

# Form Submission PDF

## Application to vary a premises licence


### Applicants

I/We being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described below	
Applicant Details	
Applicant first name	Select Service Partner Ltd
Applicant last name	na
Premises licence number	PWA0181

### Premises

Premises Information	
Name of premises	Pumpkin Platform 1&2 Platform 3&4



<b>Postal address of premises or, if none, Ordnance Survey map reference or description</b>	Haywards Heath Railway Station Commercial Road Haywards Heath RH16 1BJ
<b>Postcode</b>	RH16 1BJ
<b>Non-domestic rateable value of premises.</b>	£4301 - £33000
<b>Describe the premises</b>	Cafe style retail outlet at Railway Station

## Current Licence

Current Premises Licence	
<b>Please describe briefly, the nature of the proposed variation</b>	The Variation is to approve a refurbishment and re-brand of the Pumpkin unit on Platform 1&2 only. Details of the proposed changes are shown on the plan submitted with the application, drawing number 00-014 Revision C. In addition the application is to vary the hours for the sale of alcohol Monday to Saturday 08.00 until 23.00 and 10.00 until 22.30 on Sundays for both Premises and change the name on Platform 1&2 to Cafe Local. There is no change to the layout of the Pumpkin on Platform 3&4.
<b>Can you upload the premises licence or relevant part of it now?</b>	Yes
<b>Attach the premises licence</b>	
<b>If you have not attached the premises licence or relevant part of it, please give your reasons</b>	

## Operating Schedule

Operating Schedule	
<b>Do you want the proposed variation to have effect as soon as possible?</b>	yes
<b>When do you want the variation to take effect from?</b>	
<b>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</b>	

## Activities Guidance

<b>Which types of licensable activity will you be provisioning?</b>	Supply of alcohol
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## Activity

Supply of Alcohol



Type of Activity	Supply of Alcohol
ActivityVerb	supply of alcohol
Please indicate standard days of Supply of Alcohol	Monday,Tuesday,Wednesday,Thursday,Friday,Saturday,Sunday
Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	08:00
Monday to	23:00
Tuesday	
Tuesday from	08:00
Tuesday to	23:00
Wednesday	
Wednesday from	08:00
Wednesday to	23:00
Thursday	
Thursday from	08:00
Thursday to	23:00
Friday	
Friday from	08:00
Friday to	23:00
Saturday	
Saturday from	08:00
Saturday to	23:00
Sunday	
Sunday from	10:00
Sunday to	22:30
Please give a description of the type of entertainment that the club will be providing	
Where will the supply of alcohol take place? Indoors may include a tent.	Both - On & off the premises
Please state type of activity to be authorised, if not already stated, and give relevant further details.	
State any seasonal variations	
Non standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed above, please list	

## Activity

Hours premises is open to the public	
Type of Activity	Hours premises is open to the public
ActivityVerb	
Please indicate standard days of Hours premises is open to the public	Monday,Tuesday,Wednesday,Thursday,Friday,Saturday,Sunday



Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	00:00
Monday to	00:00
Tuesday	
Tuesday from	00:00
Tuesday to	00:00
Wednesday	
Wednesday from	00:00
Wednesday to	00:00
Thursday	
Thursday from	00:00
Thursday to	00:00
Friday	
Friday from	00:00
Friday to	00:00
Saturday	
Saturday from	00:00
Saturday to	00:00
Sunday	
Sunday from	00:00
Sunday to	00:00
State any seasonal variations	
Non standard timings. Where the club intends to use the premises for the at different times from those listed above, please list	

## Current Conditions

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.	none

## Adult Entertainment

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.	none



## Objectives

Licensing Objectives	
Describe the steps you intend to take to promote the four licensing objectives	
<b>Please list here steps you will take to promote all four licensing objectives together.</b>	The premises have operated for many years at Haywards Heath Railway Station without any additional conditions, and without incident. However in order to clarify the current steps they take we have set out some standard operating condition below.
<b>The prevention of crime and disorder</b>	<p>The licence holder shall ensure that all staff are trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) for evidence of age. This evidence shall be photographic, such as passport or photographic driving licence until other effective identification technology (for example, thumb print or pupil recognition) is introduced. All staff will be instructed, through training, that a sale shall not be made unless this evidence is produced.</p> <p>An incident log / refusals log is maintained on site in accordance with company policy. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer at all times whilst the premises is open.</p> <p>The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the police. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises us open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping.</p>
<b>Public safety</b>	Given the nature of the application, no additional steps are deemed necessary.
<b>The prevention of public nuisance</b>	Given the nature of the application no additional steps are deemed necessary.
<b>The protection of children from harm</b>	Given the nature of the application no additional steps are deemed necessary.



FIRE STRATEGY

The proposed Cafe Local unit is located on the main concourse at Peterborough Railway station. The unit lies adjacent to the Entrance.

Peterborough Railway station Fire Strategy is the responsibility of the Station Operators, however the Fire Safety Design and Detection System for the Cafe Local unit refurbishment to comply with BS 5839 Part 1: 2013 and will remain unaltered.

The emergency lighting has been designed to comply with BS 5499 Part 1 and is to remain unaltered.

All fire safety related emergency exit signs from the retail unit are indicated on the drawing to comply with the Building Regulations and BS 5499 Part 1 and are to remain unaltered.

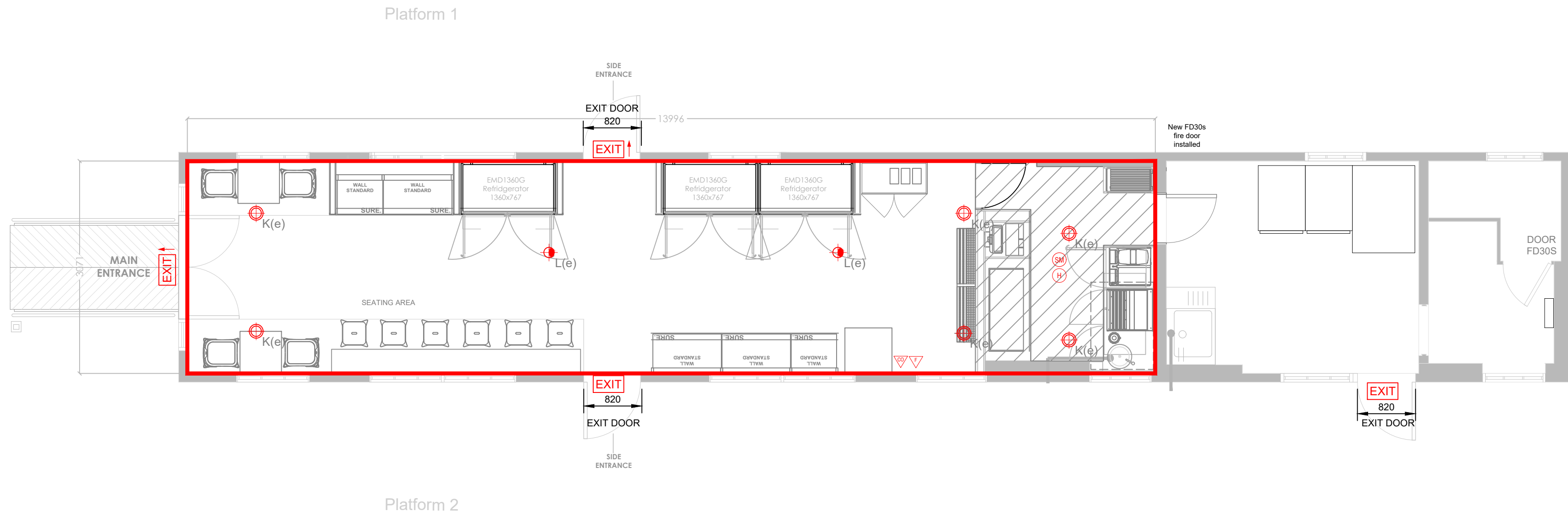
The mobile fire fighting equipment to comply with BS EN 3-7:2004+A1:2007 and will remain as existing.

All doors and partitions have been designed in accordance with the Building Regulations.

All existing/ new equipment to interface with Landlord's fire alarm systems and PA/VA Systems

KEY

- Red line denotes licensable areas
- Smoke Detector
- Break Glass unit
- CCTV
- Hand Fire extinguisher (Water) 6 ltrs
- Hand Fire extinguisher (Foam) 6 ltrs
- Hand Fire extinguisher (CO2) 2 ltrs
- Distribution Board
- Recessed adjustable downlight c/w 350ma 12.25w LED 2700K with 3 hour non maintained emergency pack
- K(e)
- Recessed adjustable circular spotlight with 3 hour non maintained emergency pack
- L(e)
- ILLUMINATED Fire exit sign with running man logo. 3 hr non-maintained



01 LISCENSING PLAN

scale 1:50 @A1

0 50 100

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  - L(e)
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All areas to be Licensed for the Sale of alcohol. Alcohol may be displayed anywhere within the store.

evolve.

Evolve Architecture  
6 Beaufighter Road  
Weston Super-Mare  
North Somerset  
BS22 6WA

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DRAWING NOTES

- Do Not Scale from this drawing.
- The contractor must verify all dimensions on site before any works are undertaken. Discrepancies are to be reported to the project architect/design for clarification. Any discrepancies not brought to our immediate attention shall be deemed to be the responsibility of the contractor.
- All works will be carried out in accordance with the THE CLIENTS STANDARD SPECIFICATION document & are to comply with the latest fire out guidelines following landlord's approval.
- PMAC, M&C layouts are indicative & must be verified with the relevant contractor before commencement of work.
- All works to be carried out in accordance with the fire strategy and fire application schedule produced by the landlord team issued at tender.
- The existing/proposed sprinkler system is to be assessed by contractor ensure the system is in compliance with building regs part 9.
- All works to be strictly in accordance with the CDM Regulations (Health and Safety).


C	2022-04	Issued following GP feedback	SB
B	11-12-24	Self storage added	SB
A	08-01-24	SB fridge replaced with 130L SBH cooler as existing	SB

rev date description drawr

C:\Users\general\Documents\Work\Evolve\Cafe Local\OOD.png

Store address  
Platform 1 & 2  
Hayward's Heath Train Station  
Commercial Square  
Hayward's Heath  
West Sussex  
RH16 1DJ

Client store No  
12191372 Hayward's Heath

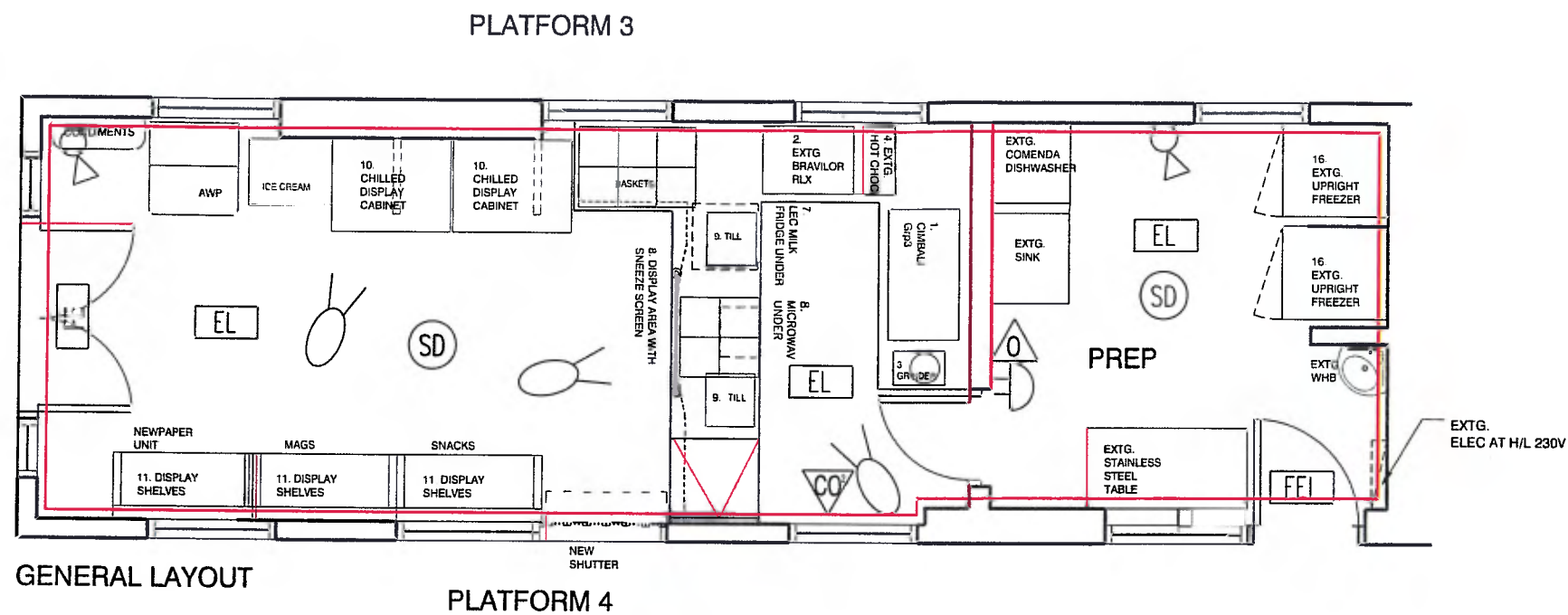
Drawing title  
Proposed  
Licensing Plan

drawn by	date	check
GA	15.12.2023	RM
job no.	drawing no.	revision
00	00-014	C
















Scale  
1:50 @ A1



## LICENSING



### FIRE SYMBOL KEY

	'FIRE EXIT' NOTICE TO BS 5499 PART 1 (ARROWS INDICATED POINT TO NEAREST EXIT). LETTER SIZE SHOWN IN mm. RUNNING MAN SYMBOL INCLUDED.		HEAT DETECTOR	
	'FIRE EXIT' SIGN ILLUMINATED BY ESCAPE LIGHTING SYSTEM. LETTER SIZE SHOWN IN mm.		CALL POINT	
	BREAK GLASS		ALARM SOUNDER	
	EMERGENCY LIGHT WITH LED		CO2 FIRE EXTINGUISHER - 2KG	
	SMOKE DETECTOR		6 LITRE FOAM SPRAY EXTINGUISHER	
			DRY POWDER EXTINGUISHER	
			FIRE BLANKET IN CONTAINER	
			WATER FIRE EXTINGUISHER - 9L	

Do not scale from this print or use as a template  
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APPROVED SCHEME

**BRAND MANAGER**

SIGNED..... DATE.....

OPERATING MANAGER

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_

DRAWINGS FOR THIS PROJECT:  
BD/826/06/A3/01, 100, 101, 102, 103, 104, 150,  
400, 401, 402

**AREAS:**

RETAIL: 20.75M2 (223FTSQ)  
BOH: 8.75M2 (94FTSQ)

REV.A SHUTTER OMITTED CC  
18/04/07

**Client**



SSP • creating a better experience

Project

**PUMPKIN - PLTS 3 &4**  
**HAYWARDS HEATH STATION**

Drawing Title

## LICENSING LAYOUT

Proj. No.	Dwg. No.	Revision
BD/ 826/06	/A3/112	A

Comp. File No.

Drawn by	Scale	Date
AwB	1:50	July 06

britsch design

Architecture/Interior Design/Project Management

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PUMPKIN - HAYWARDS HEATH STATION - PLATFORM 3 & 4

## LICENSING