



# Agenda

## Licensing and Regulatory Sub- Committee

Monday, 22 February 2021 at 2.00 pm

Remote meeting via video link



This meeting will be held **remotely**. Committee Members will be provided with the details of how to connect to the meeting one day before the meeting.



Members of the public may observe the proceedings live on the Council's [website](#).

### Members:

**C. M. Neame (Chair)**

K. Sachdeva

R. Ritter

**Mari Roberts-Wood**  
Interim Head of Paid Service

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**Reigate & Banstead**  
**BOROUGH COUNCIL**  
Banstead | Horley | Redhill | Reigate

**1. Apologies for absence**

To receive any apologies for absence.

**2. Minutes**

To confirm as a correct record the Minutes of the previous meeting.

**3. Declarations of interest**

To receive any declarations of interest.

**4. Mediated Applications**

(Pages 5 - 14)

To note and confirm the following applications determined through mediation without the need for a hearing:

- a) 20/01481/LAPREM for a new premises licence: The Grape Variety, 14 – 16 Walton Street, Walton on the Hill.
- b) 20/01620/LAPREM for a new premises licence: Loungers, 27 -29 High Street, Reigate.
- c) 20/01445/LAPREM to extend the existing terminal opening hours and licence hours for the sale of alcohol: Pilgrims Brewery, 11C West Street, Reigate.
- d) 20/01321/LAPREM for a new premises licence: The Chapel, 15 Bell Street, Reigate.
- e) 21/00044/LAPREM for a new premises licence: Veen0, 88 High Street, Reigate.



### **Our meetings**

As we would all appreciate, our meetings will be conducted in a spirit of mutual respect and trust, working together for the benefit of our Community and the Council, and in accordance with our Member Code of Conduct. Courtesy will be shown to all those taking part.



### **Streaming of meetings**

Meetings are broadcast live on the internet and are available to view online for six months. A recording is retained for six years after the meeting. In attending any meeting, you are recognising that you may be filmed and consent to the live stream being broadcast online, and available for others to view.



### **Accessibility**

The Council's agenda and minutes are provided in English. However, the Council also embraces its duty to anticipate the need to provide documents in different formats, such as audio, large print or in other languages. The Council will provide such formats where a need is identified prior to publication or on request.



**Notice is given** of the intention to hold any part of this meeting in private for consideration of any reports containing "exempt" information, which will be marked accordingly.

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**Application ref: 20/01481/LAPREM**

**The Grape Variety, 14 - 16 Walton Street, Walton On the Hill**

The applicant has applied for a new Premises Licence for a wine shop that will be open daily for off sales and will also have wine tastings on the premises. The opening hours and sale of alcohol for consumption on the premises will be Monday to Saturday from 09.00hours to 22.00 hours and Sundays from 11.00 hours to 22.00 hours.

The following mediated conditions were agreed with the Police and a local resident following their objections:

1. Terminal opening hours reduced from those applied for to 22.00 hrs every day.
2. Consumption of alcohol on the premises will be for wine tastings only. These will be for a maximum of 8 people and the maximum frequency will be once per week.
3. A fully operating CCTV system will be in operation at the premises and recorded images shall be retained for a period of 31 days. At least one camera will capture the ingress and egress point for customers. CCTV images will be provided to the police and other responsible authorities in any case within 48 hours of a request for such images.
4. Staff training shall be recorded and updated every 6 months. Training shall cover the requirements for ID as part of age verification, the responsibilities of staff, training on dealing with an intoxicated person and assertiveness training. All training records will be available to authorities on request.
5. The licence holder shall ensure that an incident log is kept on the premises and that it documents any incident involving the premises. This shall be immediately available upon request of an authorised officer.
6. There shall be a record of any refused sale of Alcohol. The refusal register shall be inspected on a regular basis by the DPS. At least 12 months of refusal register details shall be retained and made available upon request by an authorised officer.
7. The premises licence holder shall ensure that a 'challenge 25' policy is adopted at all times. Signage of the 'challenge 25' policy shall be prominently displayed in the premises.
8. Acceptable identification accepted by the premises licence holder, DPS, or other authorised staff members shall be a passport, photo driving licence or PASS accredited identity card.
9. Any cashier under the age of 18 shall have on site supervision of an authorised adult or DPS to sell any age restricted product. A list of authorised sellers by the DPS must be kept and available to the authorities on request.
10. Signage shall be prominently displayed warning customers of the legal penalties for purchasing alcohol for any person under the age of 18 years.
11. Alcohol sold as an Off Sale will be in sealed vessels only.
12. Signage shall be displayed in a prominent position on the premises requesting that customers leave quietly and respect the neighbourhood.

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**Application ref: 20/01620/LAPREM  
Loungers, 27 - 29 High Street, Reigate**

The applicant has applied for a new Premises Licence for a food led, continental style café/bar/restaurant. There will be a focus toward 'family friendly' with highchairs, newspapers and a free book swap available. Music will be incidental and background only. The hours and licensable activities are as follows:

**The opening hours of the premises**

Sunday to Wednesday 08:00 - 23.30  
Thursday to Saturday 08:00 - 00:30

New Year's Eve 08.00 – 01.30

**The Supply of Alcohol**

Sunday to Wednesday 10:00 - 23:00  
Thursday to Saturday 10:00 - 00:00

New Year's Eve 10.00 – 01.00

**Late Night Refreshment**

Sunday to Wednesday 23.00 - 23.30  
Thursday to Saturday 23:00 - 00:30

New Year's Eve 23.00 – 01.30

The following mediated conditions were agreed with Environmental Health following their objections:

1. All windows and external doors shall be kept closed between 21:00hours and 00:30hours (01:30hours on New Years Eve) or at any time when regulated entertainment takes place, except for the immediate access and egress of persons.
2. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.
3. Speakers shall not be located/operated in the entrance lobby or outside the premises.
4. Staff shall monitor customers smoking outside the premises on a regular basis and ensure patrons do not cause a public nuisance.
5. No bottles, glasses or similar items may be disposed of in outside receptacles between 21:00hours and 09:00hours.

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**Application ref: 20/01445/LAPREM  
Pilgrims Brewery; 11C, West Street, Reigate**

This application is to extend the existing terminal opening hours and licence hours for the sale of alcohol. The premises have applied to open from 10.00hrs until 23.00 hrs Monday to Saturday and from 12.00hrs to 22.00hrs on Sunday. Sale of alcohol will be for the same hours.

The following mediated conditions were agreed with the Police following their objections:

1. CCTV shall be installed on the premises and fully maintained, showing correct date and time information. The CCTV will cover internal public areas and external doorways, smoking area, beer garden and external areas outside the premises. The CCTV shall provide clear images of good quality and shall capture images of people entering and exiting the premises. The premises licence holder must ensure that staff are able to download and make copies available at the request of the Police or other authorised licensing authority within 24 hours. CCTV footage must be retained for minimum of 31 days.
2. There shall be a record of any refused sale of alcohol. The refusal register shall be inspected on a regular basis (at least weekly) by the DPS
3. An incident log shall be maintained on the premises documenting the date and time of any incidents involving the premises which could undermine the four licensing objectives. This shall be completed within 24 hours of the incident, be available upon request of a police officer or an authorised officer and will record the following:
  - All crimes reported at the venue
  - All ejections of patrons
  - Any complaints received concerning crime and disorder
  - All drugs seized or found
  - Any incidents of disorder
  - Any faults in the CCTV system, including action taken to remedy
  - Persons banned from the premises
4. Alcohol shall not be delivered other than to residential and business addresses with a postcode.
5. At the time of ordering, the following details shall be recorded and made available for inspection by a responsible authority under the Licensing Act 2003;
  - the full name of the purchaser,
  - the address of the purchaser,
  - an email address for the purchaser,
  - the method of payment and details of alcohol supplied,
  - confirmation the customer is over 18 years of age.

6. All deliveries of alcohol must not be left with anyone under the age of 18 years. Acceptable documentation to prove age will be either a driving licence, passport or PASS Card.
7. Staff/driver training will be given for the alcohol delivery service on the promotion of the licensing objectives. All training records will be available to be inspected by police or any authorised person on request.
8. Alcohol shall not be delivered other than by adult (18+) delivery drivers. The company shall record the name of the delivery driver and date of birth who makes each delivery of alcohol. These records will be produced to police or any authorised person on request.
9. Alcohol shall only be delivered after full payment has first been received. Delivery drivers shall only deliver the actual alcohol that has already been paid for in full. Delivery drivers shall not accept cash or other payments at the delivery address. Delivery drivers will not carry surplus stock of alcohol in the delivery vehicle.
10. Customers shall be advised that delivery drivers reserve the right to refuse delivery as follows:
  - a. No adult is present, or the person accepting the delivery cannot produce ID when requested by driver
  - b. The person in receipt of the delivery appears to be intoxicated through alcohol/drugs.
11. All delivery refusals will be recorded and available to be presented to police or authorised person on request.
12. There will be a Challenge 25 policy in place, this will be displayed on any website used by the premises and on site, and any other promotional material.
13. No alcohol is to be sold in open containers.

**Application ref: 20/01321/LAPREM**  
**The Chapel, 15 Bell Street, Reigate**

The applicant has applied for a new Premises Licence for a coffee shop that will be offering lunches and a few evenings with wine and charcuterie. The hours for opening hours and sale of alcohol for consumption on the premises, will be daily from 11:00hrs to 23:59 hrs.

The following mediated conditions were agreed with the Police following their objections:

1. CCTV shall be installed on the premises and fully maintained, showing correct date and time information. The CCTV will cover internal public areas and external doorways, The CCTV shall provide clear images of good quality and shall capture images of people entering and exiting the premises. The premises licence holder must ensure that staff are able to make copies available at the request of the Police or other authorised licensing authority within 24 hours. CCTV footage must be retained for minimum of 31 days.
2. Staff training shall be undertaken on staff appointment and updated every 6 months. Training delivered to staff shall be recorded. Training shall cover:
  - The licensing objectives
  - The requirements for ID as part of age verification.
  - Dealing with an intoxicated person
  - Dealing with disorderly incidents/disorderly persons
  - Dealing with drug related activity on a licensed premises
  - Recording of any refusal to sell alcohol
  - Recording of incidents
  - Safeguarding of children and vulnerable adults
  - Reporting of incidents to police and information to be shared with police to promote the licensing objectives
  - All training records will be available to an authorised officer on request
3. An incident log shall be maintained on the premises documenting the date and time of any incidents involving the premises which could undermine the four licensing objectives. This shall be completed within 24 hours of the incident, be available upon request of a police officer or an authorised officer and will record the following:
  - All crimes reported at the venue
  - All ejections of patrons
  - Any complaints received concerning crime and disorder
  - All drugs seized or found
  - Any incidents of disorder
  - Any faults in the CCTV system, including action taken to remedy
  - Persons banned from the premises

4. There shall be a record of any refused sale of alcohol. The refusal register shall be inspected on a regular basis (at least weekly) by the DPS
5. The Premises Licence Holder shall adopt a 'Challenge 25' policy on the premises.
6. Signage shall be displayed in a prominent position on the premises requesting that customers leave quietly and respect the neighbourhood.

**Application ref: 21/00044/LAPREM  
Veenoo, 86 High Street, Reigate**

The applicant, John Spriggs Ltd has applied for a new Premises Licence for an Italian wine and food bar. Music will be incidental/background only. The hours and licensable activities are as follows:

**The opening hours of the premises**

|                     |               |
|---------------------|---------------|
| Sunday to Wednesday | 08:00 - 23:00 |
| Thursday            | 08:00 - 00:00 |
| Friday and Saturday | 08:00 - 01:00 |

**The Supply of Alcohol**

|                     |               |
|---------------------|---------------|
| Sunday to Wednesday | 12:00 - 23:00 |
| Thursday            | 12:00 - 00:00 |
| Friday and Saturday | 12:00 - 01:00 |

**Late Night Refreshment**

|                     |               |
|---------------------|---------------|
| Thursday            | 23:00 - 00:00 |
| Friday and Saturday | 23:00 - 01:00 |

The following mediated conditions were agreed with Environmental Health following their objections:

1. All windows and external doors shall be kept closed between 21:00hours and 01:00hours or at any time when regulated entertainment takes place, except for the immediate access and egress of persons.
2. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.
3. Speakers shall not be located/operated in the entrance lobby or outside the premises.
4. No bottles, glasses or similar items may be disposed of in outside receptacles between 21:00hours and 09:00hours.

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