

EMAILS TO AGENT

From: Catlyn, Lucy [REDACTED]
Sent: 05 February 2019 17:03
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Hi Mr Panchal

Providing the notice goes up tomorrow then the new last date for reps is 6 March 2019

Should the notice not be on display at anytime we visit then the clock will need to restart.

Please kindly 'cc' all into any email replies.

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

[REDACTED]

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From: [REDACTED]
Sent: 05 February 2019 16:57
To: Catlyn, Lucy [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Lucy Catlyn

I don't understand which notice you want me to put up now as the old notice is already up and running and will have no bearing as the date is not correct. If you send me the new date I can prepare and put it up tomorrow.

I have spoken to Mr Arora

Kind regards

Mr S.Panchal

From: Catlyn, Lucy [REDACTED]
Sent: 05 February 2019 16:04
To: [REDACTED]

Cc: [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Hi Mr Panchal

Once you confirm with Mr Arora that the notices are up – I strongly suggest you speak to him then we can sort out a new LDR

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

[REDACTED]

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From: [REDACTED]
Sent: 05 February 2019 16:02
To: Catlyn, Lucy [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Lucy Catlyn

Looks like we are not getting anywhere. Let me know your new date for consultation period so I can prepare new notices. I will be requesting the client to put up notices on the side wall also as I do for other premises.

Kind Regards

Mr S.Panchal

From: Catlyn, Lucy [REDACTED]
Sent: 05 February 2019 15:15
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Hi Mr Panchal

When you inform me that the notice is up on the shutter we can restart the clock again. I am afraid we do not accept the reason you have offered that people have removed - Unfortunately we have visited twice and found it to be the case there is no notices on the

shutter. It is extremely unlikely for it to be removed twice and your client needs to take steps to ensure it is fixed more securely.

Please do not concern other premises in this email trail – you need to email licensing@spelthorne.gov.uk if you want to speak regarding other place

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

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From: [REDACTED]
Sent: 05 February 2019 14:51
To: Catlyn, Lucy [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Good Afternoon

I did try and call you but it was on voicemail.

Just to inform you that the notice is always put up on the shutter during the closing time when the shutters are down as seen in the attached picture. The client has informed me that during the night he does not have the control and people tend to remove it. Lots of spare copies are handed to the client.

I have been instructed by [REDACTED] to look into their case. Can you please let me know what you require so I can prepare and submit.

Kind regards

Mr S.Panchal

From: Catlyn, Lucy [REDACTED]
Sent: 05 February 2019 13:06
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Good morning

I email following a voicemail from Mr Panchal this morning. I did try and call back but unfortunately there was no answer. There is no poster displayed on the shutters as required by the legislation.

Please see attached photo taken by a Licensing Enforcement Officer this morning

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

[REDACTED]

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From: Catlyn, Lucy
Sent: 05 February 2019 10:56
To: [REDACTED]
[REDACTED]
Cc: [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Good Morning

I cannot understand why I am not getting any reply from you which is most concerning. I therefore have no choice but to copy the applicant in so he is aware of what is required.

We visited the premises this morning and note that the required blue notice is not on display.

At this time the application is **NOT VALID.**

I can only assume that you have decided not to proceed with this application

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

[REDACTED]

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From: Catlyn, Lucy
Sent: 01 February 2019 15:33
To: [REDACTED]
Subject: RE: 53 Clare Road, Stanwell
Importance: High

Good afternoon

You are aware from my below email I visited the premises on 30 January 2019 and you were emailed, although no reply has been received from you.

Mr Arora sent me a whatsapp photo on 30.01.2019 at 16.39 showing the blue notice on his front door – I am unable to zoom in on this photo to see the date, but it shows 2 blue notices (one on door and one high up on window – I did advise that the one high up on the window was too high (and this was the original LDR).

Mr Arora sent me a whatsapp photo on 30 January 2019 at 23.19 showing a blue notice on a shutter – unfortunately I cannot make out the LDR on it.

A visit was carried out to the premises this morning and I am extremely disappointed to have to say the Blue notice which is required under legislation is not up on the shutters.

Under the Licensing Act 2003 (Premises licenses and club premises certificates) regulations 2005 he is required to:

25. In the case of an application for a premises licence under section 17, for a provisional statement under section 29, to vary a premises licence under section 34, for a club premises certificate under section 71 or to vary a club premises certificate under section 84, the person making the application shall advertise the application, in both cases containing the appropriate information set out in regulation 26—

(a) for a period of no less than 28 consecutive days starting on the day after the day on which the application was given to the relevant licensing authority, by displaying a notice,

(i) which is—

(aa) of a size equal or larger than A4,

(bb) of a pale blue colour,

(cc) printed legibly in black ink or typed in black in a font of a size equal to or larger than 16;

(ii) in all cases, prominently at or on the premises to which the application relates where it can be conveniently read from the exterior of the premises and in the case of a premises covering an area of more than 50 metres square, a further notice in the same form and subject to the same

requirements every fifty metres along the external perimeter of the premises abutting any highway;
and

(b) by publishing a notice—

(i) in a local newspaper or, if there is none, in a local newsletter, circular or similar document, circulating in the vicinity of the premises;

(ii) on at least one occasion during the period of 10 working days starting on the day after the day on which the application was given to the relevant licensing authority.

It is most concerning that Mr Arora seems to have no regard for the legislative requirements under the Licensing Act 2003. Not to mention the fact his licence lapsed in the first place and he has been selling alcohol unlawfully since the licence lapsed in December 2018. All of these circumstances are being noted and will not go down well with licensing sub committees.

As such the notice period will restart from when we are advised new notices are up at the premises

I would appreciate your reply in writing to my email below regarding the conditions. We briefly spoke on the telephone on 30.01.2019 regarding this but I would like to know in **writing your comments.**

In addition to the above:

A visit was carried out to the premises yesterday by a Licensing Enforcement Officer and alcohol was being exposed for sale without a TEN or premises licence in place. As you will be aware, this is unlawful and shows total disregard for the legislation and what the Licensing Authority have advised. We are not satisfied that if a licence is granted he will uphold the Licensing Objectives and as such when this application is valid we will be submitting a formal representation and the licence will be determined by the Licensing Sub Committee.

Kind regards
Lucy

**Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing**

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

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From: Catlyn, Lucy
Sent: 30 January 2019 16:14
To: 'Personal Licence Courses' [REDACTED]
Cc: Licensing <licensing@spelthorne.gov.uk>
Subject: RE: 53 Clare Road, Stanwell

Good afternoon

As you are aware I visited the premises today and Mr Arora was at the shop. He advised me that his blue notice in the window was put up yesterday, but then later said it was put up on Saturday (after I advised it should have been put up on Saturday). In any event, he has no notice on the shutter.

As he is failed to adhere to the notice requirements the new last date for reps is 27 February. However should he fail to fulfil the requirements we will restart the clock.

Please let me know when the notice is on display.

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

[REDACTED]

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From: Catlyn, Lucy
Sent: 28 January 2019 16:29
To: 'Personal Licence Courses' [REDACTED]
Cc: Licensing <licensing@spelthorne.gov.uk>
Subject: RE: 53 Clare Road, Stanwell

Good afternoon

Thanks for your application

I can confirm the last date for reps is 22.02.2019.

I note that the conditions you have offered in the operating schedule are exactly the same as conditions you offered in another application I handled recently for a different premises – you are aware that Licensing were not satisfied with this and other conditions I put forward were instead agreed. Please can I have your comments as to why you have done this? Some of the conditions you have offered are not enforceable and are covered by legislation. I am sure you are aware of the Secretary of State Licensing Act 2003 guidance S.182 which states:

Conditions on a premises licence or club premises certificate are important in setting the parameters within which premises can lawfully operate. The use of wording such as “must”, “shall” and “will” is encouraged. Licence conditions: • must be appropriate for the promotion of the licensing objectives; • must be precise and enforceable; • must be unambiguous and clear in what they intend to achieve; • should not duplicate other statutory requirements or other duties or responsibilities placed on the employer by other legislation; • must be tailored to the individual type, location and characteristics of the premises and events concerned; • should not be standardised and may be unlawful when it cannot be demonstrated that they are appropriate for the promotion of the licensing objectives in an individual case; • should not replicate offences set out in the 2003 Act or other legislation; • should be proportionate, justifiable and be capable of being met; • cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff, but may impact on the behaviour of customers in the immediate vicinity of the premises or as they enter or leave; and • should be written in a prescriptive format.

I look forward to hearing from you and your subsequent newspaper advert

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

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From: Personal Licence Courses [REDACTED]
Sent: 25 January 2019 15:48
To: Catlyn, Lucy [REDACTED]
Subject: FW: 53 Clare Road, Stanwell

Dear Lucy,

Thank you for your patience with regards to this application, attached now is the following:

- Application
- Consent Form
- Plan
- NI Documents
- Confirmation of fee payment

Yours Sincerely,

Personal Licence Courses UK LTD

From: Personal Licence Courses [REDACTED]
Sent: 25 January 2019 14:46
To: [REDACTED]
Subject: FW: 53 Clare Road, Stanwell

Dear Lucy,

My sincere apologies, attached is the full application including the consent form, plan and NI document.

Yours Sincerely,

From: Personal Licence Courses [REDACTED]
Sent: 25 January 2019 14:15
To: 'Catlyn, Lucy' [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Dear Lucy,

Thank you for your patience in this matter, attached to this email is the full amended application for 53 Clare Road, Stanwell.

Many Thanks,

From: Catlyn, Lucy [REDACTED]
Sent: 22 January 2019 13:40
To: [REDACTED]
Subject: RE: 53 Clare Road, Stanwell

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

[REDACTED]

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From: Catlyn, Lucy
Sent: 21 January 2019 16:49

To: [REDACTED]
Cc: Licensing <licensing@spelthorne.gov.uk>
Subject: RE: 53 Clare Road, Stanwell

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.**

Hi Manpreet

As per the guidance notes, please can you send us the highlighted info above.

Please can you resubmit everything in one email for me as a complete application as it is confusing when things go back and forth and I would like to ensure this application is received correctly.

Many thanks
Lucy

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

[REDACTED]

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From: Morey, Paul **On Behalf Of** Licensing
Sent: 21 January 2019 14:02
To: Catlyn, Lucy [REDACTED]
Subject: FW: 53 Clare Road, Stanwell

For you 😊

From: Personal Licence Courses [REDACTED]
Sent: 21 January 2019 12:37
To: Licensing <licensing@spelthorne.gov.uk>
Subject: RE: 53 Clare Road, Stanwell

Dear Lucy

Apologies the application had details of a previous application at your borough, I have now changed that to Amit Arora. We advised the client to apply on his individual name it avoids any future issues regarding license being on a company's name. Coming to the right to work, that document is attached with dps consent form, it's the last page of the attached. Its his resident permit, he has indefinite leave to remain in the UK. I will attach the document again with this email.

Kind Regards

Manpreet Singh Kapoor BA(Hons)
Licensing Consultant

Personal Licence Courses uk ltd, 145 Station Road, West Drayton, UB7 7ND
[REDACTED]

 Please consider the environment before printing this email

From: Catlyn, Lucy [REDACTED] **On Behalf Of** Licensing
Sent: 18 January 2019 18:24
To: [REDACTED]
Cc: [REDACTED]
Subject: 53 Clare Road, Stanwell

Good afternoon

I have received your application for a new premises licence at 53 Clare Road however it is rejected:

- There is no proof of right to work attached. I was told by Mr Arora this licence was going to be a company name so I am surprised to see it is as an individual.
- The DPS consent form and application have 2 different people specified.

We look forward to hearing from you.

Kind regards

Lucy Catlyn
Licensing Enforcement Officer
Environmental Health and Licensing

Spelthorne Borough Council, Council Offices, Knowle Green, Staines-upon-Thames
TW18 1XB

[REDACTED]

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