

Licensing Committee Agenda

HEARING TO CONSIDER AN APPLICATION FOR A VARIATION OF A PREMISES LICENCE

This meeting will consider only licensing matters delegated under the Licensing Act 2003

27th April 2026 at 11am

Remote Meeting

MEMBERS OF COMMITTEE INVITED TO ATTEND HEARING

Councillor D. Clark (Chair)

and Councillors H. Clark, R. Lee and S. Manley

Local people are welcome to attend this meeting remotely, where your elected Councillors take decisions affecting YOU and your City. If you would like to find out more, please telephone the Democracy Team on Chelmsford (01245) 606440 or email committees@chelmsford.gov.uk

Licensing Committee

27 April 2026

AGENDA

1.Apologies for Absence

2.Declaration of Interests

All Members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. If the interest is a Disclosable Pecuniary Interest they are also obliged to notify the Monitoring Officer within 28 days of the meeting.

3.Licensing Act 2003 – Application to Vary a Premises Licence: Co-Operative, Barnard Road, CM2 8RS.



Chelmsford City Council Licensing Committee

DATE: 27th April 2026

LICENSING ACT 2003 – APPLICATION TO VARY A PREMISES LICENCE: CO-OPERATIVE, BARNARD ROAD, CM2 8RS.

Report by: Director of Sustainable Communities

Officer Contact:

Kate KOBER, Katherine.kober@chelmsford.gov.uk 01245 606727

Purpose

The purpose of this report is for Members to consider an application submitted by Central England Co-Operative limited under section 34 of the Licensing Act 2003 to vary the premises licence in respect of The Co-Operative, 83 Barnard Road, Chelmsford, CM2 8RS.

In determining this application, Members must have regard to the representations received and the requirement to promote the four licensing objectives. These are:

- a) The prevention of crime and disorder
- b) public safety
- c) The prevention of public nuisance
- d) The protection of children from harm

Recommendations

Members are advised that they have the following options when determining this application.

- to modify the conditions of the licence.
- to reject whole or part of the application

An appeal in respect of any determination made in connection with this application may be made to the Magistrates Court within 21 days of the notification given by the Licensing

Committee, by the licence holder, Chief officer of police, or any other person making relevant representation.

1. Background and Introduction

- 1.1 The premises are located on Barnard Road within a predominantly residential area and are situated in proximity to two primary schools. The surrounding area includes residential dwellings adjacent to and opposite the premises. A Google Map image illustrating the location of the premises is attached as **Appendix A**.

2. Application

- 2.1 The application has been properly given in accordance with the Licensing Act 2003 and all procedures correctly followed. The completed application form and current licence is attached as **Appendix B**.
- 2.2 The application form for the premises licence was received on the 9th March 2026 and correctly advertised by placing blue public notices at the premises, by publication in a local paper and on Chelmsford City Council's website.
- 2.3 The application seeks to vary the existing premises licence by:
- Amending the licensable hours and opening hours to 06:30 to 23:00 daily, including the removal of Good Friday and Christmas Day restrictions
 - Updating the existing plan attached to the premises licence
 - Removing the conditions contained in Annex 2
 - Submitting a new operating schedule

Details of the current and proposed hours are set out in Appendix B.

Members are advised that the conditions contained within Annex 2 of the current licence relate to measures intended to promote the licensing objectives, including the management of the premises and the sale of alcohol. The application proposes to remove these conditions. Conditions that reflect the operating schedule are proposed.

Members should therefore consider whether the proposed operating schedule provides appropriate and proportionate measures to promote the licensing objectives, having regard to the removal of the existing conditions.

Members are advised that the proposed variation includes an extension to the hours during which the premises may operate, as set out within the application.

- 2.4 Members are asked to note that, as this report is available in the public domain, personal details have been redacted from some documents. However, both the Authority and the applicant have received complete copies of all documents.

3. Representations

- 3.1 In accordance with the Licensing Act 2003, the application was served on all responsible authorities.

- 3.2 During the consultation period, one representation was received from Galleywood Parish Council objecting to the application. A copy of the representation is attached at **Appendix C**.

The concerns raised can be summarised as follows:

- **Prevention of crime and disorder:** reference is made to a recent robbery at the premises. No further detail has been provided to indicate whether this incident is directly attributable to the licensable activities at the premises.
- **Public safety:** concerns are raised regarding the suitability of the extended hours in a location close to residential properties, including elderly residents, and two primary schools.
- **Prevention of public nuisance:** concerns are raised regarding the potential for increased noise and disturbance arising from extended hours of operation within a predominantly residential area.

Members should consider the representation insofar as it relates to the likely effect of the grant of the variation on the promotion of the licensing objectives.

- 3.3 Members are informed that Essex Police have raised no objections to this application. Essex Police are the primary responsible authority in relation to the prevention of crime and disorder.

4. Conclusion

- 4.1 Members are reminded that, in determining this application, they must have regard to the Licensing Act 2003, the statutory guidance issued under section 182 of the Act, and the Council's Statement of Licensing Policy.
- 4.2 Section 13 of the Council's Statement of Licensing Policy sets out the procedures and responsibilities of the Licensing Committee, including decision making principles and the application of conditions. Members are directed to have regard to this section when determining the application.
- 4.3 Members must determine the application with a view to promoting the licensing objectives, having regard to the representations received.
- 4.4 The application has been correctly submitted and processed in accordance with the requirements of the Licensing Act 2003.
- 4.5 Members are invited to determine the application, taking into account the options set out in the recommendations section of this report.

Appendices:

- Appendix A – Map
- Appendix B – Application and existing licence
- Appendix C – Representations

Background reading

Application held by licensing authority

Corporate Implications

Legal/Constitutional: The Licensing Sub-Committee is acting in accordance with its powers under the Licensing Act 2003 and the Council's Constitution. The hearing has been convened in compliance with statutory procedures. Any party to the proceedings has the right to appeal the decision to the Magistrates' Court within 21 days of formal notification.

Financial: There are no direct financial implications arising from the determination of this application. However, the outcome may have an indirect impact on local economic activity and business rates.

Potential impact on climate change and the environment: The operation of the premises may lead to a slight increase in local traffic and waste production, though these are consistent with the commercial nature of the area.

Contribution toward achieving a net zero carbon position by 2030: The decision on this application is not expected to directly influence the Council's net zero carbon target. Sustainable operating practices by the applicant may indirectly support environmental objectives.

Personnel: There are no personnel implications associated with this report. Licensing staff have processed the application as part of their normal duties.

Risk Management: The Licensing Sub-Committee must ensure that its decision is made in accordance with the Licensing Act 2003, relevant statutory guidance, and the Council's Statement of Licensing Policy. This minimises the risk of legal challenge by way of appeal or judicial review.

Equality and Diversity: The application has been considered in line with the Council's duties under the Equality Act 2010. No equality or diversity concerns have been identified at this stage.

Health and Safety: There are no direct health and safety implications from this report. However, public safety is a core licensing objective that must be considered in determining the application.

Digital: None.

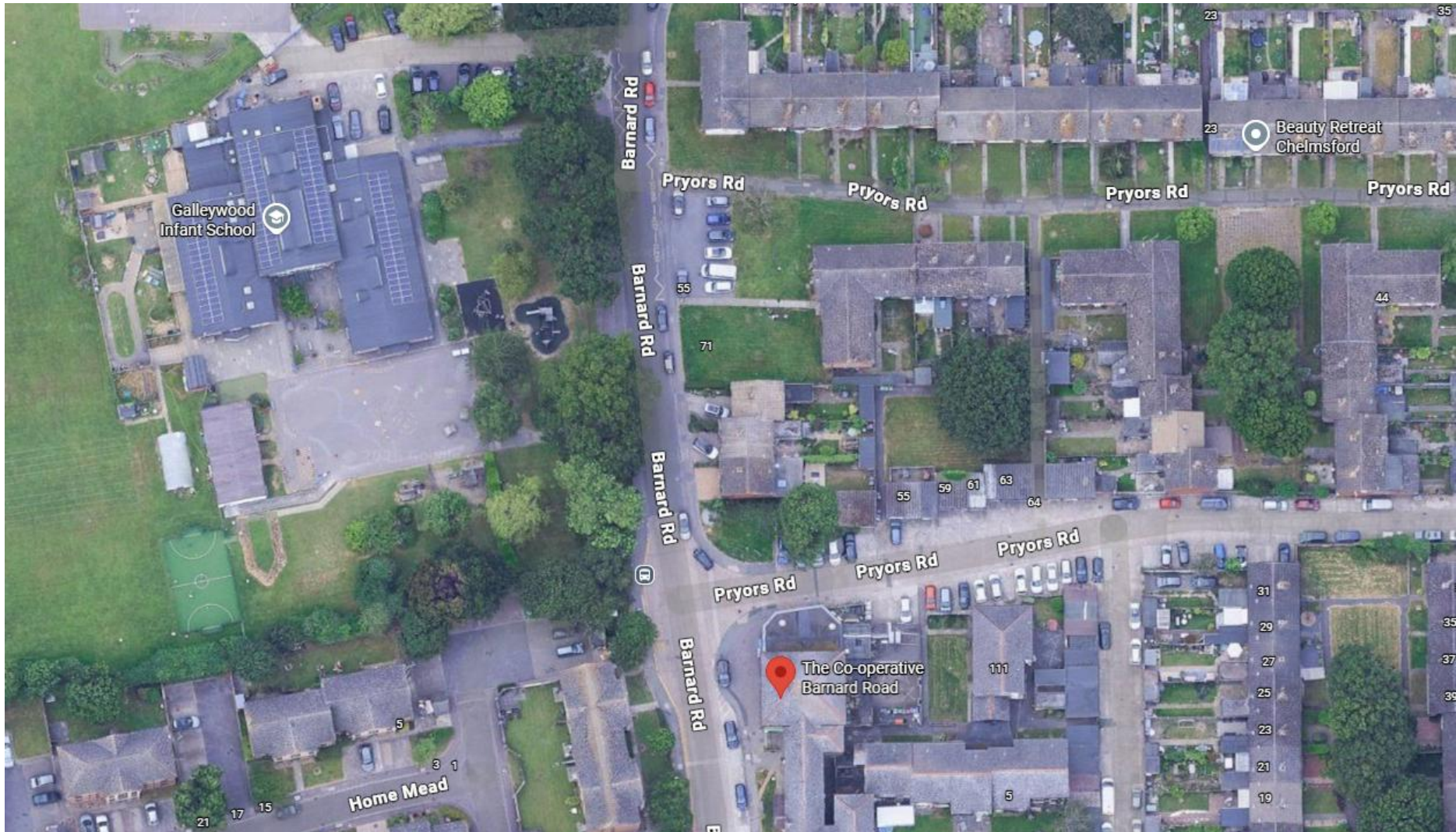
Other: None.

Consultees:

As per required by legislation

Relevant Policies and Strategies:

Statement of licensing policy





APPENDIX B



Chelmsford City Council
Application to vary a premises licence
Licensing Act 2003

For help contact
licensing@chelmsford.gov.uk
Telephone: 01245 606727

* required information

Section 1 of 18

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

Name

First name

Family name

Contact Details

E-mail

Telephone number

Fax number

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- 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 the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House?

Yes No

Is the applicant's business registered outside the UK?

Yes No

Continued from previous page...

Commercial register

Registration number

Business name

If the applicant's business is registered, use its registered name.

VAT number

Put "none" if the applicant is not registered for VAT.

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

User Profile

Name

First name

Family name

Continued from previous page...

Contact Details

E-mail

Telephone number

Fax number

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.

Your Business

Is your business registered in the UK with Companies House? Yes No

Is your business registered outside the UK? Yes No

Commercial register The entity with which your business is registered, for example "Amsterdam Chamber of Commerce".

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

Your position in the business

Home country The country where the headquarters of your business is located.

Continued from previous page...

Address

Building number or name	Shoosmiths LLP
Street	The Lakes
District	
City or town	Northampton
County or administrative area	Northamptonshire
Postcode	NN4 7SH
Country	United Kingdom

Address

Building number or name	
Street	
District	
City or town	
County or administrative area	
Postcode	
Country	United Kingdom

Section 2 of 18

APPLICATION DETAILS

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

Premises Licence Number	05/00957/LAPRE
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Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Continued from previous page...

Address

Building number or name	<input type="text" value="The Co-operative"/>
Street	<input type="text" value="83 Barnard Road"/>
District	<input type="text" value="Galleywood"/>
City or town	<input type="text" value="Chelmsford"/>
County or administrative area	<input type="text" value="Essex"/>
Postcode	<input type="text" value="CM2 8RS"/>
Country	<input type="text" value="United Kingdom"/>

Contact Details

E-mail	<input type="text"/>
Telephone number	<input type="text" value="REDACTED"/>
Fax number	<input type="text"/>
Other telephone number	<input type="text"/>
Non-domestic rateable value of premises (£)	<input type="text" value="35,250"/>

Section 3 of 18

VARIATION

Do you want the proposed variation to have effect as soon as possible? Yes No

Date variation to take effect from / /
dd mm yyyy

Do you want the proposed variation to have effect in relation to the introduction of the late night levy?

Yes No

You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.

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

Describe Briefly The Nature Of The Proposed Variation

Continued from previous page...

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.

The Variation is to amend the licensable hours and opening hours to 06:30 to 23:00 daily (including removing Good Friday & Christmas Day restrictions), update the plan attached to the Premises Licence, remove the conditions contained in Annex 2, and submit a new Operating Schedule.

Section 4 of 18

PROVISION OF PLAYS

See guidance on regulated entertainment

Will the schedule to provide plays be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the performance of a play take place indoors or outdoors or both?

Indoors Outdoors Both

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

Provide further details here.

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 performing plays.

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

Non standard timings. Where the premises will be used for the performance of a play at different times from those listed above, list below.

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

Section 5 of 18

PROVISION OF FILMS

See guidance on regulated entertainment

Will the schedule to provide films be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

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Provide 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.

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WEDNESDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the exhibition of films take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other structure select 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.

State any seasonal variations for the exhibition of film.

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

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed above, list below.

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

Continued from previous page...

Section 6 of 18

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

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End

Provide 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

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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 indoor sporting events.

Continued from previous page...

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

Non-standard timings. Where the premises will be used for indoor sporting events at different times from those listed above, list below.

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

Section 7 of 18

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

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End

Provide 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

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WEDNESDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the boxing or wrestling entertainment take place indoors or outdoors or both?

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

Indoors Outdoors Both

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 boxing and wrestling entertainment.

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

Non-standard timings. Where the premises will be used for the boxing or wrestling entertainment at different times from those listed above, list below.

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

Section 8 of 18

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will the schedule to provide live music be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

Continued from previous page...

MONDAY

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Provide 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

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Will the performance of live music take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other structure - select 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.

State any seasonal variations for the performance of live music

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

Continued from previous page...

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed, above below.

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

Section 9 of 18

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

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Provide 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.

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SUNDAY

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Will the playing of recorded music take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other structure select 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.

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 will be used for the playing of recorded music at different times from those listed above, list below.

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

Section 10 of 18

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

Yes

No

Standard Days And Timings

MONDAY

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TUESDAY

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Provide 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.

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Will the performance of dance take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other structure select 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.

State any seasonal variations for the performance of dance.

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

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed above, list below.

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

Continued from previous page...

Section 11 of 18

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

See guidance on regulated entertainment

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

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Provide 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.

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Provide a description of the type of entertainment that will be provided.

Continued from previous page...

Will this entertainment take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other structure select 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.

State any seasonal variations for entertainment.

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

Non-standard timings. Where the premises will be used for entertainment at different times from those listed above, list below.

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

Section 12 of 18

PROVISION OF LATE NIGHT REFRESHMENT

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

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TUESDAY

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Provide 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.

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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 select 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.

State any seasonal variations.

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

Non standard timings. Where the premises will be used for the provision of late night refreshment at different times from those listed above, list below.

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

Continued from previous page...

Section 13 of 18

SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

Yes No

Standard Days And Timings

MONDAY

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Provide 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

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WEDNESDAY

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Continued from previous page...

Will the sale of alcohol be for consumption?

On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations.

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

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed above, list below.

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

Section 14 of 18

ADULT ENTERTAINMENT

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.

Provide 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.

None

Section 15 of 18

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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

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Continued from previous page...

WEDNESDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

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Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="06:30"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations.

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

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

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

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

Annex 2 Conditions including Good Friday, Christmas Day & Sunday restrictions.

I have enclosed the premises licence

Continued from previous page...

I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

Section 16 of 18

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.

The licence holder understands that in applying for a Premises Licence for the sale of alcohol at this premises, we have a duty to the local community, and we continue to protect our colleagues and customers from danger and harm.

The premises may be used for the provision of remote and other delivery services.

b) The prevention of crime and disorder

The premises operate a robust CCTV policy to ensure compliance with Data Protection Legislation and to assist Police with the prevention and detection of crime.

The premises will have cameras with digital colour recording. The cameras coverage will include the front and back door areas.

CCTV footage at this premises will be kept for a period of 31 days and access to the system/footage will be provided to police officers upon request subject to Data Protection regulations and the Information Commissioner Guidance on CCTV.

Duty Managers will be trained in the use of the CCTV system and will be in attendance at the premises at all times that licensable activities take place and be able to fully operate the system to be able to download in a recognised format and information requested by the Police, Police employees and all responsible authorities.

c) Public safety

The licence holder provides all colleagues with avoiding aggression training.

In line with current legislation, the premises has undergone the appropriate Risk Assessments in respect of the safety of both customers and colleagues.

All exit doors and fire exits are easily operable without the use of a key, card, code, or similar means.

All colleagues are required to attend comprehensive safety training to ensure that safe working methods are adopted, and all colleagues are trained in evacuation procedure in the event of a fire or other dangerous occurrence.

The premises are keen to work in partnership with the local Fire Service and Environmental Health to ensure public safety.

d) The prevention of public nuisance

It is not envisaged that there will be any public nuisance arising from the operation of the premises. However, if any issues are raised during the operation of the premises, then the premises licence holder would work with all appropriate

Continued from previous page...

authorities to resolve any such issues.

e) The protection of children from harm

The premises operates an extensive "Challenge 25" Proof of Age Policy

Signage will be displayed at the area where alcohol is located for sale within the premises and also by the till points confirming the "Challenge 25" Policy is in force and advising that it is illegal to purchase products on behalf of underage customers.

The only acceptable forms of identification allowed will be a valid passport, valid photo ID driving licence, UK armed forces military ID or valid proof of age scheme card with the PASS approved hologram.

There will be an electronic point of sale system which automatically prompts the till operator to verify age of customer wherever alcohol is sold.

There will be electronic record of every alcohol sale, both authorised and refused and will be kept on the electronic point of sale system.

All colleagues who serve alcohol will receive training in respect of age-restricted goods and procedures and in relation to acceptable forms of proof of age ID and receive 6 monthly refresher training.

Section 17 of 18

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

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:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - 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.
 - 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.
 - 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.
 - 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:
 - 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.
 - 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.
 - 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.

Continued from previous page...

- 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.

Section 18 of 18

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.

Fee amount (£)

190.00

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

- I have made or enclosed payment of the fee
- I have sent copies of this application and plan to the responsible authorities
- I understand that I must now advertise my application
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable

Continued from previous page...

I understand that if I do not comply with the above requirements my application will be rejected

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.chelmsford.gov.uk/business/licensing/alcohol-licensing/premises-licence/apply-to-vary-a-premises-licence/> 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, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

OFFICE USE ONLY

Applicant reference number	<input type="text" value="M-01148991"/>
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"/>
Is Digitally signed	<input type="checkbox"/>

Digital Signature Information

Signer's name	<input type="text"/>
Signer's contact information	<input type="text"/>
Signing time	<input type="text"/>
Signer status	<input type="text"/>
Signature status	<input type="text"/>
Certificate issuer	<input type="text"/>

Licensing Act 2003
 Schedule 12 - Part A Regulation 33, 34

Premises Licence

Premises Licence Number

05/00957/LAPRE

Part 1 – Premises Details

The Co-operative 83 Barnard Road Galleywood Chelmsford Essex CM2 8RS		
Telephone number	01245 474591	
Where the licence is time limited the dates are		
Not applicable		
Licensable activities authorised by the licence and the times the licence authorises the carrying out of licensable activities are		
Sale or supply of Alcohol	Monday - Saturday	08:00 - 23:00
Sale or supply of Alcohol	Sunday	10:00 - 22:30
Sale or supply of Alcohol	Good Friday	08:00 - 22:30
Sale or supply of Alcohol	Christmas Day	12:00 - 15:00
Sale or supply of Alcohol	Christmas Day	19:00 - 22:30
The opening hours of the premises are		
Opening hours	Every Day	07:00 - 22:00
Where the licence authorises supplies of alcohol whether these are on and / or off supplies		
Off the premise		

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Central England Co-Operative Limited
Central House
Queen Street
Lichfield
Staffordshire
WS13 6QD

Registered number of holder, for example company number, charity number (where applicable)

Registered Business Number 10143R

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Signed:



On behalf of the Licensing Authority

Valid and issued on 15th September 2025 following transfer of premise licence.

Dated: 22nd August 2005

Annex I – Mandatory conditions

- 1 Where premises authorise the supply of alcohol no supply of alcohol may be made under the premises licence-
 - a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

- 2 Where the film body has specified in the licence, admission of children (aged under 18) must be restricted in accordance with any recommendation made by that body.

Where

- a) the film classification body is not specified in the licence, or
- b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question,
admission of children must be restricted in accordance with any recommendation made by the licensing authority.

- 3 Where a premises licence includes a condition that at specified times individuals must be at the premises to carry out a security activity(s) each individual must, be licensed by the Security Industry Authority.

- 4 (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

- (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability)..
- 5 The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 6 (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
(a) a holographic mark, or
(b) an ultraviolet feature.
- 7 The responsible person must ensure that—
(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
(i) beer or cider: ½ pint;
(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
(iii) still wine in a glass: 125 ml;
(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
- 8 (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
(2) For the purposes of the condition set out in paragraph 1—
(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
(b) “permitted price” is the price found by applying the formula—
$$P = D + (D \times V)$$
where—
(i) P is the permitted price,
(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence—
(i) the holder of the premises licence,
(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

(3) Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

(4)(1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with the operating schedule and / or agreed with responsible authorities.

1 Alcohol shall not be sold or supplied except during permitted hours. In this condition, permitted hours means:

- a) On weekdays, other than Christmas Day, 8 am to 11pm.
- b) On Sundays, other than Christmas Day, 10am to 10.30pm.
- c) On Christmas Day, 12 noon to 3pm and 7pm to 10.30pm.
- d) On Good Friday, 8am to 10.30pm

The above restrictions do not prohibit:

- a) during the first twenty minutes after the above hours, the taking of the alcohol from the premises, unless the alcohol is supplied or taken in an open vessel;
- b) the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
- c) the sale of alcohol to a trader or club for the purpose of the trade or club;
- d) the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces;

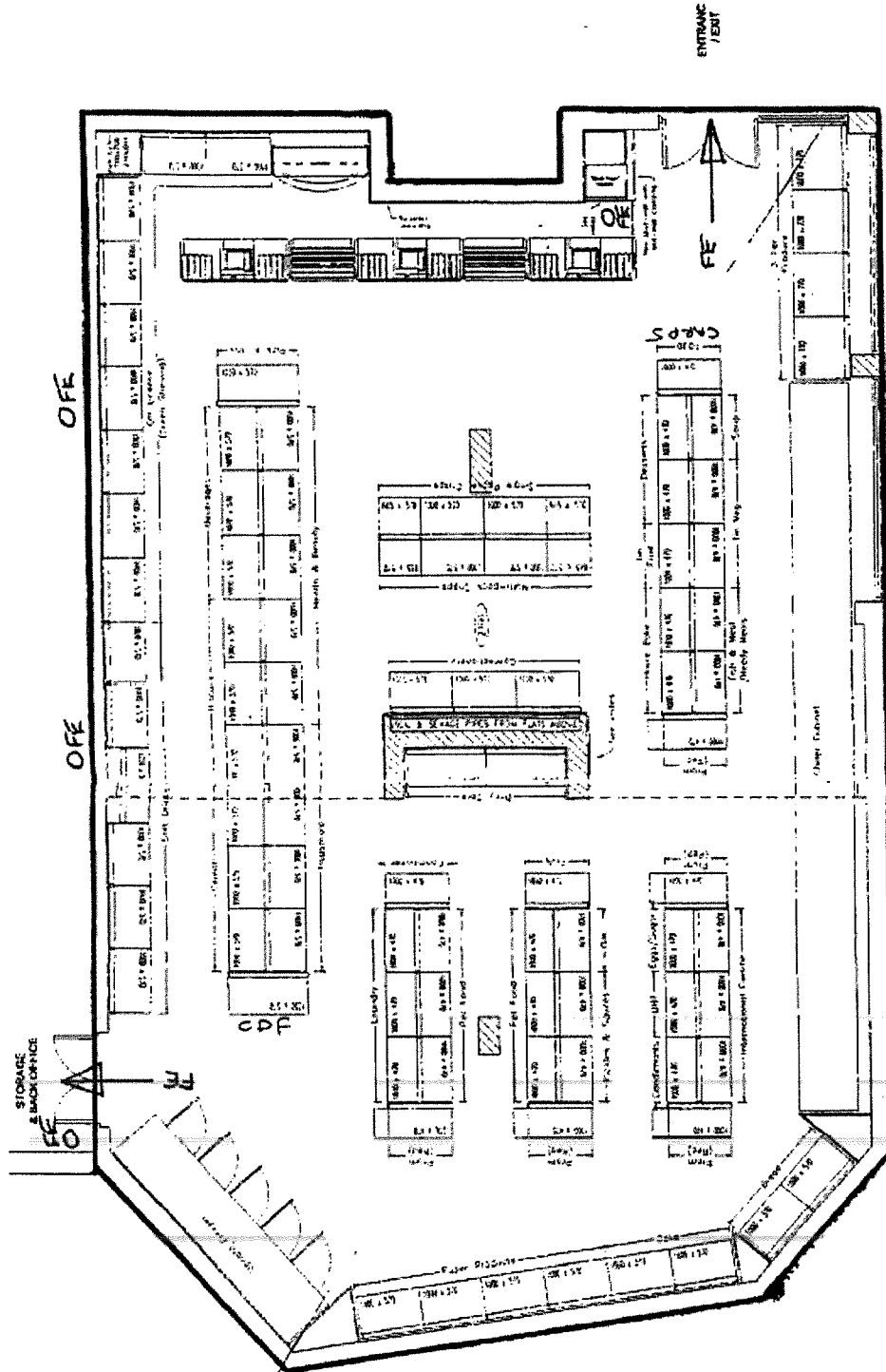
2 Alcohol shall not be sold in an open container or be consumed in the licensed premises

Annex 3 – Conditions attached after a hearing by the licensing authority

Not applicable

Annex 4 – Plans

As detailed below:



Representation 1

Please note the comments made by Galleywood Parish Council in regard to the below application:

RESOLVED Galleywood Parish Council objects to the extension of licensing hours proposed by the applicant.

The Co-Op branch in Galleywood is located in a residential area adjacent to accommodation for elderly residents and is opposite two schools.

We understand that there was a robbery fairly recently at this store. We believe that extending the licencing hours could increase noise and disturbance and cause increase public nuisance to residents and potentially endanger public safety