

## Part 1

Serial Number:

I/We apply for a premises licence under section 17 of (Insert name(s) of applicant) 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

Name/s:

## The Premises

Postal address of premises or, if none, ordnance survey map reference or description:

Postcode:

Tel (at premises):

Email:

Non-domestic rateable value of premises.

## Part 2

Please state whether you are applying for a premises licence as:

Please confirm:

## 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	Postcode	Registered number	Description	Tel	Email
The Carriage Restaurant Ltd	12 Old Station Close, Crawley Down, Crawley, England,	RH10 4TX	12674010	Private Limited Company		

## Part 3

### Operating Schedule

When do you want the premises licence to start?

04/10/2020

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

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

Describe 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.

Description:

The premises is to trade as a restaurant /bar providing breakfast, lunch and a small tapas menu in the evening, hopefully to include the sale of alcohol for consumption on and off the premises.

## Activities

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

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

### Provision of regulated entertainment

- a) plays
- b) films
- c) indoor sporting events
- d) boxing or wrestling entertainments
- e) live music
- f) recorded music
- g) performances of dance
- h) anything of a similar description to that falling within (e), (f) or (g)

**Provision of late night refreshment**

**Supply of alcohol**

## Supply of alcohol

Please indicate the standard days and timings for the supply of alcohol. Provide times using the 24 hour clock.

### Monday

Start

Finish

### Tuesday

Start

Finish

### Wednesday

Start

Finish

### Thursday

Start

Finish

### Friday

Start

Finish

### Saturday

Start

Finish

### Sunday

Start

Finish

Where will the supplied alcohol be consumed? Indoors may include a tent.

State any seasonal variations :  
For example (but not exclusively) where the supply of alcohol will occur on additional days during the summer months.

n/a

Non standard timings. Where the premises intends to use the premises for the supply of alcohol at different times from those listed above, please list:  
For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

n/a

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

Name

James Musgrave

Address

Postcode

Personal licence number (if known)

Issuing licensing authority (if known)

Mid Sussex District Council

**This person needs to complete the form entitled 'Consent of an individual to being specified as a premises supervisor'**

# Open Hours

Hours premises are open

Please indicate the standard days and timings for premises hours. Provide times using the 24 hour clock.

## Monday

Start

Finish

## Tuesday

Start

Finish

## Wednesday

Start

Finish

## Thursday

Start

Finish

## Friday

Start

Finish

## Saturday

Start

Finish

## Sunday

Start

Finish

State any seasonal variations :  
For example (but not exclusively) where the supply of alcohol will occur on additional days during the summer months.

n/a

Non standard timings. Where you intend to use the premises to be open at different times from those listed above, please list:  
For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

n/a

## Adult Entertainment

Please 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.

n/a

## Licensing Objectives

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

General - all four licensing objectives (b,c,d,e):  
Please list here steps you will take to promote all four licensing objectives together.

The premises will operate to a high standard, and will do so should this licence be granted in terms of the sale of alcohol. All staff will be fully trained in their responsibilities with regard to the sale of alcohol, and will be retrained every six months, with recorded training records kept for inspection. The premises will close 30 minutes after the licensing activities have ceased, to allow customers to finish their drinks and food and leave in a quiet and orderly manner.

The prevention of crime and disorder:

CCTV will be used at the premises, it shall be to an appropriate standard as agreed with the Licensing Authority in consultation with the Police. The CCTV equipment shall be maintained in good working order and continually record when licensable activity takes place and for a period of two hours afterwards. The premises licence holder shall ensure images from the CCTV are retained for a period of 31 days. This image retention period may be reviewed as appropriate by the Licensing Authority. The correct time and date will be generated onto both the recording and the real time image screen. If the CCTV equipment (including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure the designated premises supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority and the Police shall be informed when faults are rectified. The premises Licence holder shall ensure that there are trained members of staff available during licensable hours to be able to reproduce and download CCTV images into a removable format at the request of an authorised officer of the Licensing Authority or a constable. There shall be clear signage indicating that CCTV equipment is in use and recording at the premises during all trading hours. The DPS will keep an up to date DPS Authorisation sheet which will show the list of staff members who have been given the authority to sell alcohol on the premises. An incident record will be kept in a bound book, as will all refusals for the sale of alcohol. These books will be made available to the police and officer from the council on request.

Public safety:

Staff will be trained to be alert to any potential danger to customers and react accordingly. If they are unable to quickly defuse the situation without risk to customer or staff, then they are instructed to call the police. All relevant fire procedures are in place for a premises of this size. An on-site accident book will be in operation to record any accident/ injury incurred on the premises. This document will be retained for inspection by the store for a period of three years.



The prevention of public nuisance:

Customers will be reminded by way of a notice at the entrance/ exit door to please leave the premises quietly and have consideration for any neighbouring residential properties, when leaving late in the evening.

The protection of children from harm:

Only photographic ID is accepted (passport, driving licence, proof of age card with PASS hologram, or military ID). Anyone who appears to be under the age of 25 is challenged to provide ID. If the customer is unable to provide identification then no sale is made. No ID no sale. Challenge 25 POS will be on display in the store. Any staff member who may be under the age of 18 must call a senior staff member to take over the sale and complete the transaction. If it is known that a customer intends to purchase alcohol to provide to minors then that sale will be refused. All refused sales will be recorded in a refusals book, which will be made available for inspection by Police or Licensing Officers of the council on request.

## Submit & Pay

**It is an offence, liable on conviction to a fine up to level 5 on the standard scale under Section 158 of the Licensing Act 2003, to make a false statement in, or in connection with, this application**

Address for correspondence associated with this application

Postcode:

Tel:

**The email address provided below will receive a copy of this completed application form.**

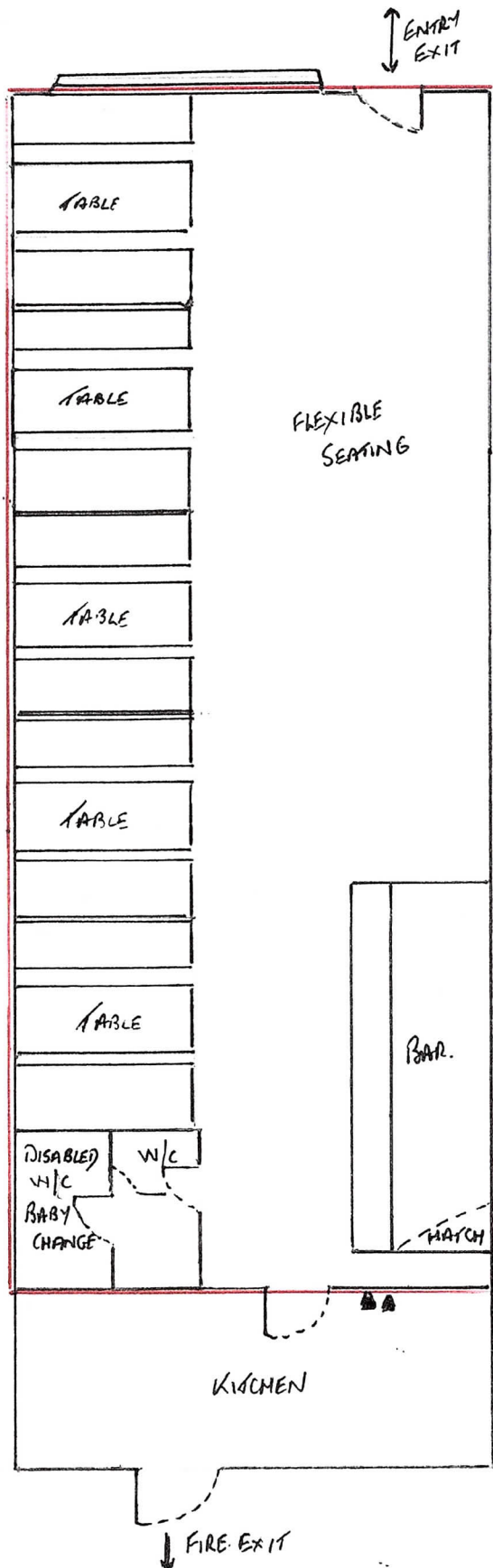
Email:

**Payment Amount:**

Please read the next pages relating to payment forms and instructions carefully.

Once payment has been accepted, you will be given a receipt number and a copy of your request will be sent to you by email.

If you don't receive either please contact the Licensing Team on 01444 477419.



THE CARRIAGE RESTAURANT  
 12 OLD STATION CLOSE  
 CRAWLEY DOWN  
 WEST SUSSEX  
 RM10 4YX.

- LICENSEABLE AREA
- ▲ FIRE EXTINGUISHERS