

Licensing Committee Agenda

HEARING TO CONSIDER A NEW PREMISES LICENCE APPLICATION

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

24th September 11am

Remote Meeting

MEMBERS OF COMMITTEE INVITED TO ATTEND HEARING

Councillor D. Clark (Chair)

and Councillors H. Clark, S. Manley and P. Wilson

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Licensing Committee

24th September 2025

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.Minutes

To consider the minutes of the meeting on 4th September 2025.

4.Licensing Act 2003 – Application for a New Premises Licence - Baddow Supermarket, 257 Baddow Road, Great Baddow, Chelmsford, CM2 7QA

MINUTES OF THE
LICENSING COMMITTEE

held on 4 September 2025 at 7pm

Present:

Councillor D. Clark (Chair)

Councillors H. Clark, A. Davidson, S. Davis, J. Hawkins, J. Lardge, R. Lee, V. Pappa, J. Potter, S. Scott and P. Wilson

1. Apologies for Absence

Apologies for absence were received from Councillors Chambers, Manley and Mascot. Cllrs Hawkins and Lardge substituted for Cllrs Manley and Mascot.

2. Minutes

The minutes of the meeting held on 8 August 2025 were agreed as a correct record and signed by the Chair.

3. Declaration of Interests

All Members were reminded to declare any Disclosable Pecuniary interests or other registerable interests where appropriate in any items of business on the meeting's agenda. None were made.

4. Public Question Time

No public questions had been submitted for the meeting.

5. Licensing Act 2003 – 5 yearly review of Statement of Licensing Policy

The Committee received a report asking them to consider proposed amendments to the Statement of Licensing Policy under the Licensing Act 2003. It was noted by the Committee that if they agreed the draft policy, it would then go through a public consultation process. The Committee heard that if no significant comments were received it would be forwarded to Cabinet and then Full Council. If significant comments were received these would either be considered by a future meeting of the Licensing Committee or if they were minor or non-contentious they would be reviewed in consultation with the Chair and relevant Cabinet member, prior to being recommended to Cabinet. It was also noted that after the December Full Council meeting, the policy would then take effect in January 2026 in line with the legal obligations.

The Committee were informed that the revised policy reflected updates in statutory guidance, operational learning since 2021, changing public safety and safeguarding expectations and best practice from other licensing authorities.

In response to questions from the Committee it was noted that;

- There had not been an identified need for a Cumulative Impact Assessment within Chelmsford and therefore this had not been included in the amendments.
- There was a vision within the policy at Paragraph 3.4, to not place a burden on small community led events, but this did not mean they would not have to meet the statutory licensing objectives, as with any other application.
- Multiple temporary event notices could be applied for on nearby sites, leading to overall attendances on a site of over 499, when utilised on adjoining fields for example.
- The 'Ask for Angela' scheme had been regularly tested by both Licensing officers and other teams at the Council and had been found to be operating well.
- The policy had been amended in line with statutory guidance and legislation and the Council's legal team had been consulted with when amending the policy.

The Committee approved the amendments to the draft policy and agreed that the consultation process should take place.

RESOLVED that;

1. the revised draft Statement of Licensing Policy 2025–2030 (Appendix A be approved);
2. a formal public consultation be commenced on the draft policy in accordance with statutory requirements be agreed;
3. the following consultation outcome process be agreed;
 - (a) If no significant comments are received, the draft policy will be submitted to Cabinet and then Full Council for adoption;
 - (b) If significant comments are received, a further Licensing Committee meeting will be held to consider any amendments before submission to Cabinet;
 - (c) If minor or non-contentious comments are received, these will be reviewed in consultation with the Chair of Licensing Committee and the relevant Cabinet Member prior to Cabinet approval.

(7.02pm to 7.14pm)

6. Urgent Business

There were no matters of urgent business.

The meeting closed at 7.14pm

Chair



Chelmsford City Council Licensing Committee

24th September 2025

LICENSING ACT 2003 – APPLICATION FOR A PREMISES LICENCE: BADDOW SUPERMARKET, 257 BADDOW ROAD, GREAT BADDOW, CHELMSFORD, CM2 7QA

Report by: Director of Public Places

Officer Contact:

Simon Parnham, Licensing Officer, Simon.Parnham@chelmsford.gov.uk, 01245 606727

Purpose

The purpose of this report is for members to consider an application given by Poopalasundram Sureshkumar, made under section 17 of the Licensing Act 2003, for the grant of a premise licence in respect of 257 Baddow Road, Great Baddow, Chelmsford, CM2 7QA, having regard to 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.

- Grant the application, on the terms and conditions applied for
- Grant the application on the terms and conditions applied for, modified to such extent as considered appropriate to promote the licensing objectives.

- Refuse the application in whole or in part.

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 is located along Badow Road and is in a residential area. A map is provided as **Appendix A** for reference.

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 is attached as **Appendix B**.
- 2.2 The application form for the premises licence was received on the 28th July 2025, 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 new premises licence application provides for the licensable activity which is the sale of alcohol. Plans have also been submitted and are attached as **Appendix C**.
- 2.4 Poopalasundram Sureshkumar is the proposed designated premises supervisor having obtained a personal licence from the Royal Borough of Greenwich Council.
- 2.5 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 During the course of the application, Chelmsford City Council, in line with the Act, sent a copy of the application to all responsible authorities.
- 3.2 During the consultation period, one (1) representation was received, objecting to the application, it is noted that none of the responsible authorities have made a representation with respect to this application. A copy of the objection is attached as **Appendix D**.

4. Conclusion

- 4.1 Members are reminded that Section 13 of the Council's Statement of Licensing Policy relates to the procedures and responsibilities of the Licensing Committee. This includes the structure of sub-committees, the criteria for decision-making, the application of conditions, and the delegation of functions to officers.

Section 13 does not raise any procedural or policy issues that would affect the determination of this application.

- 4.2 This application has been correctly submitted and processed in line with the requirements of the Licensing Act 2003.
- 4.3 At the conclusion of this hearing, members are advised to consider the options set out in the recommendations section at the beginning of this report.

Appendices:

- Appendix A – Map
- Appendix B - Premises Licence Application
- Appendix C – Plans
- Appendix D – 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.

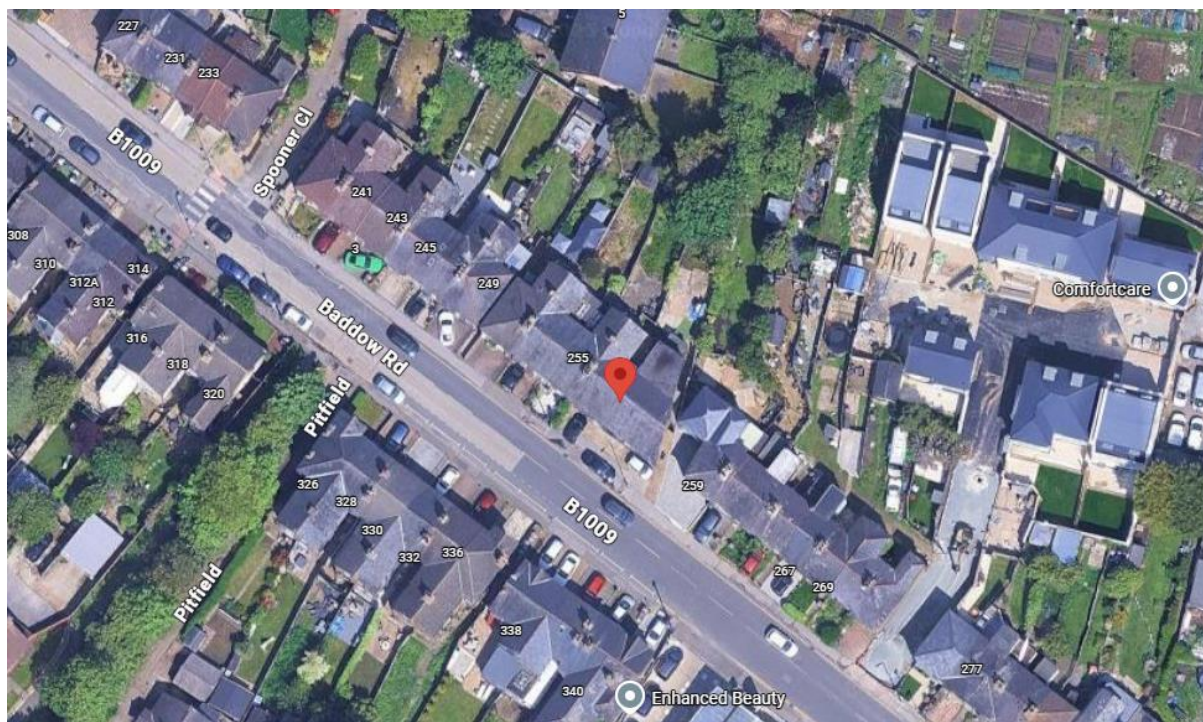
Consultees:

As per required by legislation

Relevant Policies and Strategies:

Statement of licensing policy

Appendix A



Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Poopalasundram Sureshkumar

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Badow Supermarket 257 Baddow Road Chelmsford Essex CM2 7QA			
Post town	Chelmsford	Postcode	CM2 7QA

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 15,000

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *	X	please complete section (A)
b)	a person other than an individual *		
	i as a limited company/limited liability partnership		please complete section (B)
	ii as a partnership (other than limited liability)		please complete section (B)
	iii as an unincorporated association or		please complete section (B)
	iv other (for example a statutory corporation)		please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

(A) individual applicants (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname: Poopalasundram			First names: Sureshkumar		
Date of birth:		I am 18 years old or over		Please tick yes	
Nationality : British					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)

Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

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

Name

Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please give a general description of the premises (please read guidance note 1)

Semi-detached property along the parade

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

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
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a)	plays (if ticking yes, fill in box A)	
b)	films (if ticking yes, fill in box B)	
c)	indoor sporting events (if ticking yes, fill in box C)	
d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	
e)	live music (if ticking yes, fill in box E)	
f)	recorded music (if ticking yes, fill in box F)	
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	

<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	J

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			
Fri			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed					
			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Thur					
Fri					
Sat					
			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 8)	On the premises	
				Off the premises	X
				Both	
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 5)		
Mon	09.00	23.00			
Tue	09.00	23.00			
Wed	09.00	23.00			
Thur	09.00	23.00			
Fri	09.00	23.00			
			<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	09.00	23.00			
Sun	10.00	22.00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	
Date of birth:	
Address	
Postcode	
Personal licence number (if known) :LN/000005950	
Issuing licensing authority (if known): Royal Borough of Greenwich	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	08.00	23.00	
Tue	08.00	23.00	
Wed	08.00	23.00	
Thur	08.00	23.00	
Fri	08.00	23.00	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Sat	08.00	23.00	
Sun	08.00	22.00	

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

SHOP FLOOR LAYOUT IS DESIGNED TO SUIT THE CUSTOMERS' AND EMPLOYEES' HEALTH AND SAFETY.

b) The prevention of crime and disorder

CCTV CAMERAS ARE IN PLACE AS SHOWN ON THE ATTACHED ON THE DRAWINGS. THE CAMERAS WILL BE IN OPERATION 24/7 AND WILL BE SAVED FOR 31 DAYS.

c) Public safety

THE FOLLOWING SIGNAGES AND ITEMS ARE IN PLACE TO COMPLY BRITISH STANDARD AS SHOWN ON THE DRAWINGS.
1. EMERGENCY LIGHTING WITH BATTERY BACK UP 2. FIRE EXIT SIGN 3. FIRE EXTINGUISHERS 4. SMOKE DETECTORS 5. COMMERCIAL SECURITY ALARM WITH PANIC BUTTON CONNECTED TO THE POLICE.

d) The prevention of public nuisance

Please respect our neighbours; You are requested to keep your noise to the minimum when leaving the premises. In the event of incident or nuisance police will be called.

e) The protection of children from harm

Challenge25

The store will operate the following systems to prevent alcohol being sold to minors. The store will operate an industry standards “Challenge25” policy. This means that if someone appears to be “under 25” they will be asked for suitable ID to show that they are over “18” years of age. Only the following forms of ID will be accepted: Passport; UK Driving License or a “PASS” approved proof of age card. A refusals register will be maintained recording when sales are refused and the reason why. Signage at the till will show staff what forms of ID to accept. Signage will state that a “Challenge 25” policy is in effect and that it is illegal to sell alcohol to minors. Staff will be trained in these systems and a record of such training will be kept at the shop. If the staff have any suspicion that a customer is going to supply the alcohol they are purchasing to a minor then the sale will be refused.

Checklist:

Please tick to indicate agreement

<ul style="list-style-type: none">• I have made or enclosed payment of the fee.	X
<ul style="list-style-type: none">• I have enclosed the plan of the premises.	X
<ul style="list-style-type: none">• I have sent copies of this application and the plan to responsible authorities and others where applicable.	X
<ul style="list-style-type: none">• I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	X
<ul style="list-style-type: none">• I understand that I must now advertise my application.	X
<ul style="list-style-type: none">• I understand that if I do not comply with the above requirements my application will be rejected.• [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	X

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.

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.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	Senathirajah Thananchayan
Date	25.07.2025
Capacity	Agent

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

1. 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.
2. 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.
 - 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:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - 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;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the 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.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please 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.

8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please 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 or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be issued to an individual or an individual in a partnership which is not a limited liability 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 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 the right 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 which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 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).

Home Office online right to work checking service.

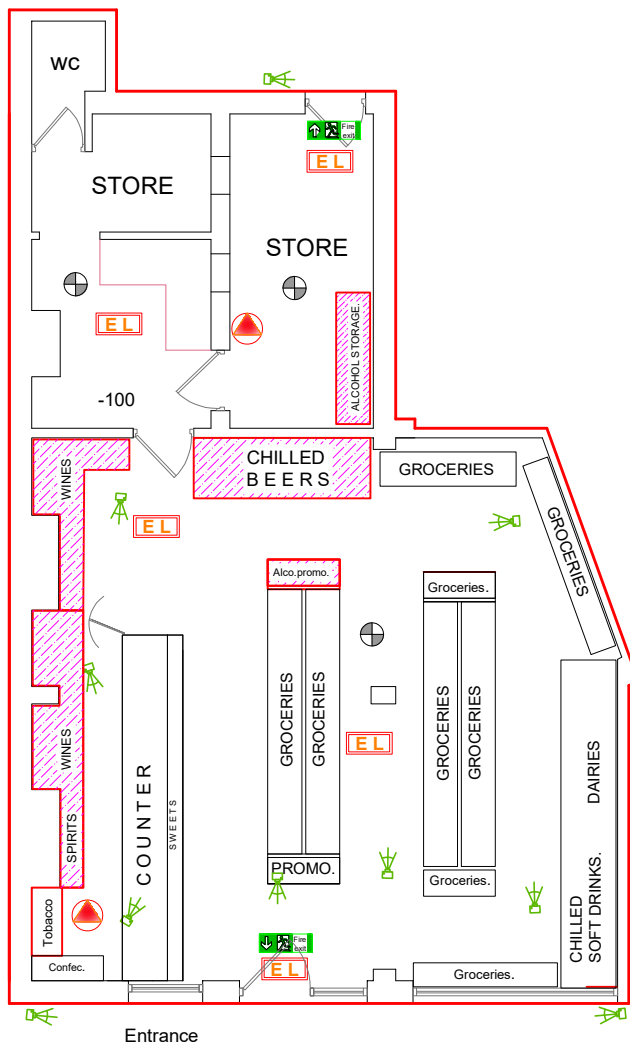
As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 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, 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 shared digitally. 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 copies of documents as set out above.

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.



Key Notes

1. This shop to have external metal shutter with heavy duty professional locks.
2. 24Hour recording with cctv cameras to be fixed as shown on the plan.
3. Fire extinguishers kept in the shop as shown on the plan.
4. Emergency light fixed to the ceiling as shown.

DESCRIPTION	KEY
FIRE EXIT -	
EMERGENCY LIGHT -	
CCTV CAMERA -	
FIRE EXTINGUISHER -	
ALCOHOL DISPLAY AREA -	
SMOKE DETECTOR -	

TITLE: SHOP FLOOR LAYOUT FOR LICENSING PURPOSE

NAME :

ADDRESS : 257 BADDOW ROAD, CHELMSFORM, CM2 7QA



Tel : 079 036 85211 Web : www.arccidesigns.com
Fax : [REDACTED] Email : admin@arccidesigns.com

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 • Do not use this drawing for construction/land registry purposes.

DATE : 14.07.2025

Drg No : AD/25/BAD257/OL00

Drwn By : ST

SCALE : 1:100

PAGE : 1 OF 1

Appendix D

Sent: 18 August 2025 09:52

To: Licensing <Licensing@chelmsford.gov.uk>

Cc: Simon PARNHAM <Simon.PARNHAM@chelmsford.gov.uk>

Subject: 257 Baddow Road - Premises Licence Application

We are writing to oppose the application to grant a premises license including the sale of alcohol at BADO supermarket, 257 Baddow Road, Chelmsford, CM2 7QA.

We oppose it on the following objectives:

- The prevention of crime and disorder
- The prevention of public nuisance

We live at Baddow Road and already experience a lot of anti social behaviour, especially late at night. This is particularly focused around the current premises in the vicinity selling alcohol until 11pm, we are concerned that another premises will attract more of the unacceptable behaviour we witness. This includes drunken shouting and brawling, damage, soiling and littering on the street and to private property.

We also oppose the licensing application on the grounds of public safety as there is only one designated parking space. Thus causing double parking or parking on pavements on what is a very busy road.

If it is the same owners who opened up the newsagents/vape shop which was only open sporadically for a short time before this application, We also oppose this licence on the grounds that I personally, witnessed them selling vapes to two Baddow High School children. If they are that lax with selling vapes, We are concerned that they will also sell alcohol to children, therefore we oppose on the point of protecting children from harm.

Kind regards