



NORWICH
City Council

Licensing sub committee

Date: **Friday, 07 June 2024**
Time: **10:15**
Venue: **Mancroft room City Hall, St Peters Street, Norwich, NR2 1NH**

Pre-meeting briefing for members of the committee only
30 minutes before the start of the meeting

Committee members:

Councillors:

Oliver
Smith
TBC

For further information please contact:

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For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website.



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Agenda

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1 Appointment of chair

To appoint a chair for the duration of the meeting.

2 Apologies

To receive apologies for absence

3 Declarations of interest

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)

4 Application for the grant of a premises Licence for 28 Bishop Bridge Road Norwich NR1 4ET

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Purpose - Members are asked, in accordance with the delegation of licensing functions contained in the Norwich City Council Statement of Licensing Policy (Licensing Act 2003), to consider the application for the grant of a premises licence in respect of 28 Bishop Bridge Road, Norwich, NR1 4ET following the receipt of relevant representations.

Date of publication: **Thursday, 30 May 2024**



Committee Name: Licensing sub

Committee Date: 07/06/2024

Report Title: Application for the grant of a premises Licence for 28 Bishop Bridge Road Norwich NR1 4ET

Portfolio: To be confirmed

Report from: Head of planning and regulatory services

Wards: Thorpe Hamlet

OPEN ITEM

Purpose

Members are asked, in accordance with the delegation of licensing functions contained in the Norwich City Council Statement of Licensing Policy (Licensing Act 2003), to consider the application for the grant of a premises licence in respect of 28 Bishop Bridge Road Norwich NR1 4ET following the receipt of relevant representation.

Recommendation:

It is recommended that members determine the application to grant the premises Licence in accordance with the:

- Licensing Act 2003 and subsequent regulations
- Guidance issued under Section 182 of the Licensing Act 2003; and
- Norwich City Council Statement of Licensing Policy

Policy Framework

The council has five corporate priorities, which are:

- An open and modern council
- A prosperous Norwich
- A fairer Norwich
- A climate responsive Norwich
- A future-proof Norwich

This report meets the 'A prosperous Norwich' and 'A fairer Norwich' corporate priorities.

Report Details

The application

1. The applicant is Azem Ltd.
2. The application seeks to allow the licensable activities, times and opening hours as set out in the application form, which is attached at appendix A. This also includes the steps proposed to promote the licensing objectives (operating schedule).

Relevant representations

3. The responses from the Responsible Authorities are as follows:

Police – representation received but the applicant has agreed to their conditions (copy attached at appendix B)

Public Protection– no representations

Fire Officer – no representations

Planning Officer – no representations

Area Child Protection Committee – no representations

Trading Standards – no representations

Primary Care Trust – no representations

3 Local Residents – representation received (copies attached at appendix C)

Summary

4. In determining the application with a view to promoting the licensing objectives the sub-committee must give appropriate weight to:
 - the steps that are appropriate to promote the licensing objectives (i.e. the prevention of crime and disorder; public safety; the prevention of public nuisance; and the protection of children from harm);
 - the representations (including supporting information) presented by all the parties;
 - the guidance issued under Section 182 of the Licensing Act 2003 (national guidance); and
 - the council's own statement of licensing policy.

5. The Sub-Committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:
 - Grant the application as asked;
 - Modify the conditions of the licence by altering or omitting or adding to them;
 - Reject the whole or part of the application;
6. The sub-committee is asked to note that it may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must actually be appropriate in order to promote the licensing objectives.
7. The representation received appears to relate to issues that fall under the licensing objectives.

Implications

Financial and Resources

Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council's stated priorities, as set out in its Corporate Plan and Budget.

8. There are no proposals in this report that would reduce or increase resources.

Legal

9. In making their determination members must give appropriate regard to the following:
 - [Licensing Act 2003 and subsequent regulations](#)
 - [Guidance issued under Section 182 of the Licensing Act 2003](#); and
 - [Norwich City Council Statement of Licensing Policy](#)

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	No implications, no proposed measures
Health, Social and Economic Impact	No implications, no proposed measures
Crime and Disorder	Norfolk Constabulary are a responsible authority under the legislation, no proposed measures
Children and Adults Safeguarding	Social Services and Children's Safeguarding Board are responsible authorities under the legislation, no proposed measures

Consideration	Details of any implications and proposed measures to address:
Environmental Impact	No implications, no proposed measures

Risk Management

Risk	Consequence	Controls Required
Legal	Risk of challenge to incorrectly made decision	Consideration of legislation and application information. Legal advisor to support members in making their decision.
Reputational risk to the council	If problems arise following a decision to grant or if a decision is made incorrectly	Legal advisor to support members in making their decision

Reasons for the decision/recommendation

10. It is recommended that members determine the application to grant the premises Licence in accordance with the:

- Licensing Act 2003 and subsequent regulations
- Guidance issued under Section 182 of the Licensing Act 2003; and
- Norwich City Council Statement of Licensing Policy

Background papers: None

Appendices:

- A – Application form
- B – Police representation
- C – Local residents' representation

Contact Officer: Public Protection Licensing Advisor

Name: Maxine Fuller

Telephone number: 01603 989400

Email address: licensing@norwich.gov.uk



Norwich
Application for a premises licence
Licensing Act 2003

For help contact
licensingapplications@norwich.gov.uk
Telephone: 0344 980 3333

* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?
 Yes No
 Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name
 * Family name
 * E-mail
 Main telephone number nclude country code.
 Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader
 Applying as an individual
 A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House? Yes No
 Note: completing the Applicant Business section is optional in this form.

Registration number
 Business name If your business is registered, use its registered name.
 VAT number Put "none" if you are not registered for VAT.
 Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative

Section 4 of 21**NON INDIVIDUAL APPLICANTS**

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

LIMITED COMPANY

Address

Building number or name	<input type="text" value="28"/>
Street	<input type="text" value="BISHOP BRIDGE ROAD"/>
District	<input type="text"/>
City or town	<input type="text" value="NORWICH"/>
County or administrative area	<input type="text" value="NORFOLK"/>
Postcode	<input type="text" value="NR14ET"/>
Country	<input type="text" value="United Kingdom"/>

Contact Details

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text"/>
* Nationality	<input type="text"/>

Documents that demonstrate entitlement to work in the UK

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

THE PREMISES HAS BEEN OPERATED BY ME AS KEBAB AND PIZZA TAKEAWAY. OPERATION HOURS ARE BETWEEN 5.00PM AND 11.00 PM. PREVIOUSLY, THE PLACE HAD BEEN OPENED UNTIL 02.00AM, WHICH MEANS 9 HOURS SERVING. AFTER THE COVID-19 LOCKDOWN IN 2020, THE BUSINESS AMOUNT HAD BEEN DOWN BUT THE COMPANY STAYED STAND BECAUSE OF SERVING LONG HOURS. NOW WE SERVE 6 HOURS WHICH IS LESS HOURS, AS WELL AS LESS INCOME WHICH IS NOT ENOUGH TO OPERATE. WE NEED PERMISSION TO SERVE TILL MORNING SO WE COULD MAKE ENOUGH INCOME TO PAY OUR BILLS

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AND OTHER EXPENSES. OTHERWISE WE NEED TO CLOSE THE BUSINESS FOR EVER. THIS MEANS A BIG LOSS FOR US AND BIG DEBT TO DEAL WITH. WE WOULD LIKE TO WORK AND MAKE BUSINESS EAGERLY. THANK YOU

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

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

- Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

- Yes No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes No

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

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Will you be providing performances of dance?

Yes No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Continued from previous page...

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

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.

AS USUAL, WE WILL COOK FOOD INDOOR AND SERVE AS TAKEAWAY, NOT DINE-IN, AND DELIVERY TO THE ADDRESSES

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

WILL BE THE SAME ALL YEAR LONG. SUNDAYS CLOSED.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

NONE

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

- Yes No

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
 As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

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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

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

NONE

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

NONE

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LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

WE TRAIN OUR STAFF IN HOW TO BEHAVE AND DEAL WITH DRUNK AND ANNOYED PEOPLE. WE DO NOT ACCEPT CROWDED PEOPLE IN OUR WAITING AREA. KEEP FAMILIES OUT OF CROWD. THE STAFF ARE ALSO TRAINED IN HOW TO BEHAVE THE PEOPLE UNDER 21.

b) The prevention of crime and disorder

WE TRAIN THE STAFF IN HOW TO BEHAVE THE DRUNK AND ANNOYED PEOPLE. REPORT POLICE ASAP

c) Public safety

WE HAVE WAITING AREA. WE WILL NOT ACCEPT CROWDED PEOPLE IN THAT AREA AND SERVE BY FIRST-IN-FIRST-SERVE.

d) The prevention of public nuisance

WE HAVE WAITING AREA. WE WILL NOT ACCEPT CROWDED PEOPLE IN THAT AREA AND SERVE BY FIRST-IN-FIRST-SERVE.

e) The protection of children from harm

FAMILIES WITH KIDS OR CHILDREN WILL BE KEPT OUT OF CROWD.

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

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- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

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If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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NOTES ON REGULATED ENTERTAINMENT

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In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

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- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

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PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

100.00

DECLARATION

Continued from previous page...

* I/we understand 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.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/norwich/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

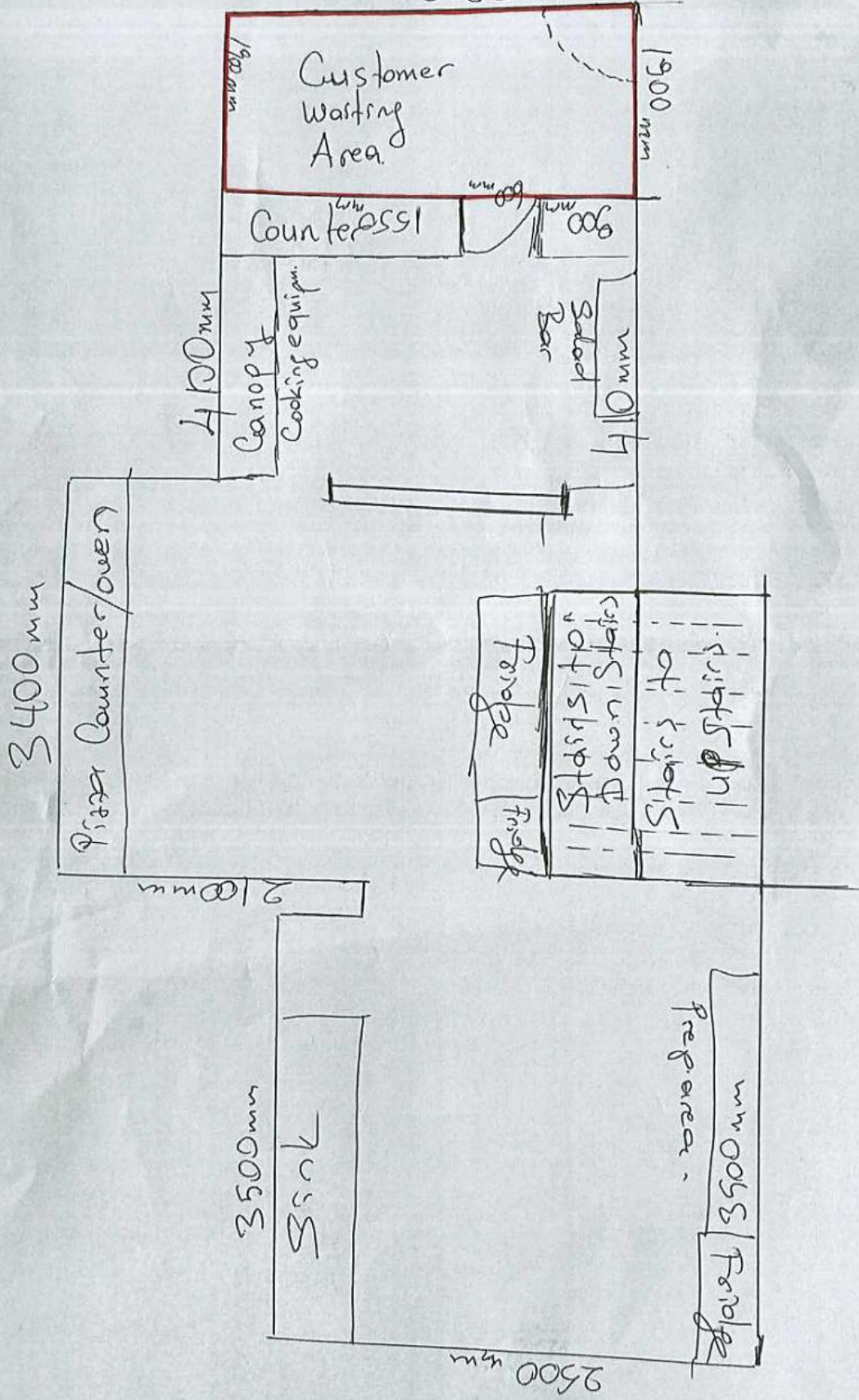
OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
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Shop front

3300 mm Front Door



LICENSING

From: Bartram, Michelle
Sent: 30 April 2024 09:34
To: LICENSING; Fuller, Maxine
Cc: INNES, Emily;
Subject: FW: New Licence - Bishop Bridge Road Norwich

External Email: Be cautious about the sender email address, attachments and links. If uncertain please delete the email.

Good morning licensing

I can confirm that Police have received a copy of the application for a new premises licence for Late night refreshment for 28 Bishop Bridge Road, Norwich.

In order to promote the licensing objectives, I have requested that the following conditions are added to the premises licence:

1. **CCTV to be in operation, coverage to include inside the premises and immediate outside. CCTV footage to be kept for a minimum of 28 days and footage to be available to Police or Licensing Authority on request.**
2. **There will always be one member of staff conversant with the CCTV system when the premises is open for licensable activity.**
3. **Signage will be on display informing customers to keep noise levels down and respect the neighbours.**

With these conditions added, there are no objections from Norfolk Police.

The email below is from the applicant agreeing to my conditions so there are no outstanding objections for us.

Thank you

Michelle Bartram

Licensing Officer

Licensing, Alcohol and Drug Team.

Norfolk Constabulary

Building 8

Norfolk Police Operations and Communication Centre

Wymondham, Norfolk, NR18 0WW

From:

Sent: Tuesday, April 30, 2024 9:25 AM

To: Bartram, Michelle <[redacted]>
Subject: Re: New Licence - Bishop Bridge Road Norwich

CAUTION: This email originated from outside of the organisation.

Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Michelle,

It was very nice to meet you yesterday, and it was very helpful for me too. That is absolutely fine to put these conditions on my premises licence.

Hope to hear from you soon with a good news,

Best regards,

Hikmet BAŞTUĞ

On 30 Apr 2024, at 08:47, Bartram, Michelle <[redacted]> wrote:

Dear Sir

Thank you for your time yesterday, it was nice to meet you.

In relation to the application, I know we had already discussed the CCTV condition. Having viewed the CCTV, I am pleased it is of sufficient quality and will be beneficial.

We also discussed including a poster reminding customers to keep the noise down.

Would you be willing to add the following conditions on the Premises Licence:

1. **CCTV to be in operation, coverage to include inside the premises and immediate outside. CCTV footage to be kept for a minimum of 28 days and footage to be available to Police or Licensing Authority on request.**
2. **There will always be one member of staff conversant with the CCTV system when the premises is open for licensable activity.**
3. **Signage will be on display informing customers to keep noise levels down and respect the neighbours.**

I look forward to hearing from you

Thanks

Michelle Bartram

Licensing Officer

Licensing, Alcohol and Drug Team.

Norfolk Constabulary

Building 8

Norfolk Police Operations and Communication Centre

Fuller, Maxine

From: autoresponse@norwich.gov.uk
 Sent: 18 April 2024 14:44
 To: LICENSING
 Subject: Online licensing representation form received

Norwich City Council

Licensing Authority

Licensing Act 2003

Statement of support or objection to an application for a premises licence

Your name/organisation name/name of body you represent	Mr David Davies
Postal address	33 Chalk Hill Road, Norwich, NR1 1SL
Email address	
Contact telephone number	
What type of licencing are you supporting or objecting to?	Premises licence - alcohol and entertainment
Are you supporting an application or objecting to one?	Objecting to a licence
Address of the premises you wish to object to	28 Bishopbridge road

Your support or objection must relate to one of the four licensing objectives

Please give details of your support/objection in relation to at least one of the four licensing objectives	I am the owner of the three apartments next door to Kebab premises and already have complained about issues with air quality and pollution affecting my tenants. Also problems with drunks from the two public houses which are very close. So another with a license next door would be a nightmare for my tenants and the local residents who see the police at meetings already with present problematic issues.
Please suggest any conditions which would alleviate your concerns	NONE

:

Full name:	Mr David Davies	Date:	2024-04-18
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Fuller, Maxine

From: Richard Keach
Sent: 30 April 2024 18:35
To: Fuller, Maxine
Subject: Re: Representation Form - 28 Bishop Bridge Road

External Email: Be cautious about the sender email address, attachments and links. If uncertain please delete the email.

Dear Maxine,

Yes I still wish to object to the application.

I'm happy to re-phrase all my objections to make it relevant, but truly the alcohol aspect of my 8 objections is not the main reason I made my original objections!

The Hot Grill kebab & Pizza House at 28 Bishop Bridge Road NR1 4ET already opens late into the night sometimes 3am in the morning! Obviously it must be depending how busy they are..

So I'm not quite sure why they are applying for this late night opening hours when they already open late most nights.

We suffer every night with noise, anti social behaviour, parking issues, dirty cooking oil smells & fat deposits on our decking which is a definite health hazard, caused by a chimney that cannot meet environmental health standards! The building is a filthy disgrace and should be closed down not given extra hours they already use anyway!

Yours sincerely

Richard J Keach.

[Yahoo Mail: Search, organise, conquer](#)

On Tue, 30 Apr 2024 at 13:48, Fuller, Maxine <MaxineFuller@norwich.gov.uk> wrote:

Dear Richard Keach,

We have received your objection to the premises licence application for 28 Bishop Bridge Road however, this application is **not for the sale of alcohol** - the application is applying for late night refreshment only which means **the sale of hot food and drink after 11pm** for the following dates and times:

Monday 23:00 to 02:00

Tuesday 23:00 to 02:00

Wednesday 23:00 to 02:00

Thursday 23:00 to 02:00

Friday 23:00 to 03:00

Saturday 23:00 to 03:00

Do you wish to still object to the application / or do you wish to re-phrase your objection to make it relevant.

Regards

Maxine Fuller
Public Protection Licensing Advisor

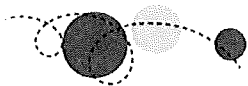
Development and City services

Norwich City Council

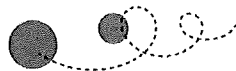
(01603) 989400

Working hours: Monday to Thursday

maxine.fuller@norwich.gov.uk



A fair and thriving city, full of ambition



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LICENSING

From: autoresponse@norwich.gov.uk
Sent: 18 April 2024 23:44
To: LICENSING
Subject: Online licensing representation form received

Norwich City Council

Licensing Authority

Licensing Act 2003

Statement of support or objection to an application for a premises licence

Your name/organisation name/name of body you represent	Richard keach
Postal address	32 Bishop Bridge Road, Norwich, NR1 4ET
Email address	
Contact telephone number	
What type of licencing are you supporting or objecting to?	Premises licence - alcohol and entertainment
Are you supporting an application or objecting to one?	Objecting to a licence
Address of the premises you wish to object to	Hot Grill kebab & Pizza House. 28 Bishop Bridge Road. Norwich. NR1 4ET.

Your support or objection must relate to one of the four licensing objectives

Please give details of your support/objection in relation to at least one of the four licensing objectives	<p>Dear sirs, There are many reasons why - 1. We already suffer because of the late opening hours at the Hot Grill kebab & Pizza House, so with even later hours & selling alcohol will only make things worse for us with noise. 2. We suffer from dirty oil smells & fat deposits on our balcony because of the very low greasy chimney ... which will get worse. 3. We have a newsagents just down the street from this venue that already sells alcohol till late in the evening & the police are well aware of the trouble we have with down & outs getting drunk here & causing lots of problems for all us Law abiding citizens round here, which will only make matters worse if you grant this licence. 4. Increase in litter, which is terrible round here because of all the discarded take away packaging. 5. We've resently had a murder here due to anti-social behaviour due to alcohol abuse. 6. There's already a late Bar & nightclub here over</p>
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	<p>the road known as The Castle. Where anyone can already buy alcohol late into the night... till around 2pm. But safely policed by doormen. 7. We also have a huge problem with delivery cars parked all over the place on & over the double yellow lines & paths both sides of the road, obstructing pedestrians & mobility vehicles walking to the roundabout. This will obviously get much worse for longer into the night if this licence is granted. I seriously think with the close proximity to the very busy roundabout it want be long before there's a serious accident because of all the illegally parked delivery vehicles. 8. Finally the business really isn't honestly fit for purpose, it's run down & terribly managed with tonnes of rubbish just disregarded in the back garden encouraging rats, and the building itself is in very poor condition especially at the back of the property with broken windows and guttering missing It really needs inspecting properly. I hope you will take everything into consideration when reviewing this licence. Please feel free to contact me regarding any of the issues I've raised either by email or mobile. Yours sincerely Richard keach.</p>		
<p>Please suggest any conditions which would alleaviate your concerns</p>	<p>The only sensible suggestion is- Do not grant this licence.</p>		
<p>:</p>			
<p>Full name:</p>	<p>Richard Jonathan Keach</p>	<p>Date:</p>	<p>2024-04-18</p>

Fuller, Maxine

From: Sarah Manby
Sent: 30 April 2024 18:27
To: Fuller, Maxine
Subject: Re: Representation Form - 28 Bishop Bridge Road
Attachments: image001.jpg

External Email: Be cautious about the sender email address, attachments and links. If uncertain please delete the email.

Yes, please proceed.

The premises currently opens until these times and many of the problems I have stated in my objection still stand.

These include the problem with parking on and over the pavement of delivery vehicles making it difficult and potentially dangerous to pedestrians and other road users.

The problem with litter and noise late in to the evening and early hours of the morning.

Many of the people using the establishment late at night are often under the influence of alcohol which as I've stated before does bring its own problems.

Yours sincerely

Sarah Keach.

On Tue, 30 Apr 2024, 13:45 Fuller, Maxine, <MaxineFuller@norwich.gov.uk> wrote:

Dear Sarah Keach,

We have received your objection to the premises licence application for 28 Bishop Bridge Road however, this application is **not for the sale of alcohol** - the application is applying for late night refreshment only which means **the sale of hot food and drink after 11pm** for the following dates and times:

Monday 23:00 to 02:00

Tuesday 23:00 to 02:00

Wednesday 23:00 to 02:00

Thursday 23:00 to 02:00

Friday 23:00 to 03:00

Saturday 23:00 to 03:00

Do you wish to still object to the application / or do you wish to re-phrase your objection to make it relevant.

Regards

Maxine Fuller
Public Protection Licensing Advisor

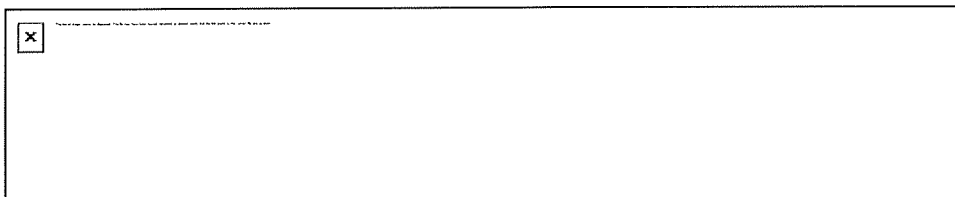
Development and City services

Norwich City Council

(01603) 989400

Working hours: Monday to Thursday

maxine.fuller@norwich.gov.uk



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LICENSING

From: autoresponse@norwich.gov.uk
Sent: 24 April 2024 06:30
To: LICENSING
Subject: Online licensing representation form received

Norwich City Council

Licensing Authority

Licensing Act 2003

Statement of support or objection to an application for a premises licence

Your name/organisation name/name of body you represent	Sarah Keach
Postal address	32 Bishop Bridge Road, Norwich, NR1 4ET
Email address	
Contact telephone number	
What type of licencing are you supporting or objecting to?	Premises licence - alcohol and entertainment
Are you supporting an application or objecting to one?	Objecting to a licence
Address of the premises you wish to object to	Hot Grill kebab and pizza house. 28 Bishop Bridge Road. Norwich. NR1 4ET.

Your support or objection must relate to one of the four licensing objectives

Please give details of your support/objection in relation to at least one of the four licensing objectives	<p>Dear sirs, There are many reasons why - 1. We already suffer with a lot of anti social behaviour due to drug and alcohol misuse mainly from young people and I feel this will only be made worse by extending the opening hours and granting a licence to sell alcohol. On more than one occasion I have opened my front door to find people intoxicated slumped on my step and it's not unusual to walk from my house along to Bishop Bridge and experience verbal abuse from intoxicated individuals. 2. We currently suffer from dirty fat smells due to the inadequate height of the chimney and deposits of fat which fall into our garden and on to our outside space. 3. There is a newsagents on Bishop Bridge Road up from the Hot Grill Kebab & Pizza House that already sells alcohol until late in the evening. We have witnessed accidents and near misses from people walking across the road intoxicated which the police are well</p>
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	<p>aware of. There is also a problem with noise from people using the Kebab House which can continue as late as 3am into Saturday and Sunday morning causing lots of problems for the the residents and this will only be made worse by granting this licence. 4. Increase in litter, which is already a problem due to discarded take away packaging. 5. We have a high number of half way housing and hostels in the area & many of these residents have alcohol and drug issues. More access to alcohol late in to the night will only increase the risk of alcohol and drug related crime. 6. There is already a late night bar & a nightclub called The Castle where people can buy alcohol late on Friday & Saturday nights. 7. We also have a huge problem with delivery cars parked all over the place on & over the double yellow lines & the paths both sides of the road obstructing pedestrians.This will obviously get much worse for longer into the night if this licence is granted. We have complained to the police & the highways department several times about this. I seriously think with the close proximity to the very busy roundabout it is only a matter of time before there's a serious accident because of all the illegally parked delivery vehicles. 8. Finally the business isn't fit for purpose. The outside if the premises is disgusting with tonnes of rubbish just left to accumulate and which is added to on a daily basis encouraging rats and posing a health hazard. The building itself is in very poor condition especially at the back of the property with broken windows and guttering missing and really needs inspecting. I hope you will take everything into consideration when considering this licence. Please feel free to contact me regarding any of the issues I've raised either by email or mobile. Yours sincerely Sarah keach.</p>		
<p>Please suggest any conditions which would alleaviate your concerns</p>	<p style="text-align: center;">None</p>		
<p>:</p>			
<p>Full name:</p>	<p>Sarah Elizabeth Keach</p>	<p>Date:</p>	<p>2024-04-24</p>