

# Licensing Committee Agenda

HEARING TO CONSIDER AN APPLICATION FOR A NEW PREMISES LICENCE

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

**22<sup>nd</sup> June 2026 at 10am**

**Remote Meeting**

**MEMBERS OF COMMITTEE INVITED TO ATTEND HEARING**

Councillor A. Thompson (Chair)

and Councillors H. Clark, A. Davidson and S. Shah

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# Licensing Committee

22 June 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. Minutes

To consider the minutes of the meeting on 1<sup>st</sup> June 2026.

### 4. Licensing Act 2003 – Application for a Premises Licence: 6 The Green, Writtle, Chelmsford, CM1 3DU

**MINUTES**

of the

**LICENSING COMMITTEE HEARING**

held on 1<sup>st</sup> June 2026 at 11am

Present:

Councillor A. Thompson (Chair of Hearing)

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

1. **Apologies for Absence**

No apologies for absence were received.

2. **Declaration of Interests**

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

3. **Minutes**

The minutes of the hearing held on 27<sup>th</sup> April 2026 were approved as a correct record.

4. **Licensing Act 2003 – Application for a New Premises Licence – 212 Watchouse Road, Galleywood, Chelmsford, CM2 8NF**

The Committee considered an application for a new premises licence made under Section 17 of the Licensing Act 2003 and had regard to the representations made during the consultation period. These related to the promotion of the below Licensing objectives.

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

The Committee were informed that the application had sought permission for the sale of alcohol, Monday's to Saturday's between 07:00 and 23:00 and between 08:00 and 22:00 on Sunday's.

It was noted by the Committee that there were three options namely;

- 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.

The below parties attended and took part in the hearing:

- Applicant – Legal Representative and Designated Premises Supervisor
- Galleywood Parish Council representative
- Members of the public who had objected to the application

Officers informed the Committee that in response to the application, 15 representations had been received from members of the public and one from Galleywood Parish Council, stating that the application did not promote the Licensing Objectives. No representations had been received from Responsible Authorities, including Essex Police.

The applicant's representative gave an overview of their application to the Committee, summarising that the applicant was well qualified with the appropriate personal licence, had experience running similar premises and that the location had previously been granted a premises licence, which had since lapsed. They stated that the store would be for the community and that there was no reason why alcohol sales should not be included as part of the service, which would also include parcel collections, bill payments alongside other services. They highlighted the Section 182 guidance, which encouraged the support of new businesses and highlighted the economic and community benefits of the new store. The Committee also heard that the four licensing objectives would be promoted, with steps detailed in the operating schedule as part of the application. They also highlighted that no representations had been received from responsible authorities, including the police and that suitable conditions had been proposed, including the Challenge 25 system and the use of CCTV. The Committee also heard that the owners would actively seek to prevent public nuisance, by regularly checking the outside of the premises and with signage asking customers to leave the premises quietly, along with deliveries only occurring during the daytime hours. They also highlighted that despite being raised in the public objections, there was no evidence to demonstrate public nuisance and the hours applied for were suitable for the area.

The Committee heard from the representative for Galleywood Parish Council and some of the members of the public who had objected to the application. They highlighted concerns in their representations including, the shop not being currently open hence the lack of complaints regarding noise and impact on residents, the previous licence never being used, a lack of need for the store, the quiet area with families living in it, the previous shop shutting at 5pm, litter concerns, and a lack of engagement with residents from the applicant. The Committee also heard that the blue signage advertising the application had not been visible for the full 28 days due to building work, and that the building works had not complied with noise regulations.

In response to the points raised by those objecting to the application and questions from the Committee, it was confirmed by the applicant that:

- They were happy for alcohol sales to cease at 10pm instead of 11pm, in line with the planning permission for the site.
- The consumption of alcohol directly outside the premises would not be tolerated and staff would keep the area directly outside the store clean on a daily basis.

- They were happy to engage with neighbours and to listen to their views.
- The issue of need was not relevant for a licensing application and that their application should be judged on its own merits, rather than against matters that were not relevant within Licensing legislation.

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The Committee thanked the attendees and officers for their input and advised that the decision would be made during the deliberation after the meeting. It was noted that due to the remote nature of the meeting, the decision would be circulated to all parties within a few working days via email.

The Committee gave careful consideration to this application for a premises licence and to all relevant representations both written and as expanded on in the course of the hearing. In addition, the Committee had due regard to the statutory guidance issued by the Secretary of State under section 182 of the Licensing Act 2003 and to the Council's own Licensing Policy.

**RESOLVED** that the Director of Sustainable Communities be authorised to grant the application on the terms applied for together with the conditions as agreed by the applicant with Essex Police **SUBJECT** to the limitation(s) set out below.

### **Limitation(s)**

Notwithstanding the licensing hours applied for, the sale of alcohol shall only be permitted to take place between 07:00 hours and 22:00 hours Mondays to Sundays.

### **Reasons for decision**

1. In reaching its decision the Committee gave careful consideration to the application including (i) the case put forward by the applicant at the hearing and (ii) the representations (all of which were objections to the application) which had been made in writing by the Galleywood Parish Council and local residents. Several of these objections had been amplified and expanded on at the hearing by the persons attending the hearing.
2. The Committee also had due regard to the statutory guidance issued by the Secretary of State under section 182 of the Licensing Act 2003 and to the Council's own Licensing Policy.

3. In determining the application, the Committee was mindful of the fundamental requirement (as set out in paragraph 9.43 of the section 182 guidance and reiterated by case law) that any determination made by it had to be evidence based and justified as being appropriate for the promotion of the licensing objectives.
4. The Committee gave due weight (as it was bound to do so) to the fact that none of the responsible authorities (which included Essex Police and the Council's Environmental Health department) had objected to the application.
5. The section 182 guidance emphasised (at paragraphs 2.1 and 9.12) that licensing authorities should look to the police as the main source of advice on crime and disorder. Essex Police had in fact, signified that they had no issues or concerns with the grant of the licence provided that certain conditions sought by them (e.g. in relation to the provision of CCTV) and agreed by the applicant were attached to the licence. The Committee was also bound to have regard the advice contained within paragraph 10.15 of the guidance – namely that shops, stores and supermarkets should normally be free to sell alcohol for consumption off the premises at any times when the retail outlet is open for shopping unless there are good reasons, based on the licensing objectives, for restricting those hours.
6. The Committee recognised and accepted that local residents who had objected to the application held strong and genuine concerns about the sale of alcohol of alcohol for consumption off the premises taking place at this location and especially in the early morning and late at night. In summary, they feared that such activity would give rise to anti-social behaviour (e.g. noise and disturbance to residents), issues with individuals drinking in the vicinity and becoming intoxicated, littering, and would also potentially put children attending the nearby primary school and secondary school at risk. The view had been expressed that an off licence/convenience store in this part of Galleywood was inappropriate, being out of character for a quiet residential village area. Furthermore, there were already well established retail outlets in Galleywood selling alcohol and objectors queried the need

for another outlet. Concerns had also been expressed regarding potential disturbance from deliveries and waste collection and the adequacy of parking for patrons. Objectors would prefer that the premises be put to an alternative use.

7. However, the Committee could only determine the application within the relatively narrow constraints of Licensing Act 2003 regime. Indeed, by virtue of regulation 19 of the Licensing Act 2003 (Hearings) Regulations 2005 the Committee was expressly directed to disregard any matters raised in representations which did not relate to any of the four licensing objectives.
8. Objectors had made reference to the fact that there were already other retail outlets in the area licensed to sell alcohol for consumption off the premises and questioned the need for another off licence outlet in the area. However, by law the Committee could not take need (or the lack of it) into account when determining the application.
9. This is because the issue of whether there is sufficient demand within a particular locality to support another licenced premises, or whether the community's interests would be better if the application premises were put to a different use, are matters which do not relate to any of the licensing objectives.
10. Furthermore, the Committee had no statutory remit or control whatsoever over the opening hours of retail outlets insofar as the sale of *non-alcoholic* beverages or other products (e.g. food, household items, clothing etc) was concerned. Provided that the use of the premises for retail activity was lawful under planning law (and subject to there not being any planning conditions restricting opening times) there was nothing to prevent the proprietor of a retail outlet opening 24/7 for the sale of non-alcohol products. Likewise, the Committee had no power to regulate deliveries to retail premises of non-alcoholic products. The possibility that noise or other nuisance could arise from the carrying on of non-licensable activities in connection with the operation of a retail business could not, of course, be

ruled out. However, if such problems were to arise they would fall to be reported to the relevant Council Service and dealt with under a separate regulatory enforcement regime e.g. the Environmental Protection Act 1990 or the Anti-social Behaviour, Crime and Policing Act 2014.

11. The Committee also considered that the applicant had demonstrated within their operating schedule and in the course of the hearing that they had experience of selling alcohol from retail outlets and on the face of it were committed to having in place management controls (including training programmes for retail staff) to ensure, so far as possible, that notwithstanding schools being located nearby, no underage purchases of alcohol would take place. The Committee was bound to give considerable weight to the fact that neither the police nor the relevant child protection authority had voiced any concerns in this regard.

12. In addition, the Committee also took into account its local knowledge of the application site and surrounding area. The Committee noted that the application premises were located in close proximity to a number of residential properties and also opposite a green. Whilst the Committee had no control over the opening hours of the premises for the sale of non-alcoholic items, *based on its local knowledge* of the area the Committee did harbour some concerns about the potential for the noise disturbance if the premises were permitted to sell alcohol beyond 22:00 hours in the evening. To this end, the applicant, in the course of the hearing, had intimated that she would be willing to cut back on the hours applied for by bringing forward the end time for sales of alcohol to 22:00 hours (i.e. from the originally applied for end time of 23:00 Mondays to Saturdays). Whilst a separate statutory regime, it was noted that this would bring the end time for sale of alcohol in line with the planning condition relating to the premises - which required the convenience store to shut by 22:00 hours in the interests of the amenity of local residents.

## **Informatives**

- 1)** The Committee noted the applicant's assurance (given in the course of the hearing) that she would seek to build up a good working relationship with the local community. The Committee expects the applicant to use her best endeavours to work constructively with local residents, including listening to and engaging with any legitimate concerns, so as to ensure (so far as it is in her ability to do so) that the operation of the premises as a convenience store selling alcohol between the hours of 07:00 and 22:00 does not give rise to problems of anti-social behaviour, including noise nuisance.
- 2)** The applicant is encouraged to ensure that there are regular litter sweeps of the frontage of the premises and that bins are regularly emptied out.
- 3)** The applicant is encouraged to ensure, in line with assurance given by their representative in the course of the hearing, that deliveries to the premises take place between 08:00 hours and 18:00 hours.
- 4)** The applicant is advised to ensure – and where appropriate confirm with the relevant authorities - that the rear access to the premises is compliant with all applicable fire regulations and building control legislation. The Committee has raised this Informative as it was asserted by one of the objectors in the course of the hearing (albeit not mentioned within any of the written representations or verified at the hearing) that works involving relocation of the ground floor WC had blocked the access to the rear fire exit.
- 5)** The parties are advised that if, subsequent to the grant of the licence, there is evidence that the operation of the premises for the sale of alcohol is undermining one or more of the licensing objectives then the licence can be referred to the Committee for review. On review of the licence, and subject to the Committee being of the view that the concerns are evidence based, the Committee may impose further conditions on the licence and/or cut back on its scope. In serious cases the Committee can revoke the licence. If local residents consider that the licensing objectives are being undermined (e.g. the sale of alcohol is resulting in anti-social

behaviour (e.g. noise nuisance or other disturbance) in the immediate vicinity of the premises, then they should report such concerns to the appropriate authority e.g. the Council's Environment Health / Community Protection team in the case of noise nuisance, or the police in the case of crime. It should be noted, however, that the Licensing Committee can only take into account public nuisance or other anti-social behaviour, or crime, etc which can be shown to be linked to the sale of alcohol from the premises.

The meeting closed at 10.40am

Chair



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## Chelmsford City Council Licensing Committee

**DATE: 22<sup>nd</sup> June 2026**

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### **LICENSING ACT 2003 – APPLICATION FOR A PREMISES LICENCE: 6 THE GREEN, WRITTLE, CHELMSFORD, CM1 3DU**

Report by: Director of Sustainable Communities

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#### Officer Contact:

Simon Parnham, Licensing Officer, [Simon.Parnham@chelmsford.gov.uk](mailto:Simon.Parnham@chelmsford.gov.uk), 01245 606727

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#### Purpose

The purpose of this report is for Members to consider an application made by NJIW LTD under section 17 of the Licensing Act 2003 for the grant of a premises licence in respect of 6 The Green, Writtle, Chelmsford, CM1 3DU, having 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

Where relevant representations have been received, Members must take such steps as they consider appropriate for the promotion of the licensing objectives. The available options are.

1. to grant the licence subject to conditions consistent with the operating schedule, modified to such extent as the authority considers appropriate,
2. to exclude from the scope of the licence any of the licensable activities to which the application relates,
3. to refuse to specify a person in the application as the designated premises supervisor, and
4. to reject the application.

Any party aggrieved by the decision of the Licensing Committee may appeal to the Magistrates' Court within 21 days of notification of the decision.

## 1. Background and Introduction

- 1.1 The premises is located along The Green Road and is surrounded by some residential properties and other businesses. 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 1<sup>st</sup> May 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 authorisation for the Sale by retail of Alcohol on Monday to Friday 08:00 to 20:00, Saturday 07:00 to 20:00 and Sunday 10:00 to 16:00. Plans of the premises have also been submitted and are attached as **Appendix C**.
- 2.4 Neil Walker is the proposed designated premises supervisor and holds a personal licence issued by Chelmsford City 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, Four (4) representations objecting to the application were received. One representation was submitted by the Parish Council. Copies of the representations are attached as **Appendix D**.
- 3.3 No representations were received from responsible authorities. Essex Police confirmed that they had no objection to the application following agreement of conditions with the applicant. Essex County Fire and Rescue Service also confirmed that they had no objection following review of the plans submitted.

## 4. Conclusion

- 4.1 Members are reminded to determine the application with regard to the Licensing Act 2003, the statutory guidance issued under section 182 of the

Act, the Council's Statement of Licensing Policy, and the representations made.

- 4.2 Members are reminded that, in determining the application, the Committee should only have regard to matters relevant to the promotion of one or more of the four licensing objectives. Matters relating solely to planning, parking, traffic management, highway safety, land use or commercial competition are generally outside the scope of the Licensing Act 2003 unless a clear connection to a licensing objective has been demonstrated.
- 4.2 The application has been properly given in accordance with the Licensing Act 2003 and all procedures correctly followed.
- 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

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#### Corporate Implications

**Legal/Constitutional:** The Licensing 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:** No specific implications relating to climate change or the environment have been identified arising directly from this report

**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 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.

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**Consultees:**

As required by the Licensing Act 2003

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**Relevant Policies and Strategies:**

Statement of Licensing Policy

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Mauro's Deli



### Mauro's Deli

3.4 ★★★★★ (7) ⓘ

Permanently closed

Overview

Reviews

- Directions
- Save
- Nearby
- Send to phone
- Share

6 The Green, Writtle, Chelmsford CM1 3DU

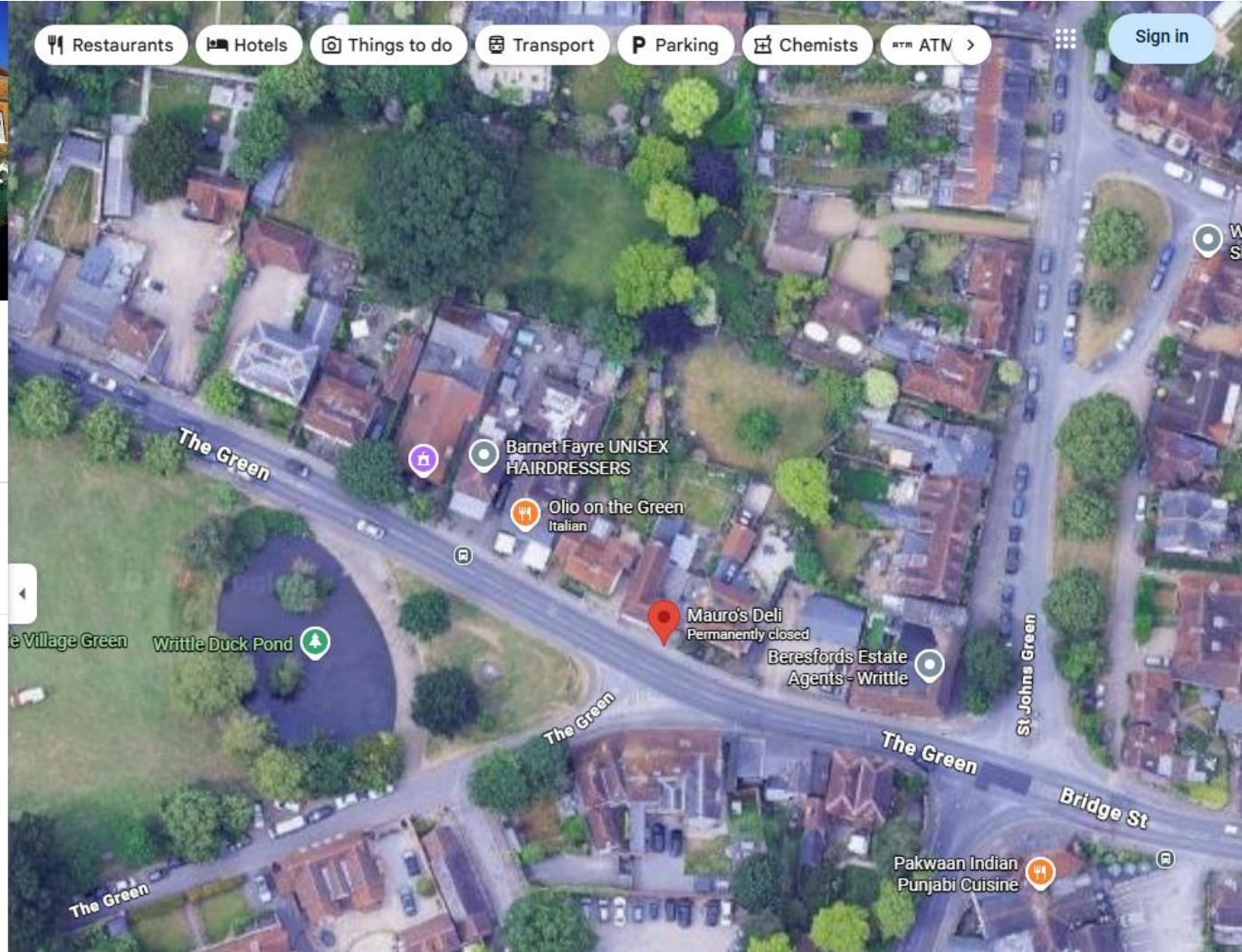
Permanently closed

01245 422433

PCJH+4P Chelmsford

Claim this business

Suggest an edit





Writtle

## Mauro's Deli

3.4 ★★★★★ (7) ⓘ

Permanently closed

Overview

Reviews



Directions



Save



Nearby



Send to  
phone



Share



6 The Green, Writtle, Chelmsford CM1 3DU



Permanently closed



01245 422433



PCJH+4P Chelmsford



Claim this business

Suggest an edit



\* required information

**Section 1 of 21**

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

System reference

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

Your reference

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

Are you an agent acting on behalf of the applicant?

Yes  No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details****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	<input type="text" value="3"/>
Street	<input type="text" value="Maltese Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Chelmsford"/>
County or administrative area	<input type="text" value="Essex"/>
Postcode	<input type="text" value="CM1 2PB"/>
Country	<input type="text" value="United Kingdom"/>

**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"/>

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

**Premises Address**

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

- Address       OS map reference       Description

*Continued from previous page...*

**Address**

Building number or name	<input type="text" value="6"/>
Street	<input type="text" value="The Green"/>
District	<input type="text" value="Writtle"/>
City or town	<input type="text"/>
County or administrative area	<input type="text" value="Essex"/>
Postcode	<input type="text" value="CM1 3DU"/>
Country	<input type="text" value="United Kingdom"/>

**Contact Details**

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

## Section 3 of 21

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

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

### Confirm The Following

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

## Section 4 of 21

### INDIVIDUAL APPLICANT DETAILS

#### Name

Is the name the same as (or similar to) the details given in section one?

- Yes  No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes  No

Continued from previous page...

**Address**

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes  No

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes  No

E-mail

Telephone number

Other telephone number

Date of birth  /  /   
dd mm yyyy

Nationality

Right to work share code

[Documents that demonstrate entitlement to work in the UK](#)

[Right to work share code if not submitting scanned documents](#)

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

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

Continued from previous page...

**Address**

Building number or name	<input type="text" value="3"/>
Street	<input type="text" value="Maltese Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Chelmsford"/>
County or administrative area	<input type="text" value="Essex"/>
Postcode	<input type="text" value="CM1 2PB"/>
Country	<input type="text" value="United Kingdom"/>

**Contact Details**

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Fax number	<input type="text"/>
Other telephone number	<input type="text"/>
Date of birth	<input type="text" value=""/> / <input type="text" value=""/> / <input type="text" value=""/> dd mm yyyy

Nationality	<input type="text"/>
<input type="button" value="Remove this applicant"/>	

[Documents that demonstrate entitlement to work in the UK](#)

**Section 5 of 21**

**OPERATING SCHEDULE**

When do you want the premises licence to start?	<input type="text" value="30"/> / <input type="text" value="05"/> / <input type="text" value="2026"/> dd mm yyyy
-------------------------------------------------	---------------------------------------------------------------------------------------------------------------------

If you wish the licence to be valid only for a limited period, when do you want it to end	<input type="text"/> / <input type="text"/> / <input type="text"/> dd mm yyyy
-------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

Property is a detached property with a downstairs commercial unit with a small walled garden, total downstairs area is 1,154 sq. ft. The property sits on the green in Writtle. The commercial unit will include a bottle wine shop for bottles to be drunk at home.

**Continued from previous page...**

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

**Section 6 of 21**

**PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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 tick as appropriate. Indoors may include a tent.

**Continued from previous page...**

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 in the column on the left, list below

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

**Section 7 of 21**

**PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

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

**Continued from previous page...**

THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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End

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

- Indoors       Outdoors       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

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 in the column on the left, list below

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

**Section 8 of 21**

**PROVISION OF INDOOR SPORTING EVENTS**

[See guidance on regulated entertainment](#)

**Continued from previous page...**

Will you be providing indoor sporting events?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

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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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End

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

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 indoor sporting events at different times from those listed in the column on the left, list below

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

**Section 9 of 21**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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**Continued from previous page...**

SUNDAY

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End

Start

End

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

- Indoors                       Outdoors                       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

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 in the column on the left, list below

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

**Section 10 of 21**

**PROVISION OF LIVE MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

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**Continued from previous page...**

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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End

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 tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

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.

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

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

**Section 11 of 21**

**PROVISION OF RECORDED MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

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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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End

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 tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

**Continued from previous page...**

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 in the column on the left, list below

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

**Section 12 of 21**

**PROVISION OF PERFORMANCES OF DANCE**

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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**Continued from previous page...**

SATURDAY

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SUNDAY

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End

Start

End

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

Indoors       Outdoors       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

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 in the column on the left, list below

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

**Section 13 of 21**

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

[See guidance on regulated entertainment](#)

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

Yes       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

**Continued from previous page...**

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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End

Give a description of the type of entertainment that will be provided

Will this entertainment take place indoors or outdoors or both?

- Indoors                       Outdoors                       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for entertainment

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 entertainment at different times from those listed in the column on the left, list below

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

**Section 14 of 21**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

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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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**Continued from previous page...**

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

- Indoors                       Outdoors                       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

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 late night refreshments at different times from those listed in the column on the left, list below

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

**Section 15 of 21**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

Start

End

End

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

TUESDAY

Start

Start

End

End

**Continued from previous page...**

WEDNESDAY

Start	<input type="text" value="08:00"/>	End	<input type="text" value="20:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="08:00"/>	End	<input type="text" value="20:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="08:00"/>	End	<input type="text" value="20:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="20:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="16:00"/>
Start	<input type="text"/>	End	<input type="text"/>

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.

n/a

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

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

n/a

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

**Continued from previous page...**

**Name**

First name

Family name

Date of birth  /  /   
dd mm yyyy

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

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

Reference number for consent form (if known)

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

**Section 16 of 21**

**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

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

Continued from previous page...

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

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THURSDAY

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Start

End

FRIDAY

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SATURDAY

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SUNDAY

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End

State any seasonal variations

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

NA

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

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

NA

*Continued from previous page...*

## Section 18 of 21

### 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 premises will operate in a responsible manner, ensuring that all four licensing objectives are actively promoted through effective management, staff training and robust policies. A designated premises supervisor (DPS) will be in place and will ensure compliance with all licensing conditions and relevant legislation.

Staff will receive regular training on licensing law, responsible alcohol retailing, safeguarding and conflict management. Clear written policies will be implemented covering age verification, incident reporting and refusal of service.

The premises will maintain an incident log, refusals register and staff training records, all of which will be made available for inspection by responsible authorities. We will actively engage with local authorities, including police and environmental health and respond promptly to any concerns raised.

b) The prevention of crime and disorder

- A comprehensive CCTV system will be installed and maintained, covering all public areas, with recordings retained for a minimum of 28 days and made available to authorities upon request.
- Staff will be trained to identify and refuse service to intoxicated or disorderly individuals.
- A refusals register will be maintained and regularly reviewed by management.
- Clear signage will be displayed stating that abusive or anti-social behaviour will not be tolerated.
- The premises will operate a zero-tolerance policy towards drugs, with regular checks of toilets and public areas.
- Close liaison will be maintained with local police and participation in local Pubwatch or similar schemes where available.

c) Public safety

- A full fire risk assessment will be conducted and regularly reviewed, with appropriate fire detection and firefighting equipment installed.
- Emergency exits will be clearly marked, unobstructed and regularly checked.
- Staff will be trained in emergency procedures, including evacuation protocols.
- The premises will not exceed its maximum occupancy capacity.
- First aid provisions will be available on site.
- Regular safety checks will be carried out on equipment and facilities to ensure a safe environment for customers and staff.

d) The prevention of public nuisance

- Clear signage will be displayed requesting customers to leave the premises quietly and respect local residents.
- Noise levels will be controlled, with music kept at appropriate levels, especially during late hours.
- Doors and windows will be kept closed where appropriate to minimise noise escape.
- Waste disposal, including bottles, will be carried out at reasonable hours to avoid disturbance.
- Regular checks will be made outside the premises to ensure no littering or disturbance is occurring.

e) The protection of children from harm

- The premises will operate a Challenge 25 age verification policy, requiring valid photographic ID (passport or driving

*Continued from previous page...*

licence).

- Staff will receive training on underage sales prevention and safeguarding responsibilities.
- A refusals register will be maintained for any attempted underage purchases.
- No alcohol will be sold to anyone under the age of 18.
- Any safeguarding concerns will be reported to the relevant authorities in line with local procedures.

## Section 19 of 21

### NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

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

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

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

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

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

#### **Documents which demonstrate entitlement to work in the UK**

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

**Continued from previous page...**

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

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

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

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

***Continued from previous page...***

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

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

**Home Office online right to work checking service**

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

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

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

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

**Section 20 of 21**

**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:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

**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 21 of 21**

**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

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

**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

Neil Walker

Capacity

Owner

Date

30 / 04 / 2026  
dd mm yyyy

Remove this signatory

*Continued from previous page...*

Add another signatory

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-for-a-new-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 LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

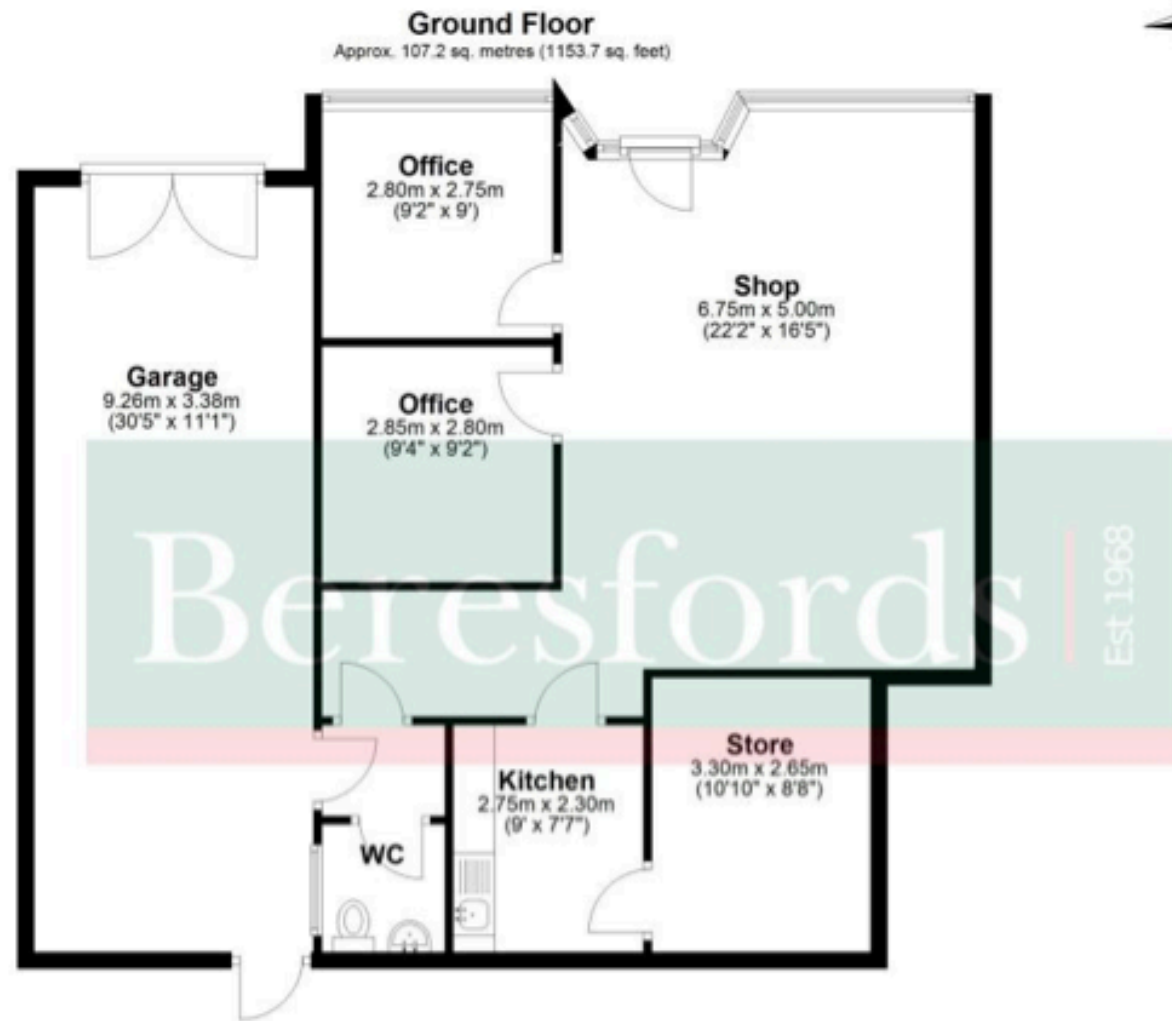
**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT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

**OFFICE USE ONLY**Applicant reference number Fee paid Payment provider reference ELMS Payment Reference Payment status Payment authorisation code Payment authorisation date Date and time submitted Approval deadline Error message Is Digitally signed **Digital Signature Information**Signer's name Signer's contact information Signing time Signer status Signature status Certificate issuer [< Previous](#) [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) [Next >](#)

# 6 THE GREEN



# CHANGES TO CURRENT LAYOUT



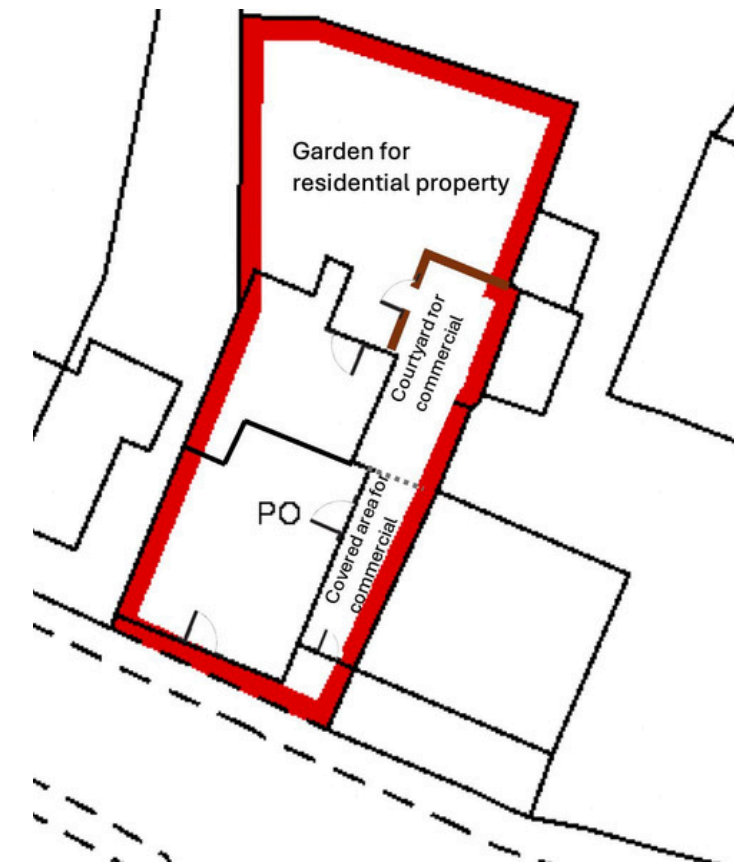
Total area: approx. 107.2 sq. metres (1153.7 sq. feet)

All measurements have been taken as a guide to prospective buyers only and are not precise. This plan is for illustrative purposes only and no responsibility for any error, omission or misstatement. The services, systems and appliances shown have not been tested and no guarantee as to their operability or efficiency can be given. Measurements may have been taken from the widest area and may include wardrobe/cupboard space. No guarantee is given to any measurements including total areas. Buyers are advised to take their own measurements.

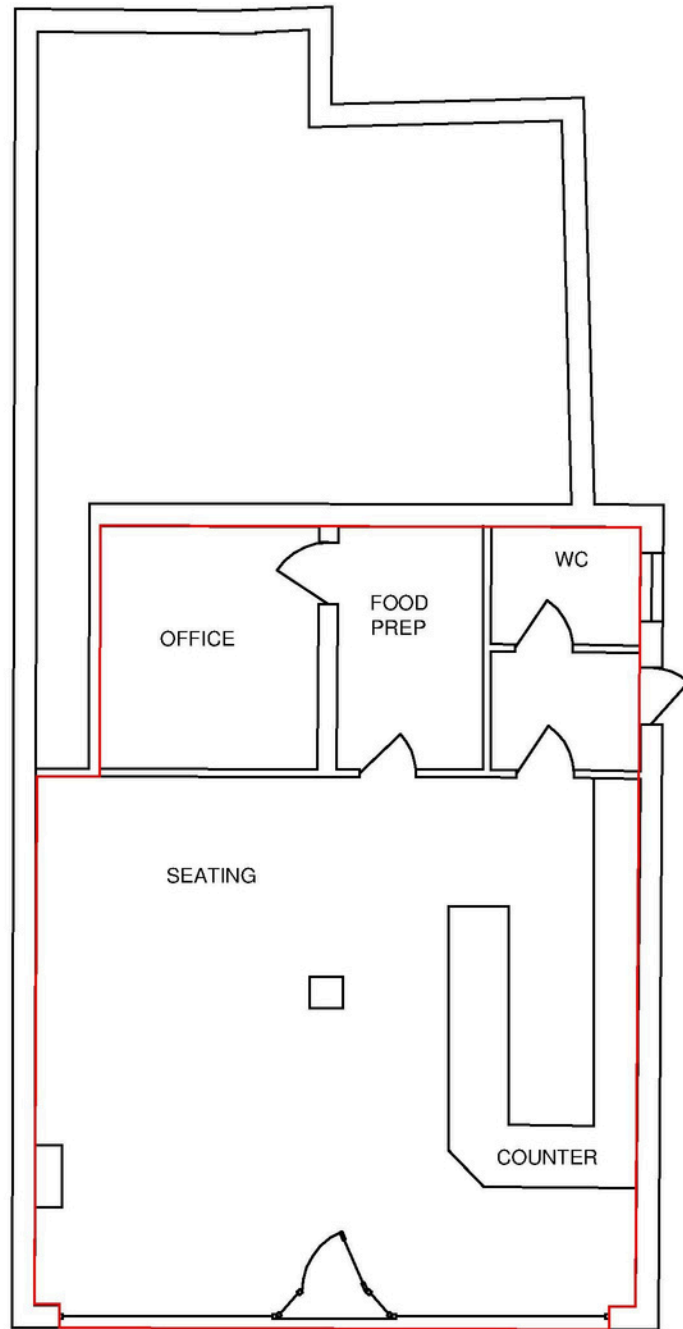
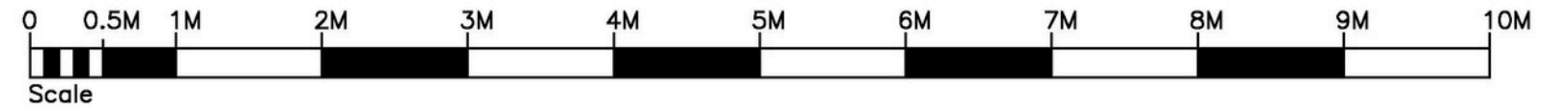
© @modephotouk | www.modephoto.co.uk  
Plan produced using PlanUp.🇬🇧



1. LIMITED CHANGES TO CURRENT INTERNAL AND EXTERNAL AREAS.
2. INTERNALLY THE OFFICES WILL BE REMOVED.
3. GARAGE/COURTYARD OUTSIDE WILL BECOME AN OUTDOOR SITTED AREA WITH OUTLINE SHOWN BELOW.



# 6 THE GREEN WRITTLE FUTURE LAYOUT



\*THE COUNTER MAYBE MOVED TO INFRONT OF OFFICE /FOOD PREP AREA  
DEPENDING ON WHAT WE CAN BOUGHT



FRONT ELEVATION

1. CUSTOMERS WILL BE ABLE TO CONSUME ALCOHOL IN THE SEATING AREA AND OUTSIDE .

# TWO EXITS WILL BE KEPT



1. ESACPE ROUTES WILL BE VIA THE EXITS.

Dear Sir or Madam,

Re: Licensing Application for 6 The Green, Writtle, CM1 3DU

I am writing to you regarding the above licensing application.

I wish to make a representation against the proposed opening hours of 6 The Green, trading as The English Vine.

- a) I object to the premises being open for business until 8pm six days a week
- b) I object to the premises opening at 7am on Saturdays
- c) I object to the proposal of having an outside seating area at the rear of the premises for customers of The English Vine. The noise from which would...[REDACTED]

In addition, I feel that the location of this proposed "modern third space" and "multi-functional village hub", requires serious consideration on many levels.

No 6 The Green is located directly opposite a slip road. This road leads to the busy Village Car Park. It is also the main access to all the properties around that side of Writtle Green. Including the Church and Christian Center, The Reform Church and Public Library. Therefore, this is a junction is in almost constant use.

Deliveries to No. 6 , and customers stopping, on double yellow lines, to 'pop in' and purchase a bottle of wine or food from the deli, will obviously create an obstruction, seriously disrupting the traffic flow through the village. A situation which will only exacerbate on going traffic issues caused by deliveries to the other businesses along this side of the Green.

Not the least of my concerns is access..... Which is already compromised by the volume and speed of the traffic driving through the village. Drivers quickly become impatient when I'm reversing into my drive, often becoming abusive, gesticulating and swearing. Which can be extremely distressing.

with The English Vine proposing to stay open until 8pm, six days a week there is bound to be an increase in footfall, plus an increase in cars and taxis stopping to collect customers from outside the premises. Further impacting access to my drive.

Increasingly, drivers have a total disregard for parking restrictions i.e. Double Yellow Lines, which run virtually the whole length of The Green, and accordingly in front of No 6.

In addition, people coming to enjoy the existing licensed restaurants, pubs, and cafe, get frustrated by the limited availability of parking facilities in the village and often park irresponsibly.

This area is a residential village green. As such, business owners who derive their income from customers who are as attracted by this beautiful location as they are their particular ambiance and cuisine, should respect the quality of life of the residents surrounding this unique area.

Yours sincerely

Hi

In that case- with regard to The Prevention of Public Nuisance, we object to the approval of a premises licence on the grounds of outside seating .....

Also with regard to The Prevention of Public Nuisance, we also object to the approval of a premises licence if a music licence is being sought.

Kind regards

(2)

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Good morning,

Under the residents respect rule, I would like to oppose the following against No 6 The Green.

Drinks Licence - A drinks licence is already issued (in the area), so would increase noise levels from both sides.

Opening hours-

Monday to Friday 08:00- 8pm

Sat 0700 hrs - 8pm

Sun 10am- 6pm.

7-8am opening hours until 8pm will increase the following:

Noise levels

Further traffic problems, as cars already park inconsiderately on pathways and village green to use English wine Deli.

This is already a problem with Olio on the Green restaurant .

Additional delivery and commercial services that will be required which will cause noise, and further traffic problems.

Parking is already limited and village car parking is often overflowing during peak times, especially Friday - Sunday.

Increase vermin problem, and increase danger to wildlife close to the village pond.

Please could you acknowledge this email.

Regards,

(3)

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## Writtle Parish Council

Please can you accept the following as a representation from the parish council –

The licence application from NJIW Limited for 6 The Green was considered. The application for a licence at the premises on the Green was welcomed. Overall, the councillors did not object to the principal of the proposal. However, they objected to the hours of sale or supply of alcohol from 8:00 – 20:00. It was felt that the early sale and consumption of alcohol could lead to public nuisance behaviour. It was proposed that the hours for the sale and supply of alcohol should be in line with other licenced businesses around the Green (pubs and restaurants), as discussed previously this was 10:00 start. We have no objection to the end time the applicant has requested. We have no objection to the requested times the premises will be open.

Regards

(4)

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**END**