

**From:** [Licensing West](#)  
**To:** [REDACTED] [Licensing West](#)  
**Subject:** RE: premises licence application - Referral to Committee  
**Date:** 03 November 2025 10:18:00

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Morning PC [REDACTED]

Noted and thank you. If and when the licence is granted these conditions will be incorporated.

We have to date received 4 representations, so this application will be referred to a Licensing Sub-Committee to determine. This will take place no later than 4<sup>th</sup> December.

I have advised the applicant about the possibility of using TENs in order to sell alcohol beforehand.

Regards

Emma

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**From:** [REDACTED]  
**Sent:** 28 October 2025 09:37  
**To:** Licensing West <[licensing.west@northyorks.gov.uk](mailto:licensing.west@northyorks.gov.uk)>  
**Cc:** [REDACTED]  
**Subject:** FW: premises licence application.

Morning Licensing,

Please see the agreed premises licence conditions for Booze Market (The Old Bank) at Cross Hills (points 1 – 4 below) Please note condition 1 is a re wording of the staff training condition offered by the applicant.

Miss Shelar, this email is for your information only.

Kind regards,

[REDACTED]

[REDACTED]  
North Yorkshire Police  
Licensing unit  
[REDACTED]

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**From:** [REDACTED]  
**Sent:** 27 October 2025 13:39  
**To:** [REDACTED]  
**Subject:** Re: premises licence application.

Hi,

Thanks for your mail.

Sorry for the late reply, I was busy with paperwork and premises work.

We've accepted all the conditions mentioned and have submitted DPS with the premises licence application. We're working with a camera engineer for CCTV operation.

Looking forward to further discussion.

Best regards,  
Namita Shelar

On Fri, 17 Oct 2025 at 10:47 am, [REDACTED]  
[REDACTED] wrote:

Hi Namita,

Thank you for your time yesterday morning to discuss your premises licence application and business model. As you are now aware I am a Licensing Officer for North Yorkshire Police, part of my role is to process all licensing applications that are submitted to North Yorkshire Police in our role as a responsible authority (as defined by the Licensing Act 2003). I would ask that you accept this e-mail as both an acknowledgement to your communication and the formal response.

In assessing this application I have considered the Licensing Objectives and the police would seek the following conditions at Booze Market (The Old Bank) Cross Hills, Keighly, in addition to those offered in your application to mitigate the risk of Crime and Disorder and Public Nuisance at the premises. Should these conditions not be acceptable to you then North Yorkshire Police would submit a formal representation in respect of this matter.

I would suggest a re-wording of the staff training condition you have offered to the following:-

**1. Staff Training**

A documented staff training programme shall be provided to all members of staff involved in the retail sale of alcohol at the premises in respect of the following:-

- retail sale of alcohol;
- age verification policy;
- conditions attached to the Premises Licence;

- permitted licensable activities;
- the licensing objectives;
- operation of the cctv system, including producing copies of footage on the request of police or another responsible authority (can be designated staff only).

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]

I would then propose the following additional three licence conditions:-

2. *All "off sales" of alcohol shall be in sealed containers except where they are for consumption in a clearly delineated external area, intended for this purpose, i.e. an area covered by a pavement licence or within a beer garden or outdoor seated area under the control of the premises*
3. Prominent, clear and legible notices shall be displayed at all exits to the premises requesting customers respect the needs of local residents when smoking outside and to leave the area quietly.
4. It is the responsibility of the dps / manager to risk assess all events to be held at the premises, this would include risk assessing the need for SIA door supervisors for each event.

You need to re-contact the licensing authority in relation to your DPS application. Application forms can be found on the council website. By law you require a premises licence and dps to sell alcohol by retails.

Just to confirm we also discussed that you have only applied for alcohol sales and no other licensable activities at this time. If you intend to provide other licensable activities i.e. regulated entertainment or late night refreshment then you would have to either submit a temporary event notice or apply to vary in the premises licence.

If you are agreeable to the above proposed conditions I would be grateful if you could respond (via email) by 5pm on 31/10/2025. If I have not received any communication from you by this time, I will submit a formal representation on behalf of North Yorkshire Police to the licensing authority.

If you wish to discuss any of the above please do not hesitate to contact me. I look forward to hearing from you in relation to this matter.

Kind regards

[Redacted]

[Redacted]  
Police Licensing Officer  
Police Licensing Unit  
Partnership Hub

Working hours [Redacted]

[Redacted]

"Committed to the code of ethics"

Web: [www.northyorkshire.police.uk](http://www.northyorkshire.police.uk)  
Twitter: @NYPAlcohol\_Lic

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Thank you for your co-operation.

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