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Tuesday, 16 June 2015

To: The Members of the **Licensing Committee**
(Councillors: Bill Chapman (Chairman), Ian Sams (Vice Chairman), Nick Chambers, Mrs Vivienne Chapman, Surinder Gandhum, Ruth Hutchinson, Paul Ilnicki, Rebecca Jennings-Evans, Oliver Lewis, Jonathan Lytle, Bruce Mansell, Price, Conrad Sturt, Pat Tedder and Valerie White)

In accordance with the Substitute Protocol at Part 4 of the Constitution, Members who are unable to attend this meeting should give their apologies and arrange for one of the appointed substitutes, as listed below, to attend. Members should also inform their group leader of the arrangements made.

Substitutes: Councillors Rodney Bates, Ian Cullen, David Lewis, Max Nelson, Wynne Price and Victoria Wheeler

Dear Councillor,

A meeting of the **Licensing Committee** will be held at the Council Chamber, Surrey Heath House on **Wednesday, 24 June 2015 at 7.00 pm**. The agenda will be set out as below.

Please note that this meeting will be recorded.

Yours sincerely

Karen Whelan

Chief Executive

AGENDA

Pages

Part 1 (Public)

1 Apologies for Absence

2 Minutes

3 - 4

To confirm and sign the minutes of the meeting held on 3 September 2014.

3 Declarations of Interest

Members are invited to declare any Disclosable Pecuniary Interests and non-pecuniary interests they may have with respect to matters which are to be considered at this meeting. Members who consider they may have an interest are invited to consult the Monitoring Officer or the Democratic Services Officer prior to the meeting.

4 Food Safety Service Plan 2015/16 5 - 28

5	Licensing Sub Committee Minutes	29 - 60
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To receive and sign the minutes of the Licensing Sub Committee meetings which have taken place since the last meeting of the Committee:

- Golf Driving Range, Mytchett – 7 November 2014
- Tesco, 89-91 Guildford Road, Lightwater – 28 November 2014
- 126 Frimley Road, Camberley – 18 December 2014
- The Cambridge Hotel, 121 London Road, Camberley – 26 January 2015
- Aryana Express, Frimley High Street, Frimley – 2 March 2015

6	Licensing Act 2003 - Summary of Decisions	61 - 78
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**Minutes of a Meeting of the Licensing
Committee held at Council Chamber,
Surrey Heath House on 3 September
2014**

+ Cllr Bill Chapman (Chairman)
+ Cllr Ian Sams (Vice Chairman)

+ Cllr Rodney Bates	- Cllr Lexie Kemp
Glyn Carpenter	+ Bruce Mansell
+ Mrs Vivienne Chapman	+ Ken Pedder
+ Surinder Gandhum	+ Chris Pitt
+ Liane Gibson	- Pat Tedder
+ Beverley Harding	+ Valerie White
+ Paul Ilnicki	

+ Present
- Apologies for absence presented

Substitutes: Cllr David Hamilton (substitute for Cllr Lexie Kemp) and Cllr Judi Trow (substitute for Pat Tedder)

1/L Minutes

The minutes of the meeting held on 4 September 2013 were signed by the Chairman.

2/L Street Collection Permits Policy

The Committee was reminded that, at its meeting on 7 March 2012, it had adopted a revised Street Collection Policy. The Policy stated that a maximum of 4 collection days would be issued to each organisation per calendar year. The Policy also provided that on the Thursday, Friday and Saturday preceding Remembrance Sunday the whole of the Borough would be reserved for the Royal British Legion (RBL).

Members were advised that it was illegal to hold a Street Collection without obtaining a Street Collection Licence if that collection was to be held in a street or public place.

Officers had received a request from the RBL to increase the number of days allocated to the charity from 4 days to 10 days. In addition, it had requested that specific days be reserved for the RBL Poppy Appeal, namely the last Saturday in October and from 1 to 11 November annually. It was noted that this would be a permanent change to the Policy.

RESOLVED that the Street Collection Policy be amended to provide for the Royal British Legion to collect for up to 10 days per calendar year and for the last Saturday in October and 1 to 11 November to be reserved for the Royal British Legion Poppy Appeal.

Note: In accordance with the Members' Code of Conduct Councillor Chris Pitt declared a non-pecuniary interest as he was a member of the Royal British Legion.

3/L Scheme of Delegation of Functions to Officers - Licensing Functions

The Committee was informed that The Scheme of Delegation of Functions to Officers had been in existence for a number of years during which time it had been added to and amended in an ad hoc manner and, despite many revisions, had never been subject to a complete overhaul. In addition, as the scheme was very detailed and specific, it required constant revision in order for it to remain up to date and there were inevitably gaps in provision.

The Governance Working Group had been tasked by the Council to review the Scheme. The Licensing Committee was being consulted in relation to its area of responsibility and its functions under its Terms of Reference. The Committee considered the licensing functions in the revised scheme.

Members discussed an existing delegation, which had been retained, which provided for officers to approve increases to the hackney carriage fare scale and amendments to the scale of charges for hackney carriage and private hire licence fees, after consultation with the Chairman and Vice Chairman of the Licensing Committee. The Committee recalled having considered this matter in previous years and felt that it was more appropriate for authority for this function to revert to the Committee; it was therefore agreed to recommend that this delegation be removed.

RESOLVED to advise the Governance Working Group that the amended Scheme of Delegation of Functions to Officers in respect of the Licensing Functions, as set out at Annex A to these minutes, be recommended to Council.

4/L Licensing Sub Committee Minutes

The Chairman signed the minutes of the Licensing Sub Committee meetings which had taken place since the previous meeting.

5/L Licensing Act 2003 - Summary of Decisions

The Committee received details of the decisions taken under delegated powers in respect of licence applications where no representations had been received from the responsible authorities or any other persons.

Chairman

Food Safety Service Plan 2015/16

Portfolio: Community

Ward(s) Affected: All

Purpose

The Food Standards Agency requires all food authorities to have a Food Safety Service Plan to ensure that national priorities and standards are addressed and delivered locally. The Framework Agreement on Local Authority Food Law Enforcement which provides guidance on Food Safety Service Plans advises that they should be submitted to the relevant member forum for approval to ensure local transparency and accountability. This report presents the Food Safety Service Plan for 2015/2016.

1. Background

- 1.1 The Food Standards agency requires all food authorities to have a Food Safety Service Plan to ensure that national priorities and standards are addressed and delivered locally. The Framework Agreement on Local Authority Food Law Enforcement which provides guidance on Food Service Plans advises that they should be submitted to the relevant member forum for approval to ensure local transparency and accountability.
- 1.2 The draft Food Safety Service Plan 2015/2016 is at Annex A
- 1.3 The Licensing Committee will be reviewing progress against the objectives contained within the 2015/2016 Food Safety Service plan later in the year. The headlines are as follows:
 - a. The number of Food Businesses in the Borough which are “Broadly Compliant” with food hygiene law remains high at 95%. This figure is particularly good as there were 96 new businesses inspected over the course of the last year.
 - b. Officers carried out 436 food safety interventions with 100% completed within the due date. All interventions completed were of the correct standard and quality.
 - c. We continue to support our two Primary Authority Partnerships (PAPs) with Exclusive Hotels, the owners of Pennyhill Hotel, and Krispy Kreme Doughnuts.
- 1.4 In 2015/2016 the Council intends to build on the success of the Food Hygiene Rating System and maintain the proportion of food businesses which are “Broadly Compliant” with food hygiene laws to at or above 95%.

The number and percentage of broadly compliant food businesses has increased consistently since 2009/10. In 2009/10 83% of food businesses were broadly compliant. Officers have done a significant amount of work with the non-broadly compliant businesses to achieve these improvements. Over the next year focus will be on sustaining the

improvements in the businesses and continuing to take action in non-compliant businesses.

- 1.5 There will be more focus on conducting the first inspection at premises within 28 days of registering and conducting programmed interventions within 14 day before or after the due date target.
- 1.6 Officers continue to regulate food hygiene standards consistently and in accordance with the Council's Enforcement Policy.
- 1.7 The sampling and environmental swabbing programme will continue in 2015/16 and will include foods of animal origin or non-animal origin.

2. Options

- 2.1 The options are to recommend the approval of the Food Safety Service Plan for 2015/2016 with or without amendments.

3. Proposal

- 3.1 The proposal is for the Licensing Committee to review and comment on the attached Food Safety Service Plan for 2015/2016.
- 3.2 The Executive, at its meeting on 28 July 2015, will be asked to approve the Food Safety Service Plan for 2015/2016. Any comments made by this committee will be incorporated in this report.

4. Resource Implications

- 4.1 There are no additional resource implications arising from this report.
- 4.2 The Council employs 2.5 FTE officers to enforce food safety in 640 food businesses.

5. Recommendation

- 5.1 The proposal is for the Licensing Committee to review the attached Food Safety Service Plan for 2015/2016 and recommend its adoption by the Executive.

6. Background Papers

- 6.1 Further information on the requirement and contents of Food Safety Service Plans can be found at <http://www.food.gov.uk/multimedia/pdfs/frameworkjuly04.pdf>.

Annexes:	Annex A – Food Safety Service Plan 2015/16
Author/Contact Details:	Richard Haddad - Environmental Health Manager richard.haddad@surreyheath.gov.uk
Head of Service:	Tim Pashen, Executive Head of Community Services

FOOD SAFETY SERVICE PLAN 2015-16

ENVIRONMENTAL HEALTH COMMUNITY SERVICES SURREY HEATH BOROUGH COUNCIL

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Section 1 – Service Aims and Objectives

1.0 Aims and Objectives

- 1.1** The purpose of **Community Services is to maintain a Safe, Clean and Green Environment** in Surrey Heath and the food safety team significantly contribute to achieving this objective.
- 1.2** The overall aim of the food safety team is help ensure that food and drink intended for human consumption, which is produced, stored, distributed, handled or consumed within the Borough is without risk to the health or safety of the consumer. The aspiration will be met by the appropriate and proportionate enforcement of food safety legislation, carrying out inspection of food and food premises, sampling and analysis of foodstuffs, the investigation of complaints regarding food and food premises, including cases of food poisoning, and the provision of advice to businesses and the public on legislative requirements and good food hygiene practice.

The objectives are:

- To discharge food safety inspection and enforcement responsibilities in accordance with the Environmental Health Enforcement Policy.
- To meet statutory responsibilities in a cost effective manner in accordance with guidance from the Food Standards Agency.
- To investigate complaints about food premises.
- To investigate suspected and confirmed cases of food poisoning.
- To implement national and local food and environmental sampling programmes.
- To provide advice and guidance to businesses on food safety and Food Safety Training.

2.0 Links to corporate objectives and plans

- 2.1** The aims of the Food Safety Plan can be clearly linked to the overall aims and objectives of the Council.

3.0 Annual Plan 2015 /16

- 3.1** The Annual Plan sets out how the Council will deliver its objectives for 2015/2016 as defined in its 2020 Strategy. Each objective breaks down into key priorities; key management projects and service specific milestones. The Council's Objectives and key priorities for 2015/16 are:

Objective 1: We want to make Surrey Heath an even better place where people are happy to live.

Key Priority 1: To deliver an improved Camberley Town Centre for the benefit of the Borough including:

- Redevelopment of the A30 frontage;
- Regeneration of the Town Centre;
- Provision of civic, leisure and theatre facilities at Knoll Road.

Objective 2: We will sustain and promote our local economy so that our people can work and do business across Surrey Heath.

Key Priority 2: Working with partners to make Camberley a destination of choice with improved transport in the Borough:

- Support economic development in Camberley;
- Deliver an access strategy for Camberley Town Centre;
- Continue to work closely with train and bus providers to improve marketing Camberley as a destination of choice.

Objective 3: We will deliver our services better, faster and cheaper.

Key Priority 3: Securing the future of local public services in Surrey Heath through a variety of strategies including:

- Service rationalisation;
- Headquartering Surrey Heath's local public services in Camberley;
- Joint working.

Objective 4: We will build and encourage communities where people can live happily and healthily.

Key Priority 4: Delivering with partners the Sustainable Community Strategy priority action plans to improve: community safety, transport, health, children and young people and economic wellbeing.

- Community Safety;
- Working with partners to promote health and wellbeing;
- Supporting Families Project;
- Maintain links with businesses.

3.2 The Annual Plan contains the following service specific objective:

“Food establishments in the area which are broadly compliant with food hygiene law (Annual) – 90%”

4.0 Portfolio Holder Performance Meetings

- 4.1** The Executive Head of Community and the Community Portfolio Holder have meetings monthly to discuss progress with the targets set in the annual plan.

5.0 Community Services Scrutiny Committee

- 5.1** The Environmental Health Manager reports annually to the Community Services Scrutiny Committee on the food safety activities that have taken place over the last year and on the plans for the forthcoming year.

6.0 Annual Appraisals and Monthly one-to-one meetings

- 6.1** Targets from the annual plan are included as objectives in individual team member's annual appraisals and monitored throughout the year in one-to-one meetings.

7.0 The Surrey Heath Sustainable Community Strategy

- 7.1** The Strategy is built around five themes of which two listed below have links to the Food Safety Plan.

- Children and Young People – improve learning, health and employment outcomes for children and young people, particularly the vulnerable and disadvantaged
- Health and Wellbeing – promote healthy lifestyles, particularly targeting groups and communities most at risk.

8.0 Equality Scheme

- 8.1** The Council's Equality Scheme demonstrates its commitment to equality internally and externally and ensures that all sections of the community are given an opportunity to contribute to the wellbeing of the community. An equality impact assessment has been carried out on this Policy and Procedure.

- 8.2** The Council ensures that consultation is representative of the community and that consideration is given on how to consult hard to reach groups and will positively learn from responses.

Section 2 – Background

9.0 Profile of the Borough

- 9.1** Surrey Heath covers 36.5 square miles in North West Surrey. It is an attractive mix of urban and rural environments and is one of the safest districts in the safest county in England. Surrey Heath shares

boundaries with other Surrey authorities as well as those in Hampshire and Berkshire.

- 9.2** Much of the rural part of the Borough is within the green belt and includes extensive areas of heath and woodland and includes habitats for endangered bird species.
- 9.3** Surrey Heath has a population of 83,400 with 20,900 under the age of 19 and 42,800 aged 40 and over. Surrey Heath has an ageing population which mirrors that of the country as a whole. Around 7% of the Borough's residents are from a range of ethnic minorities. Of the inflow of residents into Surrey Heath 21% are from overseas. The percentage of economically active disabled people in the Borough stands at 8.19%.
- 9.4** There are 34,499 homes with an average occupancy of 2.48. 80% of homes are 'owner occupied', significantly higher than the national average, with 9% social housing and 11% privately rented.

10.0 Organisational Structure

- 10.1** Attached in Appendix 1 is a chart showing the organizational structure of the Environmental Health Department and Appendix 2 Committee Structure.
- 10.2** The Lead Officer for Food Safety:
Richard Haddad, Environmental Health Manager, who is shared with Mole Valley DC.
- 10.3** Consultant in Communicable Disease Control (CCDC):
(Duty CCDC) Kent, Surrey and Sussex, Public Health England (PHE)
- 10.4** Public Analyst:
Hampshire Scientific Services
- 10.5** Food Examiner:
Food Water and Environmental Microbiology Network (Porton Down Laboratory)

11.0 Scope of Food Service

- 11.1** To fulfil statutory and implied obligations of the Authority in relation to food safety through:
 - The conduct of the programmed intervention, approval and registration schemes.
 - The investigation of complaints relating to food items, premises or related illness, and food alerts.
 - The promotion of understanding, appreciation for, and application of high standards of hygiene and safety in connection with food provision

and consumption through various advice, information and education activities.

- Organising regular CIEH approved Food Hygiene Training for food handlers.
- The gathering and processing of information including the completion of official returns.
- The sampling of foodstuffs and application of imported food controls.
- The implementation of other orders, directions or duties as may be required or apply from time to time.

11.2 The food safety service is delivered by the Environmental Health team located within Community Services.

11.3 Responsibility for Food Standards enforcement including fertilizers, feeding stuffs, and Food Hygiene Standards for primary production, e.g. farms, rests with Surrey County Council Trading Standards department based at Redhill, with which there are established links.

11.4 Formal liaison takes place at the quarterly meetings of the Surrey Food Liaison Group, or on an ad hoc basis. Examples of the latter have included liaison on food alerts, food labelling issues and Eat Out, Eat Well Scheme.

12.0 Demands on the Food service

12.1 The food safety service is based within the Environmental Health Team which covers all areas of Environmental Health except for private sector housing. The Environmental Health Team forms part of Community Services and is located at Surrey Heath House, Knoll Road, Camberley. The team can be accessed via the Council's Contact Centre during normal office hours. Individual officers can be contacted by direct dial or email.

12.2 The public can also e-mail general food related service enquiries to environmental.health@surreyheath.gov.uk. Information regarding the Service is also available on the Environment section of the Council's website.

12.3 The Environmental Health Team provides a 24 hour, 365 days a year out of hour service which allows for dealing with emergency food poisoning outbreaks and contact with the PHE, if required.

12.4 In Surrey Heath, as of the 31st March 2015, there were 640 food businesses subject to inspection. These range from national fast food restaurants to residential care homes and a hospital kitchen producing hundreds of meals daily to a sandwich café run by an independent trader. There are no specific local requirements associated with specialist or complex processes.

- 12.5** Separate regulations (Regulation (EC) 853/2004) lay down specific hygiene rules and approval requirements for businesses that conduct certain processes involving foods of animal origin. There is currently one such approved premises operating in the Borough: a cooked meats re-wrapping plant premises.
- 12.6** The majority of interventions are conducted during office hours however officers regularly carry out routine inspections in the evening when businesses are normally open.
- 12.7** The service continues to respond to requests for advice and guidance from persons who are interested in starting new food businesses. In addition this has also led to a number of new businesses requiring first inspections.

13.0 Enforcement Policy

- 13.1** An enforcement policy has been approved by the Executive. All actions taken at food businesses to comply with food hygiene legislation is taken in accordance with the enforcement policy
- 13.2** The policy is currently in the process of being reviewed and it is anticipated that this will come into effect during the latter part of the year.

Section 3 – Service Delivery

This section provides details of how service will be delivered.

14.0 Food Premises Interventions

- 14.1** Food premises are inspected in accordance with the Food Safety Code of Practice as published by the Food Standards Agency. The profile of Surrey Heath businesses as at 31st March 2015 is at Table 1, below:

Table 1 – Profile of Food Businesses as at 31st March 2015

Risk Category	Frequency of Inspection	Total
A	Every 6 months	0
B	Once a year	22
C	Every 18 months	93
D	Every 2 years	259
E	Alternative enforcement every 3 years – questionnaire	266

- 14.2** School kitchens that are managed by Surrey Commercial Services come under an alternative intervention strategy agreed across all Local Authorities in Surrey. It was agreed in 2010 by the Surrey Food Liaison Group that as the majority of the schools that are managed by Surrey Commercial Services are broadly compliant they would be a suitable group for an alternative intervention. Schools received a full inspection and then the following visit is a monitoring visit where a defined set of areas are examined and documented. There are standard forms to complete to ensure a consistent approach.
- 14.3** Child minders are initially inspected when they register as a food business and in most circumstances then come under the alternative enforcement strategy for low risk businesses.
- 14.4** All E rated businesses are sent a self-assessment questionnaire when they are due for an intervention except those included in the food hygiene rating scheme who are inspected to allow the premise to be rated. The returned questionnaires are reviewed, risk assessed by officers and followed up by an intervention if necessary.
- 14.5** The food inspections due in 2015/16 are listed in Table 2 below. Revisits are conducted in a number of premises each year and are targeted at premises with a significant risk, vulnerable groups and non-broadly compliant premises. The Council employs 2.5 FTE staff work in food hygiene enforcement this covers all areas of the service from interventions to sampling to advice to complaint investigation.

Table 2 Food Inspections Due in 2015 /2016

Risk Category	Number of Inspections due
A	0
B	22
C	51
D	125
E	68
Total	266

- 14.6** The numbers above do not include new businesses registered during the year. The council has a statutory duty to inspect all newly registered food businesses within 28-days. In 2014/2015 the council inspected 96 new food businesses.
- 14.7** Currently two officers are authorised to approve premises that are subject to 853/2004. These regulations require that certain businesses who produce foods of animal origin require approval.

15.0 Food Complaints

- 15.1** The Council has a written policy for the investigation of all complaints about food or a food premises.
- 15.2** In 2014/15 57 complaints were received from the public. Of these 29 related to food and 26 related to hygiene in premises. All complaints were investigated.
- 15.3** It is expected that a similar number of complaints will be received during 2015 /2016. It is not possible to estimate the resource required as the nature and type of investigation vary greatly on a case by case basis however during 2014/2015 approximately 7 officer days were spent investigating complaints.

16.0 Primary Authority Partnership Scheme

- 16.1** The Local Authority supports The Primary Authority Partnership Scheme (PAPS) set up by LBRO (Local Better Regulation Office).
- 16.2** Officers contact Primary Authorities when investigating food complaints and if there are matters of policy and procedures following interventions. Officers have received training in Primary Authority and are aware of the legal framework of the scheme. For example Primary Authorities have to authorise the service of Hygiene Improvement Notices and Prosecutions and follow inspection plans if they have been produced.
- 16.3** All Officers have access to the LACORS and Primary Authority database and check the databases for inspection plans.
- 16.4** The Council is Primary Authority to Krispy Kreme, and Exclusive Hotels who own Pennyhill Hotel. Activity includes meetings with representatives and providing advice and assistance to other Local Authorities who have queries following inspections and when investigating food complaints. Discussions have started about transferring to a Primary Authority agreement.
- 16.5** Approximately 4-6 days per year is currently spent on this activity, where Surrey Heath can recharge the business.

17.0 Advice to Business

- 17.1** The service provides free advice to potential and existing food business operators via information on the website, verbal advice at premises and in the Council offices or on the telephone.

- 17.2** Advice and guidance is given on a number of areas to help them comply with food safety law.
Meetings with food business operators prior to a premises opening also occur to help ensure that the design, layout and equipment complies with food safety legislation.
- 17.3** In 2014/2015 there were 7 visits to Food Businesses where officers provided advice and education. In addition telephone advice was given to a number of Food Business Operators.
- 17.4** The Council is a registered Chartered Institute of Environmental Health (CIEH) training centre and provides low cost food hygiene training to businesses in the Borough. There are 6 planned courses per year held at the Council and courses are also held at food premises if requested. However, over the last few years we have faced fierce competition from the internet which can provide courses more conveniently and more competitively priced.
- 17.5** The service has a link to the three pub watch groups across the Borough and Surrey Chamber of Commerce.
- 18.0 Food Inspection and Sampling**
- 18.1** The Council takes part in routine sampling and swabbing of food premises based on local intelligence and as part of county and national sampling programmes. Sampling and swabbing also takes place during food complaint and outbreak investigations.
- 18.2** Samples for examination are submitted to the Public Health England laboratory in Porton Down. The laboratories currently hold UKAS accreditation for microbiological examination of food samples.
- 18.3** Samples for analysis are submitted to, UKAS accredited, Hampshire Scientific Services located at Portsmouth. A courier service is employed to take these samples to the laboratory when required.
- 18.4** During 2014/2015, samples were collected from 18 food businesses. In some cases repeat sampling was undertaken which. A total of 84 samples were taken for bacteriological examination. The results showed that 44% of the samples were classified as unacceptable or unsatisfactory. The majority of premises that sampling or swabbing took place in had food hygiene ratings of 1 or 2 which correlated with poor food hygiene standards. All unacceptable/unsatisfactory results are followed up with advice by letter or visit. An estimated 15 days are allocated to this activity.
- 18.5** Public Health England provided Surrey Heath BC with a sampling credit allocation of £3,386 for 2015/16 and a courier service for delivering samples to the laboratory.

19.0 Control and Investigation of Outbreaks and Food Related Infectious Diseases

- 19.1** The Service works in partnership with Public Health England (PHE) to investigate cases of food poisoning and related illnesses. Our aim is to try to locate the source and ensure infection is contained.
- 19.2** On receipt of notification of food poisoning a risk-based approach is adopted when carrying out investigations to decide where further information is required. Officers aim to identify cases involving high-risk groups or occupations such as food handlers or children attending playgroups. Relevant statutory powers are used, where necessary, to exclude patients from work or playgroups, to prevent the spread of the disease within the community. In 2014/2015 Surrey Heath was notified of 92 cases of infectious disease which Officers spent approximately 24 days investigating.
- 19.3** In addition to the infectious diseases contracted by residents in the Borough which are investigated the Environmental Health department were involved in an outbreak investigation as the source of the outbreak was within the Borough.
- 19.4** Officers attend the Surrey Infection and Environmental Health Group, which include representatives from other Local Authorities, PHE and water utilities. There are four half day meetings a year which can take up to six days of officer time including travel and preparation. Officers attend meetings if there are matters of interest. The meetings allow officers to share best practice and changes to legislation plus discuss cases of interest and investigations that involve multiple Local Authorities.

20.0 Food Safety Incidents

- 20.1** The Service has a procedure for the implementations of the Food Law Code of Practice in respect of product withdraw notice, product recall notice and food alerts for action.
- 20.2** The Food Standards Agency from time to time issue Food Alerts via email. Actions vary from circulation to staff for information, issuing press releases to sending information to business to visiting premises and removing items from sale.
- 20.3** The time taken to action food alerts varies on a case by case basis depending on the nature of the alert. In 2014/2015 there were 38 reported incidents by the FSA and approximately 4 to 5 days of officer time.

21.0 Liaison with Other Organisations

21.1 The Council takes steps to help ensure consistency of enforcement with other Food Authorities in Surrey.

21.2 Actions to promote consistent enforcement, facilitate best practice, exchange information and coordinate activity are achieved through the following:

- Representation on the Surrey Food Liaison Group
- Representation on the Surrey Environmental Health Managers Group
- Representation on the Surrey Infection & Environmental Health Group
- Contact with the Consultant in Communicable Disease Control
- Contact with the FSA nationally and via the regional office representative office
- Contact with Surrey County Council Trading Standards
- Representation at Pub Watch Groups across the Borough when necessary
- Liaison and joint visits with the Fire Safety Officer from Surrey Fire and Rescue
- Liaison and joint visits with the Private Sector Housing team within the Authority regarding housing above food premises
- Notification and liaison with planning and building control within Council on applications
- Liaison with Licensing service within Council
- Liaison when necessary with Approvals team at FSA, egg marketing inspectorate (DEFRA), plant and seed inspectorate (DEFRA)
- Liaison and referrals with the UK Border Agency on immigration
- Access to EHCnet, EHMS, FSA, LGR, CIEH, LBRO and other, similar interest websites
- Notification from Veolia when commercial water supply is to be disconnected at businesses within the Borough.

21.3 In order to maintain such necessary links some officer time is given over to attendance at meetings and any support work or activity that results. An estimated 10 days are allocated to these activities.

22.0 Food Safety Promotion

22.1 Food Safety promotion is a small area of work due to limited staff resources available. However in 2014/15, we successfully took part in the 'Don't Wash Your Chicken' national campaign.

22.2 The Service participates in a Surrey County Council Trading Standards led initiative 'Eat Out, Eat Well' enabling customers to make healthier choices when eating out. Officers refer businesses for the scheme and one officer has been on nutrition training and is able to assess applications. One officer represents the Environmental Health team at the quarterly meeting.

- 22.3** Advice to businesses is available on the website and at certain times of the year advice is provided on the website to consumers about food safety at home. For example barbecue safety and Christmas dinner cooking.
- 22.4** CIEH accredited Food Hygiene Training courses are taught regularly at the Council. The teaching and preparation of the courses takes approximately 8 days of officer and administrator time per year. The pass rate is on average above 90%.

Section 4 – Resources

23.0 Financial Allocation

2015/16

Direct staff costs:	£117,840
Overheads and support	£ 40,310
Total	£158,150

24.0 Staffing Allocation

- 24.1** Currently there are six members of the team authorised and competent in food safety. The time dedicated by officers in the area of food safety equates to 2.3 FTE. In addition there is 0.2 FTE available in administration. The Council also has a contact centre which receives all the initial telephone calls, emails and other correspondence for the service.
- 24.2** All officers are authorised to inspect all categories of food businesses as well being authorised to serve hygiene improvement notices. However, where there is imminent risk of safety four officers are authorised to serve hygiene emergency prohibition notices.
- 24.3** All officers are authorised to investigate complaints, enter premise and take samples.
- 24.4** The Environmental Health Manager is responsible for assessing the quality of inspections and monitoring competency through the monitoring policy and recommending levels of authorisation to the Executive Head of Community in line with the authorisation policy.

25.0 Staff Development Plan

- 25.1** All officers receive annual appraisals which highlight the specific development training and training needs of each officer. The

Environmental Health Manager monitors to ensure that the training and development needs are completed during the six month appraisal review and monthly one to one meetings.

- 25.2** The training and development of staff is achieved through attending training courses, on-line training, information updates in monthly team meetings and mentoring. The Environmental Health Manager maintains a training log for all officers and ensure that they achieve the required 10 hours a year CPD in food safety.
- 25.3** The monitoring policy ensures that all officers are following the intervention policy and enforcement policy.
- 25.4** Corporate training is also provided for general subjects such as IT skills, health and safety, and customer skills.
- 25.5** EHOs are encouraged to become Chartered Members of the CIEH, in order to demonstrate competence and professional accreditation.

Section 5 – Quality Assessment

26.0 Quality Assessment

- 26.1** The Authority was subject to an inter authority audit in June 2011 along with the majority of other Local Authorities in Surrey. The audit covered:
 - service planning
 - documented policies and procedures
 - qualifications, training and authorisation of officers
 - interventions
 - establishment records – general and approved establishments
 - enforcement
 - internal monitoring
- 26.2** Since the audit all Authorities have been encouraged to share best practice and meet to discuss any common areas where improvements are required to improve performance against the standard.
- 26.3** The food premises database used to record all activities in food enforcement is regularly updated and systems are in place to check data to ensure that is correct. A number of reports can be produced electronically to regularly monitor actions in relation to interventions, complaints, queries and enforcement action.
- 26.4** The EH Manager monitors activity in food safety and reports activity to the Executive Head of Community, the Community Services Scrutiny Committee and annually to the FSA via the LAEMS report.

- 26.5** There is the ability for Surrey Local Authorities to exchange statistics annually to benchmark food safety resources and activities and these statistics are discussed at the Surrey Food Study Group and Surrey Environmental Health Manager's Group. There are also national and regional data.
- 26.6** There is an authorisation and monitoring procedure in place to ensure consistency and staff competency.
- 26.7** Newly qualified officers, students training and officers who are returning to work in food safety undergo a monitoring procedure which is supervised by the Environmental Health Manager.
- 26.8** The EH Manager is responsible for the implementation of an Authorisation Policy and Monitoring of Interventions Policy which ensures that officers are only authorised for tasks that they have the necessary qualifications and experience to perform.
- 26.9** Staff performance is monitored in monthly one-to-one meetings when current work load is discussed and case management.
- 26.10** Satisfaction of businesses with local authority regulatory services is monitored on a quarterly basis. The results are monitored by the Environmental Health Manager and any negative feedback is investigated.
- 26.11** An inspection consistency and monitoring exercise has been undertaken together with Mole Valley DC in order to ensure compliance with the Food Law Code of Practice. This was a successful event and future reciprocated exercises are planned for 2015/16.

Section 6 – Review

27.0 Review of Performance

- 27.1** Performance for 2014/15 has been monitored by the Executive Head of Community, the Community Portfolio Holder and the Community Services Scrutiny Committee. In 2014/15 the team completed 436 interventions which included 298 food hygiene inspections/audits and the remainder were food hygiene revisits, sampling and advisory visits. warning notices and letters were issued to businesses and 7 hygiene improvement notices were served. There were 57 complaints during the year; 28 complaints were regarding hygiene in premises and 29 were concerning a specific food product.
- 27.2** The proportion of food businesses broadly compliant with food hygiene laws as at 31st March 2015 was 95%.

This is identical to the target achieved in the 2013/2014 Annual Plan of 90% and the previous year's performance of also 95%. There has been a steady increase in the proportion of broadly compliant from 2010 when there were 87% broadly compliant food businesses in the Borough.

- 27.3** All food businesses should be inspected no later than 28 days after the due date. During 2014/2015 there was a 100% compliance with this target.

28.0 Identification of any Variation from the Service Plan

- 28.1** The number of interventions due and completed is 100%, which is the position the Local Authority aspires to be.
- 28.2** Procedures are updated but ideally more frequent refresher training for staff would be of benefit. This should be conducted during team meetings throughout the year.
- 28.3** The enforcement policy is to be Council wide and a Council wide group has not been formed to develop this objective and it has been carried forward to the next financial year.

29.0 Areas of Improvement

- 29.1** We will continue to focus on conducting the first inspection at premises within 28 days of registering and conducting programmed interventions within 14 days before or after the due date target. Agency staff will be appointed to complete the outstanding inspections.
- 29.2** We will continue to maintain and if possible increase the number of broadly compliant premises from 95%.

Section 7 - Plan for 2015 /2016

30.0 Interventions

- 30.1** All inspections will be carried out within 28 days after the due date as stipulated in the Food Law Code of Practice. Priority will be given to High Risk A and B category food businesses.
- 30.2** Agency staff will be appointed to aid us if targets are likely to be missed.

31.0 Non- Broadly Compliant

31.1 The aim will be to maintain and if possible increase the proportion of broadly compliant food businesses at 95% which is well above the national average.

31.2 The introduction of the National Food Hygiene Rating Scheme is a motivation for some businesses to maintain or improve food hygiene standards however more intervention is required in other businesses. During 2014/15 Environmental Health focused on improving the standards in non-broadly compliant premises in an attempt to move them into the broadly compliant category. Increased interventions and the use of informal and formal methods will continue to be used in 2015 /2016.

32.0 Review of Procedures and Implement

32.1 The food service procedures were reviewed in 2011/12 but more staff training is required to ensure that they are fully implemented.

33.0 Eat Out Eat Well

33.1 Surrey Trading Standards is the lead agency of the Eat Out Eat Well scheme and Borough Councils are a partner agency. Officers promote broadly compliant businesses to apply for the award. The target for the 2015 /16 is for 30 businesses in Surrey Heath to join the scheme.

34.0 Sampling and swabbing

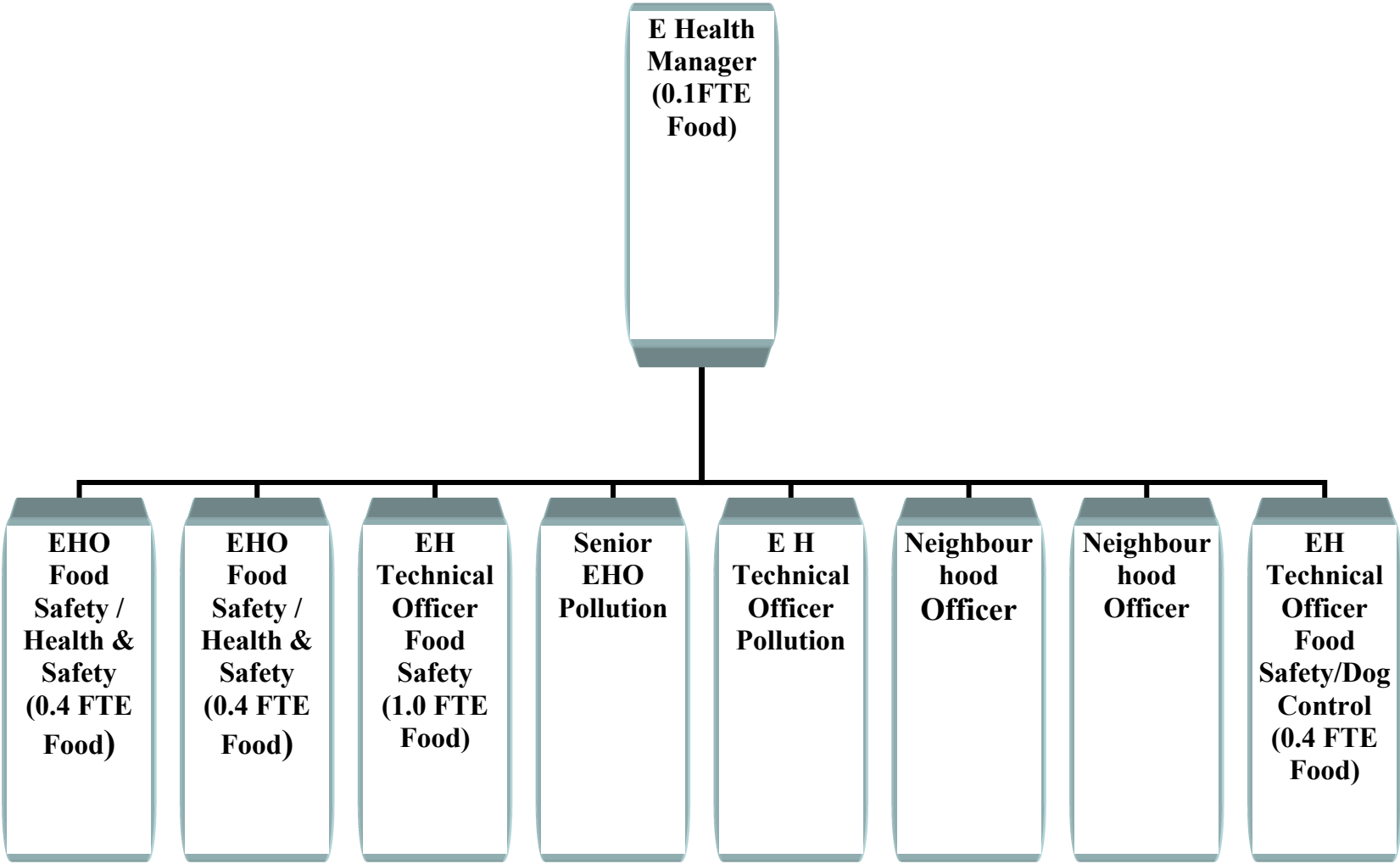
34.1 The sampling and environmental swabbing programme will continue in 2015 /16 and will include foods of animal origin or non-animal origin.

34.2 A swabbing programme which the department is going to take part in has been agreed across the Surrey Authorities and results reported to the Surrey Food Liaison Group.

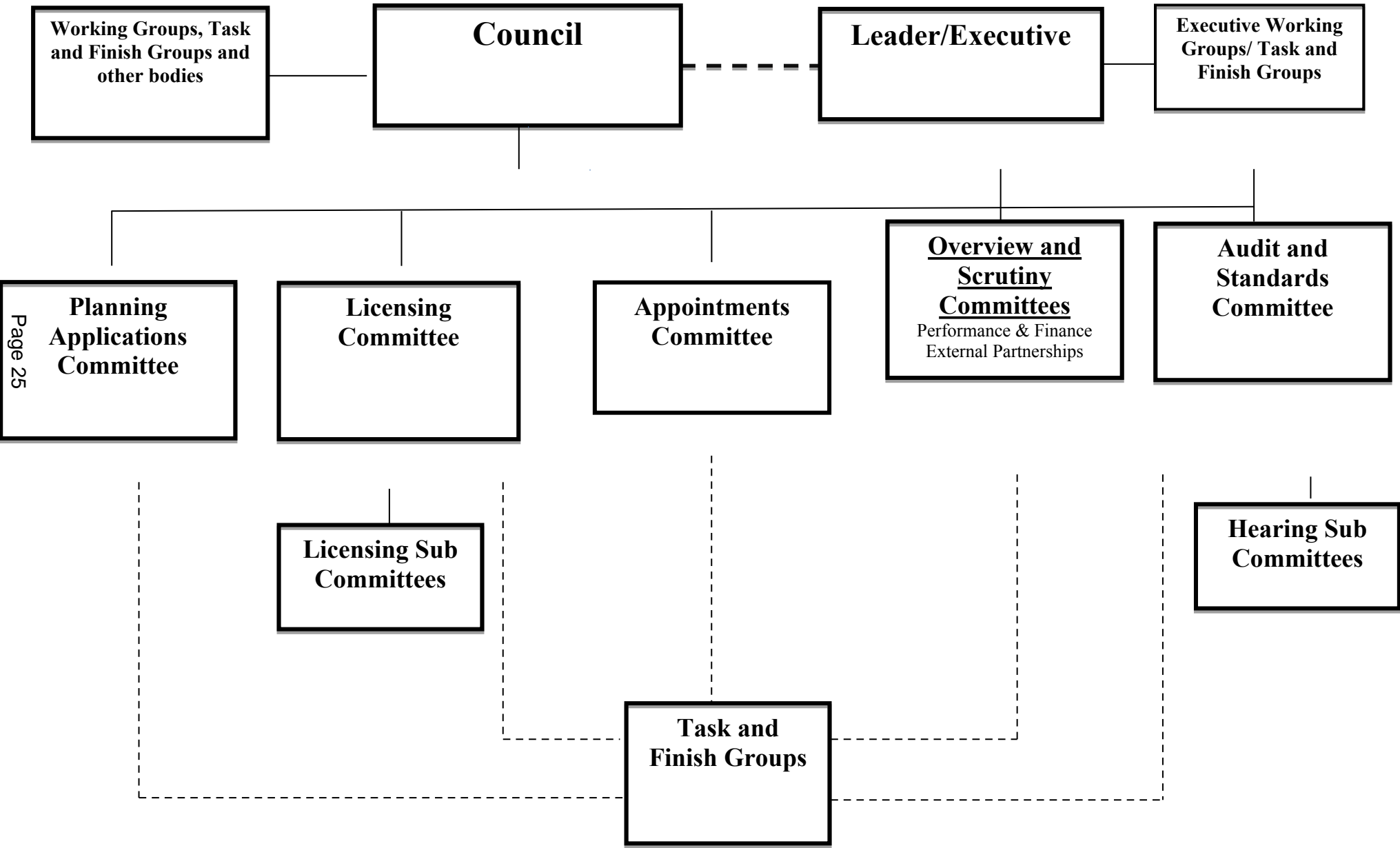
35.0 Officer Competency and Consistency Training

35.1 All food officers must receive 10 hours of food CPD over the year to retain their competency. The EM Manager will ensure that all staff complete the required CPD in 2015 /2016.

Appendix 1

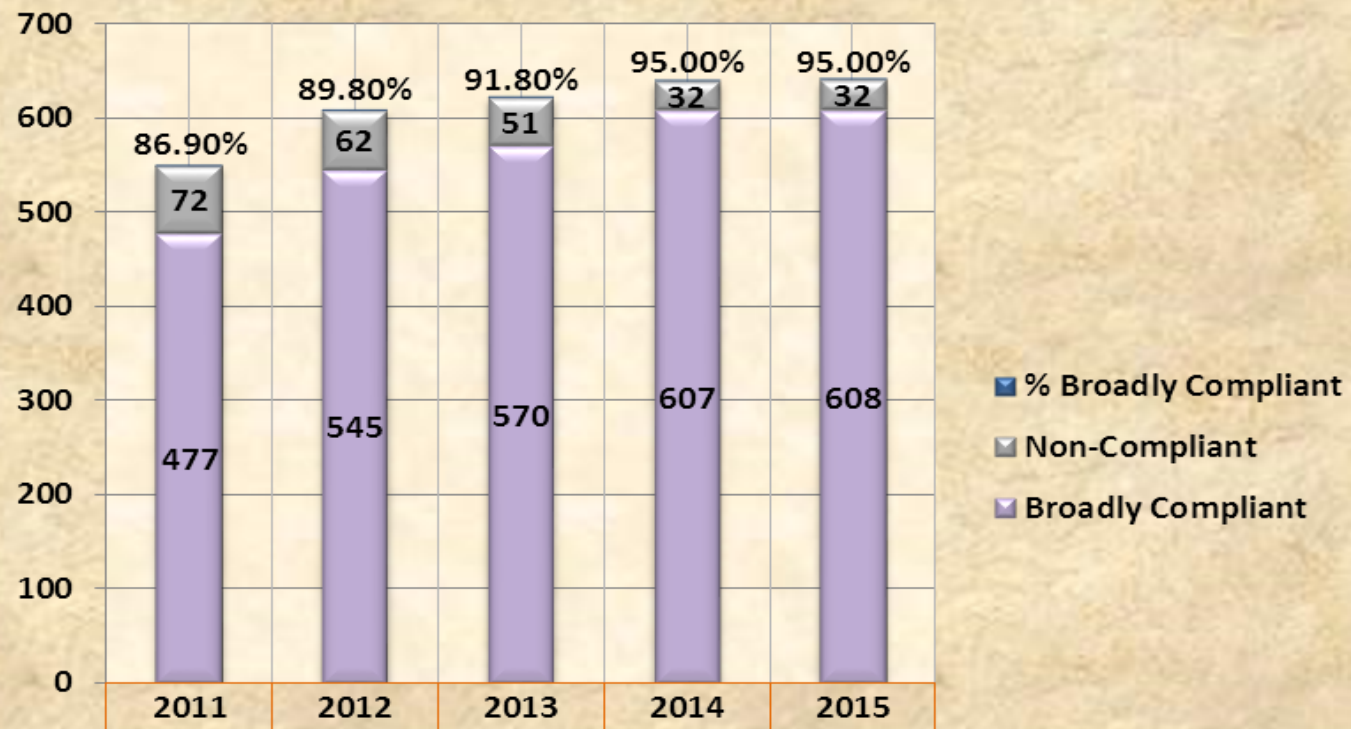


Appendix 2 –Committee Structure



Appendix 3

Premises in Broad Compliance



■ % Broadly Compliant	86.90%	89.80%	91.80%	95.00%	95.00%
■ Non-Compliant	72	62	51	32	32
■ Broadly Compliant	477	545	570	607	608

Appendix 4

Glossary

APD Assessment of professional Development
BERR Department for Business Enterprise and Regulatory Reform
BRE Better Regulation Executive
CIEH Chartered Institute of Environmental Health
COP Food Law Code of Practice
CPD Continuing Professional Development
EC European Communities
EHO Environmental Health Officer
FSA Food Standards Agency
FTE Full-time equivalent
HAP Home Authority Principle
IAA Inter-authority audit
LA Local authority
LACORS Local Authority Coordinators of Regulatory Services
LAEMS Local authority enforcement monitoring system
LBRO Local Better Regulation Office
OCP Outbreak Control Plan
PAS Primary authority scheme
PEHO Principal Environmental Health Officer
PHE Public Health England
SCC Surrey County Council
UKAS United Kingdom Accreditation Service

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**Minutes of a Meeting of the Licensing
Sub Committee held at Council
Chamber, Surrey Heath House on 7
November 2014**

+ Bill Chapman(Chairman)

+ Cllr Beverley Harding + Cllr Pat Tedder
+ Present

In reserve: Cllr Valerie White

Legal Adviser to the Sub-
Committee

Democratic Services Officer Mrs Lee Brewin

Surrey Heath Borough
Council as Licensing
Authority

Mr Derek Seekings (Licensing Officer)
Mrs Paula Barnshaw (Licensing Administration
Officer)

Applicant – Mr Robert Potter
and Mrs Jacqueline Piper

Mrs Jacqueline Piper– Applicant
Mr Glynn Evans – Personal Assistant to Mr Potter
Mr Danny Wallace – Bob Potter Leisure Ltd

Responsible Authorities:

Surrey Heath Borough
Council

Richard Haddad –Environmental Health
Manager

All Other Persons:

Mr A Barwick
Mr M Heffernan
Mr and Mrs Day
Mrs England
Mrs P Chan
Mr and Mrs Milne
Mr Valler
Ms Lapthorn

7/LS Election of Chairman

RESOLVED, that Councillor Bill Chapman be elected as Chairman for the meeting.

8/LS Licensing Act 2003 - The Golf Driving Range, Mytchett

The Sub-Committee considered an application for a new Premises Licence relating to The Golf Driving range, 220 Mytchett Road, Mytchett, Surrey GU16 6AG.

The Chairman reminded all present that the Sub-Committee would consider matters pertaining to licensable activities and not planning matters.

It was noted for the record that Councillor Pat Tedder declared that she had a friend who lived on the caravan park owned by the applicant and Councillor Chapman declared that the applicant had provided office space for the Conservative Party to hold meetings.

The Licensing Officer presented his report to the Sub-Committee and notified representatives of the parties who had a right to speak at the meeting. He referred Members to the Licensing Objectives and noted that relevant objections had been submitted.

The Legal Advisor reminded Members that any material which had not been circulated in advance to all parties could only be considered at the meeting if all parties present agreed.

All relevant parties present introduced themselves and stated their reason for attending the Sub-Committee.

The Licensing Officer reported that Responsible Authorities and other persons had contended that the carrying on of licensable activities at the premises could breach the following licensing objectives in relation to the Licensing Act 2003:

- (i) The prevention of crime and disorder;
- (ii) Protection of Public Safety;
- (iii) Prevention of Public Nuisance; and
- (iv) Protection of children from harm.

It was noted that guidance under section 182 of the Licensing Act took effect from June 2014 and further guidance from the Home Office was published in October 2014 which was after the premises license application was made and therefore the earlier guidance was applicable.

The Licensing Officer noted that the application was for the supply of alcohol on and off the premises. The provision of regulated entertainment and late night refreshment was not included in the application.

Representations had been submitted by The Executive Head of Community of Surrey Heath Borough Council and other persons. No other Responsible Authorities had submitted representations.

The Licensing Officer reported that an additional submission, a site plan in colour had been produced. The document was circulated to all concerned, who agreed that the submission could be used as part of the application for the meeting.

Representation was made by Mr Haddad, the Environmental Health Manager on behalf of the Executive Head – Community. He stated that a representation had been submitted as the application had not adequately addressed licensing objective for the prevention of public nuisance. It was considered that the inclusion of a condition so that the consumption of alcohol off site ceased at 9pm would address this. Mr Haddad had discussed this with the applicant. It was also confirmed that only background music would be played in the club house and was not classed as regulated live music.

Mr Glynn Evans representing the applicants explained that the reason for the application included off site consumption of alcohol, was purely for patrons who may leave the premises with a part bottle of wine.

The Sub Committee was advised that Surrey Fire and Rescue had confirmed that the capacity of 200 persons standing and 100 persons seated was acceptable and in accordance with BS9999. Mr Evans added that the calculations for fire safety included all areas of the premises excluding the toilet areas.

Furthermore, to help alleviate any concerns regarding public nuisance, the windows and doors would remain closed. Mr Evans also explained that there was no outside designated area for smokers as yet.

The Sub Committee was informed by Mr Evans that Surrey Police had been consulted on CCTV at the premises. Advice had been given to the applicants on the position of cameras at the Golf Driving Range and this had been completed.

Mr Haddad was concerned with the 'off licence' aspect of the application but was assured by Mr Evans that he would be willing to condition that no form of off licence activities would be allowed.

Representations were heard from residents present at the meeting during which the following concerns were made:

- i) **Drinking off site** – residents were concerned about the increase in noise and disturbance if customers continued to drink off site.

Mr Evans advised that drinking alcohol would be restricted to the clubhouse.

- ii) **Timing** – there was concern about the closing times of the clubhouse and a 22.00 finish was sought;

- iii) **Location** – it was noted that the close proximity to the other licensed premises owned by the applicant would create larger numbers of customers and therefore more noise and disturbance;
- iv) **Parking** – concerns were raised about the lack of adequate parking spaces.

Mr Evans explained that parking had been a consideration by the applicants and 20 parking spaces were available at the club house and a further 167 spaces were available on the rest of the site.

- v) **Smoking Area** –there was no designated smoking area identified and there were concerns that its location would be too close to residents' properties.

The Sub Committee was advised that a designated smoking area was not a legal requirement but one would be allocated in the future.

- vi) **Additional building** – residents were concerned about the location of another building close to residents' homes.

The Sub Committee was advised by Mr Evans that the extra building close to the boundary of some residents' premises were used only to house equipment such as mowers and under permitted development rights.

- vii) **Fireworks** - Residents were concerned about fireworks being used and sought a condition to prevent this.

- viii) **Equality issues** - there was concern that the applicant, as part of the application, had conditioned that any physically impaired customers must be accompanied by a carer or chaperone.

The Sub Committee adjourned from 12.00 until 14.05.

Following deliberations on the application, the Chairman reported that the Sub-Committee had taken into account:

- Section 18 of the Licensing Act 2003 which states that, having regard to relevant representations that are made, the Sub-committee must take such steps it considers appropriate for the promotion of the licensing objectives;
- The Secretary of State's Guidance issued under section 182 of the Licensing Act 2003, particularly paragraphs 2.18, 2.22, 2.25 and 1.19;
- The Council's Statement of Licensing Policy; and
- The written and oral evidence presented at the hearing.

The Sub-Committee had heard evidence from the Applicants, the Responsible Authorities, and a number of local residents. The Sub Committee endeavoured throughout to strike a fair balance between the interests of the applicants and the concerns of the local residents.

Members recognised that a balance had to be struck between the interests of the residents and the applicants. Having listened to the issues raised by residents relating to the impact on them from any noise emanating from the applicants' premises and potential noise during the period when customers exit the premises and the site, the Sub-Committee had concluded that the licensable activities would have an impact on those living in the area.

In respect of the application for an off-licence, the Licensing sub-committee considered the impact of there being an increase to two licensed premises on the site and also had concerns about the possibility of public nuisance emanating from smokers associated with the premises and other users exiting the premises but remaining on the site. The application for an off-licence was therefore refused.

In respect of the hours for the consumption of alcohol on the premises, the sub-committee was concerned about the possibility of nuisance leading to crime and disorder caused by both licensed premises on the site closing and the patrons exiting at the same time. This is why the opening hours have been slightly reduced. The sub-committee was also concerned about public nuisance, particularly the detrimental effect upon local residents of light and noise associated with the property.

It was affirmed that the licensed premises were shown in red on the attached plan at Annex A.

The Sub-Committee proposed amendments to the operating schedule and additional conditions as follows:

- i) The hours for the supply of alcohol are amended to 0800 to 2230 hours Mondays to Saturdays and 0800 to 2200 hours on Sundays;
- ii) Condition 14 is deleted and replaced: The operation of the licensed premises is to be operated in accordance with the relevant Health and Safety legislation and disability legislation i.e. the Equality Act;
- iii) The licence is for the supply of alcohol for consumption on the premises only;
- iv) There are to be no fireworks let off on the site;
- v) The designated smoking area, when identified, is to be to the west of the licensed premises;

- vi) No food or drink from the licensed premises is to be consumed outside it, including a prohibition on such consumption in the designated smoking area, when identified.

Although made aware of planning issues relating to the premises, the Sub-Committee did not take these into account in their decision.

RESOLVED, that the Premises Licence for the Golf Driving Range, Mytchett, be granted for the hours of 0800 to 2230 hours Mondays to Saturdays and 0800 to 2200 hours on Sundays, subject to:

- i) the mandatory conditions imposed by the Licensing Act 2003;
- ii) the amendments as described above; and
- iii) conditions as attached in the Decision Notice at Annex B.

Chairman

**Minutes of a Meeting of the Licensing
Sub Committee held at Council
Chamber, Surrey Heath House on 28
November 2014**

+ Cllr Bill Chapman
+ Cllr Ian Sams

+ Cllr Pat Tedder

+ Present

Legal Adviser to the Sub-
Committee

Mrs Laura James (Legal Representative
for Surrey Heath Borough Council as
Licensing Authority)
Mrs Jessica Harris-Hooton (observing)

Democratic Services Manager

Mrs Jane Sherman

Surrey Heath Borough Council as
Licensing Authority

Mr Derek Seekings (Licensing Officer)
Mrs Paula Barnshaw (Licensing
Administrative Officer)

Responsible Authority:
Surrey Police

Mr Rab Carney

Applicant

Mr J Bark
Mr G Bartley

Other Persons:

None

9/LS Election of Chairman

**RESOLVED, that Councillor Bill Chapman be elected as Chairman for
the meeting.**

10/LS Licensing Act 2003

The Sub-Committee considered an application for a new Premises Licence
relating to Tesco, 89-91 Guildford Road, Lightwater.

The Licensing Officer presented his report to the Sub-Committee and notified
representatives of the parties who had a right to speak at the meeting. He referred
Members to the Licensing Objectives and noted that relevant objections had been
submitted.

All relevant parties present introduced themselves and stated their reason for
attending the Sub-Committee.

The Licensing Officer reported that the "Other Persons" had contended that the
carrying on of licensable activities at the premises could lead to the following
licensing objectives being seriously undermined:

- (i) The prevention of crime and disorder;
- (ii) Protection of Public Safety;
- (iii) Prevention of Public Nuisance; and
- (iv) Protection of children from harm.

The Licensing Officer reported that the application was for the supply of alcohol off the premises, from 0600 to 2300 daily. The provision of late night refreshment was not included in the application.

Representations had been submitted by Surrey Police. No other Responsible Authorities had submitted representations.

Mr Rab Carney informed the Sub Committee that Surrey Police had made representations as it had been considered that additional conditions were required. These conditions had now been agreed with the applicant and, as a result, the Police had withdrawn their representation.

Mr Bark, on behalf of the applicant addressed the Sub Committee and explained Tesco's ethos and it how operated. Principally the premises were a convenience store and it was estimated that the sale of alcohol would represent 7% to 9% of total sales. He also described the operation of Tesco's "Think 25 Policy" and detailed training conducted for all staff in relation to the sale of age related products.

He referred to the representations made by the Other Persons and noted that need did not have to be taken into account and that there was no cumulative impact policy in place in Lightwater. There was no evidence that additional litter would result if the licence was granted. He reminded Members that the Police had no concerns in relation to crime and disorder and that traffic generation was not a licensing consideration. He also emphasised that residents' fears were different to good evidence.

The Sub Committee adjourned from 10.45 until 11.25.

Following deliberations on the application, the Legal Advisor reported that she had advised the Sub-Committee in relation to the ethos of the Licensing Act and the written and oral evidence presented at the hearing.

Members recognised that the Licensing Act imposed a light touch approach and encouraged them to allow premises to trade unless there was a reason not to. The Act allowed for review if, at a later stage, it was suggested that any action had resulted in the Licensing Objectives not being met.

The Sub-Committee concluded that the premises licence should be granted with the additional conditions as agreed with Surrey Police, subject to minor amendments.

RESOLVED, that the Premises Licence for Tesco, 89-91 Guildford Road, Lightwater, be granted for the hours of 0600 to 2300 daily, subject to the conditions set out in the Decision Notice at Annex A.

Chairman

LICENSING COMMITTEE – 28th NOVEMBER, 2014

The Application

This is an application by Tesco Stores Ltd for a new premises licence at Guildford Road, Lightwater, Surrey, GU18 5SB. Representations have been received from “any other persons”, namely two local residents, a business association and a responsible authority, being the Police.

At the hearing of the application in attendance were:

Mr Rab Carnie (Police Licensing Officer)

Mr Derek Seekings (Surrey Heath Licensing Officer)

Mrs Paula Barnshaw (Surrey Heath Licensing Administrator)

For the Applicant:

Mr Jeremy Bark (Berwin Leighton Paisner)

Mr Greg Bartley (Tesco Licensing Manager)

Evidence before the Sub-Committee

Representations have been received from the Police, two residents and the Lightwater Business Association. Neither the residents nor a representative of the Association were present at the hearing to expand on their written representations and they have been accepted by the Committee as read. Oral representations were made by Mr Carnie on behalf of Surrey Police. He stated that on receipt of the application, the Police were initially concerned that the operating schedule did not adequately address the crime and disorder licensing objective. He has confirmed that the Applicant had been in much discussion with the Police and new proposed conditions had been agreed. If the Committee were minded to accept the conditions, the Police representations would be satisfied and subsequently withdrawn.

Mr Bark addressed the concerns raised by ‘other persons’ on behalf of the Applicant. He stated that the issue of whether the premises was ‘needed’ is not a relevant consideration and as there is no cumulative impact policy in Lightwater. Mr Bark also contended that there is no evidence to suggest that granting the licence will increase litter within the village nor was there any evidence that any other Tesco store within Surrey Heath has reported this as a problem. Mr Bark said that the Applicant will place bins outside of the premises and will remove packaging for goods by lorry regularly

He also stated there were no crime and disorder issues raised by the Police and no issues in Lightwater with other off-sales premises. He noted the issue of traffic is not for the licensing committee to consider, this would have been a planning consideration prior to the grant of planning permission. Mr Bark referred to the Licensing Act and the presumption that licences should be granted unless there are reasons to refuse. He also referred to the case of Thwaite’s and summarised that whilst residents may hold genuine fear of a premises opening within their locality, fears do not equate to good evidence. Mr Bark also referenced the section 182 statutory guidance,

specifically paragraph 10.15 which states that stores should be able to provide alcohol in line with their opening times unless there is good reason, based on the licensing objectives for restricting the hours.

The Decision

The Licensing Act encourages us to view our powers and responsibilities in the light of the community as a whole. The regime under the Act has a light touch approach to regulation and we carry out functions with a view to promoting the licensing objectives, having regard to the statutory guidance and to the Statement of Licensing Policy.

If the sub-committee is minded to attach any conditions to the proposed licence, these must be appropriate to promote one or more licensing objectives. They must be proportionate in that they are tailored to the activities taking place, the size, location, type and characteristics of the business and do not repeat those which duplicate other statutory provisions.

We will consider the licensing objectives in the following order:

Prevention of Crime and Disorder

We note the concerns of the residents and business association regarding crime and disorder but following the withdrawal of the representations of the Police, the Committee are satisfied that no evidence has been provided that this objective will be undermined. The Police and the Applicant have agreed conditions in relation to the installation of CCTV at the premise which the Committee feel are adequate to address any concerns and enforceable subject to minor amendment. We are also mindful that any Licence granted can be reviewed under the Act.

The Protection of children from harm

We have had regard to the Council's Statement of Licensing Policy which states that the Council will have particular regard to the safety of children when considering licence applications. It is a mandatory conditions that all premises must have an age verification policy. The applicant operates a 'Think 25' policy and has numerous procedures and checks in place which the Committee believe are more than satisfactory to meet the requirements of the Statement of Licensing Policy and legislation.

Public Safety

There is no evidence before us upon which we can consider that this objective is not likely to be promoted.

Prevention of public nuisance

No objection was raised by Environmental Health as a statutory responsible authority with regards to public nuisance. Whilst the written concerns of 'other persons' have been noted, there is no evidence before us that the premises will create the disturbances and littering they refer to. The applicant confirmed that they will provide additional rubbish bins outside of the premises and that cleaners are employed to clean both inside and outside the premises.

We therefore grant the Licence subject to the following conditions:

Conditions

We have had regard to whether conditions are appropriate in accordance with the guidance and the licensing policy and note those offered by the applicants in their operating schedule and those agreed between the applicant and the Police. In summary, we find it is appropriate that the following conditions be added to the licence in addition to those proposed by the operating schedule:

- The premises shall be equipped with CCTV system that shall comply with the following criteria:
 - The system shall be maintained in good working order and will:
 - Be of a quality which is satisfactory to the Police and produce colour images in all lighting conditions;
 - Indicate the correct time and date
 - Be retained for 28 days
 - Ensure sufficient staff will be trained in use the CCTV system
 - Copies of the recordings shall be provided in a format which is agreeable to the Police, and which can be viewed on readily available equipment without the need for specialist software
 - The system will record during all hours which the premise is open to the public and will capture images on entry and egress to the premises.
 - The system shall cover the main area of the premises where alcohol is displayed.
 - Original images will be made available for inspection immediately upon request to Officers of Responsible Authorities on the premises.
 - The Data Controller must be able to demonstrate, to the satisfaction of the Police, that they have devised a recording management system that prevents recordings being tampered with, stolen, misplaced or failure to record. Recording equipment shall be housed in a secure room/ cabinet where access and operation is limited to authorised persons.
 - Unauthorised persons should not be allowed access to the system or view personal data (as it could contravene the Data Protection Act or jeopardise any criminal investigation.)
 - The premises shall adhere to the legal requirements of displaying signage indicating that CCTV is in operation in the premises.
- A documented Challenge 25 Scheme will be operated at the premises
 - A Challenge 25 scheme shall be actively promoted and advertised at the premises
 - Training will be provided to all staff so that all staff are aware that they must request photographic ID from any person purchasing alcohol, who appears to be under 25 years of age, to prove that they are 18 years of age or over. Failure to supply such identification will result in no sale or supply of alcohol to that person.
 - Examples of Photographic ID includes driving licence, passport and Pass Hologram ID cards

Annex A

The Licensing officer is asked to word the conditions so as to be readily enforceable and those in the operating schedule which relate to CCTV shall be removed so as not to be duplicated with the conditions as above.

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**MINUTES OF A MEETING OF THE
LICENSING SUB-COMMITTEE held
at Surrey Heath House, Camberley
on 18 December 2014**

+ Cllr Bill Chapman
+ Cllr Beverley Harding

+ Cllr Valerie White

+ Present

In Reserve: Cllr Paul Ilnicki

Legal Adviser to the Sub-Committee

Mrs Jessica Harris-Hooton (Legal Representative for Surrey Heath Borough Council as Licensing Authority)

Democratic Services Officer

Mr Andrew Crawford

Surrey Heath Borough Council as Licensing Authority

Mr Derek Seekings (Licensing Officer)
Mrs Paula Barnshaw (Licensing Administrative Officer)

Applicant

Mr M Grover – Applicant
Mr S Panchal – Representative of the Applicant

All Other Persons:

Mrs N Patel
Mrs A Thapan

11/LS Election of Chairman

RESOLVED, that Councillor Bill Chapman be elected as Chairman for the meeting.

PART I
(public)

12/LS 126 Frimley Road, Camberley, Surrey.

The Sub-Committee considered an application for a new Premises Licence relating to 126 Frimley Road, Camberley, Surrey GU15 2QN.

The Licensing Officer presented his report to the Sub-Committee and notified representatives of the parties who had a right to speak at the meeting. He referred Members to the Licensing Objectives and noted that relevant objections had been submitted.

The Legal Advisor reminded Members that any material which had not been circulated in advance to all parties could only be considered at the meeting if all parties present agreed.

All relevant parties present introduced themselves and stated their reason for attending the Sub-Committee.

The Licensing Officer noted that the application was for the supply of alcohol for consumption off the premises only and therefore did not include reference to regulated entertainment or the provision of late night refreshment.

The Licensing Officer reported that six representations had been submitted by other persons which contended that the carrying on of licensable activities at the premises could broach the following licensing objectives:

- (i) The prevention of crime and disorder;
- (ii) Protection of Public Safety;
- (iii) Prevention of Public Nuisance; and
- (iv) Protection of children from harm.

The Licensing Officer confirmed that he had received notification from the applicant, Mr Manmeet Grover, of Grover Convenience Stores Ltd that Mr S Panchal had been asked to address the Sub-Committee on behalf of the Company.

No representations had been submitted by Responsible Authorities.

Mr Panchal summarised the experience and licensable activities of Grover Convenience Stores Ltd in other areas. He referred to the application in respect of the Licensing Objectives and indicated measures that would be put in place to meet these.

No statements were made by the Other Persons present.

The Sub-Committee adjourned from 10.35 a.m. until 10.45 a.m. for deliberation.

Following deliberations on the application, the legal Advisor reported on the advice she had given to the Sub-Committee and that Members had taken into account:

- Section 18 of the Licensing Act 2003 and the Secretary of State's Guidance under section 182 of the Act.
- The Council's Statement of Licensing Policy, particularly paragraphs 1-85 and 87-99; and
- The written and oral evidence presented at the hearing.

The Sub-Committee had heard evidence from the Licensing Officer and Applicants.

Members recognised that the Licensing Act imposed a light touch approach and encouraged them to allow premises to trade unless there was a reason not to. The Sub-Committee could not adjudicate on needs and competition and the Act allowed for review if, at a later stage, it was suggested that any action had resulted in the Licensing Objectives not being met.

The Sub-Committee had concluded that the premises licence should be granted, on the basis of the operations schedule at Page 25 of the agenda, with conditions, amended to be enforceable, to be agreed by the Licensing Officer in consultation with the Chairman

RESOLVED, that the Premises Licence for 126 Frimley Road, Camberley, be granted for the hours of 0600 to 2300 from Monday to Sunday, subject to the conditions attached in the Decision Notice at Annex A.

CHAIRMAN

Note: The meeting commenced at 10.00 a.m., adjourned from 10.35 to 10.45 a.m. and closed at 10.50 a.m.

SURREY HEATH BOROUGH COUNCIL

LICENSING ACT 2003

Application for a new Premises Licence

126 Frimley Road, Camberley

Decision Record

The Application

This is an application by Mr Manmeet Grover trading as Grover Convenience Store Limited for a new premises licence at 126 Frimley Road, Camberley, Surrey, GU15 2QN. Representations have been received from six "other persons".

At the hearing of the application in attendance were:

Mr Derek Seekings (Surrey Heath Licensing Officer)

Mrs Paula Barnshaw (Surrey Heath Licensing Administrator)

For the Applicant:

Mr Grover (Applicant)

Mr Panchal (Representing the Applicant)

Other Persons:

Mrs Patel

Mrs Thapan

Evidence before the Sub-Committee

Representations have been received from six Other Persons. Whilst two of the 'Other Persons' were present, they declined to verbally address the Committee in order to expand on their written representations. These have been accepted by the Committee as read.

No representations had been received by any Responsible Authority.

Oral representations were made by Mr Panchal on behalf of the Applicant. He stated that Mr Grover had been in the licensing trade for three years and throughout this time involved in the family business, running three licensed premises.

Mr Panchal directed the Committee to page 25 of the agenda and discussed the operating schedule as written. He confirmed that CCTV will be in operation at the premises and when this is not operational, no licensable activities will take place. He detailed the training regime and showed the signage which will be displayed on the premise relating to CCTV and 'Challenge 25'.

Mr Panchal referred to paragraph 75 within the Councils Statement of Licensing Policy where it states that premises which operate after 23:00 have to have more stringent controls than those which cease at this time. He highlighted that the terminal hour of the new premises licence will be 23:00. Mr Panchal reminded the Committee that whilst the Other Persons think that a further convenience store is not required, 'need' was not a licensing matter.

The Decision

The Licensing Act encourages us to view our powers and responsibilities in the light of the community as a whole. The regime under the Act has a light touch approach to regulation and we carry out functions with a view to promoting the licensing objectives, having regard to the statutory guidance and to the Statement of Licensing Policy.

If the sub-committee is minded to attach any conditions to the proposed licence, these must be appropriate to promote one or more licensing objectives. They must be proportionate in that they are tailored to the activities taking place, the size, location, type and characteristics of the business and do not repeat those which duplicate other statutory provisions.

We will consider the licensing objectives in the following order:

Prevention of Crime and Disorder

We note the concerns of the 'Other Persons' regarding crime and disorder but the Committee are satisfied that no evidence has been provided that this objective will be undermined. It was noted by the Committee that the Police had not submitted a representation. The Committee feel that the conditions proposed by the Applicant in the Operating Schedule are adequate to address any concerns and will be enforceable subject to minor amendment. We are also mindful that any Licence granted can be reviewed under the Act.

The Protection of children from harm

We have had regard to the Council's Statement of Licensing Policy which states that the Council will have particular regard to the safety of children when considering licence applications. It is a mandatory condition that all premises must have an age verification policy. The applicant operates a 'Challenge 25' policy and has numerous procedures and checks in place which the Committee believe are more than satisfactory to meet the requirements of the Statement of Licensing Policy and legislation.

Public Safety

There is no evidence before us upon which we can consider that this objective is not likely to be promoted.

Prevention of public nuisance

No objection was raised by Environmental Health as a statutory responsible authority with regards to public nuisance. Whilst the written concerns of 'other persons' have been noted, there is no evidence before us that the premises will create the disturbances and littering they refer to.

We therefore grant the Licence subject to the following conditions:

Conditions

We have had regard to whether conditions are appropriate in accordance with the guidance and the licensing policy and note those offered by the Applicant in the operating schedule. In summary, we find it is appropriate to grant the licence subject to such conditions that are consistent with the operating schedule, the wording to be determined by the Licensing Officer and Chairman of the Committee in order to ensure enforceability.

**MINUTES OF A MEETING OF THE
LICENSING SUB-COMMITTEE held
at Surrey Heath House, Camberley
on 26 January 2015**

+ Cllr Mrs Vivienne Chapman
+ Cllr Pat Tedder

+ Cllr Ian Sams

+ Present

Legal Adviser to the Sub-Committee

Mrs Jessica Harris-Hooton (Legal Representative for Surrey Heath Borough Council as Licensing Authority)

Democratic Services Officer

Mr Andrew Crawford

Surrey Heath Borough Council as Licensing Authority

Mr Derek Seekings (Licensing Officer)
Mrs Paula Barnshaw (Licensing Administrative Officer)

Responsible Authorities

Mr James Robinson, Senior Environmental Health Officer, Surrey Heath Borough Council

Applicant

Mr Graeme Cushion , Poppleston Allen Solicitors, representing the applicants
Mr Carl Button – Area Manager, Stonegate Pub Company Ltd - applicant
Mr Richard Heap – Designated Premises Supervisor – The Cambridge Hotel.

All Other Persons

Mr M Tierney, representing himself and Messrs McLaughlin and Samson

13/LS Election of Chairman

RESOLVED, that Councillor Mrs Vivienne Chapman be elected as Chairman for the meeting.

PART I
(public)

12/LS The Cambridge Hotel, 121 London Road, Camberley, Surrey.

The Sub-Committee considered an application for a new Premises Licence relating to The Cambridge Hotel, 121 London Road, Camberley, Surrey GU15 3LF.

The Licensing Officer presented his report to the Sub-Committee and notified representatives of the parties who had a right to speak at the meeting. He referred Members to the Licensing Objectives and noted that relevant objections had been submitted.

The Legal Advisor reminded Members that any material which had not been circulated in advance to all parties could only be considered at the meeting if all parties present agreed.

All relevant parties present introduced themselves and stated their reason for attending the Sub-Committee.

The Licensing Officer noted that the application was for:

- (i) The provision of regulated entertainment, indoors only, from 0700 to midnight daily, but until 0100 on Friday and Saturday evenings;
- (ii) the supply of alcohol for consumption both on and off the premises and from 1000 until midnight daily, but until 0100 on Friday and Saturday nights; and
- (iii) the provision of late night refreshments, indoors only, from 2300 daily until the same terminal time as the other licensable activities listed above.

The Licensing Officer reported that one representation had been received from a responsible authority and three representations had been submitted by other persons which contended that the carrying on of licensable activities at the premises could breach the following licensing objectives:

- (i) The prevention of crime and disorder;
- (ii) Protection of Public Safety;
- (iii) Prevention of Public Nuisance; and
- (iv) Protection of children from harm.

The Senior Environmental Health Officer reported that, following discussions with the applicants, he had established that the application referred to the Cambridge Pub and Hotel only and not the attached Nightclub (121). The Service had not received any formal complaints regarding noise nuisance at the Hotel/Bar. Subject to the Sub-Committee agreeing to a condition that *'Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties'*, Environmental Health would be satisfied and would withdraw their objection.

Mr Cushion explained on behalf of the applicants that the application to the Sub-Committee matched the previous application except in that the 121 Nightclub was not included in the application and additional hours were sought a.m. to permit provision of a breakfast service. The applicants had accepted the condition proposed by Environmental Health.

Mr Tierney referred to the noise and disruption experienced by St George's Court residents, particularly on Karaoke nights, due to the poor seal on windows, smokers standing on the High Street talking loudly and clientele making noise when leaving the premises, adding to the cumulative noise of the night time economy.

The Sub-Committee adjourned from 11.15 a.m. until 11.45 a.m. for deliberation.

Following deliberations on the application, the legal Advisor reported on the advice she had given to the Sub-Committee and that Members had taken into account:

- Section 18 of the Licensing Act 2003 and the Secretary of State's Guidance under section 182 of the Act.
- The Council's Statement of Licensing Policy, particularly paragraphs 1-85 and 87-99; and
- The written and oral evidence presented at the hearing.

The Sub-Committee had heard evidence from the Licensing Officer, Applicant, the Senior Environmental Health Officer, on behalf of the Responsible Authority and one other person who had made submissions.

Members recognised that the Licensing Act imposed a light touch approach and encouraged them to allow premises to trade unless there was a reason not to. The Act allowed for review if, at a later stage, it was suggested that any action had resulted in the Licensing Objectives not being met.

The Sub-Committee had concluded that the premises licence should be granted, with conditions, to be agreed by the Licensing Officer in consultation with the Chairman.

RESOLVED, that the Premises Licence for The Cambridge Hotel, 121 London Road, Camberley, be granted, subject to the conditions attached in the Decision Notice at Annex A.

CHAIRMAN

Note: The meeting commenced at 10.00 a.m., adjourned from 11.15 to 11.45 a.m. and closed at 11.50 a.m.

SURREY HEATH BOROUGH COUNCIL

LICENSING ACT 2003

Application for a new Premises Licence

The Cambridge Hotel, Camberley

Decision Record

LICENSING SUB-COMMITTEE – 26th January, 2015

The Application

This is an application by Stonegate Pub Company Limited trading as The Cambridge Hotel for a new premises licence at 121 London Road, Camberley, Surrey, GU15 3LF.

Representations have been received from Environmental Health and three “other persons”.

At the hearing of the application in attendance were:

Mr Derek Seekings (Surrey Heath Licensing Officer)
Mrs Paula Barnshaw (Surrey Heath Licensing Administrator)
Responsible Authorities:
Mr James Robinson (Senior Environmental Health Officer)

For the Applicant:

Mr Graeme Cushion (Representing the Applicant)
Mr Richard Heap (Designated Premises Supervisor)
Mr Carl Button (Area Manager)

Other Persons:

Mr Mike Tierney (representing himself, Mr Ian McLaughlin and Mr Samson)

Evidence before the Sub-Committee

Representations have been received from Environmental Health and three Other Persons. Mr McLaughlin and Mr Samson had requested prior to the hearing that Mr Tierney was to act as their representative at the Committee.

Oral representations have been made by Mr Robinson on behalf of Environmental Health. He stated that on receipt of the application he was initially concerned with the potential impact of Public Nuisance. Mr Robinson confirmed that once he had understood that the application was splitting the building into two separate premises, being the Hotel/ bar and nightclub, he had not received any formal complaints

regarding noise nuisance at the Hotel/ bar. Mr Robinson confirmed that he had been in much discussion with the Applicant and a condition has been agreed. If the Committee were minded to accept the condition, Environmental Health would be satisfied and subsequently withdraw their objection.

Oral representations were made by Mr Cushion who commenced by addressing the reason for the submission of the application. The building currently holds a current premises licence encompassing the Hotel/ Bar and Nightclub under one licence. The freehold of the land was purchased by the Applicant and the decision was made to separate the ground floor within the building into two licenses, it was never their intention to seek to licence all businesses under one licence. Mr Cushion confirmed that there had previously been noise issues associated with the nightclub and when the Applicant became aware of this, the decision was taken to temporarily close that part of the premises. Historically it was the nightclub which gave rise to concerns of public nuisance. Mr Cushion stated that the Applicant had recently commissioned acoustic reports on the nightclub and a discussion will take place in the future with the Council's Environmental Health Officers before any application for the nightclub is submitted.

Mr Cushion explained that the Applicant was seeking to extend the licensing hours in the morning to enable a breakfast service to be provided at the premises. The terminal licensing hours will be no later than the existing licence. He further stated that the Applicant was not aware of any concerns regarding the operation of the Hotel/ bar had been received. He further confirmed that the Designated Premises Supervisor, Mr Heap, has purchased a noise level meter for the site to enable noise from the premise to be monitored externally and that his mobile number has been provided to those persons who made representations who can contact him at any time should issues arise.

Councillor Pat Tedder asked Mr Cushion how the Applicants controlled patrons from taking their drinks outside the premises. Mr Heap responded that no drinks were to be taken outside unless in a sealed container. Mr Cushion confirmed that the Applicant would be happy to accept this as a condition.

Mr Tierney told the Committee that about a year ago, when the noise nuisance became a problem at Club 121, he had met with Mr Heap to discuss the issues and they had been in close contact ever since. Mr Tierney stated that if the music and patrons could be contained within the premises; the problems would be significantly eased.

Mr Heap spoke to explain that at the time when the noise became an issue, the Applicant was using a promoter which did not play the type of music which the Applicant wanted. They had since parted company with this promoter.

Mr Tierney explained that he was previously confused as to what parts of the premises were subject to this application and agreed to limit his representations to the Cambridge hotel, not club 121.

Mr Tierney stated that at least 6 complaints had been made by residents in relation to karaoke night directly to the Applicant. He stated that the premises have lead windows and these are left open which allows noise to escape from the premises. Mr Tierney requested that smokers be directed to the entrance doors which open onto the A30 at night instead of allowing people out directly onto the High Street. Mr Tierney confirmed that the music is turned down towards the end of the evening but that patrons do not disperse immediately when the premise closes but instead congregate outside.

Mr Heap responded to the representations of Mr Tierney. He stated that smokers do use both premise entrances but that door supervisors are present at both and do remind patrons to keep noise levels down and request that after the premises is closed, they move on. He confirmed that historically the premises has received complaints from residents who live on the A30 side of the premises and that because of this they would not wish to restrict the use of the door on the High Street.

Mr Heap also confirmed that with the purchase of the noise level meter, regular checks are being made from outside the premises to monitor noise levels in an attempt to minimise the impact on residents. Mr Cushion further confirmed that the Applicant would investigate the possibility of installing double glazing or secondary glazing into the premises to further reduce the risk of noise emanating from the premises.

The Decision

The Licensing Act encourages us to view our powers and responsibilities in the light of the community as a whole. The regime under the Act has a light touch approach to regulation and we carry out functions with a view to promoting the licensing objectives, having regard to the statutory guidance and to the Statement of Licensing Policy.

If the sub-committee is minded to attach any conditions to the proposed licence, these must be appropriate to promote one or more of the licensing objectives. They must be proportionate in that they are tailored to the activities taking place, the size, location, type and characteristics of the business and do not repeat those which duplicate other statutory provisions.

We will consider the licensing objectives in the following order:

Prevention of Crime and Disorder

No objection was raised by the Police as a statutory responsible authority with regards to crime and disorder. We note the concerns of the 'Other Persons' regarding crime and disorder but the Committee are satisfied that no evidence has been provided that this objective will be undermined. It was noted by the Committee that the Police had not submitted a representation. The Committee feel that the conditions proposed by the Applicant in the Operating Schedule are adequate to address any concerns and will be enforceable subject to minor amendment. We are also mindful that any Licence granted can be reviewed under the Act.

The Protection of children from harm

We have had regard to the Council's Statement of Licensing Policy which states that the Council will have particular regard to the safety of children when considering licence applications. It is a mandatory condition that all premises must have an age verification policy. The applicant operates a 'Challenge 25' policy and has numerous procedures and checks in place which the Committee believe are more than satisfactory to meet the requirements of the Statement of Licensing Policy and legislation.

Public Safety

There is no evidence before us upon which we can consider that this objective is not likely to be promoted.

Prevention of public nuisance

An objection was raised by Environmental Health as a statutory responsible authority with regards to public nuisance. This objection was overcome by agreement with the Applicant upon the imposition of a condition which was satisfactory to both parties. The issue of restricting patron's ability to take drinks outside was also discussed and the Applicant confirmed they were happy to accept a condition restricting this ability.

Whilst the written concerns of 'other persons' have been noted, there is no evidence before us that the premises will not be able to contain the disturbance with the conditions as proposed.

We therefore grant the Licence subject to the following conditions:

Conditions

We have had regard to whether conditions are appropriate in accordance with the guidance and the licensing policy and note those offered by the Applicant in the operating schedule and those agreed between the applicant and environmental Health. We also note that the applicant will accept a condition to restrict the taking of drinks from the premises outside.

In summary, we find it is appropriate that the following conditions be added to the licence in addition to those proposed by the operating schedule.

- Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties
- Alcoholic and other drinks shall not be removed from the premises unless in sealed containers

The wording of the conditions in the operating schedule is to be determined by the Licensing Officer and Chairman of the Committee in order to ensure enforceability.

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**Minutes of a Meeting of the Licensing
Sub Committee held at Council
Chamber, Surrey Heath House on 2
March 2015**

+ Cllr Liane Gibson
+ Cllr Paul Ilnicki

+ Cllr Pat Tedder
+ Cllr Valerie White

+ Present
- Apologies for absence presented

Substitutes: Cllr Pat Tedder

In Attendance:

Legal Advisor to Sub Committee

Mrs Laura James

Democratic Services Officer

Mrs Lee Brewin

Surrey Heath Borough Council
as Licensing Authority

Mr Derek Seekings (Licensing Officer)
Mrs Paula Barnshaw (Licensing
Administration Officer)

Surrey Police

Mr Rab Carnie
Special Constable Nicholas Pile
Miss C Hodge (Legal Representative for
Surrey Police).

Aryana Express

Mr Faraidoun Mohammadi (Premises
Licence Holder)
Mr Zakaria Nasib
Miss S Taite (Westgate Chambers – legal
representative for Aryana Express)

17/LS Election of Chairman

RESOLVED that Cllr Valerie White be elected as Chairman for this meeting.

18/LS Licensing Act 2003 - Aryana Express, Frimley High Street, Camberley

The Sub-Committee considered an application for a review of a Premises Licence relating to Aryana Express, 46 Frimley High Street, Camberley, Surrey GU16 7JF.

The Licensing Officer presented his report to the Sub-Committee and notified representatives of the parties who had a right to speak at the meeting. He referred Members to the Licensing Objectives.

All relevant parties present introduced themselves and stated their reason for attending the Sub-Committee.

The Licensing Officer noted that the application was for the review of the premises licence relating to Aryana Express, 46 High Street, Camberley, Surrey GU16 7JF.

The Licensing Officer reported that an additional document had been circulated to relevant parties which illustrated the refusals register and customer testimonials. CCTV footage of the test purchase was also shown.

The Licensing Officer also reported that Surrey Police contended that the carrying on of licensable activities at the premises could breach the following licensing objectives:

- (i) The prevention of crime and disorder;
- (ii) Protection of children from harm.

The Licensing Officer confirmed that Miss Hodge had been asked to address the Sub-Committee on behalf of Surrey Police and Miss Taite on behalf of Aryana Express. The Sub Committee was advised that both parties had had discussions and had agreed a resolution for the Sub Committee to consider.

Miss Hodge addressed the Committee and stated the following:

- Acting on intelligence, a test purchase was carried out on 17 December 2014;
- Two 15 year old girls purchased some alcohol and was not asked her age or for any ID;
- Mr Nasib admitted serving the alcohol and was given a fixed penalty notice;
- Surrey Police felt that there should be a proportionate approach because of previous non-compliance;
- A review hearing had been called because Mr Mohammadi had not agreed to speak to the Police to resolve issues;
- It was proposed that the licence be suspended for 48 hours;
- The licence conditions had also been updated to include that a premises licence holder would always be on site when alcohol was sold.

The Sub Committee considered the refusal register currently used by Aryana Express and asked the Police if they considered whether it was robust. Surrey Police confirmed that the refusal register and times were checked against CCTV.

Concerns were raised by the Sub Committee about the intelligence used (detailed on page 16 of the agenda), which was in dispute by Aryana Express. Miss Hodge confirmed that the intelligence was background information to the review application and should be given some weight when considering the review.

The Sub Committee was advised that the inclusion of the objective 'prevention of crime and disorder' in the review was to illustrate that selling alcohol to minors was in fact a criminal offence and could lead to crime and disorder.

Miss Taite addressed the Committee and stated the following:

- Mr Mohammadi took the review seriously as the business was his livelihood;
- Mr Mohammadi refutes that he wouldn't speak to the Police; he had requested that the Police visit him to discuss issues as it would be difficult to discuss on the telephone;
- The representation on page 44 of the agenda supported the premises licence holder and the various questionnaires held positive comments;
- That little weight should be given to the intelligence used as Mr Mohammadi stated that he did not sell alcohol to the girls;
- The upkeep of the refusal register demonstrated good practise;
- Further training would be provided for Mr Nasib and he would also be applying for a personal licence;
- It was requested that the 48 hour suspension not be a Friday or Saturday;
- A personal licence holder would always be at the premises when alcohol was sold and this would be in place by 27 April 2015. If there were unforeseen circumstances which would alter this, the Police would be contacted within 24 hours so no enforcement action would be taken;

Miss Hodge and Miss Taite left the Chamber at 12.05 to finalise wording of the draft operating schedule. They returned at 12.15.

The Sub Committee was advised that the schedule would include conditions related to public nuisance.

The Sub-Committee adjourned from 12.25 p.m. until 14.25 a.m. for deliberation.

Following deliberations on the application, Mrs James reported on the advice she had given to the Sub-Committee and that Members had taken into account:

- Section 18 of the Licensing Act 2003 and the Secretary of State's Guidance under section 182 of the Act.
- The Council's Statement of Licensing Policy; and
- The written and oral evidence presented at the hearing.

The Sub-Committee had heard evidence from the Licensing Officer and legal representatives from both parties.

Members recognised that the imposed sanctions would not be punitive but a deterrent in the interests of the wider community. They were satisfied to modify the existing conditions of the licence. The agreement between the two parties was noted.

The Sub Committee was mindful of the wider public interest. In addition the Sub Committee felt that the intelligence report could not be tested and therefore felt

that no weight could be put on this to say there was a wider issue with underage sales at these premises.

It was noted that Mrs James had spoken with the legal representatives for both parties during the Sub Committee's deliberations, only to ensure the wording for any agreed conditions was clear and enforceable.

The Sub-Committee had concluded that the premises licence should be suspended for a 48 hour period during hours of operation taken on a Monday and Tuesday after the 21 day deadline for appeal rights. It was noted that the 27 April date for condition 1 to be put in place may slip due to the appeals deadline. The public nuisance and safety conditions should be removed from the draft operating schedule as this review hearing was not an opportunity to tidy up conditions. This would have to be dealt with by variation.

RESOLVED, that the Premises Licence for Aryana Express, 46 Frimley High Street, Camberley, GU16 7JF be suspended for the hours of 0600 to 2300 on a Monday and Tuesday, to be identified after the appeals deadline, subject to the amended conditions in the operating schedule attached in the Decision Notice at Annex A.

Note: The Sub Committee hearing did not commence until 11.00am as the legal representatives for Surrey Police and Aryana Express had requested further time to undertake negotiations.

Chairman

Licensing Act 2003 – Summary of Decisions

Portfolio:	Non-executive function
Ward(s) Affected:	All

Purpose

To report decisions that have been taken in respect of licence applications that have been dealt with under powers delegated to the Executive Head of Community and to the Licensing Officer.

Background

1. Details of decisions taken under delegated powers in relations to applications, representations etc have to be reported to the Licensing Committee in accordance with the provisions of the Licensing Act 2003.

Current Position

2. In accordance with the provisions of the Licensing Act 2003 powers have been delegated to the Executive Head of Community and to the Licensing Officer to determine applications for premises licences, club premises certificates and personal licences where no representations have been received from responsible authorities or interested parties.
3. If representations are received, consideration has to be given as to whether such representations are relevant, are not vexatious or frivolous and have been submitted in accordance with statutory requirements. No representations have been rejected on the grounds since the last report on these matters to the Committee.
4. When representations have been received powers are delegated to the Licensing Sub-Committee to determine the licence following consideration of these representations.
5. A summary of the decisions that have been taken in respect of applications that have been considered and determined since the last meeting of the Committee is attached at Annex A. These details are submitted for information only and do not require ratification by the Committee.

Recommendation

6. The Committee is advised to NOTE this report.

Background Papers: None

Author: Derek Seekings Licensing Officer
e-mail: derek.seekings@surreyheath.gov.uk

Head of Service: Tim Pashen – Executive Head of Community

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Personal Licences Approved Under Delegated Powers Between 01 August 2014 and 31 May 2015

<i>Name</i>		<i>Licence Number</i>
Crowther	Clarissa	SHBCPER-15925
Aird	Philip	SHBCPER-11666
Aliaj	Qerim	SHBCPER-15930
Ansary	Mohibuzzaman	SHBCPER-15938
Barton	Libby	SHBCPER-15926
Bates	Katherine	SHBCPER-15933
Butler	Kit	SHBCPER-09570
Chennells	Emma Joy	SHBCPER-14914
Cook	Tracie	SHBCPER-15937
Correia Diniz Junior	Edilson	SHBCPER-15931
Crews	Christopher	SHBCPER-0588
Dawson	Oliver	SHBCPER-14899
Dear	Aaron James	SHBCPER-15946
Dyer	Deborah	SHBCPER-0589
Fisher	Nigel David	SHBCPER-15919
Francsics	Patrick Christopher	SHBCPER-15941
Golden	Toby James	SHBCPER-14908
Guney	Mehmet Cem	SHBCPER-14916
Hardy	Mark Charles	SHBCPER-10610
Hart	Tracey	SHBCPER-15929
Hiles	Gemma Louise	SHBCPER-15943
Hill	Alexander	SHBCPER-14912
Hopes	Jo	SHBCPER-14900
Hossain	Mohammed S	SHBCPER-15924
Jones	Andrew	SHBCPER-14913
KTRT Vedasalam	Bill	SHBCPER-15921
Kaler	Navjot Kour	SHBCPER-14915
Kelly	Andrew	SHBCPER-14897
King	Michael Alan	SHBCPER-05157
Lamond	Tracey Elizabeth	SHBCPER-15936
Lu	Huixia	SHBCPER-15947
Mangan	Edward Joseph	SHBCPER-15942
Matthews	Derek	SHBCPER-0567
McDermott	Mark	SHBCPER-15922
McKeown	David	SHBCPER-07445
McMillen	Katherine	SHBCPER-15932
Mileham	Richard John	SHBCPER-05127

Name		Licence Number
Milford	Kate	SHBCPER-14904
Milne	James	SHBCPER-14911
Moodley	Thiruselvan	SHBCPER-14905
Nicolai	Joseph Anthony Luke	SHBCPER-15945
Ogunde	Kehinde	SHBCPER-15939
Peacock	Tracy	SHBCPER-14895
Player	John	SHBCPER-14910
Pollen	Diana Mary	SHBCPER-15940
Poonyth	Kris	SHBCPER-14917
Price	Gerald Vincent	SHBCPER-055
Putley	Neil	SHBCPER-15927
Rapkins	Gareth James	SHBCPER-08542
Renfrew	Alan Millar	SHBCPER-05217
Robb	Elizabeth	SHBCPER-15918
Roberts	Ella Jane	SHBCPER-13824
Rodrigues	Shaw	SHBCPER-05181
Roy	Susanta	SHBCPER-08503
Ryan	William	SHBCPER-14903
Rylander	Neil	SHBCPER-15923
Shilstone	David	SHBCPER-12743
Shrestha	Emma	SHBCPER- 14907
Simmons	Jack	SHBCPER-14902
Skilton	Jason Peter	SHBCPER-14909
Slade	Brian	SHBCPER-15928
Smith	Yvonne	SHBCPER-14898
Snell	Stephen Edwin	SHBCPER-15935
Stanbrook	JPA	SHBCPER-05107
Sutherland	Hollie Rebecca	SHBCPER-13822
Szombathy	Kristina	SHBCPER-13812
Thornton	Anthony Steven	SHBCPR-15920
Walker	Samuel	SHBCPER-15934
White	Zackary Kyle	SHBCPER-15944
Wood	Iain Grant Porteous	SHBCPER-14896

Premises Licences Approved Under Delegated Powers Between 01 August 2014 and 31 May 2015

<i>Premises</i>		<i>Application Type</i>	<i>Application Date</i>	<i>Licence Number</i>
ARYANA EXPRESS	46 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JF	Review of Premises Licence	12/01/2015	SHBCPR-06200
All Saints Community Hall	All Saints Community Hall, Broadway Road, Lightwater, Surrey, GU18 5SJ	Transfer of Premises Licence	28/05/2015	SHBCPR-05168
BELLA ITALIA	3 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Change of Name	18/03/2015	SHBCPR-08247
BELLA ITALIA	3 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	11/09/2014	SHBCPR-08247
BP Lightwater SF Connect	Lightwater SF Connect, 66 Guildford Road, Lightwater, Surrey, GU18 5SD	Variation of Premises Supervisor	28/10/2014	SHBCPR-08244
Bowlplex PLC	BOWLPLEX, 8 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Change of Address	05/03/2015	SHBCPR-06215
Bowlplex PLC	BOWLPLEX, 8 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	15/04/2015	SHBCPR-06215
Byron Hamburgers Ltd	7 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Application for Premises Licence	07/01/2015	SHBCPR-15324
Byron Hamburgers Ltd	7 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	25/02/2015	SHBCPR-15324
Byron Hamburgers Ltd	7 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Minor Premises Variation	12/02/2015	SHBCPR-15324
CAMBRIDGE HOTEL	121 LONDON ROAD, CAMBERLEY, GU15 3LF	Application for Premises Licence	01/12/2014	SHBCPR-15323
CARPENTERS ARMS	CARPENTERS ARMS, 59 Park Street, Camberley, Surrey, GU15 3PE	Variation of Premises Supervisor	13/04/2015	SHBCPR-0562
CARPENTERS ARMS	CARPENTERS ARMS, 59 Park Street, Camberley, Surrey, GU15 3PE	Variation of Premises Supervisor	22/04/2015	SHBCPR-0562
CO-OP	193-197 UPPER COLLEGE RIDE, CAMBERLEY, GU15 4HE	Variation of Premises Licence	15/01/2015	SHBCPR-0582
CO-OP	193-197 UPPER COLLEGE RIDE, CAMBERLEY, GU15 4HE	Minor Premises Variation	20/03/2015	SHBCPR-0582
CO-OPERATIVE FOOD	SUPERMARKET, 6 THE SQUARE, BAGSHOT, GU19 5AY	Variation of Premises Supervisor	17/10/2014	SHBCPR-0542
CO-OPERATIVE FOOD	SUPERMARKET, 6 THE SQUARE, BAGSHOT, GU19 5AY	Variation of Premises Supervisor	25/09/2014	SHBCPR-0542
CO-OPERATIVE FOOD	SUPERMARKET, 6 THE SQUARE, BAGSHOT, GU19 5AY	Minor Premises Variation	24/09/2014	SHBCPR-0542
Camberley Heath Golf Club	CAMBERLEY HEATH GOLF CLUB, GOLF DRIVE, CAMBERLEY, GU15 1JG	Minor Premises Variation	09/01/2015	SHBCPR-05149
Camberley Stores	132 FRIMLEY ROAD, CAMBERLEY, GU15 2QN	Transfer of Premises Licence	10/09/2014	SHBCPR-0056

<i>Premises</i>		<i>Application Type</i>	<i>Application Date</i>	<i>Licence Number</i>
Camberley Stores	132 FRIMLEY ROAD, CAMBERLEY, GU15 2QN	Transfer Premises Licence	10/09/2014	SHBCPR-0056
Camberley Working Mens' Club	Camberley Working Mens' Club, 17 Obelisk Way, Camberley, Surrey, GU15	Transfer Premises Licence	09/01/2015	SHBCPR-09265
Chiquitos	UNIT R5, THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	05/03/2015	SHBCPR-07219
Chiquitos	UNIT R5, THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	19/01/2015	SHBCPR-07219
Claude Du Vall	THE CLAUDE DU VALL, 77-81 HIGH STREET, CAMBERLEY, GU15 3RB	Variation of Premises Supervisor	06/05/2015	SHBCPR-0529
Claude Du Vall	THE CLAUDE DU VALL, 77-81 HIGH STREET, CAMBERLEY, GU15 3RB	Variation of Premises Supervisor	11/02/2015	SHBCPR-0529
ELI LILLY & CO LTD (STAFF CANTEEN)	EAST LODGE, ERLWOOD MANOR, LONDON ROAD, WINDLESHAM, GU20	Variation of Premises Supervisor	13/01/2015	SHBCPR-07228
Estilo	7 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Variation of Premises Supervisor	29/10/2014	SHBCPR-08246
FRENCHIES LTD	35 OBELISK WAY, CAMBERLEY, GU15 3SG	Variation of Premises Supervisor	10/04/2015	SHBCPR-14328
FRENCHIES LTD	35 OBELISK WAY, CAMBERLEY, GU15 3SG	Minor Premises Variation	07/05/2015	SHBCPR-14328
HILLIER GARDEN CENTRE	HILLIER GARDEN CENTRE, LONDON ROAD, WINDLESHAM, GU20 6LQ	Transfer of Premises Licence	07/08/2014	SHBCPR-13300
HILLIER GARDEN CENTRE	HILLIER GARDEN CENTRE, LONDON ROAD, WINDLESHAM, GU20 6LQ	Variation of Premises Supervisor	07/08/2014	SHBCPR-13300
HOT ROCK BUTCHERY	206 GUILDFORD ROAD, BISLEY, WOKING	Application for Premises Licence	18/11/2014	SHBCPR-14320
JEERA	1A THE SQUARE, BAGSHOT, GU19 5AX	Application for Premises Licence	02/09/2014	SHBCPR-14316
KFC	513 LONDON ROAD, CAMBERLEY, GU15 3JE	Change of Address	29/10/2014	SHBCPR-07218
Liquor World	32 UPDOWN HILL, WINDLESHAM, GU20 6DX	Variation of Premises Supervisor	07/05/2015	SHBCPR-0511
Liquor World	32 UPDOWN HILL, WINDLESHAM, GU20 6DX	Transfer Premises Licence	07/05/2015	SHBCPR-0511
MCDONALDS	43-45 HIGH STREET, CAMBERLEY, GU15 3RB	Application for Premises Licence	24/02/2015	SHBCPR-15325
MEHDI INDIAN	5 HEATHER RIDGE ARCADE, CAMBERLEY, GU15 1AX	Transfer Premises Licence	19/01/2015	SHBCPR-0531
MEHDI INDIAN	5 HEATHER RIDGE ARCADE, CAMBERLEY, GU15 1AX	Variation of Premises Supervisor	19/01/2015	SHBCPR-0531
MEHDI INDIAN	5 HEATHER RIDGE ARCADE, CAMBERLEY, GU15 1AX	Transfer of Premises Licence	18/12/2014	SHBCPR-0531
MIMOSA	10 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Minor Premises Variation	13/11/2014	SHBCPR-08255

Premises		Application Type	Application Date	Licence Number
MORRISON SUPERMARKET PLC	2 WHARF ROAD, FRIMLEY GREEN, CAMBERLEY, GU16 6LE	Variation of Premises Supervisor	26/05/2015	SHBCPR-13305
MRH Windlesham South	MRH WINDLESHAM SOUTH, LONDON ROAD, WINDLESHAM, SURREY, GU20	Minor DPS Variation	27/11/2014	SHBCPR-05150
MYTCHETT SF CONNECT	150 Mytchett Road, Mytchett, Camberley, Surrey, GU16 6AE	Variation of Premises Supervisor	31/10/2014	SHBCPR-0575
McDonalds Restaurant	MCDONALDS RESTURANTS LTD, 489 LONDON ROAD, CAMBERLEY, GU15	Minor Premises Variation	08/10/2014	SHBCPR-0534
Ming	MING, LONDON ROAD, WINDLESHAM, GU20 6PG	Variation of Premises Supervisor	05/02/2015	SHBCPR-051
Ming	MING, LONDON ROAD, WINDLESHAM, GU20 6PG	Transfer Premises Licence	05/02/2015	SHBCPR-051
NEW DIWAN-EE-KHAS	413 LONDON ROAD, CAMBERLEY, GU15 3HZ	Transfer of Premises Licence	16/09/2014	SHBCPR-05144
One Stop	3 ANSELL ROAD, FRIMLEY, CAMBERLEY, GU16 8BS	Variation of Premises Supervisor	16/10/2014	SHBCPR-0581
PIZZA EXPRESS	PIZZA EXPRESS, 52 Park Street, Camberley, Surrey, GU15 3PT	Variation of Premises Supervisor	12/01/2015	SHBCPR-05126
PIZZA EXPRESS	PIZZA EXPRESS, 52 Park Street, Camberley, Surrey, GU15 3PT	Variation of Premises Supervisor	17/11/2014	SHBCPR-05126
PREZZO	PREZZO, 11 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Change of Name	14/05/2015	SHBCPR-07229
Pine Ridge Golf & Ten Pin Bowling Club	Pine Ridge Golf Centre, Old Bisley Road, Frimley, Camberley, Surrey,	Change of Address	23/04/2015	SHBCPR-08233
ST PETER'S CHURCH HALL	1 PARSONAGE WAY, FRIMLEY, CAMBERLEY	Transfer of Premises Licence	16/02/2015	SHBCPR-05140
Spiros Greek Restaurant	140 FRIMLEY ROAD, CAMBERLEY, GU15 2QN	Transfer Premises Licence	09/01/2015	SHBCPR-05184
Spiros Greek Restaurant	140 FRIMLEY ROAD, CAMBERLEY, GU15 2QN	Variation of Premises Supervisor	09/01/2015	SHBCPR-05184
TESCO	GROUND FLOOR FRONT, 103 MYTCHETT ROAD, MYTCHETT,	Application for Premises Licence	13/11/2014	SHBCPR-14319
TESCO	89-91 GUILDFORD ROAD, LIGHTWATER, GU18 5SB	Application for Premises Licence	13/10/2014	SHBCPR-14318
THE CO-OPERATIVE	2 BAGSHOT ROAD, CHOBHAM, WOKING, GU24 8BP	Variation of Premises Supervisor	17/03/2015	SHBCPR-12296
THE CO-OPERATIVE	2 BAGSHOT ROAD, CHOBHAM, WOKING, GU24 8BP	Minor Premises Variation	28/04/2015	SHBCPR-12296
THE FORESTERS ARMS	173 LONDON ROAD, BAGSHOT, GU19 5DH	Transfer Premises Licence	28/01/2015	SHBCPR-0591
THE INN AT WEST END	The Inn At West End, 42 Guildford Road, West End, Woking, Surrey, GU24	Application for Premises Licence	16/04/2015	SHBCPR-15326
THE ROYAL STANDARD	115 FRIMLEY ROAD, CAMBERLEY, GU15 2PP	Variation of Premises Supervisor	18/02/2015	SHBCPR-0554

Premises		Application Type	Application Date	Licence Number
THE SOUTHERN CO-OPERATIVE LTD	19 FRIMLEY ROAD, CAMBERLEY, GU15 3EN	Variation of Premises Supervisor	26/01/2015	SHBCPR-12293
THE SUN INN	THE SUN, 45 HIGH STREET, CHOBHAM, WOKING, GU24 8AF	Variation of Premises Supervisor	28/10/2014	SHBCPR-14311
THE TREASURY	21 HIGH STREET, CAMBERLEY, GU15 3RB	Minor Premises Variation	28/10/2014	SHBCPR-05129
THE WHEATSHEAF	THE WHEATSHEAF, CUMBERLAND ROAD, CAMBERLEY, GU15 1RF	Transfer of Premises Licence	29/05/2015	SHBCPR-0521
THE WHITE HART	52-56 HIGH STREET, CHOBHAM, GU24 8AA	Minor Premises Variation	03/03/2015	SHBCPR-0526
THE WHITE HART	52-56 HIGH STREET, CHOBHAM, GU24 8AA	Transfer of Premises Licence	03/03/2015	SHBCPR-0526
Tesco Express	1-3 BEAUMARIS PARADE, FRIMLEY, CAMBERLEY	Variation of Premises Supervisor	27/02/2015	SHBCPR-05137
The Arena Leisure Centre	ARENA LEISURE CENTRE, GRAND AVENUE, CAMBERLEY, GU15 3QH	Variation of Premises Supervisor	11/08/2014	SHBCPR-05116
The Camberley Theatre	The Camberley Theatre, Knoll Road, Camberley, Surrey, GU15 3SY	Variation of Premises Supervisor	27/01/2015	SHBCPR-05132
The Cricketers	1 LONDON ROAD, BAGSHOT, GU19 5HR	Transfer of Premises Licence	26/02/2015	SHBCPR-05130
The Duke of York	88-90 HIGH STREET, CAMBERLEY, GU15 3RS	Minor Premises Variation	21/05/2015	SHBCPR-0057
The Duke of York	88-90 HIGH STREET, CAMBERLEY, GU15 3RS	Minor Premises Variation	10/10/2014	SHBCPR-0057
The Golf Driving Range	DRIVING RANGE, THE WATERS EDGE, 220 MYTCHETT ROAD, MYTCHETT,	Application for Premises Licence	23/09/2014	SHBCPR-14317
The Windmill	THE WINDMILL PH, LONDON ROAD, WINDLESHAM, GU20 6PJ	Variation of Premises Supervisor	30/04/2015	SHBCPR-0520
Travelodge Camberley Central	1 PARK LANE, CAMBERLEY, GU15 3FX	Variation of Premises Supervisor	16/04/2015	SHBCPR-12290
Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS	Variation of Premises Supervisor	06/03/2015	SHBCPR-0599
Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS	Minor Premises Variation	17/09/2014	SHBCPR-0599
Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS	Minor Premises Variation	13/05/2015	SHBCPR-0599
WAGAMAMA	9 THE ATRIUM, PARK STREET, CAMBERLEY, GU15 3GP	Change of Address	20/03/2015	SHBCPR-10281
WAITROSE	20 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JD	Variation of Premises Supervisor	30/01/2015	SHBCPR-0536
WAITROSE	20 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JD	Variation of Premises Supervisor	17/10/2014	SHBCPR-0536
WAITROSE	20 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JD	Minor Premises Variation	12/09/2014	SHBCPR-0536

Premises		Application Type	Application Date	Licence Number
Waitrose	150-152 LONDON ROAD, BAGSHOT, GU19 5DG	Application for Premises Licence	06/05/2015	SHBCPR-15327
Windlesham Club and Theatre	WINDLESHAM CLUB, KENNEL LANE, WINDLESHAM, GU20 6AA	Transfer Premises Licence	24/04/2015	SHBCPR-06208
Windlesham Golf Club	WINDLESHAM GOLF CLUB, GROVE END, BAGSHOT, GU19 5HY	Minor Premises Variation	10/11/2014	SHBCPR-0524
Zizzi Restaurant	50 PARK STREET, CAMBERLEY, GU15 3PL	Variation of Premises Supervisor	11/05/2015	SHBCPR-05117
	126 Frimley Road, Camberley, Surrey, GU15 2QN	Application for Premises Licence	03/11/2014	SHBCPR-14322
	Unit 6, Compton Place Business Centre, Surrey Avenue, Camberley GU15 3DX	Application for Premises Licence	21/11/2014	SHBCPR-14321

Club Certificates Approved Under Delegated Powers Between 01 August 2014 and 31 May 2015

<i>Premises</i>		<i>Application Type</i>	<i>Licence Number</i>
Camberley & District Club	171 LONDON ROAD, CAMBERLEY, GU15 3JS	Variation Licence	SHBCPR-0526C

Temporary Event Notices Received Between 01 August 2014 and 31 May 2015

*(No representations have been received from the Police in respect of any of the notices listed and
all events have been authorised to take place)*

<i>Event Date</i>	<i>Premises Name</i>	
9-May-2015	Temporary Event Notices	0 PARK STREET, CAMBERLEY
16-May-2015	Temporary Event Notices	0 PARK STREET, CAMBERLEY
2-Aug-2014	THE ROSE AND THISTLE	1 STURT ROAD, FRIMLEY GREEN, CAMBERLEY, GU16 6HT
13-Sep-2014	THE ROSE AND THISTLE	1 STURT ROAD, FRIMLEY GREEN, CAMBERLEY, GU16 6HT
3-May-2015	CAMBRIDGE HOTEL	121 LONDON ROAD, CAMBERLEY, GU15 3LF
20-Aug-2014	JEERA	1A THE SQUARE, BAGSHOT, GU19 5AX
27-Aug-2014	JEERA	1A THE SQUARE, BAGSHOT, GU19 5AX
11-Sep-2014	JEERA	1A THE SQUARE, BAGSHOT, GU19 5AX
18-Sep-2014	JEERA	1A THE SQUARE, BAGSHOT, GU19 5AX
25-Sep-2014	JEERA	1A THE SQUARE, BAGSHOT, GU19 5AX
22-Dec-2014	WAITROSE	20 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JD
31-Dec-2014	WAITROSE	20 FRIMLEY HIGH STREET, FRIMLEY, CAMBERLEY, GU16 7JD
8-Nov-2014	THE TREASURY	21 HIGH STREET, CAMBERLEY, GU15 3RB
14-Mar-2015	FRENCHIES LTD	35 OBELISK WAY, CAMBERLEY, GU15 3SG
27-Mar-2015	FRENCHIES LTD	35 OBELISK WAY, CAMBERLEY, GU15 3SG
11-Apr-2015	FRENCHIES LTD	35 OBELISK WAY, CAMBERLEY, GU15 3SG
18-Apr-2015	FRENCHIES LTD	35 OBELISK WAY, CAMBERLEY, GU15 3SG
28-Nov-2014	MCDONALDS	43-45 HIGH STREET, CAMBERLEY, GU15 3RB
21-Dec-2014	Chobham Club	50 Windsor Road, Chobham, Woking, Surrey, GU24 8LD

<i>Event Date</i>	<i>Premises Name</i>	
8-Mar-2015	Chobham Club	50 Windsor Road, Chobham, Woking, Surrey, GU24 8LD
3-May-2015	Chobham Club	50 Windsor Road, Chobham, Woking, Surrey, GU24 8LD
7-Aug-2014	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
25-Aug-2014	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
4-Sep-2014	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
11-Sep-2014	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
25-Dec-2014	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
6-Apr-2015	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
4-May-2015	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
25-May-2015	Tru	52 HIGH STREET, CAMBERLEY, GU15 3RS
27-Feb-2015	THREE MARINERS	56 HIGH STREET, BAGSHOT, GU19 5AW
6-Mar-2015	THREE MARINERS	56 HIGH STREET, BAGSHOT, GU19 5AW
30-May-2015	THREE MARINERS	56 HIGH STREET, BAGSHOT, GU19 5AW
20-Oct-2014	RAJPUR TANDOORI RESTAURANT	57D MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
10-Nov-2014	RAJPUR TANDOORI RESTAURANT	57D MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
8-Dec-2014	RAJPUR TANDOORI RESTAURANT	57D MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
2-Mar-2015	RAJPUR TANDOORI RESTAURANT	57D MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
11-May-2015	RAJPUR TANDOORI RESTAURANT	57D MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
18-Aug-2014		57D Mytchett Road Mytchett Camberley Surrey GU16 6EG
22-Sep-2014	Spice Lounge	69 MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
17-Nov-2014	Spice Lounge	69 MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
26-Jan-2015	Spice Lounge	69 MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG

Event Date	Premises Name	
31-Dec-2014		Agincourt Rock Venue
13-Dec-2014	The Pavillion	BAGSHOT PLAYING FIELDS ASSOCIATION, COLLEGE RIDE, BAGSHOT, GU19 5EN
28-Aug-2014	Bisley Recreation Ground	BISLEY RECREATION GROUND, GUILDFORD ROAD, BISLEY, WOKING
17-Oct-2014	Bagshot County Infant School	Bagshot County Infant School, School Lane, Bagshot, Surrey, GU19 5BP
6-Feb-2015	Bagshot County Infant School	Bagshot County Infant School, School Lane, Bagshot, Surrey, GU19 5BP
15-May-2015	Bagshot County Infant School	Bagshot County Infant School, School Lane, Bagshot, Surrey, GU19 5BP
28-Nov-2014	St Lawrence Primary School	Bagshot Road, Chobham, Woking, Surrey, GU24 8A
14-Nov-2014	Bisley Church of England Primary School	Bisley Church Of England Primary School, Hawthorn Way, Bisley, Woking, Surrey, GU24 9DF
20-Mar-2015	Bisley Church of England Primary School	Bisley Church Of England Primary School, Hawthorn Way, Bisley, Woking, Surrey, GU24 9DF
30-Aug-2014	Camberley Bowls Club	CAMBERLEY BOWLING CLUB, SOUTHWELL PARK ROAD, CAMBERLEY, GU15 3QQ
8-Dec-2014	BASINGSTOKE CANAL CENTRE - CAFE	CANAL CENTRE, Canal Suite, Mytchett Place Road, Mytchett, Camberley, Surrey
31-Dec-2014		CEDAR TREE, 1 HIGH STREET, BAGSHOT, GU19 5AG
28-Sep-2014	Chobham Club Ltd	CHOBHAM CLUB LTD, 50 WINDSOR ROAD, CHOBHAM, WOKING, GU24 8LD
12-Oct-2014	Chobham Club Ltd	CHOBHAM CLUB LTD, 50 WINDSOR ROAD, CHOBHAM, WOKING, GU24 8LD
16-Nov-2014	Chobham Club Ltd	CHOBHAM CLUB LTD, 50 WINDSOR ROAD, CHOBHAM, WOKING, GU24 8LD
23-Nov-2014		CHOBHAM CLUB LTD, 50 WINDSOR ROAD, CHOBHAM, WOKING, GU24 8LD
7-Feb-2015	Chobham Cricket Club	CHOBHAM CRICKET CLUB, 56A HIGH STREET, CHOBHAM, WOKING, GU24 8AA
4-May-2015	Chobham Cricket Club	CHOBHAM CRICKET CLUB, 56A HIGH STREET, CHOBHAM, WOKING, GU24 8AA
11-Oct-2014	Collingwood College	COLLINGWOOD COLLEGE, KINGSTON ROAD, CAMBERLEY, GU15 4AE
7-Mar-2015	Collingwood College	COLLINGWOOD COLLEGE, KINGSTON ROAD, CAMBERLEY, GU15 4AE
19-Dec-2014		Camberley Farmers Market Park Street
25-Oct-2014	Chobham Rugby Football Club	Chobham RFC, Fowlers Wells, Windsor Road, Chobham, Woking, Surrey

Event Date	Premises Name	
9-May-2015		Chobham Rugby Football Club, Fowlers Wells, Windsor Road, Chobham
17-Jan-2015	Crawley Ridge County Infant School	Crawley Ridge County Infant School, Crawley Ridge, Camberley, Surrey, GU15 2AJ
16-May-2015	Cross Farm County Infant School	Cross Farm County Infant School, Gresham Way, Frimley Green, Camberley, Surrey, GU16 6LZ
27-Sep-2014	FRIMHURST ENTERPRISES CIC	FRIMHURST FAMILY HOME, GUILDFORD ROAD, FRIMLEY GREEN, CAMBERLEY, GU16 6NU
22-Nov-2014	FRIMHURST ENTERPRISES CIC	FRIMHURST FAMILY HOME, GUILDFORD ROAD, FRIMLEY GREEN, CAMBERLEY, GU16 6NU
2-May-2015	Frimley Lodge Park	FRIMLEY LODGE PARK, STURT ROAD, FRIMLEY GREEN, CAMBERLEY, GU16 6HY
18-Apr-2015	St Peters Church Hall	FRIMLEY PARISH HALL, 1 PARSONAGE WAY, FRIMLEY, CAMBERLEY, GU16 8HZ
15-Nov-2014		Farmers Market, High Street, Camberley
7-Mar-2015	Frimhurst Family Home	Frimhurst Family Home, Guildford Road, Frimley Green, Camberley, Surrey, GU16 6NU
16-May-2015	Frimhurst Family Home	Frimhurst Family Home, Guildford Road, Frimley Green, Camberley, Surrey, GU16 6NU
24-Dec-2014		Goose
26-Sep-2014	Gordon's School	Gordon's School, Bagshot Road, West End, Woking, Surrey
22-Nov-2014	Hammond Community Junior School	Hammond Community Junior School, Badger Drive, Lightwater, Surrey, GU18 5TS
9-Dec-2014	Hammond Community Junior School	Hammond Community Junior School, Badger Drive, Lightwater, Surrey, GU18 5TS
15-Nov-2014	High Cross Church Camberley	High Cross Church, Knoll Road, Camberley, Surrey, GU15 3SY
13-Dec-2014	High Cross Church Camberley	High Cross Church, Knoll Road, Camberley, Surrey, GU15 3SY
7-Mar-2015	High Cross Church Camberley	High Cross Church, Knoll Road, Camberley, Surrey, GU15 3SY
21-Mar-2015	High Cross Church Camberley	High Cross Church, Knoll Road, Camberley, Surrey, GU15 3SY
2-May-2015	High Cross Church Camberley	High Cross Church, Knoll Road, Camberley, Surrey, GU15 3SY
24-Apr-2015	Holy Trinity Primary School	Holy Trinity Church Of England School, 42 Benner Lane, West End, Woking, Surrey, GU24 9JQ
16-May-2015	Holy Trinity Primary School	Holy Trinity Church Of England School, 42 Benner Lane, West End, Woking, Surrey, GU24 9JQ
7-Nov-2014		Holy Trinity School Association

Event Date	Premises Name	
24-Oct-2014	IAN GOODCHILD CENTRE	IAN GOODCHILD CENTRE, KNOLL ROAD, CAMBERLEY, GU15 3SY
8-Nov-2014	IAN GOODCHILD CENTRE	IAN GOODCHILD CENTRE, KNOLL ROAD, CAMBERLEY, GU15 3SY
7-Nov-2014	Windlesham Field of Remembrance	KENNEL LANE, WINDLESHAM, GU20 6DU
16-May-2015		LITTLE OAKS PRE SCHOOL, GORSE ROAD, FRIMLEY, CAMBERLEY, GU16 8TB
27-Feb-2015	Lyndhurst School	Lyndhurst School, 36 The Avenue, Camberley, Surrey, GU15 3NE
14-Nov-2014	Heatherside Community Centre	Martindale Avenue Community Centre, Martindale Avenue, Camberley, Surrey, GU15 1BB
20-Dec-2014	Heatherside Community Centre	Martindale Avenue Community Centre, Martindale Avenue, Camberley, Surrey, GU15 1BB
31-Dec-2014	Heatherside Community Centre	Martindale Avenue Community Centre, Martindale Avenue, Camberley, Surrey, GU15 1BB
12-Dec-2014		McDonald's Restaurant High Street Camberley
3-Oct-2014	MCDONALDS	McDonalds, 43-45 HIGH STREET, CAMBERLEY, GU15 3RB
12-Dec-2014	Mytchett Primary School	Mytchett County Primary School, Hamesmoor Road, Mytchett, Camberley, Surrey, GU16 6JB
22-Jan-2015	Mytchett Primary School	Mytchett County Primary School, Hamesmoor Road, Mytchett, Camberley, Surrey, GU16 6JB
11-Feb-2015	Mytchett Primary School	Mytchett County Primary School, Hamesmoor Road, Mytchett, Camberley, Surrey, GU16 6JB
9-May-2015	Mytchett Primary School	Mytchett County Primary School, Hamesmoor Road, Mytchett, Camberley, Surrey, GU16 6JB
1-Nov-2014		Outside Primark 35-41 Park Street junction with service yard no. 3, as per attached plan
11-Oct-2014		Park Street outside The Bear
9-May-2015	RECREATION GROUND	RECREATION GROUND, BROADWAY ROAD, LIGHTWATER, GU18 5SJ
20-Apr-2015		RESTAURANT, 69 MYTCHETT ROAD, MYTCHETT, CAMBERLEY, GU16 6EG
17-May-2015	Chobham Recreation Ground	Recreation Ground, Station Road, Chobham, Woking, Surrey, GU24 8AZ
8-Nov-2014	St Annes Church Hall	ST ANNES CHURCH HALL, 11 CHURCH ROAD, BAGSHOT, GU19 5EQ
28-Feb-2015	St John The Baptist Church	ST JOHN THE BAPTIST CHURCH, CHURCH ROAD, WINDLESHAM
21-Mar-2015	St Lawrences Church Hall	ST LAWRENCES CHURCH AND HALL, HIGH STREET, CHOBHAM, WOKING, GU24 8AF

Event Date	Premises Name	
27-Sep-2014	St Lawrences Church Hall	ST LAWRENCES CHURCH, HIGH STREET, CHOBHAM, WOKING, GU24 8AF
30-Sep-2014	St Lawrences Church Hall	ST LAWRENCES CHURCH, HIGH STREET, CHOBHAM, WOKING, GU24 8AF
18-Oct-2014	St Lawrences Church Hall	ST LAWRENCES CHURCH, HIGH STREET, CHOBHAM, WOKING, GU24 8AF
12-Dec-2014	St Lawrences Church Hall	ST LAWRENCES CHURCH, HIGH STREET, CHOBHAM, WOKING, GU24 8AF
6-Sep-2014	St Peters Church Hall	ST PETERS CHURCH HALL, 1 PARSONAGE WAY, FRIMLEY, CAMBERLEY, GU16 8HZ
13-Sep-2014	St Peters Church Hall	ST PETERS CHURCH HALL, 1 PARSONAGE WAY, FRIMLEY, CAMBERLEY, GU16 8HZ
6-Dec-2014	St Peters Church Hall	ST PETERS CHURCH HALL, 1 PARSONAGE WAY, FRIMLEY, CAMBERLEY, GU16 8HZ
11-Apr-2015	St Peters Church Hall	ST PETERS CHURCH HALL, 1 PARSONAGE WAY, FRIMLEY, CAMBERLEY, GU16 8HZ
9-May-2015	Bagshot Business Association	STREET RECORD, HIGH STREET, BAGSHOT
17-Apr-2015	Sandringham County Infant School	Sandringham County Infant School, Sandringham Way, Frimley, Camberley, Surrey, GU16 9YF
16-May-2015	Sandringham County Infant School	Sandringham County Infant School, Sandringham Way, Frimley, Camberley, Surrey, GU16 9YF
11-Oct-2014	Sports Pavilion	Sports Pavilion, Benner Lane, West End, Woking, Surrey, GU24 9JP
6-Mar-2015	St Augustine Roman Catholic Primary School	St Augustine Roman Catholic Primary School, Tomlinscote Way, Frimley, Camberley, Surrey, GU16 8PY
6-Dec-2014		St Augustine's Catholic Primary School
20-Dec-2014		St Peter's Church Hall
19-Apr-2015	Agincourt Nightclub	THE AGINCOURT, 487 LONDON ROAD, CAMBERLEY, GU15 3JA
13-Sep-2014	THE BEAR	THE BEAR, 23 PARK STREET, CAMBERLEY, GU15 3PQ
11-Oct-2014		THE CAMBERLEY THEATRE, KNOLL ROAD, CAMBERLEY, GU15 3SY
12-Oct-2014		THE CAMBERLEY THEATRE, KNOLL ROAD, CAMBERLEY, GU15 3SY
14-Mar-2015		THE CAMBERLEY THEATRE, KNOLL ROAD, CAMBERLEY, GU15 3SY
7-May-2015		THE CAMBERLEY THEATRE, KNOLL ROAD, CAMBERLEY, GU15 3SY
1-Aug-2014	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS

<i>Event Date</i>	<i>Premises Name</i>	
6-Dec-2014	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS
13-Dec-2014	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS
20-Dec-2014	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS
24-Dec-2014	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS
14-Feb-2015	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS
4-Apr-2015	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS
1-May-2015	The Duke of York	THE GOOSE, 88-90 HIGH STREET, CAMBERLEY, GU15 3RS
31-Dec-2014	The Half Moon	THE HALF MOON INN, CHURCH ROAD, WINDLESHAM, GU20 6BN
21-Mar-2015	The Half Moon	THE HALF MOON INN, CHURCH ROAD, WINDLESHAM, GU20 6BN
18-Oct-2014	The Square	THE MALL, THE SQUARE, CAMBERLEY, GU15 3SL
8-Mar-2015		THE PAVILLION, COLLEGE RIDE, BAGSHOT, GU19 5EN
13-Sep-2014	Tringham Hall	TRINGHAM HALL, BENNER LANE, WEST END, WOKING, GU24 9JP
25-Dec-2014	TRU	TRU, 52 High Street, Camberley, Surrey, GU15 3RS
29-Nov-2014	The Briars Centre	The Briars Centre, Briar Avenue, Lightwater, Surrey, GU18 5YY
14-Mar-2015	The Briars Centre	The Briars Centre, Briar Avenue, Lightwater, Surrey, GU18 5YY
13-Sep-2014		The Goose At Camberley 88 High Street Camberley Surrey GU15 3RS
13-Sep-2014	The Mytchett Centre	The Mytchett Centre, The Mytchett Centre, 140 Mytchett Road, Mytchett, Camberley, Surrey, GU16 6AA
1-Jan-2015		The Royal Standard
23-Aug-2014		Tringham Village Hall Benner Lane West End Woking Surrey GU24 9JP
31-Dec-2014		Twelve Oaks, Woodlands Lane, Windlesham, Surrey, GU20 6AT
5-Dec-2014	Valley End C of E Infant School	VALLEY END CHURCH OF ENGLAND INFANT SCHOOL, VALLEY END ROAD, CHOBHAM, WOKING, GU24 8TB
20-Sep-2014	Chobham Village Hall	VILLAGE HALL, STATION ROAD, CHOBHAM, WOKING, GU24 8AQ

<i>Event Date</i>	<i>Premises Name</i>	
29-Nov-2014	Chobham Village Hall	VILLAGE HALL, STATION ROAD, CHOBHAM, WOKING, GU24 8AQ
6-Feb-2015	Chobham Village Hall	VILLAGE HALL, STATION ROAD, CHOBHAM, WOKING, GU24 8AQ
2-May-2015	Chobham Village Hall	VILLAGE HALL, STATION ROAD, CHOBHAM, WOKING, GU24 8AQ
13-Dec-2014	Windlesham Village County Infants School	WINDLESHAM VILLAGE COUNTY INFANT SCHOOL, SCHOOL ROAD, WINDLESHAM, GU20 6PD
31-Dec-2014		Wheatsheaf