29-10-15
26-11-15

PR01701

Licensing Section, Herefordshire Council, Blueschool House, PO Box 233, Hereford HR1 2ZB

EH & TS / LICENSING SECTION
RECEIVED
29 SEP 2015
TO:

**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** Lauren Waring of Luminescence 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<br>**25 Widemarsh Steeet** | | | |
|---|---|---|---|
| **Post town** | **Hereford** | Postcode | **HR4 9EA** |

| | |
|---|---|
| Telephone number at premises (if any) | **Not yet activated** |
| Non-domestic rateable value of premises | **£Undetermined – Change of use** |

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

| | | | |
|---|---|---|---|
| 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 in Wales | ☐ | please complete section (B) |
| ga) | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | ☐ | please complete section (B) |
| h) | the chief officer of police of a police force in England and Wales | ☐ | please complete section (B) |

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

| | | | |
|---|---|---|---|
| Mr ☐ Mrs ☐ Miss ☐ Ms ☐ | | Other Title (for example, Rev) | |
| **Surname** | | **First names** | |
| I am 18 years old or over | | ☐ 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 ☐ | Mrs ☐ | Miss ☐ | Ms ☐ | Other Title (for example, Rev) | |
| **Surname** | | | **First names** | | |
| I am 18 years old or over | | | ☐ 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<br>Luminescence Limited / Lauren Waring (Director) |
| Address<br>[redacted] |
| Registered number (where applicable)<br>09713415 – Company Number |
| Description of applicant (for example, partnership, company, unincorporated association etc.)<br>Company with 1 director |
| Telephone number (if any)<br>[redacted] |
| E-mail address (optional)<br>[redacted] |

**Part 3 Operating Schedule**

When do you want the premises licence to start?

| DD | | MM | | YYYY | | | |
|---|---|---|---|---|---|---|---|
| 0 | 1 | 1 | 1 | 2 | 0 | 1 | 5 |
| | | | | | | | |

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

| DD | | MM | | YYYY | | | |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

Please give a general description of the premises (please read guidance note 1)
**Restaurant/Café/Bar – Provisional Name CELLAR DOOR**

**Our Ethos**

- High end Food
- Neo-Bistro fine and affordable dining
- Local produce and Traders (e.g Old Forge Ironworks for interiors)
- Sustainable, Seasonal and Ethically Sourced Produce
- Produce from our own restaurant garden.
- Special emphasis on quality vegetarian dishes
- Every element homemade to the highest standard

**The Café**

- Speciality teas and Freshly Ground Coffees
- High quality breakfasts
- Freshly squeezed juices and Smoothies
- Light lunches
- Sweet homemade Waffles and Crepes
- Homemade Pastries.

## The Restaurant

- Neo-Bistro – Fine dining using more affordable, seasonal ingredients in a more informal dining environment
- Specialising in Shell Fish
- Hereford Beef 21-28 day hung Steaks
- High quality fine dining touches and presentation – Amuse bouche, Palette cleansers etc.
- Specialty cheeseboards with homemade jelly selections port accompaniments
- Complimentary wine pairing service

## Bar and Beverages

- Fresh Cocktails
- Fine wines, Fortified Wines and Quality sprits
- Local Ales
- Freshly Blended/Juiced Smoothies
- Freshly ground coffee and specialty teas.
- No promotions that would encourage binge drinking

## Other functions

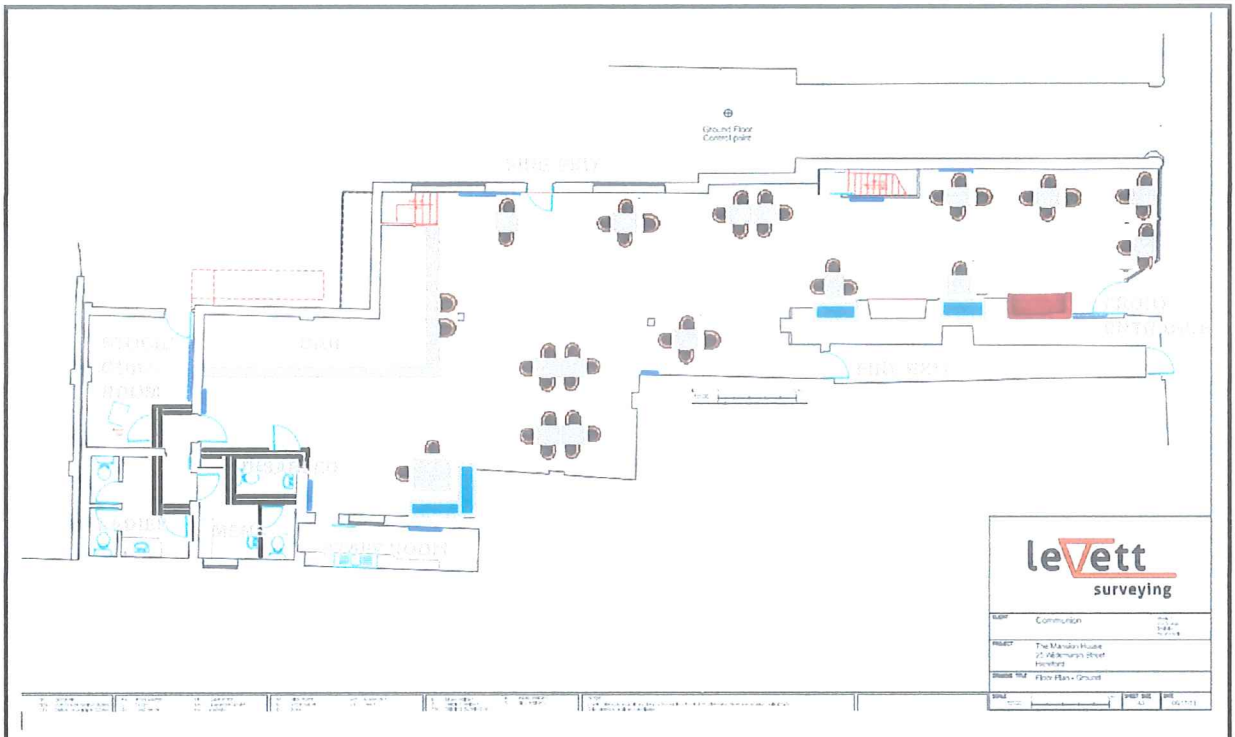
- Corporate
- Charitable, community and youth projects and fundraisers
- Small wedding ceremonies and receptions
- Christmas Party groups
- Themed nights
- Live jazz and piano nights
- Private hire parties

## Facilities

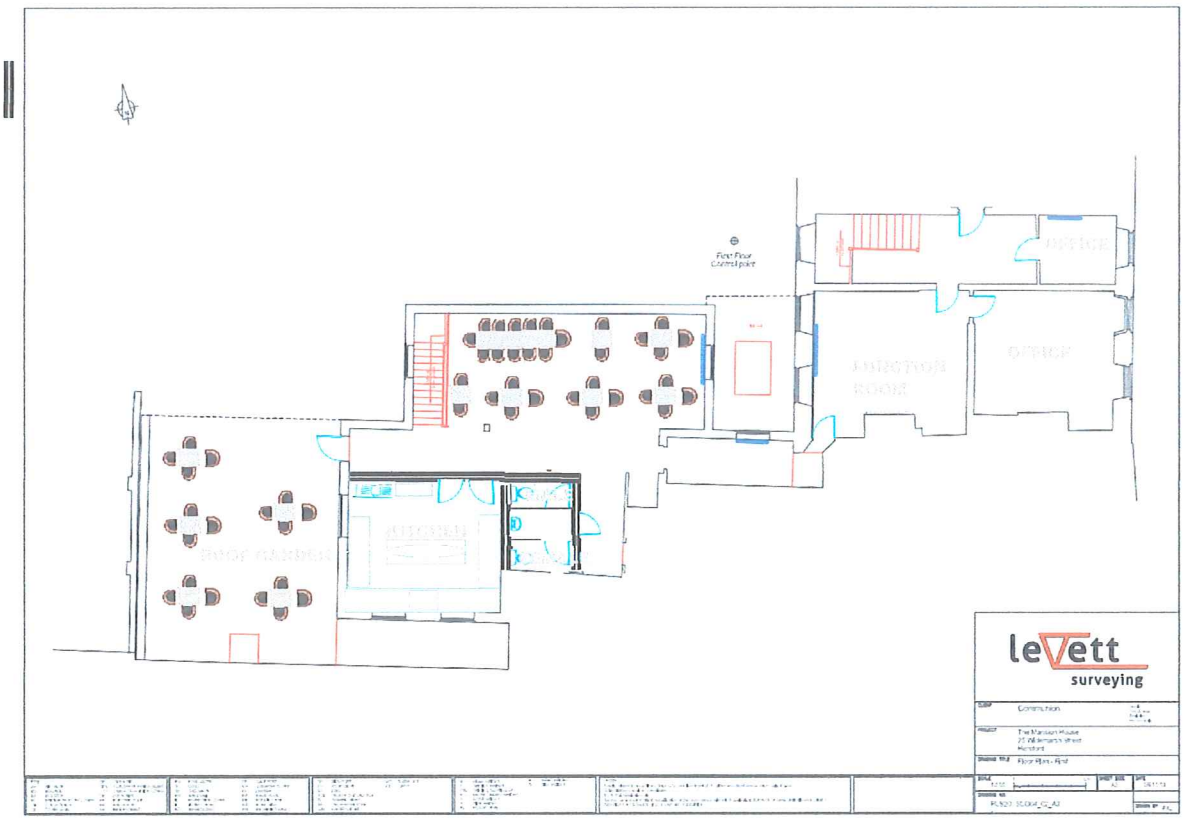
- New accessible Disabled bathroom with emergency alarm.
- New single sex Toilets on the ground and first floor.
- New Commercial Kitchen following the highest hygiene and safety standards.
- New Fire Alarm System
- Fire Escape and multiple Crash bar Fire Exits on site.
- New CCTV and Alarm system.
- New Chiller Room.
- New Air Conditioning Temperature Regulation System.

**Floor Plan**

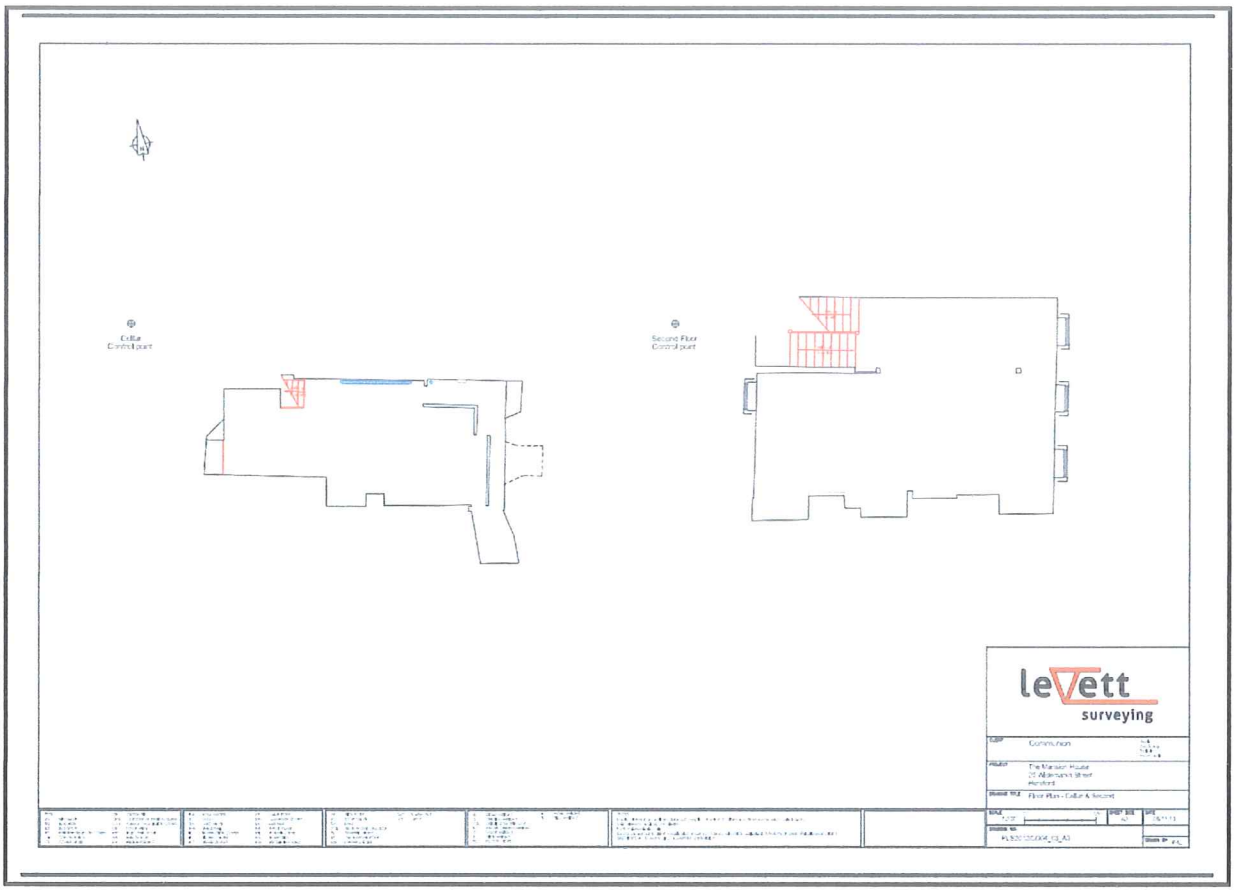
Ground Floor




First Floor




Cellar and Second Floor




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

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

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

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

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

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

**In all cases complete boxes K, L and M**

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 | ☒ |
| | | | | Outdoors | ☐ |
| Day | Start | Finish | | Both | ☐ |
| Mon | 10:00 | 23:00 | **Please give further details here** (please read guidance note 3)<br>Community and charitable organisations may wish to use the establishment to fundraisers or youth theatre etc. We would like to be able to have shows or plays on that promote cultural enrichment within the community. | | |
| Tue | 10:00 | 23:00 | | | |
| Wed | 10:00 | 23:00 | **State any seasonal variations for performing plays** (please read guidance note 4)<br>N/A | | |
| Thur | 10:00 | 23:00 | | | |
| Fri | 10:00 | 23:00 | **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)<br>N/A | | |
| Sat | 10:00 | 23:00 | | | |
| Sun | 10:00 | 23:00 | | | |

B

| **Films**<br>Standard days and timings (please read guidance note 6) | | | **Will the exhibition of films take place indoors or outdoors or both – please tick** (please read guidance note 2) | | |
|---|---|---|---|---|---|
| | | | | Indoors | ☒ |
| | | | | Outdoors | ☐ |
| Day | Start | Finish | | Both | ☐ |
| Mon | 10:00 | 00:00 | **Please give further details here** (please read guidance note 3)<br>Community and charitable organisations may wish to use the establishment to fundraisers or film nights.<br>We would like to be able to have films that promote cultural enrichment within the community. We may also wish to have imagery playing in the background on screens some of the time. | | |
| Tue | 10:00 | 00:00 | | | |
| Wed | 10:00 | 00:00 | **State any seasonal variations for the exhibition of films** (please read guidance note 4)<br>N/A | | |
| Thur | 10:00 | 00:00 | | | |
| Fri | 10:00 | 00:00 | **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** (please read guidance note 5) | | |
| Sat | 10:00 | 00:00 | | | |
| Sun | 10:00 | 00:00 | | | |

C

| **Indoor sporting events**<br>Standard days and timings (please read guidance note 6) | | | **Please give further details** (please read guidance note 3) |
|---|---|---|---|
| Day | Start | Finish | |
| Mon | | | |
| Tue | | | **State any seasonal variations for indoor sporting events** (please read guidance note 4) |

| | | | |
|---|---|---|---|
| Wed | | | |
| | | | |
| Thur | | | **Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list** (please read guidance note 5) |
| | | | |
| Fri | | | |
| | | | |
| Sat | | | |
| | | | |
| Sun | | | |
| | | | |

**D**

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

E

| **Live music**<br>Standard days and timings (please read guidance note 6) | | | **Will the performance of live music take place indoors or outdoors or both – please tick** (please read guidance note 2) | | |
|---|---|---|---|---|---|
| | | | | Indoors | ☒ |
| | | | | Outdoors | ☐ |
| Day | Start | Finish | | Both | ☐ |
| Mon | 09:00 | 00:00 | **Please give further details here** (please read guidance note 3)<br>We would like the option of having live music on occasions, from Classical, Jazz to Modern. There are little or no domestic residences within an audible distance. Neither property on either side of the building inhabits any residents. We would also have a strict noise output level policy and window/door closing policy. We would like to be given the opportunity to prove we can use this permission responsibly and if there is any cause for concern raised in the future, we would fully expect to be reviewed on this matter and timings altered accordingly. | | |
| Tue | 09:00 | 00:00 | | | |
| Wed | 09:00 | 00:00 | **State any seasonal variations for the performance of live music** (please read guidance note 4)<br>N/A | | |
| Thur | 09:00 | 00:00 | | | |
| Fri | 09:00 | 00:00 | **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** (please read guidance note 5)<br>Bank holiday Sunday's, Christmas eve, Boxing Day, New Years Eve, Valentines Day – 01:30 | | |
| Sat | 09:00 | 01:30 | | | |
| Sun | 09:00 | 01:30 | | | |

F

<table>
<tr><td colspan="3">Recorded music<br>Standard days and timings (please read guidance note 6)</td><td rowspan="2"><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)<br>Due to the small size of the outdoor area on the premises, any music played would always be at a low level. There are no domestic residences within the vicinity so we are confident that no disruption would be caused. Despite this, we would still be happy to discontinue any outdoor music between 00:00 – 09:00 daily if necessary.</td><td>Indoors</td><td>☐</td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Outdoors</td><td>☐</td></tr>
<tr><td rowspan="2">Mon</td><td>07:00</td><td>00:00</td><td rowspan="3">Both</td><td rowspan="3">☒</td></tr>
<tr><td>00:00</td><td>04:00</td></tr>
<tr><td rowspan="2">Tue</td><td>07:00</td><td>00:00</td></tr>
<tr><td>00:00</td><td>04:00</td><td colspan="3"><u>Please give further details here</u> (please read guidance note 3)<br>In the spirit of the 2003 Licencing Act, we would like to be able to self-regulate these timings depending on the function in progress. The building is surrounded by non-residential sites. We would also have a strict noise output level policy and window/door closing policy. Our entire focus will be to promote the licencing objectives at all times and we would therefore act responsibly at all times. Music levels at the premises would never be played at a level where it would cause nuisance to local residents nor would it be audible from any of these residences. Regular noise surveys would be conducted to ensure this. If there is any cause for concern raised in the future, we would fully expect to be reviewed on the matter of these timings and have them altered accordingly.</td></tr>
<tr><td rowspan="2">Wed</td><td>07:00</td><td>00:00</td><td colspan="3" rowspan="2"><u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4)<br>N/A</td></tr>
<tr><td>00:00</td><td>04:00</td></tr>
<tr><td rowspan="2">Thur</td><td>07:00</td><td>00:00</td></tr>
<tr><td>00:00</td><td>04:00</td></tr>
<tr><td rowspan="2">Fri</td><td>07:00</td><td>00:00</td><td colspan="3" rowspan="6"><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)<br>N/A</td></tr>
<tr><td>00:00</td><td>04:00</td></tr>
<tr><td rowspan="2">Sat</td><td>07:00</td><td>00:00</td></tr>
<tr><td>00:00</td><td>04:00</td></tr>
<tr><td rowspan="2">Sun</td><td>07:00</td><td>00:00</td></tr>
<tr><td>00:00</td><td>04:00</td></tr>
</table>

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 | ☒ |
| | | | | Outdoors | ☐ |
| Day | Start | Finish | | Both | ☐ |
| Mon | 09:00 | 00:00 | **Please give further details here** (please read guidance note 3)<br>This may be in the form of entertainment to accompany food from a particular region, such as a Spanish Night. Dance performances would be infrequent. | | |
| Tue | 09:00 | 00:00 | | | |
| Wed | 09:00 | 00:00 | **State any seasonal variations for the performance of dance** (please read guidance note 4)<br>N/A | | |
| Thur | 09:00 | 00:00 | | | |
| Fri | 09:00 | 00:00 | **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)<br>N/A | | |
| Sat | 09:00 | 00:00 | | | |
| Sun | 09:00 | 00:00 | | | |

H

<table>
<tr><td colspan="3">Anything of a similar description to that falling within (e), (f) or (g)<br>Standard days and timings (please read guidance note 6)</td><td colspan="3">Please give a description of the type of entertainment you will be providing</td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td rowspan="2"><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)</td><td>Indoors</td><td>☐</td></tr>
<tr><td rowspan="2">Mon</td><td></td><td></td><td>Outdoors</td><td>☐</td></tr>
<tr><td></td><td></td><td></td><td>Both</td><td>☐</td></tr>
<tr><td rowspan="2">Tue</td><td></td><td></td><td colspan="3" rowspan="2"><u>Please give further details here</u> (please read guidance note 3)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Wed</td><td></td><td></td><td colspan="3" rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Thur</td><td></td><td></td><td colspan="3" rowspan="2"><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)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Fri</td><td></td><td></td><td colspan="3" rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Sat</td><td></td><td></td><td colspan="3" rowspan="2"><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)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Sun</td><td></td><td></td><td colspan="3" rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
</table>

I

| **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 | ☒ |
| | | | | Outdoors | ☐ |
| Day | Start | Finish | | Both | ☐ |
| Mon | 23:30 | 03:00 | **Please give further details here** (please read guidance note 3)<br>We may wish to offer small hot dishes to encourage responsible drinking and to assist at maintaining sobriety. Offering late night refreshment within the premises would ensure any hungry patrons do not leave the premises in search of other late night refreshment and will keep our guests inside. This provision may not be required frequently but we hope to be able to have a flexible license which would allow us this service. | | |
| Tue | 23:30 | 03:00 | | | |
| Wed | 23:30 | 03:00 | **State any seasonal variations for the provision of late night refreshment** (please read guidance note 4) | | |
| Thur | 23:30 | 03:00 | | | |
| Fri | 23:30 | 03:00 | **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** (please read guidance note 5) | | |
| Sat | 23:30 | 03:00 | | | |
| Sun | 23:30 | 03:00 | | | |

J

<table>
<tr><td colspan="3">Supply of alcohol<br>Standard days and timings (please read guidance note 6)</td><td rowspan="2"><u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 7)</td><td>On the premises</td><td>☒</td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Off the premises</td><td>☐</td></tr>
<tr><td>Mon</td><td>9:00</td><td>03:30</td><td>Both</td><td>☐</td></tr>
<tr><td>Tue</td><td>9:00</td><td>03:30</td><td colspan="2" rowspan="3"><u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 4)<br>In the spirit of the 2003 Licensing Act, although rarely used, we would like the option of being able to serve until 3:30 am at the latest if it was safe and appropriate to do so. We would follow all licensing guidelines to the letter and all staff actions would revolve around promoting the licensing objectives. If any problems arose in relation to this aspect of the License then we would welcome a review on this matter. We do not believe that this terminal hour would have a detrimental impact on our promotion the licensing objectives because of the nature of the establishment and due to the effective management of our team. Our target audience are statistically low risk in terms of commit crime or disorder. No additional customers would be ever be received after 01:30.<br>As the premises is in a non-residential area there is little risk of disturbing any local people.<br>This will be a premium establishment that will not be providing cheap alcohol or deals as this does not tie in with the image we are trying to portray.</td></tr>
<tr><td>Wed</td><td>9:00</td><td>03:30</td></tr>
<tr><td>Thur</td><td>9:00</td><td>03:30</td></tr>
<tr><td>Fri</td><td>9:00</td><td>03:30</td><td colspan="2" rowspan="4"><u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 5)</td></tr>
<tr><td>Sat</td><td>9:00</td><td>03:30</td></tr>
<tr><td>Sun</td><td>9:00</td><td>03:30</td></tr>
</table>

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

| Name<br>Lauren Waring |
|---|

| | |
|---|---|
| Address [redacted] | |
| Postcode | [redacted] |
| [redacted] | |

K

| |
|---|
| **Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8).<br>N/A |

L

**Hours premises are open to the public**
Standard days and timings (please read guidance note 6)

| Day | Start | Finish |
|---|---|---|
| Mon | 07:00 | 00:00 |
| | 00:00 | 04:00 |
| Tue | 07:00 | 00:00 |
| | 00:00 | 04:00 |
| Wed | 07:00 | 00:00 |
| | 00:00 | 04:00 |
| Thur | 07:00 | 00:00 |
| | 00:00 | 04:00 |
| | | |
| Fri | 07:00 | 00:00 |
| | 00:00 | 04:00 |
| Sat | 07:00 | 00:00 |
| | 00:00 | 04:00 |

**State any seasonal variations** (please read guidance note 4)
Opening hours will realistically, regularly change with demand but we would like the license to provide flexibility just in case required.

**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)

| | | | |
|---|---|---|---|
| Sun | 07:00 | 00:00 | |
| | 00:00 | 04:00 | |

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

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

All of the following conditions and responsibilities we volunteer in the paragraphs below are to ensure that we are doing our utmost to protect our staff, local residents and the general public in respect to all four licencing objectives. We believe that our regimented commitment to the promotion of the licencing objectives will eradicate any potential detriment our establishment could have within the community and will help us to safeguard local residents. We believe our restaurant's ethos will contribute to growth in the community in a culinary, culturally and economically beneficial way.

We take special notice of the fact that the establishment is at the edge of the Cumulative Impact Zone though we do not believe that we will negatively impact on the community in any way because of our focus on primarily being a restaurant and café and because of the premium nature of the business model and the demographic that will attract. Please note that although the premises is within this zone, it is not within the major trouble hotspot and sits very close to the edge of this zone.

We wish to have flexibility with operational timings as this is in keeping with intention of the 2003 licensing act which places more responsibility on the licensee. This flexibility will allow us to maximise our business's potential. We acknowledge that that any causes for concern would be met with a Licensing Review whose guidance and advice we would welcome to ensure we are doing everything possible to promote the four licensing objectives.

We are committed to being totally transparent to assist local authorities in any way we can and to ensure that we have a positive effect in our community. We will liaise freely with these authorities and will provide any documentation or footage to help their aims.

We have thoroughly studied the Model Pool of Conditions and will adhere to all of the mandatory conditions listed there in. We will also adopt many other procedures and voluntary conditions to ensure the promotion of the licensing objectives. We also welcome any additional advice these authorities may give.

I wish to highlight the wider positive impact a business of this nature will have within Hereford. I am excited by the opportunity we have to positively contribute to the local community, both economically, aesthetically and socially. We are pleased to be able to offer a number of new job opportunities and will provide extra training courses for staff. I am confident that the establishment created will be innovative and creative and will therefore actively bring more tourists into the area. I wish to actively involve myself and my business in Community Projects and be part of a larger regeneration of High Town. We wish to promote culture

in Herefordshire and would be happy to support theatre groups and other charitable groups with use of our space.

We intend on boosting local economy through use of local produce and stocking of local micro-brewery/distillery products. We will be an establishment that represents quality, not quantity and will therefore naturally as well as actively discourage excessive drinking.

We support the use of ethically produced meats and wish to increase awareness of its importance in our community, therefore helping to support local ethical farmers. We intend on being a flagship operation for responsibility in the community.

I would encourage you to consider this application in the context of its positive contribution to the community and to please avoid thoughts of unsubstantiated fears or speculations based on its location on the edge of the Cumulative impact zone as the main function of the premises is as a fine dining restaurant.

The 2003 act puts more responsibility in the hands of the Licensee's and we are pleased that this act gives us the opportunity to show how a licensed premises can effectively promote the licensing objectives even with increased flexibility. We believe the flexibility of the licensing hours listed will give the business the best possibly chance of flourishing. Used responsibly and managed effectively, these hours do not have to compromise our promotion of the licensing objectives.

The location of the premises within the Cumulative Impact Zone is an important consideration for us and below I have outlined what I believe are all the necessary policies, actions and equipment we need to effectively promote the licensing objectives within this area of high town.

.

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

1. CCTV will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly facial recognition. Cameras shall encompass all ingress and egress to the premises, fire exits, outside areas, and all areas where the sale/ supply of alcohol occurs. A monitor shall be mounted on the wall at the premises where it is clearly visible to all members of the public. The monitor shall show the live CCTV footage being recorded. Equipment MUST be maintained in good working order , be correctly time and date stamped , recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days and handed to Police on demand. The Premises Licence Holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in a recordable format EITHER DISC or VHS to the Police/Local Authority on demand. The Recording equipment and tapes/discs shall be kept in a secure environment under the control of the DPS or other responsible named individual.
2. SIA door staff will be employed on a risk assessed basis. A register shall be kept of door staff (date, arrival, departure, badge number). The door staff will ensure that no

drunk, disorderly, underage, illegal drug users would be permitted entry and they will work with staff to keep the peace within the premises if necessary.

3. The Premises Licence Holder or DPS or a person nominated by them in writing for the purpose will employ SIA doorstaff on a risk assessed basis. The risk assessment shall be in writing and shall be made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police
4. The Premises Licence Holder or DPS or a person nominated by them in writing for the purpose, shall maintain a register of door supervisors which shall be kept on the premises showing the names and addresses of the door supervisors, their badge numbers and shall be signed by the door supervisors as they commence and conclude duty. The register shall be made available on demand for inspection by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), or the Police or an authorised officer of the SIA.
5. An incident log must be kept at the premises, and made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police, which must record the following: (a) all crimes reported to the venue (b) all ejections of patrons (c) any complaints received (d) any incidents of disorder (e) seizures of drugs or offensive weapons (f) any faults in the CCTV system or searching equipment or scanning equipment (g) any refusal of the sale of alcohol (h) any visit by a relevant authority or emergency service
6. The Premises Licence Holder/DPS has already successfully completed the BIIAB NCPLH level 2 (or recognised equivalent)
7. All bar staff engaged in the sale of alcohol to be trained in Responsible alcohol retailing to the minimum standard of BIIAB level 1 or any other training recognised and agreed with Herefordshire Council Trading Standards within one month of the date that this condition appears on this licence. (Where there are existing staff this training shall be completed within 3 months of the date that this condition first appears on the licence). Training records shall be kept on the premises and shall be produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Herefordshire Council on demand.
8. No admission of new customers will be allowed after 0130 hrs.
9. Signage in not less than 32 font shall be clearly displayed prominently at the point of access to the premises in relation to the Admission Policy, Age Policy, Drug Policy, and Dress Policy.
10. The DPS and staff shall ensure that no vessels are taken off the premises by customers
11. No open containers will be removed from the premises.
12. We will sign up to the HAND BAN so that we can liaise with other licenced premises to prevent crime and disorder.
13. There will be regular staff meetings to discuss tactics to how best diffuse situations that arise to reinforce the initial training they receive from a registered body. There will also be regular assessments of the competence of management followed where necessary by additional training or disciplinary procedure.
14. We adopt a zero-tolerance attitude to illegal drugs and door and other staff will be trained in recognising the signs to help identify drug users.
15. Staff will call taxis for departing guests to help ensure their safe return home and to ensure people do not congregate on the streets.

**c) Public safety**

1. All staff shall wear clothing which identifies them as members of staff of the premises.
2. First aid A HSE Compliant Industrial High Response First Aid Kit for 21-50 people shall be kept fully stocked at the premises and kept behind the bar. Such kit shall contain: 1 x Guidance Leaflet 6. 6 x Eye Pads with Bandage 8 x Triangular Bandages 12 x Safety Pins 16 x Assorted Sterile Dressings 20 Moist Wipes 3 Pairs Disposable Gloves
3. An accredited First aid trained person must be on duty at all times when the premises operate for licensable activities. [An accredited First Aid trained Person is defined as a person who holds a current certificate in first aid at work (FAW) issued by a training organisation approved by the Health & Safety Executive (HSE) or a current certificate in emergency first aid at work (EFAW) issued by a training organisation approved by the HSE or by a recognised awarding body of Ofqual or the Scottish Qualifications Authority or any other equivalent qualifiations accepted by the Licensing Authority]
4. All electrical wiring and distribution systems shall be tested at least once a year and signed off by a competent person whose name is shown within the Local Authority Building Control Part P Competent Persons Register (http://www.competentperson.co.uk/search.asp). The sign off certificate shall be produced to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or Police on demand.
5. Any and all gas appliances (except cellar gas) used in the premises must be tested at least once a year and signed off by a competent person whose name appears within the current Gas Safety register (GSR). The sign off certificate shall be produced to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or Police on demand.
6. The Licensed premises shall not be used for any exhibition, demonstration or performance of hypnotism unless the hypnotist has been licensed by the relevant Local Authority in England or Wales. Any performance must comply in accordance with any conditions attached to that licence.
7. All parts of the premises and all fixtures and fittings therein including seating, door fastenings, notices, floors, carpets and furniture shall be kept clean and maintained in good order.
8. When disabled people are present, arrangements must exist to enable their safe evacuation in the event of an emergency. Details of the arrangements shall be recorded in writing and shall be made immediately available to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police on demand.
9. Any security fastenings fitted to any escape doors/routes must be removed prior to the premises being opened to the public.
10. In the absence of adequate daylight, the lighting in any area accessible to the public, members or guests shall be sufficient (107 lux or more) to enable people to move about safely
11. Automatic emergency lighting, powered by an independent source, shall be provided. Any emergency lighting batteries shall be fully charged before the admission of the public, members or guests. In the event of the failure of normal lighting, arrangements shall be in place to ensure that the public, members or guests leave the premises within the period of one-third of the total predicted life of the emergency lighting battery, unless within that time normal lighting has been restored and the battery has been fully re-charged.
12. The maximum permitted numbers of persons in the premises including staff shall not exceed the numbers set within the fire risk assessment for the premises.

13. Access for emergency vehicles is kept clear and free from obstruction.
14. All fire exits shall be clearly marked and a fire escape plan will be placed in a prominent location.
15. We have a zero tolerance drug policy. Anyone in posession or drugs or under the influence of drugs will not be permitted entry. Any drugs would be confiscated and the police informed.
16. CCTV outside the front door will offer a deterrent and therefore provide an area of relative safety for guests awaiting transport. (Swift departure will also be ensured by the location of a taxi rank outside the front door of the premises).
17. Staff will take a pro-active approach to frequently clearing glassware/vessels from tables, minimising a risk of injury from this glass and/or potential crime.

d) The prevention of public nuisance

1. All windows will be kept shut after 00:00 hours.
2. Noise or vibration shall not emanate from the premises so as to cause a nuisance
3. The Premises Licence Holder or DPS must immediately comply with any request to adjust noise levels/ frequency spectra made by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police.
4. All doors and windows at the premises shall be kept closed after 00:00 except during immediate access and egress.
5. 'Noise' from the premises must not be 'audible or discernible' within any occupied permanent structure where people normally reside or sleep, when assessed with windows and doors closed. 'In this conditions; 'Noise' -is defined as sound which is created by entertainment consisting of either vocal (recorded or live) or instrumental music (recorded or live) or a combination of both. Audible or discernible' -is defined as 'noise' which is distinct above the general hubbub of activity on the site which can be identified by the human ear as originating from discrete sources from the licensed premises'.
6. Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed at all exits to the premises requesting the public to respect the needs of local residents and to leave the premises and the area quietly.
7. Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed at all exits to any beer garden, patio area, smoking area or similar, requesting the public to respect the needs of local residents and to be quiet.
8. The use of explosives, pyrotechnics and fireworks of a similar nature shall not be used at the premises without written notification to the Licensing Authority.
9. No noxious smell emanating from the premises shall cause a nuisance to nearby properties.
10. Lighting outside premises including flashing lights shall not cause a nuisance to nearby properties, unless written consent has been obtained from the police to the effect that such lighting is necessary to promote the crime prevention objective.
11. The premises licence holder, or DPS, or nominated responsible person (in writing) shall ensure that noise and vibration does not emanate from the premises so as to cause a nuisance to any person residing in premises situated at the closest residence where people reside to sleep.
12. Outdoor areas will be manned on a risk-assessed basis. Recorded music will cease in these areas between 00:00 and 08:00. At no time will noise emanate from the outdoor

areas so to cause nuisance.

13. Waste management – Waste will be emptied regularly and locked away to ensure no vermin are attracted and that no smell emits from it.
14. There will be designated and secure smoking areas to ensure no beverages are taken into public areas.
15. Door supervisors (Used on a risk assessed basis) will encourage anyone leaving the premises to be quiet and not linger in the doorway.
16. Staff will call taxis for guests so ensure their swift and safe departure. There is also a taxi rank right outside the building.

e) The protection of children from harm

1. The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an authorised person' (as defined by Section 13 of the Licensing Act 2003) or the police or an authorised Trading Standards Officer of Herefordshire Council. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least one location behind any bar advertising the scheme operated.
2. No person under the age of 18 years shall be permitted to be on the premises after 2330 hour other than a member of staff employed at the premises or a child of the premises licence holder or DPS unless it is for a private function and they are accompanied by a parent or guardian e.g a wedding reception.
3. Identification - A valid driver's licence, a valid passport or an identity card carrying the PASS hologram shall be the only acceptable documentation in respect of proof age.

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

**Part 4 – Signatures** (please read guidance note 10)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (see guidance note 11). **If signing on behalf of the applicant, please state in what capacity.**

| | |
|---|---|
| Signature | [redacted] |
| Date | 29/09/15 |
| Capacity | DIRECTOR |

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

| | |
|---|---|
| Signature | |
| Date | |
| Capacity | |

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

[redacted]

**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 the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.

8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

EH & TS / LICENSING SECTION
RECEIVED
02 OCT 2015
TO:

**Consent of individual to being specified as premises supervisor**

I LAUREN WARING
*[full name of prospective premises supervisor]*

of
25 WIDEMARSH STREET
HEREFORD
HR4 9EA
(BUSINESS)

[redacted]

*[home address of prospective premises supervisor]*

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

PREMISES LICENSE
*[type of application]*

by

LAUREN WARING
*[name of applicant]*

relating to a premises licence
*[number of existing licence, if any]*

for

25 WIDEMARSH STREET
HEREFORD
HR1 4JY

*[name and address of premises to which the application relates]*

and any premises licence to be granted or varied in respect of this application made by

LAUREN WARING

*[name of applicant]*

concerning the supply of alcohol at

25 WIDEMARSH STREET

*[name and address of premises to which application relates]*

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

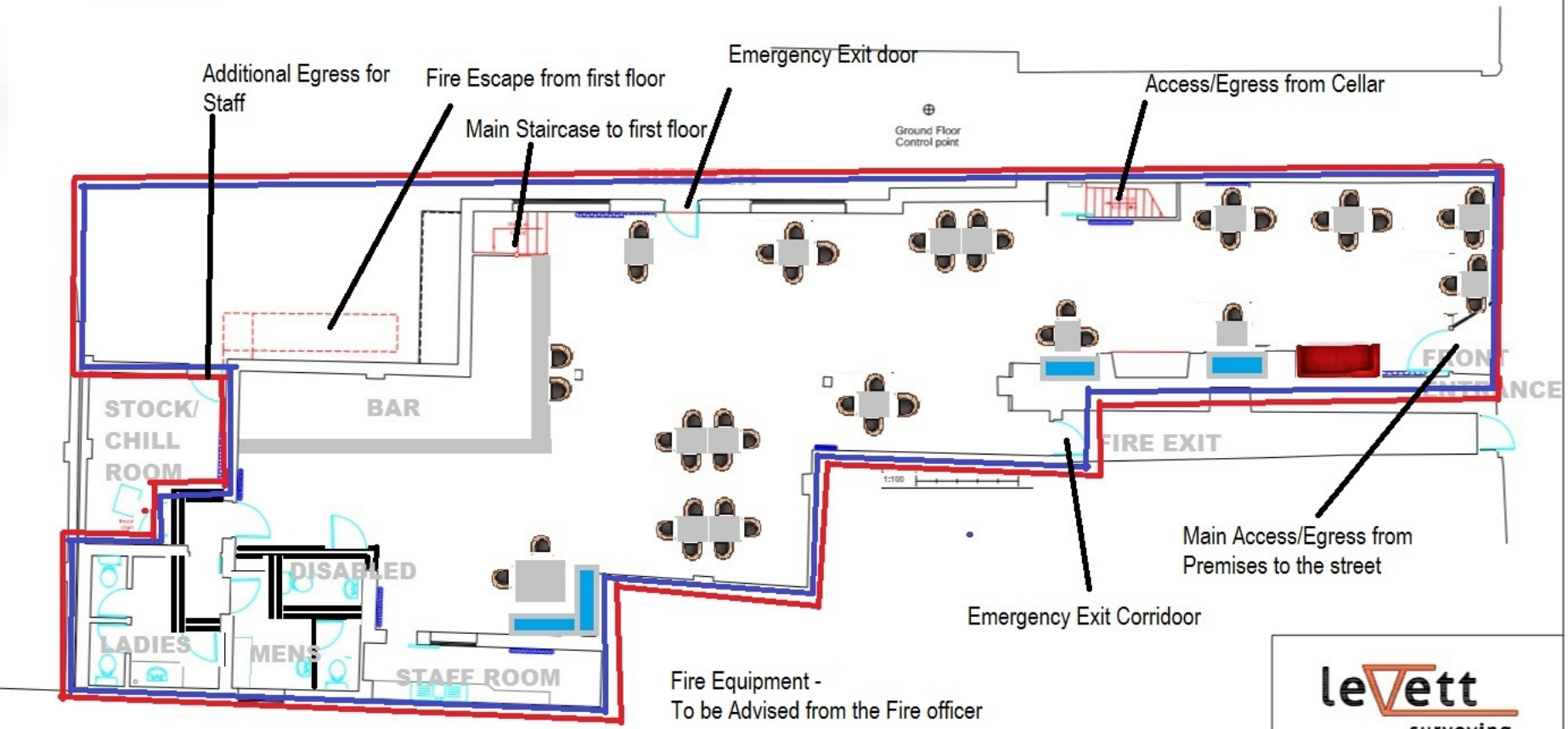
[redacted]

*[name and address and telephone number of personal licence issuing authority, if any]*

Signed [redacted]

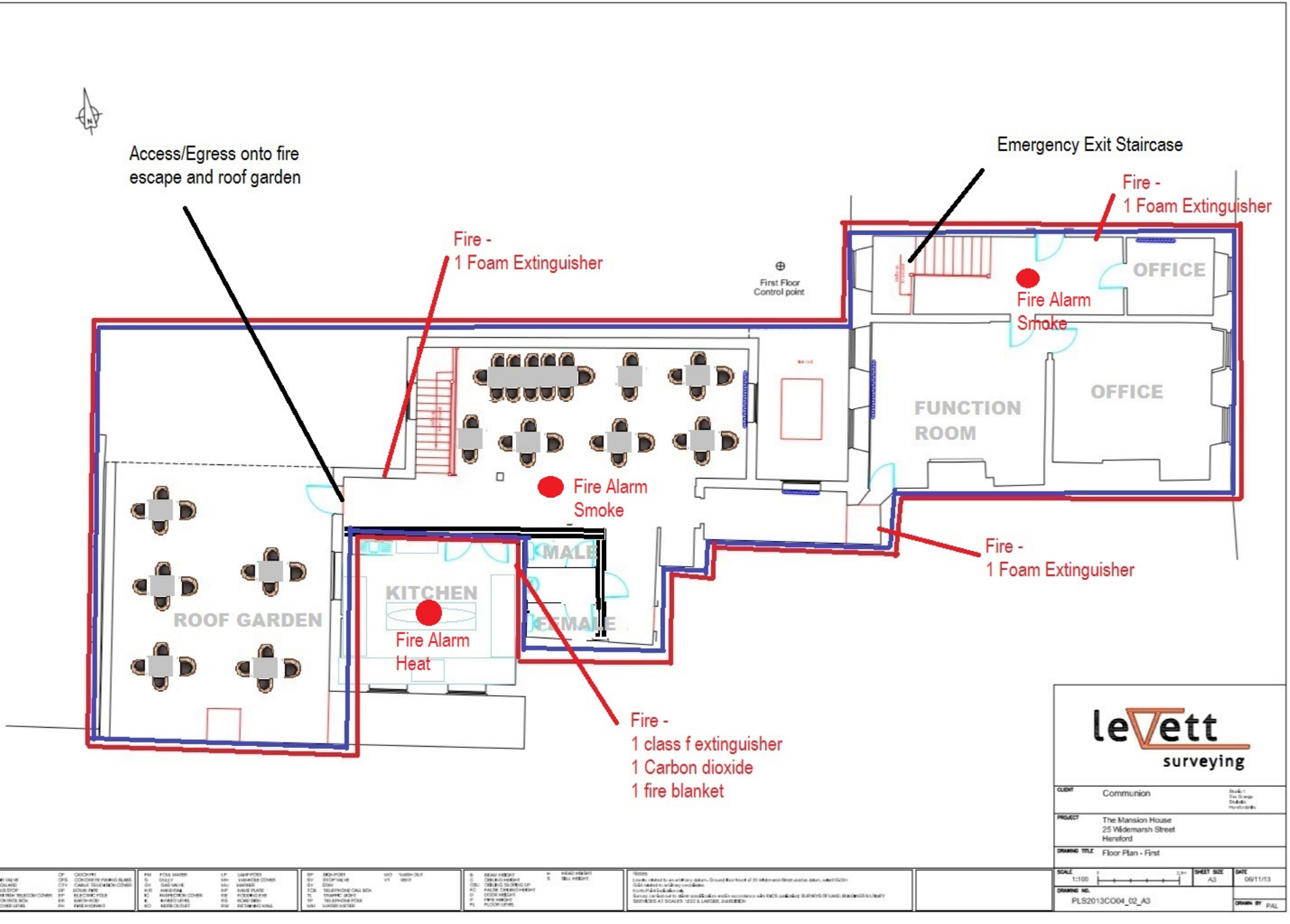
Name (please print) LAUREN WARING

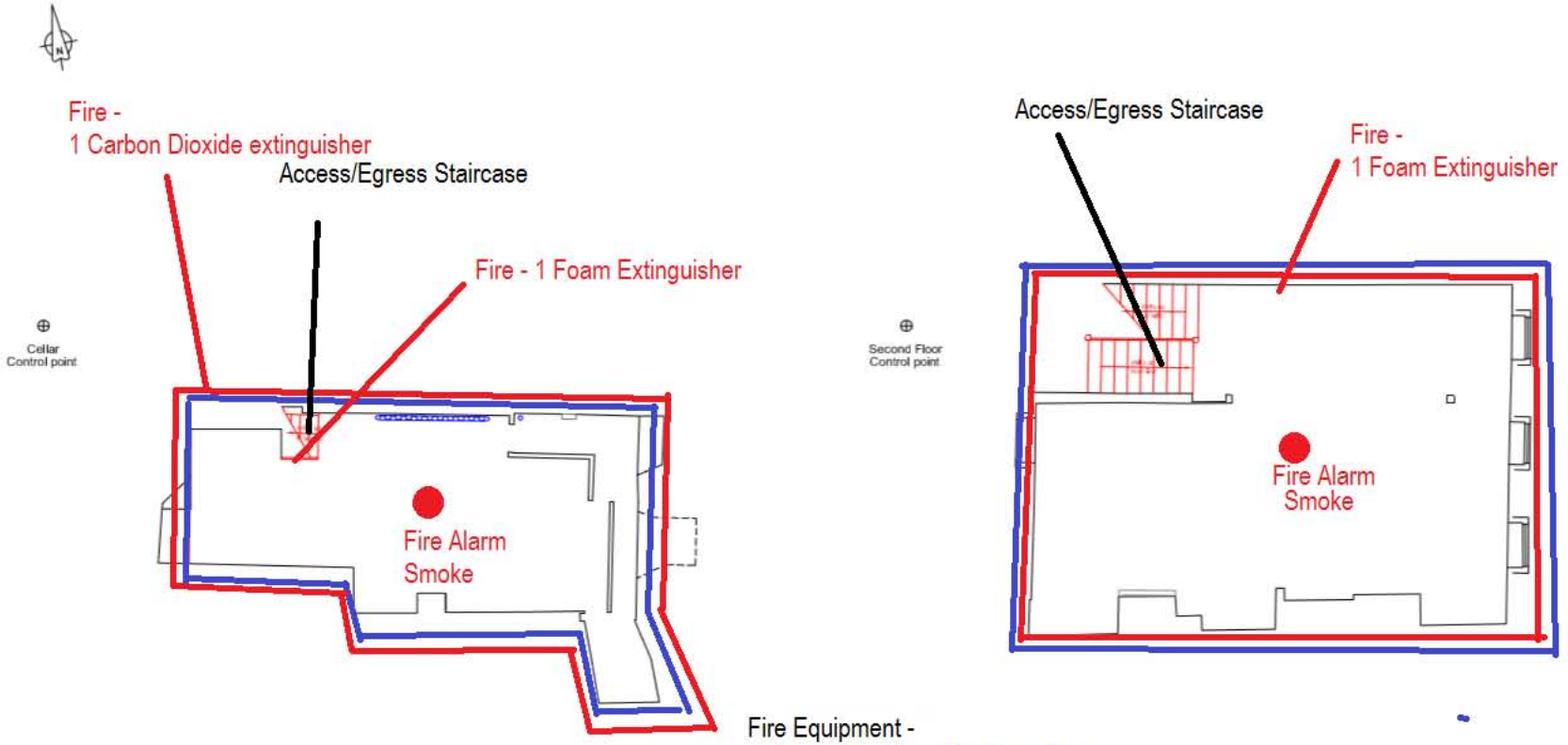
Date 2/10/2015




levett surveying

| | |
|---|---|
| CLIENT | Communion |
| PROJECT | The Mansion House<br>25 Widemarsh Street<br>Hereford |
| DRAWING TITLE | Floor Plan - Ground |
| SCALE | 1:100 |
| SHEET SIZE | A3 |
| DATE | 06/11/13 |


Access/Egress onto fire escape and roof garden
Emergency Exit Staircase
Fire -
1 Foam Extinguisher
Fire -
1 Foam Extinguisher
First Floor
Control point
OFFICE
Fire Alarm
Smoke
OFFICE
FUNCTION
ROOM
Fire Alarm
Smoke
MALE
KITCHEN
FEMALE
ROOF GARDEN
Fire Alarm
Heat
Fire -
1 Foam Extinguisher
Fire -
1 class f extinguisher
1 Carbon dioxide
1 fire blanket
levett
surveying
CLIENT
Communion
PROJECT
The Mansion House
25 Widemarsh Street
Hereford
DRAWING TITLE
Floor Plan - First
SCALE
1:100
SHEET SIZE
A3
DATE
05/11/13
DRAWING NO.
PLS2013CO04_02_A3
DRAWN BY
PAL




Fire Equipment -
To be Advised from the Fire officer

levett surveying

| | |
|---|---|
| CLIENT | Communion |
| PROJECT | The Mansion House<br>25 Widemarsh Street<br>Hereford |
| DRAWING TITLE | Floor Plan - Cellar & Second |
| SCALE | 1:100 |
| SHEET SIZE | A3 |
| DATE | 06/11/13 |
| DRAWING NO. | PLS2013CO04_03_A3 |
| DRAWN BY | PAL |