

service_team_name Licensing Team

service_email_addresses

Your Details

Correspondence

Correspondence Email

Confirm Email

Name Rachael Dickie

Premises licence number PWA0518

Premises

Name of premises Proper Cycling and Coffee

Does your premises have a postal address? Yes

Postal address of premises or, if none, ordnance survey map reference or description 26 Keymer Road
Hassocks west sussex BN6 8AN

Tel: (at premises)

Email

Non-domestic rateable value of premises. £4301 - £33000

Current Premises Licence

Please describe briefly, the nature of the proposed variation We would like to extend our opening hours. Therefore making the sale of alcohol available:
Mon - Sat 10am - 11pm
Sun 12 mid day - 11pm

We would also like to be able to use our outside courtyard area at the rear of the shop till 10pm, and we would like to be able to serve alcohol for consumption at the front of he shop on the tiled patio area up until 10pm also.

Attach the premises licence (or relevant part of it)

If you have not attached the premises licence or relevant part of it, please give your reasons:

Applicant Details

Current postal address if different

from premises address

Phone

Email

Operating Schedule

Do you want the proposed variation to have effect as soon as possible? Yes

Operating Schedule

If the club's proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend 100

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.

It is a small cycle cafe situated on Hassocks high street. We have had a premises license for nearly 7 years now and we have always met the licensing objectives with controlling the space and training all staff in how to supply alcohol.

These small changes will just allow us to be more flexible with the space and encourage more evening events and another space for the Hassocks community.

We have a courtyard at the rear of the property and a small patio area at the front. The front area is sectioned off from the high street with barriers and there are only 4 tables there to be used.

The rear garden is the main area we will encourage people to use.

Activities

Plays

Will you be provisioning Plays? No

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Films

Will you be provisioning Films? Yes

Monday

Start Time 10:00

End Time 23:00

Tuesday

Start Time 10:00

End Time 23:00

Wednesday

Start Time 10:00

End Time 23:00

Thursday

Start Time 10:00

End Time 23:00

Friday

Start Time 10:00

End Time 23:00

Saturday

Start Time 10:00

End Time 23:00

Sunday

Start Time 10:00

End Time 23:00

Where will the exhibition of the film take place? Indoors may include a tent. Indoors

Please state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

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

Non standard timings. Where the premises intends to use the premises for the exhibition of the film 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.

Indoor Sports

Will you be provisioning Indoor Sporting events? No

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Boxing or wrestling

Will you be provisioning boxing or wrestling events? No

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Live Music

Will you be provisioning Live Music? Yes

Monday

Start Time 12:00

End Time 23:00

Tuesday

Start Time 12:00

End Time 23:00

Wednesday

Start Time 12:00

End Time 23:00

Thursday

Start Time 12:00

End Time 23:00

Friday

Start Time 12:00

End Time 23:00

Saturday

Start Time 12:00

End Time 23:00

Sunday

Start Time 12:00

End Time 23:00

Where will the performance of live music take place? Indoors may include a tent. Indoors

Please state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified. Mainly acoustic music with a small PA system to amplify vocals when needed.

State any seasonal variations for performing live music: For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises intends to use the premises for the performance of live music 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.

Recorded Music

Will you be provisioning Recorded Music? Yes

Monday

Start Time 08:00

End Time 23:00

Tuesday

Start Time 08:00

End Time 23:00

Wednesday

Start Time 08:00

End Time 23:00

Thursday

Start Time 08:00

End Time 23:00

Friday

Start Time 08:00

End Time 23:00

Saturday

Start Time 08:00

End Time 23:00

Sunday

Start Time 08:00

End Time 23:00

Where will the playing of recorded music take place? Indoors
Indoors may include a tent.

Please state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for playing recorded music: For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises intends to use the premises for the playing of recorded music 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.

Performances of dance

Will you be provisioning Performances of dance? No

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Similar to live music, recorded music or performances of dance**Will you be provisioning anything with a similar description to live music, recorded music or Performances of dance?**

No

Monday**Tuesday****Wednesday****Thursday****Friday****Saturday****Sunday****Late Night Refreshment****Will you be provisioning any late night refreshment?**

No

Monday**Tuesday****Wednesday****Thursday****Friday****Saturday****Sunday****Supply of alcohol****Will you be provisioning any alcohol?**

Yes

Monday**Start Time**

10:00

End Time

23:00

Tuesday**Start Time**

10:00

End Time

23:00

Wednesday**Start Time**

10:00

End Time

23:00

Thursday**Start Time** 10:00**End Time** 23:00**Friday****Start Time** 10:00**End Time** 23:00**Saturday****Start Time** 10:00**End Time** 23:00**Sunday****Start Time** 10:00**End Time** 23:00**Where will the supplied alcohol be consumed?** Both on and off premises**State any seasonal variations : For example (but not exclusively) where the supply of alcohol will occur on additional days during the summer months.****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.****Hours premises is open to the public****Monday****Start Time** 08:00**End Time** 23:00**Tuesday****Start Time** 08:00**End Time** 23:00**Wednesday****Start Time** 08:00**End Time** 23:00**Thursday****Start Time** 08:00**End Time** 23:00**Friday****Start Time** 08:00**End Time** 23:00**Saturday**

Start Time 09:00

End Time 23:00

Sunday

Start Time 09:00

End Time 23:00

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

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.

Current licence conditions

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

We would like to be able to use the rear garden up until 22.00 and we would also like to use the front tiled area of the shop to serve alcohol. The area will have partial barriers so it is separate from the high street. We would also like to serve alcohol till 23.00 inside the cafe.

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.

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.

We will ensure that we have effective training of all staff so that they are aware of the premises licence and the requirements to meet the four licensing objectives with particular attention to:
Preventing the sale of drink to those under the age of 18.
Preventing drunk and disorderly behaviour on the premises.
Ensuring there is no harm to any children
We will have an operating schedule providing the hours of business and licensable activities during those hours.
The designated premises supervisor confirmed will be in day-to-day control of the premises, to provide good training for staff on the Licensing Act.
Clear "Challenge 25" information to prevent the supply of alcohol to anyone under age.
We have a CCTV system installed
We promise to support the objectives through our operating schedules, staff training and constant evaluation on our policies and procedures.

The prevention of crime and disorder:

CCTV System installed to monitor entrances, exits, and other parts of the premises in order to address the prevention of crime objective.
A clear and legible notice outside the premises indicating the normal hours under the terms of the premises licence during which licensable activities are permitted.
We will not sell alcohol to drunk or intoxicated customers or anyone who is under the age of 18.

All areas of the premises will be well lit and there will be regular room checks to ensure there are no areas of concern.
There will always be a minimum of 2 members of staff on the premises. Staff will be well trained in asking customers to use the premises in an orderly and respectful manner and also we will have signs on the exits asking customers to leave quietly.

Public safety:

Internal and external lighting fixed to promote the public safety objective. We will train the staff to all environmental health requirements.
Training and implementation of ID checks - clear Challenge 25 posters in place.
All parts of the premises including all fittings, lighting, heating, electrical, air condition, will be maintained at all times in good order and in a safe condition.
We will ensure that the premises is never over capacity and that all exit routes remain clear and the accessible at all times.

The prevention of public nuisance:

Noise reduction measures to address the public nuisance objective. Prominent, clear and legible notices will be displayed at the exit requesting the public to respect the needs of nearby residents and to leave the premises and the area in a quiet manner.
Deliveries of goods necessary for the operation of the business will be carried out at such a time or in such a prevent nuisance and disturbance to nearby residents.
The Licensee will ensure that staff who arrive early morning or depart late at night will conduct themselves in such a manner to avoid causing disturbance to nearby residents.
No glasses to be put in the bin before 9am, or after 7pm.
Customers will be asked not to talk loudly talking in the street outside the premises.
The movement of bins and rubbish outside the premises will be kept to a minimum after 7pm This will help to reduce the levels of noise produced by the premises.
Any lighting on or outside the premises will be positioned and screened in such a way so as to not cause a disturbance to nearby residents.

The protection of children from harm:

We will have "Challenge 25" sign which encourages anyone who is over 18 but looks under 25 to carry acceptable ID if they wish to buy alcohol. We will train the staff about requirement for personal identification, and what forms of Id are acceptable.
All the details provided in Training Record Book will be kept onsite.

Submit & Pay

Name Rachael Dickie

Address for correspondence associated with this application

Phone

Email