

LICENSING SUB-COMMITTEE

AGENDA



Monday 10th November 2025

at 10:00 am

**in Committee Room C,
Civic Centre, Hartlepool**

MEMBERS: LICENSING SUB-COMMITTEE:

Councillors Dunbar, Bailey-Fleet and Reeve

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **MINUTES**
No items
4. **ITEMS FOR DECISION**
 - 4.1 Application for a new premises licence – The Food Warehouse, Teesbay Retail Park, Brenda Road - (*Assistant Director – Regulatory Services*)

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone.

The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.

LICENSING ACT 2003

Procedure for Hearings



Prior to the commencement of the meeting, a representative of the Democratic Services Section shall establish the identity of those present, who they represent and who intends, or wishes to speak.

1. The Chair's opening comments, including introduction of Members of sub-committee and officers present. Explanation of the decision to be considered.
2. The Assistant Director (Regulatory Services), or representative shall outline the application, any relevant representations and relevancy to Licensing Policy and statutory guidance.
3. Members ask any questions of the Assistant Director (Regulatory Services), or representative.
4. Applicant presents their case (either personally or via legal representation) and introduces witnesses where appropriate.
5. Questions by Members to applicant and/or applicant's witnesses.
6. Representations by responsible bodies and/or interested parties and witnesses introduced where appropriate.
7. Questions by Members to responsible bodies/interested parties and/or their witnesses.
8. Parties may question and clarify issues raised with the consent of the Chair.
9. If required, responsible bodies/interested parties to be given opportunity to sum up.
10. If required, the applicant to be given opportunity to sum up.
11. Members to have the opportunity to clarify any points raised. The Chair shall ask whether all parties are satisfied they have said all they wish to.
12. Members to go into closed session to deliberate.
13. Chair informs parties of their decision, with reasons.

LICENSING SUB-COMMITTEE

10 November 2025



Report of: Assistant Director - Regulatory Services

Subject: APPLICATION FOR A NEW PREMISES LICENCE -
FOOD WAREHOUSE, TEESBAY RETAIL PARK,
HARTLEPOOL

1. COUNCIL PLAN PRIORITY

Hartlepool will be a place:

- where those who are vulnerable will be safe and protected from harm.

2 PURPOSE OF REPORT

2.1 To consider an application for a new Premises Licence in respect of The Food Warehouse, Teesbay Retail Park, Hartlepool. A Summary of the application is outlined below:

2.2 Applicant: Iceland Foods Limited

Premises: The Food Warehouse
Unit 1A
Teesbay Retail Park
Hartlepool
TS25 1XA

2.3 The applicant is seeking a Licence for the following activities:

- a. Supply of Alcohol Monday – Sunday 00:00 – 23:59
(off the premises)

Opening hours

Monday – Sunday 00:00 – 23:59

- 2.4 A copy of the application is attached as **Appendix 1**.
- 2.5 Street view image of the premises is attached as **Appendix 2** and a map of the area is attached as **Appendix 3**.
- 2.6 The applicant states the premises is a retail supermarket providing customers with a wide range of foodstuffs, goods and other services including the sale of alcoholic products for consumption off the premises.

3. BACKGROUND

- 3.1 The application has been advertised in the prescribed manner and two representations have been received by the Licensing Authority.
- 3.2 Cleveland Police have submitted a representation which is attached as **Appendix 4**. The Cleveland Police representation makes reference to three Licensing Objectives:
- The prevention of crime and disorder
 - The prevention of public nuisance
 - Public Safety
 - The protection of children from harm
- 3.3 The licensing Authority have submitted a representation which is attached as **Appendix 5**. The Licensing Authority representation makes reference to the following Licensing Objectives:
- The prevention of crime and disorder
- 3.4 Cleveland Police have provided a Statement to support their representation which is attached as **Appendix 6**.

4. PROPOSALS

- 4.1 As relevant representations have been received, a hearing must be held for Members to consider the application (unless all parties agree a hearing is unnecessary).
- 4.2 Hartlepool Borough Council Statement of Licensing Policy states:

Licensing Hours

The licensing authority does not accept that longer opening hours for licensed premises have been a benefit to Hartlepool but rather that they place an undue and unnecessary strain on the local transport infrastructure, Accident & Emergency services and law enforcement agencies and can create a nuisance for those residents who are affected by the general operation of a premises or from revellers returning home during the early hours.

Shops, stores and supermarkets will in general be licensed to provide sales of alcohol for consumption off the premises at any time when the retail outlet is open for shopping but licences for before 9:00 a.m. or after 10:00 p.m. in residential areas will generally be refused.

In addition, licence applications for the supply of alcohol for consumption on the premises for before 9:00 a.m. or after 11:30 p.m. in residential areas will generally be refused. In non residential areas applications for licences to allow the sale of alcohol or the supply of late night refreshment beyond 2:00 a.m. will normally be refused subject to relevant representations being received

- 4.3 Having regard to the representations received, Members may take any of the following steps for the promotion of the licensing objectives:
- i) To approve the application in its entirety
 - ii) To approve the application in part - with or without the addition of further conditions
 - iii) To reject the whole or part of the application
- 4.4 Members are reminded that they must only consider those aspects of the licence application that are relevant to the representations received.

5. OTHER CONSIDERATIONS/ IMPLICATIONS

Risk Implications	None
Financial Considerations	Appeal by the applicant or Responsible Authorities
Legal Considerations	Appeal by the applicant or Responsible Authorities
Equality and Diversity Considerations	None
Staff Considerations	None
Asset Management Considerations	None
Environmental, Sustainability and Climate Change Considerations	None

6. RECOMMENDATIONS

- 6.1 That Members consider the representations made by the applicant and the objectors and determine what aspects, if any, of the application should be granted and, if appropriate, what conditions, if any, should be attached.

7. REASONS FOR RECOMMENDATIONS

None

8. BACKGROUND PAPERS

Hartlepool Borough Council Statement of Licensing Policy 2021

https://www.hartlepool.gov.uk/info/20023/licences_and_permits/228/alcohol_entertainment_and_late_night_refreshment/2

Home Office Revised Guidance issued under section 182 of the Licensing Act 2003

<https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>

9. CONTACT OFFICERS

- 9.1 Sylvia Pinkney
Assistant Director (Regulatory Services)



Hartlepool
Application for a premises licence
Licensing Act 2003

For help contact
licensing@hartlepool.gov.uk
 Telephone: 01429 523354

* required information

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You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	Not Currently In Use	This is the unique reference for this application generated by the system.
Your reference		You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
Are you an agent acting on behalf of the applicant? <input type="radio"/> Yes <input checked="" type="radio"/> No		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name	Robert	
* Family name	Hayes	
* E-mail	[REDACTED]	
Main telephone number	[REDACTED]	Include country code.
Other telephone number		
<input type="checkbox"/> Indicate here if you would prefer not to be contacted by telephone		

Are you:

- ☒ Applying as a business or organisation, including as a sole trader
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	1107406	
Business name	Iceland Foods Limited	If your business is registered, use its registered name.
VAT number	<div style="border: 1px solid black; padding: 2px; display: inline-block;">GB</div> <div style="border: 1px solid black; padding: 2px; display: inline-block;">849754470</div>	Put "none" if you are not registered for VAT.
Legal status	Private Limited Company	

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

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APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative

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NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

Add another applicant

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

A retail supermarket - type premises providing customers with a wide range of foodstuffs, goods and other services including the sale of alcoholic products for consumption off the premises.

Continued from previous page...

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

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☐ Yes ☒ No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☐ Yes ☒ No

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

Continued from previous page...

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes ☒ No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☐ Yes ☒ No

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

☐ On the premises ☒ Off the premises ☐ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Date of birth / /
dd mm yyyy

Continued from previous page...

Enter the contact's address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>
Personal Licence number (if known)	<input type="text" value="CWC05.013149"/>
Issuing licensing authority (if known)	<input type="text"/>

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

<input type="text"/>

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="23:59"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="23:59"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="23:59"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="23:59"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="23:59"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="23:59"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

Continued from previous page...

List here steps you will take to promote all four licensing objectives together.

The applicant has given thought to the potential impact of the grant of this application and the four licensing objectives and having regard to the locality, considers that the following conditions are appropriate and proportional.

b) The prevention of crime and disorder

1. The premises shall maintain a CCTV system which gives coverage of all entry and exit points. The system shall continuously record whilst the premises are open to the public and conducting licensable activities. All recordings shall be stored for a minimum period of 31 days and shall be capable of being easily downloaded. Recordings shall be made available upon the receipt of a request by an authorised Officer of the Police or the local Authority.
2. There shall be 'CCTV in operation' signs prominently displayed in the premises.
3. An incident log (whether kept in written or electronic form) shall be retained at the premises and made available for inspection by an authorised Officer of the Police or the Local Authority.
4. The premises shall operate a proof of age scheme, such as Challenge 25, whereby the only forms of acceptable identification shall be a photographic driving licence, valid passport, military identification or any other recognised form of photographic identification incorporating the PASS logo, or any other form of identification from time to time approved by the Secretary Of State.
5. The premises will be fitted with a burglar alarm system.
6. The premises will be fitted with a panic button system for staff to utilise in the case of an emergency.

c) Public safety

The Premises Licence Holder shall ensure that the appropriate fire safety, and health and safety regulations are applied at the premises. A complaints procedure shall be in operation at the premises, details of which will be made available in store.

d) The prevention of public nuisance

A complaints procedure shall be in operation at the premises, details of which will be made available in store.

e) The protection of children from harm

1. All relevant staff will receive training in relation to the sale of alcohol upon their induction with the company. No member of staff will be permitted to sell alcohol until such time as they have successfully completed the training. Refresher training will be provided to all relevant staff members, such training to be provided at intervals of not more than 6 months.
2. A till prompt system will be utilised at the premises in respect of alcohol.
3. A refusals register (whether kept in written or electronic form) will be maintained at the premises and will be made available for inspection by an authorised Officer of the Police or the Local Authority.

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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NOTES ON REGULATED ENTERTAINMENT

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In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

315.00

DECLARATION

Continued from previous page...

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.

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.

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, if
appropriate.

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on
behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

[Add another signatory](#)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
 2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/hartlepool/apply-1> to upload this file and continue
with your application.
- Don't forget to make sure you have all your supporting documentation to hand.

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

**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**

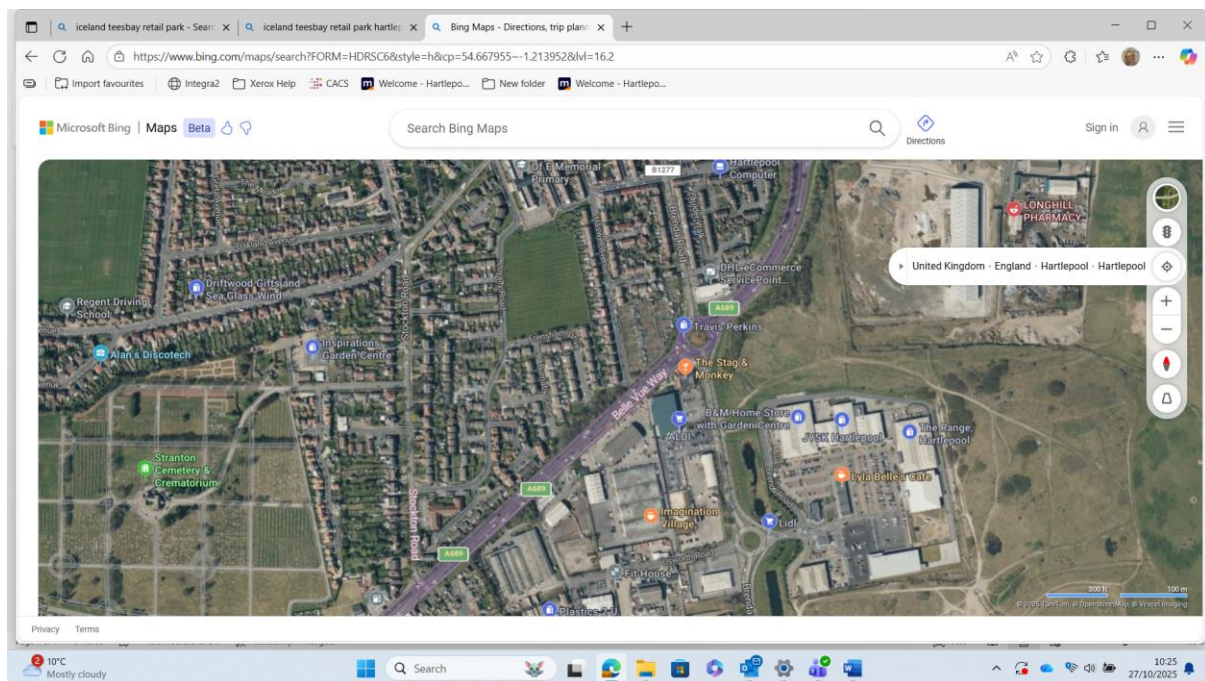
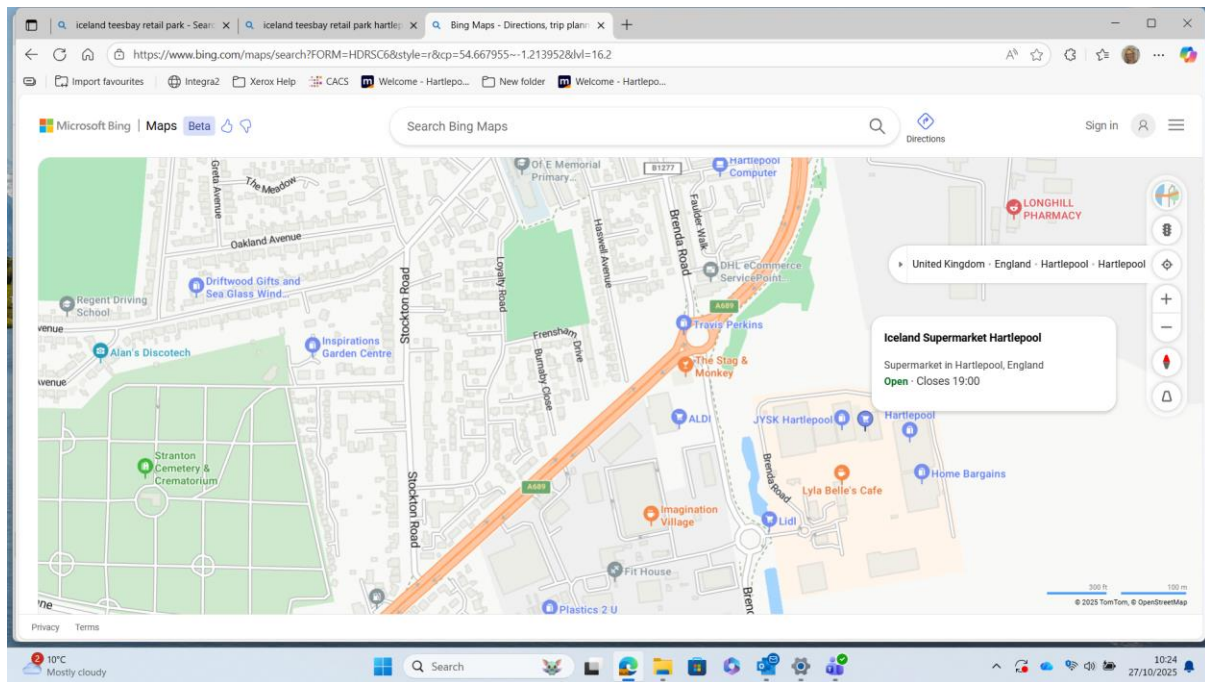
OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

APPENDIX 2 – Image of the Premises



APPENDIX 3 – Map of the Area Iceland, Teesbay Retail Park





**CLEVELAND
POLICE**

Licensing Support Unit
Middlesbrough Police Station
Bridge Street West
Middlesbrough
Cleveland
TS2 1AB
Tel 01642303176

**Representations On A Current Application For A Grant/Variation of a Premises Licence Or Club
Premises Certificate Under The Licensing Act 2003**

I PC 2495 Amy ROBERTS

On behalf of

CHIEF CONSTABLE OF CLEVELAND POLICE
MIDDLESBROUGH DISTRICT H/Q
BRIDGE STREET WEST
MIDDLESBROUGH
TS2 1AB

As a responsible authority wish to make representation about the application for variation of a /
New premises licence.

PREMISES OR CLUB PREMISES DETAILS

This representation relates to the following licensing objective(s)

- | | | |
|----|--------------------------------------|---|
| 1. | The prevention of crime and disorder | x |
| 2. | Public safety | x |
| 3. | The prevention of public nuisance | x |
| 4. | The protection of children from harm | x |

GROUND'S FOR REPRESENTATIONS

Cleveland Police have received an application made under the Licensing Act 2003 for a new premises licence to be granted at Food Warehouse, Unit 1A, Teessbay Retail Park, Hartlepool, TS25 1XA. The applicant is requesting a licenced for a retail supermarket with the sale of alcohol between the hours of 00:00 and 23:59, seven days a week.

Cleveland Police submit representations to this application for the following reasons,

Given the fact that this is a new premise, the effects this premise will have on the local community cannot be measured at this time, however, the area in which this proposed premise is situated in already has crime and disorder and anti-social behaviour.

In its current format, Cleveland Police believe that this application fails to adequately address the prevention of crime and disorder objective. Within the application the applicant has already detailed the various steps they will take to promote the licensing objectives. However, Cleveland Police do not believe that these steps go quite far enough.

However, if the application was amended, so that the sale of alcohol occurred between 08:00hrs and 22:00hrs, seven days a week and all the conditions offered by the applicant are removed and replaced with the following, then Cleveland Police would be satisfied and would withdraw representations,

1. A digital Closed Circuit Television System (CCTV) will be installed and maintained in good working order and be correctly time and date stamped.
 - The system will incorporate sufficient built-in hard-drive capacity to suit the number of cameras installed.
 - CCTV will be capable of providing pictures of evidential quality in all lighting conditions, particularly facial recognition.
 - Cameras will encompass all ingress and egress to the premises, outside areas, and all areas where the sale/supply of alcohol occurs.
 - The system will record and retain CCTV footage for a minimum of 31 days.
 - The system will record for 24 hours a day.
 - The system will incorporate a means of transferring images from the hard drive to a format that can be played back on any desktop computer.

- The Digital recorder will be password protected to prevent unauthorised access, tampering, or deletion of images.
 - There will be at all times, when the premises is open, a member of staff on duty with access to the CCTV system who is trained in the use of the equipment.
 - Upon receipt of a request for a copy of CCTV footage from Police, Licensing Officers or any other Responsible Authority, the member of staff will produce the footage within 24 hours or less if urgently required for investigations of serious crime.
 - CCTV footage must be made available to be viewed by the Police, Licensing Officers or other Responsible Authorities on request during an inspection of or visit to the Premises.
2. An incident book (whether kept in written or electronic form) must be kept at the Premises and always maintained up to date recording the time date and details of all incidents of crime and disorder or anti-social behaviour at the premises or directly outside of the premises. The incident book must be made available to the police, trading standards and / or licensing officers on request or during an inspection.
 3. A refusals register (whether kept in written or electronic form) must be kept at the Premises to record any refusal of entry and/or sale of alcohol. Details recorded will include the date time, reasons for refusal and the name and signature of member of staff refusing the sale.

The Premises Licence Holder/Designated Premises Supervisor must monitor the refusals register monthly and must sign and date the register to confirm when this has been completed.

The refusals record must be made available to the Police, Licensing Officers, and all other Responsible Authorities on request or during an inspection.

4. All relevant staff shall be trained in relation to their responsibilities under the Licensing Act 2003 including but not limited to the companies Age Verification Policy, Underage Sales, Proxy Sales and Sales to Intoxicated Persons. In addition, relevant staff shall also be trained on specific Premises Licence conditions attached to this Premises Licence. Such training will be provided upon company induction and at regular intervals of no longer than six months.

Documented 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.

Documented training records must be kept at the Premises and made available to the police, trading standards or licensing officers on request and / or during an inspection.

5. No beer, larger, cider or perry product of 6.5 ABV (alcohol by volume) or above shall be displayed or sold at any time at the premises.
6. The premise will not sell or supply any single cans of beer, lager or cider.
7. A Challenge 25 Policy will be in place at the premises

There will be a minimum of four notices/posters displayed in prominent positions inside the premises informing customers that a Challenge 25 policy is in operation and all customers who appear under the age of 25 will be challenged for ID.

Staff must require ID in the form of a current ten-year passport, photo card driving licence or PASS logo identity card from any customer who appears to be under the age of 25 and verify the customer is over the age of 18 before any sale of alcohol is made.

PC 2495 Amy ROBERTS
Licensing Support Unit

13st October 2025

I Rachael Readman, on behalf of the

Licensing Authority
PUBLIC PROTECTION
Civic Centre,
Victoria Road
Hartlepool
TS24 8AY



A responsible authority wish to make representation about the application for a new premises licence.

PREMISES DETAILS

**The Food Warehouse,
Iceland Foods Ltd,
Unit 1A Teesbay Retail Park,
Hartlepool**

This representation relates to the following licensing objective(s)

- | | | |
|----|--------------------------------------|---|
| 1. | The prevention of crime and disorder | x |
| 2. | Public safety | |
| 3. | The prevention of public nuisance | |
| 4. | The protection of children from harm | |

GROUND'S FOR REPRESENTATIONS

The Licensing Authority have received an application made under the Licensing Act 2003 for a new premises licence to be granted at The Food Warehouse, Iceland Foods Ltd, Unit 1a Teesbay Retail Park. The Licensing Authority submit representations to this application for the following reason:

The applicant has requested a licence Monday – Sunday for the following:

- | | |
|--------------------------------------|---------------|
| 1. Supply of Alcohol (Off Premises): | 00:00 – 23:59 |
|--------------------------------------|---------------|

The licensing authority does not accept that longer opening hours for licensed premises have been a benefit to Hartlepool but rather that they place an undue and unnecessary strain on the local transport infrastructure, accident & emergency services and law enforcement agencies. Furthermore, they can create a nuisance for those residents who are affected by the general operation of a premises.


The hours requested by the applicant go beyond this Local Authorities Statement of Licensing Policy:

“Shops, stores and supermarkets will in general be licensed to provide sales of alcohol for consumption off the premises at any time when the retail outlet is open for shopping but licences for before 9:00 a.m. or after 10:00 p.m. in residential areas will generally be refused. In addition, licence applications for the supply of alcohol for consumption on the premises for before 9:00 a.m. or after 11:30 p.m. in residential areas will generally be refused. In non residential areas applications for licences to allow the sale of alcohol or the supply of late night refreshment beyond 2:00 a.m. will normally be refused subject to relevant representations being received.”

During the consultation period the Licensing team have contacted the agent to inform them of the parameters under which the authority will make licence decisions and to ask if the proposed Operating Schedule may be amended, no response was received.

A handwritten signature in dark ink, reading 'R Readman.' The signature is written in a cursive, flowing style.

Rachael Readman
Trading Standards and Licensing Manager

RESTRICTED (when complete)			
WITNESS STATEMENT			
Criminal Procedure Rules, r 27. 2; Criminal Justice Act 1967, s. 9; Magistrates' Courts Act 1980, s.5B			
URN			
Statement of: Amy ROBERTS			
Age if under 18: O-18 (if over 18 insert "over 18") Occupation: Police service			
This statement (consisting of 4 page(s) each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.			
Signature 	:A Roberts p2495		Date: 29/10/2025
Tick if witness evidence is visually recorded <input type="checkbox"/> (supply witness details on rear)			

I am a Police Constable in Cleveland Police presently stationed at Middlesbrough Police station in the Licensing Support Unit. I have performed this role for over 3 years and during that time I have successfully completed the BIIAB level 2 National Certificate for Licensing Practitioners and a Level 4 Police Alcohol Licensing Officer (PALO) accredited qualification.

Licensing relies heavily on partnership work, not just with the local authority and responsible authorities but with the Premise Licence Holders (PLH), Designated Premise Supervisors (DPS), licensed premises and their agents. We will always try to work with Licensed Premises when there are issues at the premise, but this is a two-way street and requires the co-operation of all sides and an understanding of the wider picture which includes the area that their business is situated in and the local policies which are always in place for very good reason.

This statement is in relation to the new premise licence application submitted by Iceland Foods Limited for The Food Warehouse, Teesbay Retail Park, Hartlepool, the premises is a convenience store which sells convenience goods including food and alcoholic

Continuation statement of:

beverages.

The application for the store is for the supply of alcohol for consumption off the premises, between 00:00 hours to 23:59 hours Monday to Sunday.

Any premises with a licence has certain obligations with regards to all of the four licensing objectives and the conditions laid down in their premises licence. The applicant has offered some conditions in the application which we do not feel goes far enough to address all four licensing objectives taking into consideration the area in which the store is situated.

The premise is on a busy retail park directly off an arterial road on the outskirts of a busy and vibrant Town Centre and is close to a large residential area. The area for which the premise licence has been requested is already, if not saturated, close to saturation in regards of premises selling alcohol for off sales. There are at least 5 other premises supplying alcohol for consumption away from the premise in the area.

The area unfortunately suffers from anti-social behaviour (ASB), as well as other incidents such as theft from shops. I can say in my experience the ASB, and shop thefts do often go hand in hand with alcohol. The area suffers from some street drinking, and whilst this is not of epidemic levels it is of concern and does not help the current issues in the area. But the main town centre which isn't too far away does suffer with high numbers of ASB, drug activity and begging.

With regards to the issues around street drinking we find that the street drinkers and those

Continuation statement of:

suffering with alcoholism will always favour single cans of cheaper high ABV alcohol especially ciders/perries and lagers. Many of these cans come in at least 500ml volume (some considerably more) and are relatively cheap to sell. We know that the individuals buying and consuming these types of alcohol are one of the contributors to ASB within Hartlepool and this also subsequently has a knock-on impact on NHS services and Police. Very recently it has been documented in the media that there are significant issues around the problems associated by these individuals on the “Ramp” on York Road, within the town centre and there is a greater police presence to tackle antisocial behaviour, begging and drug activity in the town centre. This is not confined to this area and is a trend which we can see across the Cleveland Police area.

And through experience we know that once the problem has reduced in the area targeted it pushes them to new surrounding areas. Teesbay Retail Park would be the next sort after location due to the volume of footfall which would be a haven for beggars to get enough money together to be able to buy these mentioned high strength single cans and then contribute to the ASB and other crimes in the area.

So much so that we have requested conditions to combat this issue and see the benefit to their staff and their other customers in protecting them from the crime and disorder.

As a responsible authority we must also take guidance from Hartlepool Borough Councils Licensing Policy, which whilst guidance is seen as best practice, so much so that the government require each local authority to formulate and implement a Licensing Policy to help with dealing with Applications and licensing issues.

We must be mindful that to go against the Licensing Policy it must be for an exceptional

Continuation statement of:

reason, which I do not believe we have with The Food Warehouse. As such I would suggest that the hours applied for supply of alcohol fall far outside the Licensing Policy which clearly states "Shops, stores and supermarkets will in general be licensed to provide sales of alcohol for consumption off the premises at any time when the retail outlet is open for shopping but licences for before 9.00am or after 10.00pm in residential areas will generally be refused." I would therefore suggest that the request on the application is unreasonable especially taking into consideration this premise is just off a busy main route that goes through Hartlepool and is only a short walk away from residential properties.

Whilst it is true the Licensing Sub-Committee should rightly draw its own conclusions; I would be re-miss if I did not disclose exactly what we are asking from the applicant. We are asking that the hours for supply of alcohol to run from 08:00 hours to 22:00 hours. And that they have appropriate conditions around the sale of cheap high ABV alcohol and single cans as we believe that this will deter street drinkers and persons who may cause ASB from using the shop to purchase cheap single alcohol which they will then drink in public and go on to cause nuisance.

I have attached a copy of the conditions in a letter we sent to the applicant on the 25th September 2025 which I exhibit as AR/1 for this hearing.

We have been unable to come to an agreement with the applicant and have unfortunately no other recourse than to bring it before the Licensing Sub-committee to decide what is appropriate for the premise.



Postal Reply to: **CLEVELAND POLICE CENTRAL HQ**

St Mark's House
St Mark's Court
Thornaby
Stockton on Tees
TS17 6QW

Telephone: 101

25th September 2025

Dear Sir/Madam,

LICENSING ACT 2003

RE: Food Warehouse, Unit1A, Teesbay Retail Park, Hartlepool, TS25 1XA

With reference to your application for a licence under the Licensing Act 2003 and being a designated Responsible Authority, I wish to advise you that in my opinion your application fails to adequately satisfy the following licensing objectives:

Prevention of Crime and Disorder
Prevention of Public Nuisance
Public Safety
Protection of Children from Harm

However, to ensure the licensing objectives can be satisfied, it is my intention to recommend to the Licensing Authority that conditions be attached to, and form part of, the licence, if granted.

If you are willing for the conditions to be attached to your licence, I would ask that you sign the enclosed acceptance form and return it to me at Middlesbrough Police Station, Bridge Street West, Middlesbrough TS2 1AB or send an email confirming you are happy.

If you do not wish to accept the proposed conditions, I would ask that you confirm this to me. If the conditions are not accepted, it is likely that the matter will be referred to the Council's Licensing Committee and you will be notified of this in due course.

Yours faithfully,

Amy Roberts

PC 2495 Roberts
Middlesbrough District Licensing Officer
Cleveland Police



We are an equal opportunities employer

LICENSING ACT 2003: Operating Conditions

Premises: Food Warehouse, Unit1A, Teesbay Retail Park, Hartlepool, TS25 1XA

Declaration of consent:

I understand and accept that if my application is successful that the revised conditions, shown below, will be attached to, and form part of the licence.

The premises will amend its operating schedule to reduce the times in which it has applied for licensable activity to take place, namely the supply of alcohol to 8am - 10pm on Mondays to Sundays.

Conditions	
The Prevention of Crime and Disorder	
1.	<p>A digital Closed Circuit Television System (CCTV) will be installed and maintained in good working order and be correctly time and date stamped.</p> <ul style="list-style-type: none">• The system will incorporate sufficient built-in hard-drive capacity to suit the number of cameras installed.• CCTV will be capable of providing pictures of evidential quality in all lighting conditions, particularly facial recognition.• Cameras will encompass all ingress and egress to the premises, outside areas, and all areas where the sale/supply of alcohol occurs.• The system will record and retain CCTV footage for a minimum of 31 days.• The system will record for 24 hours a day.• The system will incorporate a means of transferring images from the hard drive to a format that can be played back on any desktop computer.• The Digital recorder will be password protected to prevent unauthorised access, tampering, or deletion of images.• There will be at all times, when the premises is open, a member of staff on duty with access to the CCTV system who is trained in the use of the equipment.• Upon receipt of a request for a copy of CCTV footage from Police, Licensing Officers or any other Responsible Authority, the member of staff will produce the footage within 24 hours or less if urgently required for investigations of serious crime.• CCTV footage must be made available to be viewed by the Police, Licensing Officers or other Responsible Authorities on request during an inspection of or visit to the Premises.

2.	An incident book (whether kept in written or electronic form) must be kept at the Premises and always maintained up to date recording the time date and details of all incidents of crime and disorder or anti-social behaviour at the premises or directly outside of the premises. The incident book must be made available to the police, trading standards and / or licensing officers on request or during an inspection.
3.	<p>A refusals register (whether kept in written or electronic form) must be kept at the Premises to record any refusal of entry and/or sale of alcohol. Details recorded will include the date time, reasons for refusal and the name and signature of member of staff refusing the sale.</p> <p>The Premises Licence Holder/Designated Premises Supervisor must monitor the refusals register monthly and must sign and date the register to confirm when this has been completed.</p> <p>The refusals record must be made available to the Police, Licensing Officers, and all other Responsible Authorities on request or during an inspection.</p>
Public Safety	
4.	<p>All relevant staff shall be trained in relation to their responsibilities under the Licensing Act 2003 including but not limited to the companies Age Verification Policy, Underage Sales, Proxy Sales and Sales to Intoxicated Persons. In addition, relevant staff shall also be trained on specific Premises Licence conditions attached to this Premises Licence. Such training will be provided upon company induction and at regular intervals of no longer than six months.</p> <p>Documented 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.</p> <p>Documented training records must be kept at the Premises and made available to the police, trading standards or licensing officers on request and / or during an inspection.</p>
5.	No beer, larger, cider or perry product of 6.5 ABV (alcohol by volume) or above shall be displayed or sold at any time at the premises.
6.	The premise will not sell or supply any single cans of beer, lager or cider.
The Prevention of Public Nuisance	
7.	Where appropriate, prominent, clear and legible notices shall be displayed at all exits requesting the public respect to leave the premise and area quietly.
The Protection of Children from Harm	

8.	There shall be a minimum of four notices displayed on the premise indicating that the sale of alcohol to those under the age of 18 is illegal and that those adults who buy alcohol for immediate disposal to those under the age of 18 are committing an offence.
9.	<p>A Challenge 25 Policy will be in place at the premises</p> <p>There will be a minimum of four notices/posters displayed in prominent positions inside the premises informing customers that a Challenge 25 policy is in operation and all customers who appear under the age of 25 will be challenged for ID.</p> <p>Staff must require ID in the form of a current ten-year passport, photo card driving licence or PASS logo identity card from any customer who appears to be under the age of 25 and verify the customer is over the age of 18 before any sale of alcohol is made.</p>

Signature

Print Name

Position

Date
