLE AUTHORITY.

e) The protection of children from harm

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

LOCKETT & Co
13 CHURCH STREET

Post town	KIDDERMINSTER	Post code	DY10 2AH
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Telephone number (if any)	01562 864488
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If you would prefer us to correspond with you by e-mail your e-mail address (optional) info@lockett.uk.com
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Notes for Guidance

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, 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.

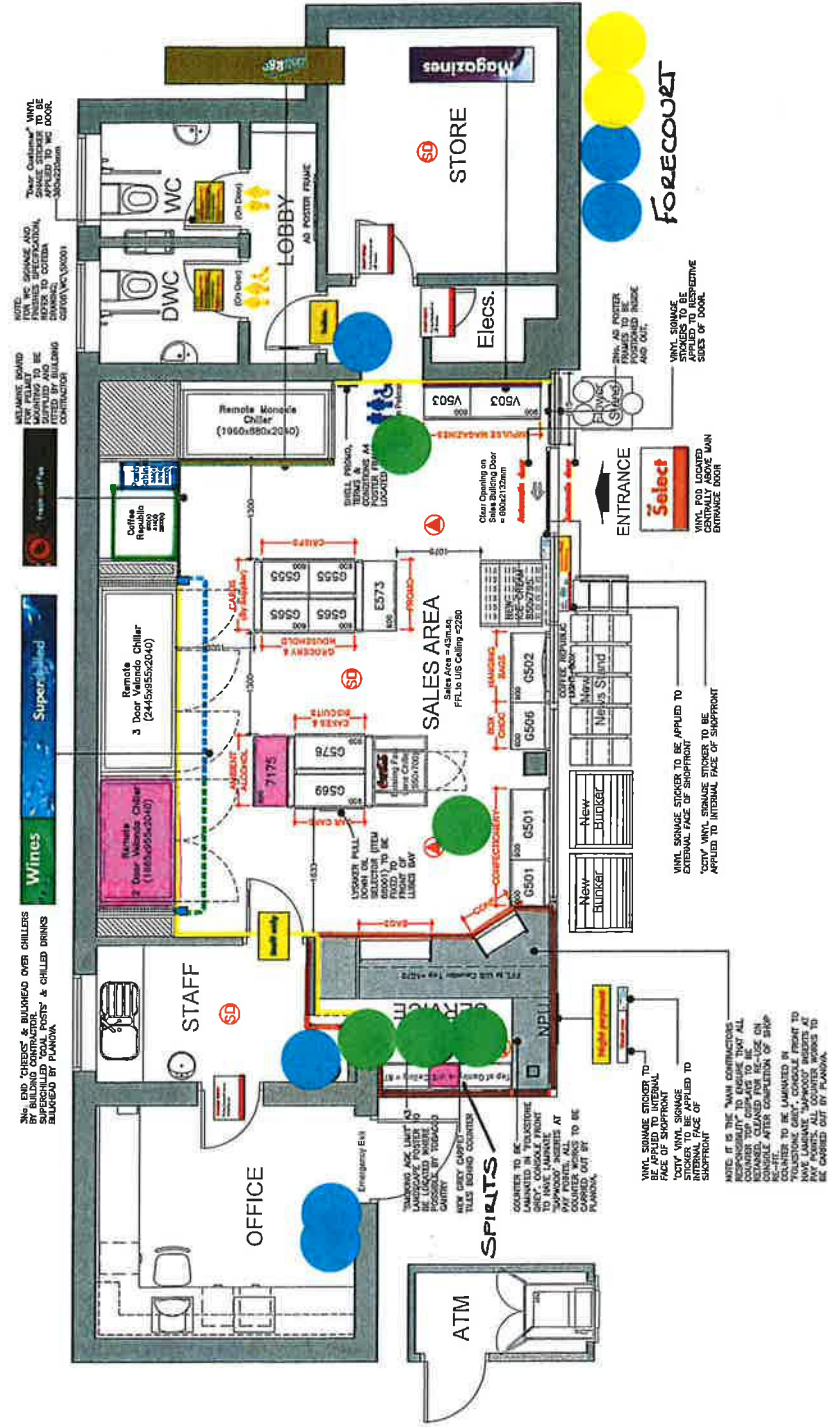
Display of alcohol is to be permitted throughout the store, spirits to be located only behind the counter.

Late Night Refreshment Key:

- Point of sale.
- Preparation area.
- Display area.

Key:

- Fire extinguisher.
- CCTV.
- Fire bucket.





Lockett & Co

Retail, Licensing & Training Consultants
www.lockett.uk.com

PROOF OF AGE CARDS AGE RESTRICTED SALES

If there is any doubt about a persons age you are required to ask them to prove their age or you must refuse the sale
The following forms of ID are acceptable:

• A Passport

www.ukpa.gov.uk



• A Photo Driving Licence

www.dvla.gov.uk

or

Local Post Office



• A PASS accredited proof of age card e.g.

Citizen Card

www.citizencard.com

or

Email: contact@citizencard.com



Validateuk Card

www.validateuk.co.uk

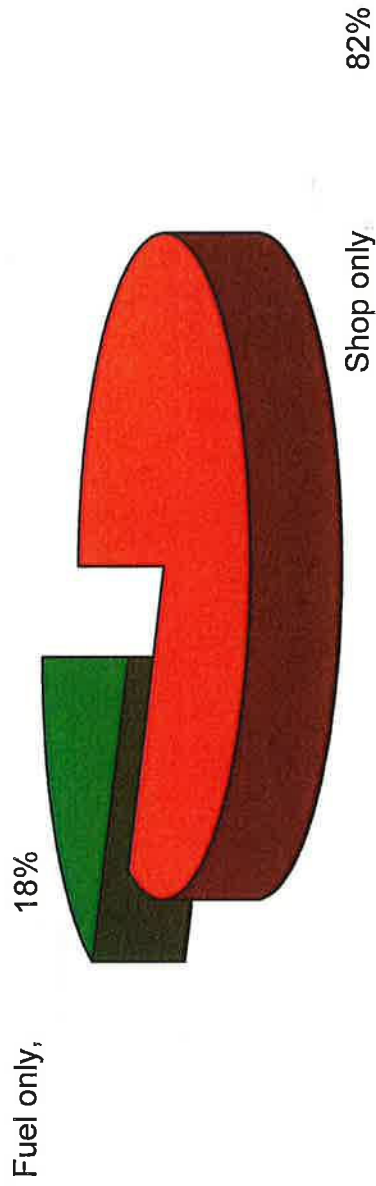
or

Tel: 01434 634996



Shell Chase, London Road, Bicester, Oxon., OX26 6HB.

Source: EPOS - 1st May to 31st July 2011 incl.



**It is a criminal
offence to buy
alcohol on
behalf of a child.**

**You could face a
£5000 fine.**



DRINKAWARE.CO.UK



UNDER 25?

- Please be prepared to show proof of age when buying alcohol



DRINKAWARE.CO.UK



Retail Trading Area

650 sq ft (approx.)

Opening Hours

Monday	-	00.00 hours to 24.00 hours
Tuesday	-	00.00 hours to 24.00 hours
Wednesday	-	00.00 hours to 24.00 hours
Thursday	-	00.00 hours to 24.00 hours
Friday	-	00.00 hours to 24.00 hours
Saturday	-	00.00 hours to 24.00 hours
Sunday	-	00.00 hours to 24.00 hours

Summary

Convenience Trading Format

Staff Training Manual

Challenge 25

Refusals Book

CCTV with recorder

Night hatch policy 23.00 to 06.00

Background History

This is a well established **SHELL** forecourt and shop which is currently undergoing a refurbishment; the shop has a retail area of approximately 650sq ft.

The Shop

This purpose built shop has been designed to serve both the local community and those from further a field, trading as a full convenience store under the company's own format. A range of fresh foods, groceries and other products are offered and the off-licence is an important part of the service that such a store is expected to provide.

The Operation

The store is operated by the Manager, assisted by a team of full time staff. The Designated Premises Supervisor, is trained and certified through an accredited scheme and is responsible for training all staff and keeping and maintaining ongoing training records utilising the Staff Training Manual. The **Challenge 25** trading initiative is used supported by the refusals system with records kept in the **Refusals Book** to tie in with the CCTV system.

Security

The **digital CCTV system** benefits from a **recorder** and recordings can be made available to Police if required. The shop operates a closed door policy with all service through the night hatch between the hours of 23.00 and 06.00, seven days per week.

Shell Chase forecourt shop.



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**Cherwell District Council
Safer Communities and Community Development
Anti-Social Behaviour Units Licensing Consultation Response.**

**Licensing Act 2003: Application for a premises license
Applicant(s): Shell UK Oil Products Shell Centre London SE1 7NA**

Premises:

Shell Oil Products Ltd Shell Chase London Road Bicester Oxon OX26 6HB

Details of the application:

The application seeks permission for the sale of alcohol for consumption off the premises and the provision of late night refreshment.

History

The records held within the Councils Anti Social Behaviour Team have been examined and no reference to any incidents of public nuisance relating to the premises can be found.

Observations.

I have no observations to make in respect of this application.

Recommendation:

I would not object to the granting of this application as per the applicants submission dated 16 September 2011

**Rob Lowther
Anti Social Behaviour Manager
20/09/11**



A copy of this report is sent to the applicant(s) or their agents and to the Licensing Authority for the Cherwell District Council Area. Should you wish to discuss the contents of this report and its recommendations please contact Rob Lowther on 01295 221623 or rob.lowther@cherwell-dc.gov.uk.

**PLEASE CONFIRM IN WRITING THAT YOU HAVE RECEIVED THIS DOCUMENT,
THAT YOU AGREE THE RECOMMENDED CONDITIONS OR THAT YOU INTEND
TO CHALLENGE THE RESPONSIBLE AUTHORITIES RECOMMENDATION**

Correspondence must be addressed to Safer Communities, Urban & Rural, The Licensing Authority, Cherwell District Council, Bodicote House, Bodicote Banbury OX15 4AA

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Stacey Walsham

From: Morris Laura [Laura.Morris@thamesvalley.pnn.police.uk]
Sent: 20 September 2011 13:45
To: Licensing; Licensing
Subject: shell bicester application

Hello

We have no objections to the application

thanks



Laura Morris | Oxfordshire Licensing Officer | Telephone : **01865 846 150** | Internal: **700 6150**
Address: **Licensing, Thames Valley Police, HQ South, Oxford Rd, Kidlington, OX5 2NX**

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Stacey Walsham

From: Franks, Hollie - Community Safety - Trading Standards [Hollie.Franks@Oxfordshire.gov.uk]
Sent: 27 September 2011 12:26
To: Licensing
Subject: Licensing Application - No Objections

Ref: Shell UK Oil Products Limited, Shell Chase, London Road, Bicester, OX26 6HB - No Objections



Hollie Franks

Licensing & Legal Process Clerk

Trading Standards Service
Community Safety & Shared Services
Oxfordshire County Council
Graham Hill House
Electric Avenue
Ferry Hinksey Road
Oxford OX2 0BY
Tel: 01865 810801

www.oxfordshire.gov.uk

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4 ALCHESTER TERRACE
LONDON ROAD
BICESTER
OXON
OX26 6JH

01869 - 241266

RECEIVED

12 OCT 2011

THE LICENSING OFFICER
CHERWELL DISTRICT COUNCIL
BODICOTE HOUSE
BODICOTE
BANBURY
OX15 4AA

REFERENCE;

APPLICATION FOR A PREMISES LICENCE
SHELL GARAGE - LONDON ROAD - BICESTER

Dear Sir

I have been asked by the occupants of the six houses making up Alchester Terrace to write and state our concerns over the request by the above garage to sell alcohol all through the night.

We are already disturbed on a regular basis by members of the public coming from the town who have had a considerable amount to drink and are either passing our houses to continue down the road towards Langford Village, or turning down the the side of our gardens to take the public footpath to Langford Village.

Our gardens are bombarded with empty bottles, glasses and food packaging and the overall feeling is that it will be considerably worse with the purchasing of alcohol from the Shell garage.

Five out of the twelve persons resident in Alchester Terrace are senior citizens 4 or the 5 being between 75 and 80 years of age and there is great unease over the likelihood of drunken members of the public mistaking the side entrance to our houses and the path to Langford Village. This has occurred on a few occasions, the style and age of the houses is such that a right of way exists for the occupants around the whole six houses - there are no fences or gates at the rear of the properties which makes for even more unease.

It is felt that there would be only two main reasons for purchasing alcohol during the night, either to drink in the car, or walk along the streets drinking. It is also felt that the purchasers coming from town could probably well be under the influence of drink before purchasing more at the garage.

I would ask that consideration be given for our concerns when authorising a licence to sell alcohol all through the night.


Yours faithfully

NO 1:

SIGNATURE:  C.A. GOLDER

PRINT... J. F. BEASLEY. C.A. GOLDER

NO 2:

SIGNATURE  A. KHALIDY

PRINT... KAREN AMIN A. KHALIDY

NO 3:

SIGNATURE  DEAN TAYLOR


PRINT... A. SHEEHAN DEAN TAYLOR

NO 4:

SIGNATURE  G. KILL

PRINT... W.H. KILL G. KILL

NO 5:

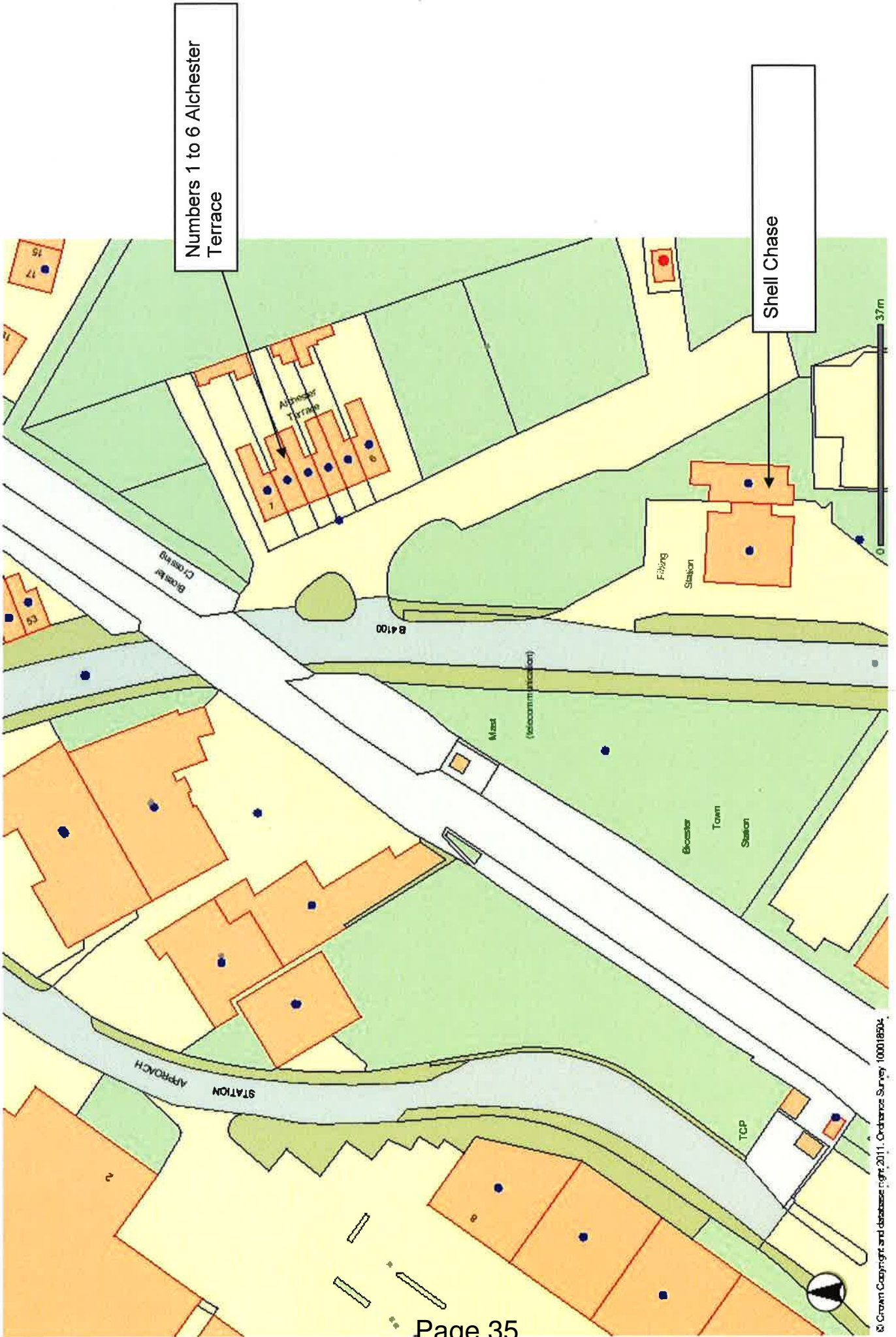
SIGNATURE  M. R. RALPH

PRINT... M. R. RALPH

NO 6:

SIGNATURE  J. STRUGNEL

PRINT... R. STRUGNELL J. STRUGNEL



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