

**Application for a premises licence to be granted  
under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.



**I/We** Piraveen Mathiyalakan  
(Insert name(s) of applicant)  
**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

**Part 1 – Premises details**

Postal address of premises or, if none, ordnance survey map reference or description 64 Elizabeth Way, Seaton Carew, Hartlepool			
<b>Post town</b>	Hartlepool	<b>Postcode</b>	TS25 2AX

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 8,700

**Part 2 - Applicant details**

Please state whether you are applying for a premises licence as      Please tick as appropriate

- |  |                                     |                             |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals *                    | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual *               |                                     |                             |
| i as a limited company/limited liability partnership | <input type="checkbox"/>            | please complete section (B) |
| ii as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
| iii as an unincorporated association or              | <input type="checkbox"/>            | please complete section (B) |
| iv other (for example a statutory corporation)       | <input type="checkbox"/>            | please complete section (B) |
| c) a recognised club                                 | <input type="checkbox"/>            | please complete section (B) |
| d) a charity   | <input type="checkbox"/>            | please complete section (B) |
| e) the proprietor of an educational establishment    | <input type="checkbox"/>            | please complete section (B) |

- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)







\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

I am making the application pursuant to a statutory function or ☐

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

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

Mr <input checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b> Mathiyalakan			<b>First names</b> Piraveen		
<b>Date of birth</b> over 		I am 18 years old or <input checked="" type="checkbox"/> Please tick yes			
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
<b>Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 2 for information)</b>					

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b> over			I am 18 years old or <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
Current postal address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
<b>Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 2 for information)</b>					

**(B) OTHER APPLICANTS**

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

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
21	07	2025

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

This unit is currently a vacant site, the new proposed business venture is to transform the store into Seaton Carew's new and only independent general convenience store. The store has been approved by Bookers to be turned into a Premier Store. The new shop will be offering consumers the best monthly promotions and everyday low pricing on everyday essentials and will also sell newspapers, magazines, groceries, soft drinks, cigarettes, alcohol, dairy goods, snacks, confectionery, etc. The business would like to include some alcohol sales to allow the business to offer a complete convenience store and compete with the 3 other major franchises (SPAR, Sainsbury and One Stop) within the area. The alcohol sales will just be a part of the overall business.

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

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

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

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

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

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

☐

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

☒

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

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)		On the premises	<input type="checkbox"/>
					Off the premises	<input checked="" type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)  These times will be applicable throughout all seasons of the year and take into consideration all seasons			
Mon	07:00	22:00				
Tue	07:00	22:00				
Wed	07:00	22:00				
Thur	07:00	22:00				
Fri	07:00	22:00				
Sat	07:00	22:00				
Sun	07:00	22:00				

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):**

Name		Piraveen Mathiyalakan	
Date of birth		[REDACTED]	
Address		[REDACTED]	
Postcode	[REDACTED]		
Personal licence number (if known)		[REDACTED]	
Issuing licensing authority (if known)		Hartlepool Borough Council	

## K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 9).

N/A

## L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b><u>State any seasonal variations</u></b> (please read guidance note 5)
Day	Start	Finish	
Mon	07:00	22:00	
Tue	07:00	22:00	
Wed	07:00	22:00	
Thur	07:00	22:00	<b><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u></b> (please read guidance note 6)
Fri	07:00	22:30	
Sat	07:00	22:30	
Sun	07:00	22:00	

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

**a) General – all four licensing objectives (b, c, d and e)** (please read guidance note 10)

SEE ATTACHED

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

SEE ATTACHED

**c) Public safety**

SEE ATTACHED

**d) The prevention of public nuisance**

SEE ATTACHED

**e) The protection of children from harm**

SEE ATTACHED

**Checklist:****Please tick to indicate agreement**

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- ☒ [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

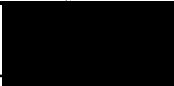
**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**



**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"><li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li><li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15).</li></ul>
Signature	
Date	
Capacity	

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

## **Application for a premises license**

**64 ELIZABETH WAY, HARTLEPOOL, TS25 2AX**

### **Details of business and operating schedule/proposed license conditions**

#### **Details of the business**

This unit is currently a vacant site, the new proposed business venture is to hopefully transform the store into a Premier which will be Seaton Carew's new and only independent general convenience store.

The unit has been visited and approved by Bookers Wholesale that upon completion and subject to their specification that they will allow the unit to be transformed into Seaton Carew's first ever Premier Store.

The new shop will be offering consumers the best monthly promotions and everyday low pricing beating competition on everyday essentials such as bread, bacon, eggs and milk and will also sell newspapers, magazines, groceries, soft drinks, cigarettes, alcohol, dairy goods, snacks, confectionery, etc.

The store will also provide a chilled counter which will provide locally sourced pies, sandwiches and cakes which no other nearby stores provide.

The modern store is to include some of Premier's famous 'Refresh Area' which could offer branded coffee, slushes, milkshakes and hot food such as Rollover Hotdog machine.

The applicant is a local from the area who knows exactly what the area needs and already holds his personal license, to hopefully provide alcohol sales to allow the business to truly provide and become a complete all-round convenience store. Alcohol sales will just make up part of the business performance.

**There will be a detailed operating schedule proposed to promote the four licensing objectives.**

## **Prevention of crime and disorder**

The premises will adopt a range of measures to prevent crime and disorder, ensuring the safety of both staff and customers. These include the following:

### **CCTV**

The premises internally and externally will be covered by a digital Closed Circuit Television System (CCTV) that will be high quality and maintained regularly to keep the system in good working order which will be time and date stamped correctly.

All CCTV will run for 24 hours a day and 7 days a week.

CCTV will be able to provide evidential pictures in all lighting conditions upon request. Cameras will also identify key parts of the premises such as ingress and egress to the premises and the immediate front area of the shop and all areas where alcohol supply/sale occurs.

The CCTV system will retain all CCTV footage for a minimum of 31 days

The CCTV will capture where all licensable activities are being provided such as the sale of alcohol.

The system will provide a means where images or recording can be exported to a format that can be played back on any desktop.

The digital recording hard drive will be password protected which will protect and prevent unauthorised access, which could lead to the tampering or deletion of images or recordings. In addition, there will always be at least 1 staff available at the premises when open that is trained on how to use the CCTV system and its play back feature.

When the store has been requested a copy of CCTV footage by any Responsible Authority a member of staff or manager will provide the footage within 24 hours or less to help assist with investigations of serious crime.

### **Product Control and Staff Vigilance**

All spirits will be behind the counter and all alcohol related and age restricted products will be flagged by the till to remind staff to check age where appropriate.

Staff will be cautious and monitor any immediate area of the shop to make sure people/youth are not causing an annoyance.

### Incident Recording

The store will keep an electronic incident recording system which will be used by all staff and manager to keep dates and times of any details of any incidents of crime/disorder within or within proximity of the shop that has been reported to or witnessed by staff.

The incident recording system will note the following:

- Incidents of disorder (both witnessed and reported)
- Any complaints
- Any visit by a responsible authority
- All crimes at the premises

### Alcohol Refusal Policy

Alcohol Refusal Policy – alcohol will not be sold to any of the following;

- (1) Any individual that has been drinking in the street
- (2) Any person who is drunk or appears to be drunk
- (3) To any person suspected of trying to buy alcohol for another person that may be underage
- (4) Customers that are verbally or physically abusive towards staff or customers
- (5) Any individual that is not able to produce the correct ID when requested
- (6) Any individual that is suspected of buying alcohol for another person that may be drunk or appears drunk
- (7) Any person that is a street drinker (regardless of their level of inebriation at the time)

A clear and visible notice will be displayed to remind customers of the refusal policy.

### Public Safety

This objective focuses on ensuring the safety of individuals within the premises, including the safety of buildings, security measures, and crowd control.

### Safe Premise Layout

The internal layout of the store will allow for safe movement by all individuals that enter the premises throughout the store, all access points, fire exits and walkways will always be kept free from obstructions.

All fixtures, fittings and equipment within the premises will be regularly inspected and maintained to a high standard to avoid hazards. Any repairs, maintenance or safety concerns will be addressed promptly.

### Compliance with Legal Duties

Fire risk assessments will be conducted and reviewed as required by law, and appropriate safety signage will be installed.

The premises license holder is aware that he needs to comply with other legislative requirements to ensure that the shop is safe for customers and staff.

### External Safety

Staff will monitor the immediate area outside the shop to deter loitering or antisocial behaviour that could affect public safety or comfort. Lighting will be sufficient around the premises to promote visibility and safety, especially during evening trading hours.

### Emergency Procedures

Staff will be trained in basic emergency procedures, including evacuation methods, and will be familiar with the location of fire safety equipment.

Staff will be familiar with:

- All fire exits
- The location of first aid kits
- How to safely get customers out of the premises
- How to contact the emergency services

These measures will help ensure the premises are operated in a safe, responsible, and community-conscious manner, in line with the Council's objective of making retail environments safe and well-managed.

### **Prevention of public nuisance**

The premises will operate with a commitment to minimise any public nuisance to residents, businesses, or passers-by in the surrounding area.

The following measures will be implemented to address potential issues such as noise, litter, antisocial behaviour, and general disturbance:

#### **Deliveries**

All deliveries to and from the premises will be from vehicles that will be parked behind the premises to avoid causing disruption in the public car park and disturbing any residents or passers-by.

All deliveries will be scheduled within reasonable hours to avoid disturbance to residents.

#### **Customer Notices**

Notices will be displayed inside and at the exit of the premises asking customers to leave quietly, respect neighbours, and avoid congregating outside the store.

Additional signage will remind customers not to litter.

Staff will discourage loitering and antisocial behaviour, and where necessary, report any recurring issues to local authorities.

#### **Litter Control**

Staff will regularly monitor the area immediately outside the premises and take responsibility and dispose of any litter associated with the business.

### **Protection of children from harm**

The premises will operate in full compliance with licensing laws and best practices to ensure that children are safeguarded from harm, particularly in relation to access to alcohol and other age-restricted products.

The following steps will be taken:

### The Challenge 25 Policy

A strict Challenge 25 policy will be implemented and always enforced at all times.

Anyone who appears to be under the age of 25 will be required to produce valid photographic identification before being sold alcohol or any age-restricted goods.

Accepted forms of ID include:

- Passport
- Photocard driving licence
- PASS-accredited proof of age cards

Clear signage promoting the Challenge 25 policy will be prominently displayed at entry points, near alcohol displays, and at the till.

Challenge 25 prompt will be displayed on the till to remind staff to check when age restricted products are scanned.

### Staff Training

All staff will be receive comprehensive training and information related to the following:

- (1) The Challenge 25 scheme in operation at the premises, including the forms of identification that are acceptable.
- (2) A copy of the hours and activities that are permitted by the premises under the Licensing Act 2003 and any conditions attached to the license.
- (3) How to complete any refusal log at the premises
- (4) Sale of alcohol to persons who appear drunk
- (5) Recognising and preventing proxy purchasing (where an adult attempts to buy alcohol on behalf of someone underage)
- (6) Action to be taken in the event of an emergency

Training records must be completed in respect of every member of staff and must include the name of the member of staff trained, date, time and content of the training.

Refresher training will be carried out regularly, and all training records will be recorded.

A notice shall be displayed in the premises where it can be seen clearly to advise customers that it is unlawful for persons under 18 to purchase alcohol or for any persons to purchase alcohol on behalf of a person under 18 years of age.

### Refusal Log

An electronic refusals log will be kept on site to record any attempted purchases refused due to concerns about age, drunk, or proxy purchasing.

This log will be reviewed regularly by the store manager to help identify patterns and inform further staff training.

The refusals record must be made available to the police, trading standards and / or licensing officers on request or during an inspection.

### Product Control

All spirits will be stored behind the counter which will always be monitored by staff.

Other age restricted products such as cigarettes, vapes and lottery products will also be stored and displayed in accordance with legal guidelines.

These combined measures will ensure that children are protected from harm and that the premises operates responsibly in line with the licensing objectives and community expectations.