

Dear Objector

My name is Patrick Burke, I am a Licensing Consultant, representing, Tharshini Kanthasamy regarding the application for a Premises Licence at Starbeck Convenience 35A High Street Harrogate HG2 7LQ

I have read though your representation and the concerns you have and wish to explain the application process.

The application is submitted to the Licensing Authority, copies of which are sent to the Responsible Authorities, being the Police, the Fire Service, Trading Standards, EHO, Planning, a Body concerned with the Welfare of Children, The Health Authority and the Home Office.

The application is advertised by way of a notice displayed at the premises and a notice in a local newspaper.

The Responsible Authorities and General Public have 28 days to object to the application.

North Yorkshire Police requested the following conditions that have been agreed

**Stoffel, Tom**

**From:**tom.stoffel@northyorkshire.police.uk

**To:**Patrick Burke

**Cc:**Licensing (HAR)

Thu, Aug 28 at 12:47 PM

Dear Licensing Authority,

CC'd agent for applicant; Patrick Burke.

Please see the below correspondence between NYP and the applicants' agent. With reference to the application for a grant of a premises licence for Starbeck Convenience, 35A High Street Starbeck. The applicant has agreed to amend both opening hours and hours for sale of alcohol on the application from 24hrs to 0600-0000hrs Mon-Sun, and add the below condition in relation to a refusals/incident log, and amend condition 8. Full audit trail of correspondence and wording of conditions are below for your reference. Given this agreement, no representations against the application by NYP.

The Opening hours and the hours for sales of alcohol

06:00 - 00:00 Monday - Sunday

*The premises will maintain an incident log and refusals register. This will be made available on request to an authorised officer or the police and will record the following:*

- *all crimes reported to the venue*
- *any incidents of crime and disorder or anti-social behavior*

- *staff refusal of sale of alcohol and any reason for such refusal (e.g. appeared underage no ID, intoxicated, potential proxy-sale of alcohol to a minor)*
- *any visit by a relevant authority or emergency services.*
- *with such records being kept for a minimum of one year. [For the avoidance of doubt, the one year period relates to each respective entry in the log book and runs from the date of that particular entry]*

North Yorkshire Police would also seek to amend your proposed condition 8 and replace with the below:

*Staff Training – A documented staff training programme shall be provided to all members of staff involved in licensable activities at the premises (members enclosure) in respect of the following :-*

- *Retail sale of alcohol*
- *Age verification policy*
- *Conditions attached to the Premises Licence;*
- *Permitted licensable activities;*
- *The licensing objectives;*
- *Licensed opening times for the venue.*

*With such training being refreshed every 6 months, and training records being kept for a minimum of one year. [For the avoidance of doubt, the one year period relates to each respective entry in the log book and runs from the date of that particular entry]*

Regards,

**Tom Stoffel | Sergeant 574**

**Force Licensing Manager**

**NYP Licensing**

**Tel 101 Ext 30574**

**Mobile:** [REDACTED]

**Email:** [NYPLicensing@northyorkshire.police.uk](mailto:NYPLicensing@northyorkshire.police.uk)

The following conditions were included in the application

General

No alcohol or tobacco will ever be purchased from sellers calling at the premise. Exceptions to the condition would be purchases made from authorised representatives who have made prior appointments to visit the store.

- All alcohol and tobacco products sold at the premises shall have the relevant UK duty paid.
- Foreign tobacco, which does not comply with relevant UK legislation, shall not be stored and/or sold at the premise.
- If any spirits purchased for or on behalf of the business have UK Duty Stamps that do not fluoresce under ultra-violet light, or are otherwise suspicious, the licensee and/or designated premises supervisor shall notify the supplier to Trading Standards and HMRC as soon as possible.
- If any tobacco products purchased for or on behalf of the business does not have UK Duty Paid fiscal mark or are otherwise suspicious, the licensee and/or designated premises supervisor shall notify the supplier to Trading Standards and HMRC as soon as possible.

Display unit awareness information within the vicinity of alcohol stock  
All spirits will be displayed behind the counter

#### Prevention of Crime and Disorder

1. The CCTV system must be installed and operate internally to cover all areas that licensable activities take place and where alcohol is displayed within any public area.
  2. The CCTV unit shall be positioned in a secure part of the licensed premise. Access to the system should be allowed immediately to the Police upon request.
  3. A competent trained person in the use of and operation of the CCTV will be in attendance at the premises at all times that licensable activities take place and be able to fully operate the CCTV system to be able to download in a recognised format any information requested by the ALL RESPONSIBLE AUTHORITIES Immediately on request
  4. The CCTV system clock should be set correctly and maintained (taking account of GMT and BST).
  5. A facility will be available for ALL RESPONSIBLE AUTHORITIES to remove from the CCTV system a copy of any material relevant to any ongoing investigation Immediately on request
  6. All CCTV images will be retained for a period of not less than 31 day
  7. An incident register of all occurrences and ejections from the premises will be maintained at the premises and all details of public order offences will be recorded.
  8. All persons involved in the sale of alcohol will receive initial and subsequent 6 monthly refresher training by the Designated Premises Supervisor or an appropriately accredited training provider with regards to the law in relation to the sale of alcohol. This will be recorded in a staff training register and will include, signature of the member of staff, the DPS or an appropriately accredited training provider together with the date.
- All Records shall be retained at the premises for a period of no less than 12 months and made available to responsible authorities on request.

Public Safety

A fire risk assessment will be carried out and updated on an annual basis

Prevention of Public Nuisance

Prominent signs will be displayed requesting customers to have regard for local residents when leaving the premises

Adequate bins are available for customers to dispose of litter

Protection of Children from Harm

We will operate CHALLENGE 25

Notices to be displayed prominently including the following locations –on or near the entrance to the premises, where alcohol is being offered for sale on general display and near the checkout. The notices will state “UNDER 25 ? PLEASE BE PREPARED TO SHOW PROOF OF AGE WHEN BUYING AGE RESTRICTED PRODUCTS”

I would ask in view of the fact that you and 4 other local residents are the only objectors to this application and you now have details of conditions submitted within the application would you be happy to withdraw your representation or could you suggest any additional conditions that would alleviate your concerns I would be happy if you wish to call me to discuss.

A copy of this letter has been emailed to the Licensing Authority to be forwarded to the other objectors

Patrick Burke  
PMB Licensing

