

Dear Members

Licensing Sub Committee

A meeting of the Licensing Sub Committee will be held in the **Craddock Room, Civic Centre, Riverside, Stafford on Tuesday 7 January 2020 at 10.00am** to deal with the business as set out on the agenda.

Please note that this meeting will be recorded.

Members are reminded that contact officers are shown in each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.



Head of Law and Administration

LICENSING SUB COMMITTEE - 7 JANUARY 2020

Chair - Councillor A P Edgeller

A G E N D A

- 1 Apologies
- 2 Officer's Reports

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ITEM NO 2(a)	Appication for a Premises Licence - PART CONFIDENTIAL	3 - 41
	REPORT OF LICENSING OFFICER	

Membership

Chair - Councillor A P Edgeller

C A Baron	D Holbrook-Summers
J A Barron	A M Loughran
A R G Brown	M Phillips
A P Edgeller	R M Sutherland
M Green	

(The 3 Members to form the Sub Committee will be appointed from the above)

LICENSING SUB-COMMITTEE - 7 JANUARY 2020

Ward Interest - Forebridge

Application for the variation of a Premises Licence

Report of Licensing Manager

Purpose of Report

To consider an application for the variation of a Premises Licence at Greengate Off Licence, 23C Greengate Street, Stafford. ST16 2HS

1 Detail

- 1.1 On the 5 November 2019 the Council received an application from Greengate Off Licence to vary the Premises Licence to extend the operating hours from 23:00 hours to 02:00 hours each day under Section 34 of the Licensing Act 2003
- 1.2 The application was made by Mr Sathasivam Sivaruban, the Premises Licence holder and Designated Premises Supervisor of Greengate Street Off Licence, Greengate Street Stafford ST16 2HS.
- 1.3 On 2 December 2019 the Council received a relevant representation from the Partnerships Office at Stafford Borough Council.
- 1.4 On 3 December 2019 the Council received two further relevant representations from Trading Standards and Staffordshire Police.
- 1.5 The documents relating to the application and representations from the Partnerships Office, Trading Standards and Staffordshire Police are attached as a **CONFIDENTIAL APPENDIX**.

2 Recommendation

- 2.1 The Committee is asked to consider this report and determine:

Whether to vary the Premises Licence as applied for.
- 2.2 The procedure for meetings of the Licensing Sub Committee is attached to this report.

V2 19/12/19 10:55

Previous Consideration

Nil

Background Papers

File available in Licensing Section

Contact Officer

Julie Wallace, Licensing Manager, Tel 01785 619605

LICENSING SUB COMMITTEE PROCEDURE

The Chairman will introduce the Members of the Sub-Committee and invite those present at each hearing to introduce themselves.

- 1 The Licensing Officer outlines the details of the application, and relevant representations received, to the Sub Committee.
- 2 Any person who has submitted a relevant representation will be given the opportunity to present details of their representation. The running order for such presentations will be decided by the Chairman prior to the first presentation commencing.
- 3 Following each submission, the Applicant or his representative may question the person concerned.
- 4 Members of the Sub-Committee may then ask questions of the person concerned.
- 5 Once all relevant representations have been heard, the Applicant or his representative presents his application for the licence and calls any witnesses in support.
- 6 Any person who has submitted relevant representations may then question the Applicant (if he has given evidence) and any witnesses.
- 7 Members of the Sub- Committee may then ask questions of the Applicant and any witnesses.
- 8 All parties who have presented relevant representations can summarise their case and comment briefly on the Applicant's replies to questions. They cannot introduce new issues.
- 9 The Applicant can summarise their case and comment briefly on the any parties replies to his questions, they cannot introduce new issues.
- 10 All parties will then withdraw whilst the Sub Committee considers the case.
- 11 The Sub Committee will deliberate in private only recalling any party to clear points of uncertainty on evidence already given. If recall is necessary all parties will return notwithstanding only one is concerned with the point giving rise to doubt.
- 12 The Chairman will announce the Sub Committee's decision and will give reasons for the decision to the parties at the end of the hearing; the decision being confirmed in writing afterwards.