



## LICENSING SUB-COMMITTEE

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MEETING TO BE HELD IN CIVIC HALL, LEEDS ON

MONDAY, 19TH MAY, 2014 AT 10.00 AM

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### MEMBERSHIP

#### Councillors

R Charwood

A Khan

G Wilkinson

Moortown;

Burmantofts and Richmond Hill;

Wetherby;

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**Agenda compiled by:  
Governance Services  
Civic Hall  
LEEDS LS1 1UR  
Tel No: 2243836**

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b><u>PRELIMINARY PROCEDURES</u></b></p> <p><b>ELECTION OF THE CHAIR</b></p>	
2			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1) To highlight reports or appendices which:</p> <p>a) officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>b) To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>c) If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information</p> <p>2) To note that under the Licensing Procedure rules, the press and the public will be excluded from that part of the hearing where Members will deliberate on each application as it is in the public interest to allow the Members to have a full and frank debate on the matter before them.</p>	
4			<p><b>LATE ITEMS</b></p> <p>To identify any applications as late items of business which have been admitted to the agenda for consideration</p> <p>(the special circumstances shall be identified in the minutes)</p>	

Item No	Ward	Item Not Open		Page No
5			<p><b>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p> <p><b><u>HEARINGS</u></b></p>	
6			<p><b>APPLICATION FOR THE GRANT OF A PREMISES LICENCE FOR THE MILL KITCHEN, 1 THE OLD COMBING, SUNNYBANK MILLS, FARSLEY, PUDSEY, LS28 5UJ</b></p> <p>To receive and consider the attached report of the Head of Licensing and Registration regarding an application for the grant of a premises licence for the Mill Kitchen, 1 The Old Combing, Sunnybank Mills, Farsley, Pudsey, LS28 5UJ.</p>	7 - 66

### **Third Party Recording**

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.

### **Use of Recordings by Third Parties— code of practice**

- a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.
- b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.



Report author: Mr Barry Glover  
0113 2474095

**Report of the Head of Licensing and Registration**

**Report to the Licensing Sub Committee**

**Date: 19th May 2014**

**Subject: Application for the grant of a premises licence for The Mill Kitchen 1 The Old Combing, Sunnybank Mills, Farsley, Pudsey, LS28 5UJ**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):	Calverley & Farsley	
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

**Summary of main issues**

This is an application for the grant of a premises licence, made by Youngson And Pater Ltd, for The Mill Kitchen 1 The Old Combing, Sunnybank Mills, Farsley, Pudsey, LS28 5UJ

A full description of the application may be found at 3.3 of this report

Responsible authorities and Ward Members have been notified of this application.

The application has attracted representations from other persons, a ward councillor and a responsible authority.

**1.0 Purpose of this Report**

- 1.1 To advise Members of an application made under section 17 of the Licensing Act 2003 ("the Act") for a premises licence in respect of the above mentioned premises.
- 1.2 Members are required to consider this application due to the receipt of representations.

**2.0 History of Premises**

- 2.1 This is the first application for a Premises Licence .

### **3.0 The Application**

3.1 The applicants are Youngson And Pater Ltd,

3.2 The application form may be found at Appendix A to this report.

3.3 In summary the application is for

Recorded Music and Sale by Retail of Alcohol

Monday to Friday 08:00 to 23:00

Saturday and Sunday 10:00 to 23:00

Opening Hours of the Premises

Monday to Friday 08:00 to 23:00

Saturday and Sunday 10:00 to 23:00

Non Standard Timings

No non standard timings or seasonal variations have been applied for.

### **4.0 Other matters relevant to the application**

4.1 It is brought to member's attention that recorded music will be low level ambient/background music. The level of music will be such that it is inaudible from outside the premises.

4.2 The applicants indicate that the deli section of the café will stock beer and wine for home use. Customers eating in the café will be able to purchase beer and wine from a short drinks menu for consumption On the premises.

4.3 At the time of writing this report there were no implications for equality and diversity. Any decision taken by the Licensing Sub-Committee will be in accordance with the four licensing objectives as prescribed by the Licensing Act 2003.

### **5.0 Steps to promote the Licensing Objectives**

5.1 The applicant proposes to take specific steps to promote the licensing objectives identified in section "18" of the application form.

5.2 And

5.3 The applicant also proposes to take specific steps to promote the licensing objectives identified in the Pro-forma Risk Assessment, a copy of which is attached at Appendix C

### **6.0 Proposed Designated Premises Supervisor**

6.1 Ms Ailsa Youngson intends to be the Designated Premises Supervisor.

## **7.0 Licensing Hours**

7.1 Members are directed to paragraphs 6.8 to 6.15 for the Statement of Licensing Policy which states the criteria that will be applied to any decision for new applications or variations which include extending hours.

7.2 In brief the Policy states at 6.14 that restrictions may be made to the proposed hours of use where, after receiving relevant representations, the council considers it appropriate for the promotion of the licensing objectives to do so. The council will take into account the existing pattern of licensed premises in an area when considering what is appropriate to promote the objectives. Applications which are significantly out of character for a locality will need to demonstrate that granting the hours sought will not impact on the licensing objectives, given the potential for neighbouring premises to seek the same additional hours to prevent rivals gaining a commercial advantage.

7.3 A list of premises in the local area and their licensed hours and activities is provided at appendix D.

## **8.0 Location**

8.1 A map which identifies the location of this premise is attached at Appendix B.

## **9.0 Representations**

9.1 Under the Act representations can be received from responsible authorities or other persons. Representations must be relevant and, in the case of another person, must not be frivolous or vexatious.

### 9.2 Representations from Responsible Authorities

9.2.1 Representations have been received from Leeds City Council Planning Services in their capacity as a Responsible Authority

9.3 Any representation submitted may be agreed prior to a hearing. In this instance the operating schedule has been amended to include measures agreed with Leeds City Council Planning Services. A copy of which may be found at Appendix E.

### 9.4 Other representations

9.4.1 The application has attracted representations from other persons

9.4.2 The grounds for the objections being crime and disorder issues, public nuisance/anti-social concerns and the proximity of the premises to a children's play gym.

9.4.3 Copies of these objections are attached to the report at Appendix F

9.4.4 Ward Cllr Andrew Carter has also submitted a representation which is attached to the report at Appendix G

9.4.5 An additional email has been received from Cllr Andrew Carter clarifying his concerns which is attached to the report at Appendix H

## **10.0 Options Available to Members**

10.1 The licensing sub-committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:

- Grant the application as requested.
- Grant the application whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Exclude any licensable activities to which the application relates.
- Refuse to specify the said person as the designated premises supervisor.
- Reject the whole or part of the application.

10.2 Members of the licensing sub committee are asked to note that they may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must actually be appropriate in order to promote the licensing objectives.

## **11.0 Background Papers**

- Guidance issued under s182 Licensing Act 2003
- Leeds City Council Licensing Policy





Leeds Application for a premises licence Licensing Act 2003 For help contact entertainment.licensing@leeds.gov.uk Telephone: 0113 2474095

\* required information

Section 1 of 19

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: Not Currently In Use. This is the unique reference for this application generated by the system. Your reference: Mill Kitchen. 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

\* First name: Tom \* Family name: Pater \* E-mail: contact@millkitchen.co.uk Main telephone number: 447751436367 Other telephone number: 447810780820

Include country code.

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.

Applicant Business

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

\* Registration number: 08681949 \* Business name: Youngson and Pater Ltd \* VAT number: none \* Legal status: Private Limited Company

If your business is registered, use its registered name. Put "none" if you are not registered for VAT.

Continued from previous page...

\* Your position in the business

Home country

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

**Section 2 of 19**

**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

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

**Section 3 of 19**

**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- 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
- Other (for example a statutory corporation)

**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 19**

**NON INDIVIDUAL APPLICANTS**

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

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

Continued from previous page...

Limited Company

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

E-mail

Telephone number

Other telephone number

**Section 5 of 19**

**OPERATING SCHEDULE**

When do you want the premises licence to start?  /  /   
dd mm yyyy

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

The premises are a cafe and deli, with a total floor area of just over 1,000 sq. ft. The cafe premises are located on the site of an old textile mill redevelopment which currently includes an office building and will later include several shops and other retail/leisure sites.

The cafe will be situated within The Old Combing, a building of around 3,300 sq. ft. which is currently not in use and has a rateable value of £7,500 (BA ref: 2321682415381). The cafe premises we are leasing will take up around 1,200 sq. ft. of the total floor space.

We intend that the deli section of the cafe will stock beer and wine for home use. Customers eating in the cafe will be able to buy beer and wine from a short drinks menu for consumption on premises.

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 19**

**PROVISION OF PLAYS**

Will you be providing plays?

Yes  No

**Section 7 of 19**

**PROVISION OF FILMS**

Will you be providing films?

Yes  No

**Section 8 of 19**

**PROVISION OF INDOOR SPORTING EVENTS**

Will you be providing indoor sporting events?

Yes  No

**Section 9 of 19**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

Will you be providing boxing or wrestling entertainments?

Yes  No

**Section 10 of 19**

**PROVISION OF LIVE MUSIC**

Will you be providing live music?

Yes  No

**Section 11 of 19**

**PROVISION OF RECORDED MUSIC**

Will you be providing recorded music?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

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...

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 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.

Low level ambient/background music will be played on occasion during the hours listed. The level of music will be such that is is not audible from outside of the premises.

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.

Continued from previous page...

**Section 12 of 19**

**PROVISION OF PERFORMANCES OF DANCE**

Will you be providing performances of dance?

Yes  No

**Section 13 of 19**

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

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

Yes  No

**Section 14 of 19**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

Yes  No

**Section 15 of 19**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

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...

SATURDAY

Start 10:00

End 23:00

Start

End

SUNDAY

Start 10:00

End 23:00

Start

End

Will the sale of alcohol be for consumption:

- On the premises     Off the premises     Both

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

State any seasonal variations

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

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

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

**Name**

First name

Ailsa

Family name

Youngson



Continued from previous page...

**Enter the contact's address**

Building number or name	Flat 2, 11
Street	Rupert Road
District	Cowley
City or town	Oxford
County or administrative area	Oxfordshire
Postcode	OX4 2QQ
Country	United Kingdom
Personal Licence number (if known)	14/00703/PER
Issuing licensing authority (if known)	Oxford City Council

**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 19**

**ULT 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.

n/a

**Section 17 of 19**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

Page  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

Continued from previous page...

TUESDAY

Start 08:00

End 23:00

Start

End

WEDNESDAY

Start 08:00

End 23:00

Start

End

THURSDAY

Start 08:00

End 23:00

Start

End

FRIDAY

Start 08:00

End 23:00

Start

End

SATURDAY

Start 10:00

End 23:00

Start

End

SUNDAY

Start 10:00

End 23:00

Start

End

State any seasonal variations

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

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed 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 18 of 19**

**LICENSING OBJECTIVES**

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

**Continued from previous page...**

List here steps you will take to promote all four licensing objectives together.

As a small neighborhood cafe, selling high-end wines and bottled beers, we are in a strong position to promote the four licensing objectives.

Sale of alcohol will be a relatively small part of total sales from our operation. Alcohol sales on-site will be primarily to customers eating in the cafe, and customers purchasing alcohol for on-site consumption with no food will be discouraged.

Staff will be trained to restrict alcohol sales to customers of a legal age, and to monitor customers for any potential disorder.

We have completed the Leeds City Council Risk Assessment (v7) to help make sure we meet the licensing objectives. The codes of each control measure are included in the following objective boxes.

**b) The prevention of crime and disorder**

The following codes from the attached Pro Forma Risk Assessment will be adhered to:  
7PF016, 7PF017, 7PF022, 7PF023, 7PF024, 7PF025, 7PF035, 7PF039, 7PF046, 7PF047, 7PF048, 7PF050

In addition:

- A burglar alarm system will be fitted in the premises ✓
- The outside of the building, being on the main road through Farsley, is well lit, which will help to deter burglaries ✓
- The cash register will be emptied at the end of each day, and the drawer left open ✓
- Any cash left on site will be kept in a safe, which will be bolted to a brick wall, away from customer access ✓
- Alcohol for drinking on site will primarily be served alongside food orders, to discourage excessive drinking ✓
- Wine by the glass will not be offered in measures larger than 175ml to discourage excessive drinking ✓
- No alcohol will be provided from 10.30pm, allowing 30 minutes drinking up time prior to closing ✓

**c) Public safety**

The following codes from the attached Pro Forma Risk Assessment will be adhered to:  
7PF063, 7PF064, 7PF066, 7PF067, 7PF068, 7PF069, 7PF070, 7PF072, 7PF074, 7PF075, 7PF079

In addition:

- Installation of the premises will be to BS5839 Code of practice and meets all requirements of the West Yorkshire Fire and Rescue Service ✓
- The attached floor plan shows the location of all fire alarm installation information ✓
- The premises will comply with all food safety and hygiene regulations ✓
- The premises (including toilet facilities) will be accessible to wheelchair users, and staff will be trained to be attentive to the needs of physically disabled customers ✓
- Staff will be trained to offer additional assistance to customers with impaired vision or hearing (for example reading out menus) ✓
- The premises will be well ventilated, with windows that can be opened when necessary ✓
- We will draw up health and safety procedures outlining workplace risks for staff, and staff will be trained thoroughly in all correct procedures. ✓

**d) The prevention of public nuisance**

The following codes from the attached Pro Forma Risk Assessment will be adhered to:  
7PF083, 7PF084, 7PF085, 7PF086, 7PF092, 7PF093, 7PF096

In addition:

- Bins for the cafe will be stored to the rear of the property, away from public access. ✓
- There is no outdoor seating for the premises so external impact on the public will be minimal. ✓

Continued from previous page...

- Parking - there is a car park for customers at the Mill complex. Customers will be also be able to use available on-street parking, and staff will be trained to direct customers to nearest public parking where necessary.

e) The protection of children from harm

The following codes from the attached Pro Forma Risk Assessment will be adhered to:

No Pro Forma codes apply

In addition:

- Staff will be trained to log all incidents of underage customers being refused alcohol

### Section 19 of 19

### 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.

The premises licence fee is based on the non domestic rateable value of the premises these fees are:

Non domestic rateable value £4,300 or less - £100

Non domestic rateable value between £4,301 and £33,000 - £190

Non domestic rateable value between £33,001 and £87,000 - £315

Non domestic rateable value between £87,001 and £125,000 - £450

Non domestic rateable value £125,001 or more - £635

If the premise▲ non domestic rateable value is £87,001 or more and the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises the fee for this application is:

Non domestic rateable value between £87,001 and £125,000 - £900

Non domestic rateable value £125,001 or more - £1905

If this application is for a community premises e.g. a village hall or community centre and the application does not include the sale of alcohol as an activity there is no fee payable.

If the premises will have 5,000 people or more in attendance at any one time there is an additional fee payable which we will contact you to pay when you submit your application. Details of these fees are available at [http://www.leeds.gov.uk/Business/Licences\\_and\\_street\\_trading/Licence\\_\\_alcohol\\_and\\_entertainment](http://www.leeds.gov.uk/Business/Licences_and_street_trading/Licence__alcohol_and_entertainment).

\* Fee amount (£)

100.00

### ATTACHMENTS

### AUTHORITY POSTAL ADDRESS

#### Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

### DECLARATION

Continued from previous page...

- \* I will make payment of the fee on submission of this application.
  - \* I have attached, or will post to Leeds City Council, the plans of the premises.
  - \* I have attached, or will post to Leeds City Council, the consent form completed by the individual I wish to be premises supervisor, or I will ensure the individual I wish to be premises supervisor submits the consent form electronically.
  - \* I understand that I must now advertise my application.
  - \* I understand that if I do not comply with the above requirements, my application will be rejected.
- I understand that Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information I have provided on my application for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

Date (dd/mm/yyyy)

One you're finished you need to do the following:

1. Save this form to your computer by clicking to file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/leeds/apply-1> 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 ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

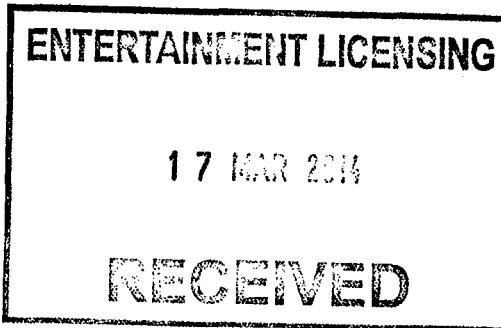
**Consent of individual to being specified as premises supervisor**

Ailsa Youngson

.....  
*[full name of prospective premises supervisor]*

of

..... Rupert Road  
Cowley  
✓ Oxford  
Oxfordshire  
.....



.....  
*[home address of prospective premises supervisor]*

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

Premises Licence, Supply of Alcohol

.....  
*[type of application]*

by

Youngson and Pater Ltd

.....  
*[name of applicant]*

relating to a premises licence

N/A (new licence application)

.....  
*[number of existing licence, if any]*

for

Mill Kitchen  
1 The Old Combing  
Sunny Bank Mills  
Farsley  
Leeds  
LS28 5UJ

.....  
*[name and address of premises to which the application relates]*

and any premises licence to be granted or varied in respect of this application made by

Youngson and Pater Ltd

*[name of applicant]*

concerning the supply of alcohol at

Mil Kitchen  
1 The Old Combing  
Sunny Bank Mills  
Farsley  
Leeds  
LS28 5UJ

*[name and address of premises to which application relates]*

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

14/00703/PER ✓

exp  
4/3/2024 ✓

*[insert personal licence number, if any]*

Personal licence issuing authority

Oxford City Council Licensing Authority  
St. Aldates Chambers  
109 St. Aldates  
Oxford  
OX1 1DS ✓

*[insert name and address and telephone number of personal licence issuing authority, if any]*

Signed



Name (please print)

Ailsa Youngson

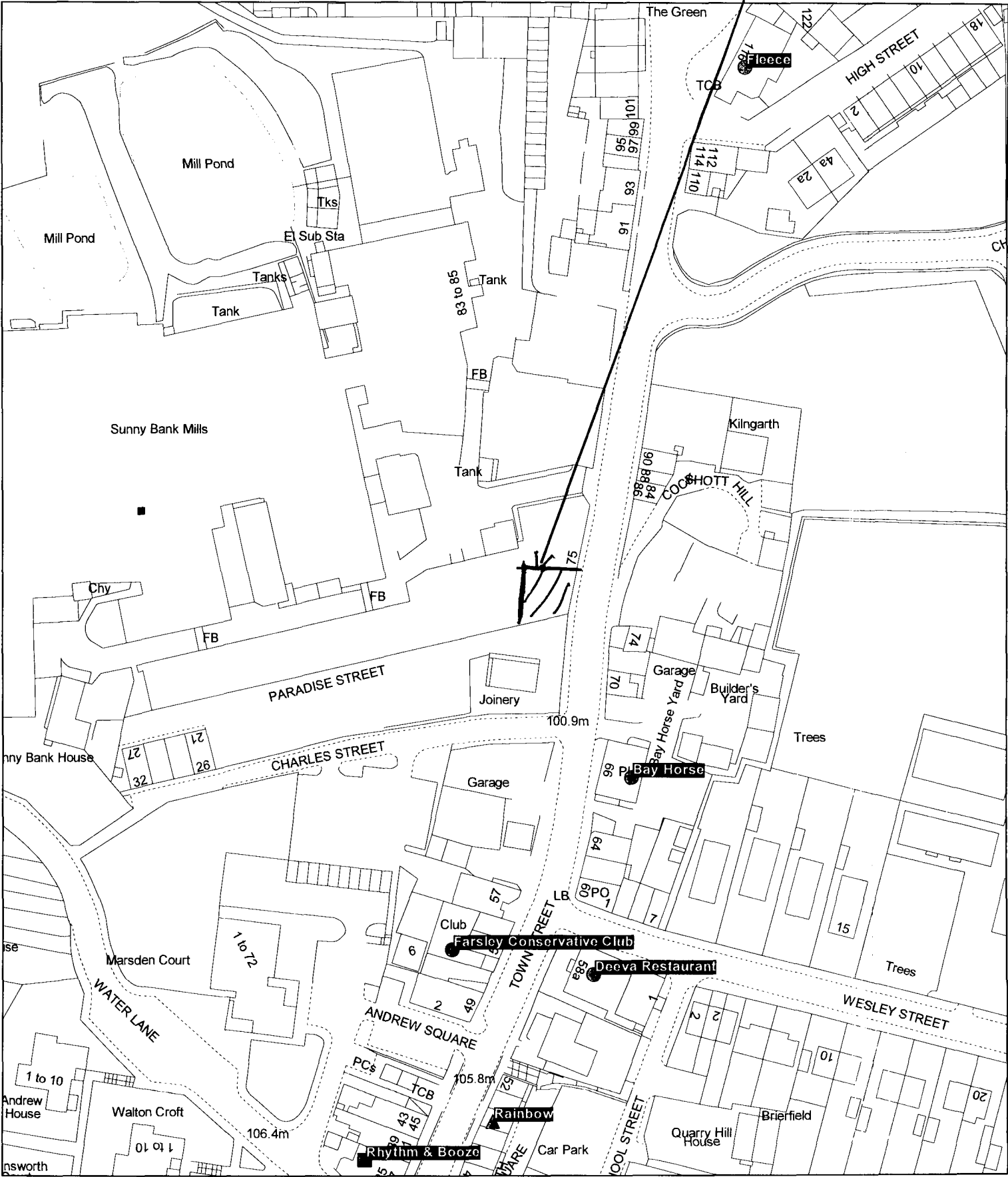
Date

07/03/2014

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# Mill Kitchen - Appendix B



This map is based upon the Ordnance Survey's digital data with the permission of the Ordnance Survey on behalf of the controller of Her Majesty's Stationary Office

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**Key**

-  On licence
-  Late night refreshment

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**Licensing Act 2003**

**Proforma Risk Assessment V7**



**Leeds**  
CITY COUNCIL

**APPENDIX C**

**ENTERTAINMENT LICENSING**

17 MAR 2014

**RECEIVED**

Please complete the details below:

Applicant name:	TOM PATER
Business name:	MILL KITCHEN
Business address:	1 THE OLD COMBING SUNNY BANK MILLS FARLEY LEEDS
Postcode:	LS28 5UT

**Guidance about this document**

1. The Licensing Authority recommends that you complete this specially designed pro forma risk assessment to help you decide what should be entered in your operating schedule to show how you will promote the four licensing objectives.
2. Whilst the Licensing Authority cannot insist that you use this document it takes the view that it assists responsible authorities in assessing the operating schedule, promotes discussions and partnership working and will reduce the number of representations and hearings.
3. If you do not use this risk assessment pro forma then you will need to demonstrate how you will meet the licensing objectives by providing other supporting evidence via your operating schedule.
4. The Licensing Authority strongly recommends that you consult with the responsible authorities early in the application process to ensure that the measures you are suggesting are appropriate and sufficient for your application. Contact details for the responsible authorities are in the guidance note in the application pack. Please contact Entertainment Licensing if you cannot find this information.

**How to use this document**

1. This document has four sections which correspond with the four licensing objectives. In each section you will find information on potential control measures (each with an individual code) which we suggest may help you meet the four licensing objectives.
2. Run through the questions at the beginning of each section and consider the potential control measures listed in the columns beneath.
3. If you are happy to volunteer the control measures as part of your application place a tick in the relevant box in the right hand column. You can then enter the corresponding codes in page 14 of your application form in the boxes which match up with the licensing objectives or simply write "see pro forma risk assessment". These measures will then appear on your licence.

## Crime and Disorder

### CCTV

Does the premises have CCTV?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
If YES:	
Was the siting and standard agreed with West Yorkshire Police (WYP)?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you agreed a policy on the retention and security of the footage with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
The premises have a duly licensed Data Controller under the Data Protection Act 1998	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If NO:	
Have you consulted WYP about whether CCTV should be installed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
(NB unless WYP have agreed CCTV is not required, a representation is likely)	

Suggested measures	Code	✓
A suitable Closed-Circuit Television (CCTV) system will be operational at the premises at all times when licensable activities are being carried out and at any other times where members of the public are present on the premises .	7PF001	<input type="checkbox"/>
The CCTV system will cover all areas of the premises occupied by the public under the terms of the licence, including corridors and stairways (excluding WCs and changing rooms).	7PF002	<input type="checkbox"/>
The CCTV system will cover the main entrance/s and exit/s and designated emergency egress routes from the premises.	7PF003	<input type="checkbox"/>
The CCTV system will cover all external areas of the premises occupied by the public, I.e. queuing areas, beer gardens, smoking areas and car parks.	7PF004	<input type="checkbox"/>
The location of CCTV cameras are identified on the site plan of the premises. No amendments to the locations of the cameras will be made without prior consultation with West Yorkshire Police/British Transport Police and the Licensing Authority	7PF005	<input type="checkbox"/>
The CCTV system will be of a satisfactory resolution quality which will enable the identification of persons and activities, and other fine details such as vehicle registration number plates.	7PF006	<input type="checkbox"/>
The CCTV system will contain the correct time and date stamp information.	7PF007	<input type="checkbox"/>
The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality.	7PF008	<input type="checkbox"/>
The CCTV footage will be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of who has accessed the system, the reason why and when.	7PF009	<input type="checkbox"/>

A designated member / members of staff at the premises will be authorised to access the CCTV footage and be conversant with operating the CCTV system. At the request of an authorised officer of the Licensing Authority or a Responsible Authority (under the Licensing Act 2003) any CCTV footage, as requested, will be downloaded immediately or secured to prevent any overwriting. The CCTV footage material will be supplied, on request, to an authorised officer of the Licensing Authority or a Responsible Authority.	7PF010	
The data controller, under the Data Protection Act 1998, who is responsible for any CCTV images caught on cameras on the premises will, on the lawful request of an authorised officer of a Responsible Authority (under the Licensing Act 2003), be downloaded immediately, or where this is not possible, as soon as reasonably practicable, and supplied to the requesting officer. Where the CCTV images are not supplied at the time of the request being made the data controller will ensure that it is secured to prevent any overwriting.	7PF011	
The CCTV system will be capable of securing relevant pictures for review or export at a later date.	7PF012	
The CCTV system will be adequately maintained and be capable of transporting recorded material onto a removable media.	7PF013	
The CCTV system replay software must allow an authorised officer of the Licensing Authority or Responsible Authority to search the picture footage effectively and see all the information contained in the picture footage.	7PF014	
It must be possible to replay exported files immediately e.g. no re-indexing of files or verification checks.	7PF015	

#### Designated Premises Supervisor (DPS)

Will the DPS generally be on site?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the DPS contactable in emergency?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If the DPS is not to be generally on site, have you made arrangements to nominate the supervisor in his/her absence?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Supervisor's Register bound with consecutively numbered pages?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Suggested measures	Code	✓
A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and up-to-date contact details for the DPS and all personal licence holders.	7PF016	✓
The Supervisors Register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out, and this information will be retained for a period of twelve months and produced for inspection on request to an authorised officer.	7PF017	✓

### Door Supervisors and Other Security Staff

Do you use registered door supervisors or security staff?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Are they Security Industry Authority (SIA) registered?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Do you specify a minimum number of door supervisors?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
If YES, state the number of staff _____	
Days (and times) employed _____	
Has this been agreed with WYP?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Do you have a policy with the door supervisor or security company which covers:	
• Vetting customers entering the premises?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
• Is there a prominently displayed written search policy on the premises?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
• Controlling customers entering, within or leaving the premises?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
• Safeguarding the public within and immediately outside the premises?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
• Notifying WYP at the earliest opportunity of any problems or incidents?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
• Exclusion of persons who have had too much to drink or appear inclined to disorder?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Do you have a Daily Record Register within which door supervisors/security staff sign on and off duty?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Is the Daily Record Register bound with consecutively numbered pages?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Can you identify who was on duty at any particular time?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Do you have an Incident Report Register?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Incident Report Register bound with consecutively numbered pages?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Suggested measures	Code	✓
The minimum number of door supervisors for the premises is _____ Please specify days and hours door supervisors operate on the premises.	7PF018	
The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.	7PF019	
The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature).	7PF020	
The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry.	7PF021	
Security staff/designated supervisors will be familiar with the premises policy concerning the admission, exclusion and safeguarding of customers whilst in the premises.	7PF022	✓
The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti social behaviour, admissions refusals and ejections from the premises.	7PF023	✓

The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and / or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.	7PF024	<input checked="" type="checkbox"/>
The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.	7PF025	<input checked="" type="checkbox"/>

### Drugs and Offensive Weapons

Do you have a policy and procedure to prevent use of illegal drugs or weapons (e.g. a search policy)? YES  NO  N/A

Has this been agreed with WYP? YES  NO  N/A

Does the policy include:

- recording any search YES  NO  N/A
- seizing drugs/weapons found YES  NO  N/A
- a purpose made secure receptacle for items seized YES  NO  N/A
- Informing the police of any search and seizure YES  NO  N/A
- prominently display notices to inform customers of the policy YES  NO  N/A

Suggested measures	Code	✓
A policy for searching patrons at the entrance to premises will be adopted and prominently displayed on the premises.	7PF026	<input type="checkbox"/>
The PLH/DPS will inform West Yorkshire Police as soon as practicably of any search resulting in a seizure of drugs or offensive weapons.	7PF027	<input type="checkbox"/>
A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police or British Transport Police.	7PF028	<input type="checkbox"/>
Notices will be prominently displayed at the entrances of the premises which state: <ul style="list-style-type: none"> <li>• a search will be conducted as a condition of entry to premises;</li> <li>• Incidents of crime and disorder will be reported to the police and a full recorded entry will be made in the incident report register.</li> <li>• Entry to the premises will be refused to any person who appears to be drunk, acting in a threatening manner or is violent; or appears to be under the influence of drugs.</li> <li>• entry will be refused to any person who has been convicted of an offence of drunkenness, violent or threatening behaviour or the use or distribution of illegal substances</li> </ul>	7PF029	<input type="checkbox"/>

**Communication**

Do you subscribe to a form of communication link (radio/text/pager system). The system shall be recognised by the current Business Crime Reduction Partnership for the city, Leeds City Council and West Yorkshire Police. YES  NO  N/A

Has this been agreed with WYP? YES  NO  N/A

Suggested measures	Code	✓
There will be a communication link via radio to other venues in the city centre. This will be the system recognised by the current Business Crime Reduction Partnership for the city, Leeds City Council and West Yorkshire Police	7PF030	
Such communication link will be kept in working order at all times when licensable activities are taking place	7PF031	
The communication link will be available to the Designated Premises Supervisor or other nominated supervisor and be monitored by that person at all times that licensed activities are being carried out.	7PF032	
Any police instructions or directions given via the link will be complied with whenever given.	7PF033	
All incidents of crime or disorder will be reported via the link to an agreed police contact point.	7PF034	

**Responsible Sale of Alcohol**

Proof of Age

Have you adopted a proof of Age Scheme? YES  NO  N/A

Have all staff been instructed of the steps required to prevent under age sales of alcohol? YES  NO  N/A

Glass and Bottles

Do you have a policy for the frequent collection of glasses and bottles? YES  NO  N/A

Do you take steps to prevent glasses/bottles being removed from the premises, e.g. instruction to door/bar staff, display of notices? YES  NO  N/A

Do you use plastic or toughened polycarbonate (or similar) drinking glasses/bottles when necessary? YES  NO  N/A

Alcohol Designated Public Places Orders

If your premises are in the area of an Alcohol Designated Public Places Order (DPPO), do you prominently display notices advising customers of the Order and its effects? YES  NO  N/A



Suggested measures		
	Code	✓
The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.	7PF035	✓
or		
The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises.	7PF036	
The PLH/DPS staff will ask for acceptable evidence (as agreed by WYP / WYTSS) from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.	7PF037	
or		
The PLH/DPS staff will ask for acceptable evidence (as agreed by WYP / WYTSS) from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises.	7PF038	
<b>Glass and Bottles</b>		
Drinks, open bottles and glasses will not be taken from the premises at any time. Empty bottles and glasses will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers.	7PF039	✓
The PLH/DPS will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.	7PF040	
Plastic or toughened polycarbonate (or similar) glasses/bottles will be used in all outdoor areas.	7PF041	
Plastic or toughened polycarbonate (or similar) glasses/bottles will be used when requested by West Yorkshire Police / British Transport Police (e.g. football match days)	7PF042	
<b>Alcohol Designated Public Places Orders</b>		
Notices indicating the existence and effect of an Alcohol Designated Public Places Order will be prominently displayed at the exits to the premises.	7PF043	

*[Handwritten signature]*

**Membership of a Recognised Body**  
 Do you belong to a Licensees Association/Body YES  NO  N/A

If YES, please state which body .....

**Exclusion from Premises**  
 Do you operate a system of excluding customers who are known to cause problems? YES  NO  N/A

If YES:

- Is this your own system or YES  NO  N/A
- a system run by a local licensees body YES  NO  N/A

**Dispersal Policy**

Do you have a written dispersal policy (e.g. A policy on how you disperse your clientele from your premises to reduce the risk of anti social behaviour) YES  NO  N/A

If YES:

- Was this agreed with WYP (and BTP where applicable)? YES  NO  N/A
- Are all bar and door staff trained on the policy? YES  NO  N/A

Suggested measures	Code	✓
The PLH/DPS will belong to a recognised trade body or Pub Watch Scheme where one exists, whose aims include the promotion of the licensing objectives	7PF044	
The PLH/DPS will operate to a written dispersal policy which ensures the safe and gradual dispersal of customers from the premises. The policy will be agreed with WYP. The PLH/DPS will ensure that staff receive training on the policy.	7PF045	

Is your premises predominantly a restaurant? YES  NO  N/A

Prior to the submission of your application it is recommended that you consult with the West Yorkshire Police on your proposals to operate as a restaurant. The discussions should be to agree the number of covers to be set aside and your proposals for service.

Suggested measures	Code	✓
The premises shall be and remain predominantly food led.	7PF046	✓
An agreed number of covers will be maintained at all times the premises are operating. The number of covers will be <u>40</u>	7PF047	✓
At any time that the premises licence has effect the sale of alcohol for consumption on the premises will be ancillary to the service of table meals	7PF048	
Waiter/waitress service will be in operation throughout the premises in relation to orders for food and/or alcohol	7PF049	
The sale/supply of alcohol shall only be made to accompany the sale of food. This does not preclude the sale/supply of alcohol to a person waiting to be seated in the restaurant or at the conclusion of the meal.	7PF050	✓

**Entertainment of an Adult Nature e.g. Strip Tease Dancing or Nude Dancing**

Do you provide any entertainment consisting of striptease or nude dancing including where dancers are wearing 'see through' clothing or the show includes sexual stimulation? YES  NO  N/A

Please note that should you provide relevant entertainment more than 12 occasions per 12 month period or more frequently than monthly you will be required to apply for a Sex Establishment licence.

Suggested measures	Code	✓
Entertainers will be aged no less than 18 years.	7PF051	
Price lists will be clearly displayed at each table and at each entrance to the premises.	7PF052	
Entertainers will only be present in the licensed area in a state of nudity when they are performing on stage or providing a private dance.	7PF053	
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	7PF054	
Entertainers will only perform on the stage area, or in areas identified on the plan attached to the licence.	7PF055	
Relevant entertainment will only be performed by the entertainer. There must be no audience participation. There must be no physical contact between entertainers.	7PF056	
Customers will not touch the breasts or genital area of entertainers. Entertainers will not directly or indirectly touch the breasts or genital area of customers.	7PF057	
Any performance will be restricted to dancing and the removal of clothes. There will not be any other form of sexual activity or stimulation which, for the avoidance of doubt, includes kissing.	7PF058	
Sex toys must not be used and penetration of the genital area by any means must not take place.	7PF059	
Customers will not be permitted to throw money at the entertainers.	7PF060	
All areas used for private dances must be visible to supervision and must not have closing doors or curtains that prevent performances from being observed.	7PF061	
All areas used for private dances must be directly supervised by either a SIA registered door supervisor, or a member of staff who has direct contact with SIA registered door supervisors working on the premises at all times the booths/areas are in use. Direct supervision does not include remote supervision by CCTV.	7PF062	

## Public Safety

### Management Arrangements

Suggested measures	Code	✓
Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles. Regular checks will be undertaken when the premises is open.	7PF063	✓
Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.	7PF064	✓
During opening hours the cellar door must be kept locked or adequately supervised to prevent unauthorised access by the public.	7PF065	
A suitably trained and competent person must ensure regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.	7PF066	✓
The Premises Licence holder will not allow the sale or supply of "Legal Highs" on the premises.	7PF067	✓
Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.	7PF068	✓
Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. Inspection records/certificates will be kept and made available at the request of an authorised officer. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.	7PF069	✓
<p>One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:</p> <p>a) Each socket-outlet circuit will be protected by a residual current device having a rated residual operating current not exceeding 30mA, or</p> <p>b) Each individual socket-outlet will be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.</p> <p>The current operation of all residual current devices will be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device.</p>	7PF070	✓

## General Housekeeping

Do you have written procedures for the inspection of:

- Furnishings and fabrics YES  NO  N/A
- Suspended decorations/lights/amplification systems YES  NO  N/A
- Guarding to stairs/balconies/landings/ramps YES  NO  N/A
- Condition of floor surfaces YES  NO  N/A
- Provision of safety glazing YES  NO  N/A

Suggested measures	Code	✓
Regular safety checks of guarding to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour, including climbing which may lead to a fall from height.	7PF071	
Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public may come into contact with it.	7PF072	✓
A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.	7PF073	

## Fire Safety

The Regulatory Reform (Fire Safety) Order 2005 requires employers and other responsible persons to make a 'suitable and sufficient' assessment of the risks from fire in licensed premises and how they affect the safety of their employees and other persons who may be on or in the vicinity of the premises. Where a licence is in force the responsible person must record the significant findings of the risk assessment.

In compiling a fire risk assessment you must consider the following:

- The number of persons using the premises
- Means of escape
- Fire alarms
- Emergency Lighting
- Fire Fighting Equipment
- Fire Exit Notices
- Safety Precautions

For further advice regarding fire precautions and how to comply with your legal duties under The Regulatory Reform (Fire Safety) Order 2005, please refer to the guides listed below which are available to download, free of charge, from:

<https://www.gov.uk/workplace-fire-safety-your-responsibilities/fire-safety-advice-documents>

**Suggested Measures**

The premises have a current Fire Risk Assessment	Code	<input checked="" type="checkbox"/>
	7PF074	<input checked="" type="checkbox"/>

**Refreshments**

Do you prepare hot food / drinks in proximity to the public?  
 If YES:  
 Has the risk of scalding or burns been assessed?

YES  NO  N/A   
 YES  NO  N/A

**Suggested measures**

Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risk of scald or burns.	Code	<input checked="" type="checkbox"/>
	7PF075	<input checked="" type="checkbox"/>

**First Aid**

Do you have staff trained in First Aid?  
 If YES, please state numbers     

Do you provide facilities for treatment of minor injuries (e.g. First Aid box)?

Do you have procedures for dealing with customers who are unwell including those who appear to be affected by drugs / alcohol)?

YES  NO  N/A   
 YES  NO  N/A   
 YES  NO  N/A

**Suggested measures**

A suitably trained First Aider or appointed person will be provided at all times when the premises are open.	Code	<input checked="" type="checkbox"/>
	7PF076	
An appropriately qualified medical practitioner will be present throughout any sporting entertainment.	Code	
	7PF077	
Staff holding a current qualification issued by a recognised national body in rescue and life safety procedures will be stationed and remain in the vicinity of the water at all material times.	Code	
	7PF078	
Adequate and appropriate First Aid equipment and materials will be available on the premises at all times.	Code	<input checked="" type="checkbox"/>
	7PF079	
A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.	Code	
	7PF080	

**Special Effects**

Do you use special effects on the premises, e.g. strobes, lasers, smoke machines or fireworks? YES  NO  **N/A**

If yes, please give details :

Suggested measures		
	Code	✓
A written health and safety policy covering all aspects of the safe use of strobes, lasers, smoke machines or any other special effects, will be provided and staff will be appropriately trained.	7PF081	
No strobes, lasers or smoke machines will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.	7PF082	

## Public Nuisance

### Noise and Vibration

**Noise and vibration**

Identify the potential sources of noise and vibration which apply to your premises:

- Amplified music
- Unamplified music
- Singing and speech
- Waste disposal, including bottle bins
- Plant and machinery, including extraction systems
- Food preparation
- Cleaning

Identify where sources of noise may occur outside your premises:

- Beer garden
- Play area
- Car park
- Temporary structure
- Plant and equipment

Identify which measures are in place/proposed:

- Soundproofing
- Air conditioning to allow windows to be kept closed
- Sound limiters
- Use of lobby doors
- Cooling down period with reduced music volume
- Fixed and appropriate times for collection of waste
- Restricted use of outdoor areas
- No external loud speakers

Are the premises located near noise sensitive properties, e.g. residential areas, residential homes, hospitals? YES  NO  N/A

Applicants should refer to the Clean Neighbourhoods and Environment Act 2005 which has amended the Noise Act 1996 to introduce "night noise offences" for licensed premises in completing this section.

Suggested measures	Code	✓
Licensable activities will be conducted and the facilities for licensed activities will be designed and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties	7PF083	<input checked="" type="checkbox"/>
Noise from a licensable activity at the premises will be inaudible at the nearest noise sensitive premises.	7PF084	<input checked="" type="checkbox"/>
There will be no external loudspeakers	7PF085	<input checked="" type="checkbox"/>
Bottles will not be placed in any external receptacle after 23.00 hours and 07.00 hours to minimise noise disturbance to neighbouring properties	7PF086	<input checked="" type="checkbox"/>
Noise from plant or machinery will be inaudible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery will be regularly serviced and maintained to meet this level.	7PF087	<input type="checkbox"/>



The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 21:00.	7PF088	N/A
The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 22:00	7PF089	N/A
The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 23:00	7PF090	N/A
The activities of persons using the external areas will be monitored after 23:00hrs and they will be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary,	7PF091	N/A
The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises.	7PF092	✓

**Litter**

Does the premises sell takeaway food, drinks or other produce/packaging which may generate litter/waste? YES  NO  N/A

If YES, please identify the steps taken to prevent nuisance caused by litter:

.....

- Provision of litter bins
- Display of notices to customers
- Warnings/advice on packaging
- Instructions to staff to periodically clear litter from the street around the premises
- Other (please specify) .....

<b>Suggested measures</b>	Code	✓
The PLH/DPS will ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter	7PF093	✓

**Transport/Pedestrian Movement**

Do you have a procedure to ensure that local residents and businesses are not disturbed by customers entering and or leaving your premises: YES  NO  N/A

If YES what steps do you take to ensure that the procedure(s) works?

.....

Suggested measures	Code	✓
Clear and legible notices will be displayed at exits, car parks and other circulatory areas requesting patrons to leave the premises quietly having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and loud use of vehicle stereos and anti-social behaviour.	7PF094	
SIA Registered door staff will be employed and used where queues are likely to form to manage the queues and ensure: Queues are restricted to cordoned areas to prevent them obstructing footpaths and spilling out onto roads, and to keep noise and obstructions away from residential property.	7PF095	
The premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary.	7PF096	✓
A facility will be provided for customers to order Hackney taxis/private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent position on the premises.	7PF097	

## Protection of Children from Harm

### Entertainment of an Adult Nature

Do you provide entertainment of a sexual or adult nature (including strong or offensive language)?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
If so, do you only provide the adult entertainment at certain times/days of the week?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Is your premises located near to premises which are children orientated?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>

Suggested measures	Code	✓
People under 18 (including staff) will not be admitted to the premises at any time when entertainment of a sexual or adult nature is being provided.	7PF098	<input type="checkbox"/>
The PLH/DPS will provide clear signage that entertainment of an adult nature is occurring which is not suitable for under 18s.	7PF099	<input type="checkbox"/>
Measures will be put in place for ensuring non-admission to persons under 18 years of age when entertainment of an adult nature is taking place, such as door supervision and age checks (including staff)	7PF100	<input type="checkbox"/>
The PLH/DPS will not display outside the premises photographs or other images which indicate and suggest that striptease or similar entertainment takes place on the premises.	7PF101	<input type="checkbox"/>
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	7PF102	<input type="checkbox"/>
Any written, visual or auditory advertisement material, posters, signage or window display must not be of a sexually explicit or suggestive nature, will not contain images or text of a sexually explicit, obscene or offensive nature and must be approved by the council in writing.	7PF103	<input type="checkbox"/>

### Under Age Sales of Alcohol

Do the premises sell or supply alcohol?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
---	--

Suggested measures	Code	✓
People under 18 years of age will not be admitted.	7PF104	<input type="checkbox"/>

### Gambling

Is there a strong element of gambling on the premises?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
--	--

Suggested measures	Code	✓
People under 18 (including staff) will not be admitted to the premises at any time when gambling is taking place.	7PF105	<input type="checkbox"/>

or		
There will be sufficient physical screening of the relevant entertainment from view of those under 18 years.	7PF106	

### Performers Under 18

Do entertainment performances include performances by children and young persons under 18 years of age?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
NOTE The Children (Performance) Regulations 1968 as amended – continue to apply but are not conditions on the licence as that would be duplication	

Suggested measures	Code	✓
The PLH/DPS will provide an adequate number of suitable adult supervisors who can provide care for the children as they move from stage to dressing room etc, and to ensure that all children can be accounted for in case of an evacuation or an emergency.	7PF107	
The venue will be suitable to accommodate safely the numbers of children intended.	7PF108	
All supervisors and crew will receive instruction on the fire procedures applicable to the venue prior to the arrival of the children	7PF109	
The PLH/DPS will ensure that all special effects e.g. flashing lights, dry ice, smoke etc are suitable for the children involved in the performance.	7PF110	

### Entertainment and/or Facilities Specifically Provided for Children

Is any entertainment/facilities specifically provided for children?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
If yes are the children unaccompanied or supervised by staff without parental presence (including where parents are elsewhere in the licensed premises).	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Do you provide young persons discos or similar entertainment?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
The PLH/DPS will ensure that an adult supervisor is stationed in the area(s) or levels which are occupied by children. The supervisors will be placed in the vicinity to exits to the premises. There will be one supervisor per 50 children at all times.	7PF111	
For closely seated audiences, i.e. theatres and cinemas, the ratio of supervisors will be 1 per 25 children, provided that where the children are in the charge of an adult organiser such organisers will be regarded as attendants to an extent not exceeding half of the number of attendants required by the above condition 4PF088.	7PF112	
No child will be permitted to occupy the front row of any balcony gallery or tier, unless accompanied by and in the charge of a person who appears to have attained the age of 16 years.	7PF113	
Close supervision will be held when children use balconies and other raised areas.	7PF114	

Upon egress from the premises the Licensee will deploy staff on exit doors and within the vicinity of the premises to ensure the safe dispersal of children and the premises will not close until all children have left the area.	7PF115	
--	--------	--

**Child Protection Measures**

Do you have a system for ensuring the suitability of staff who work closely with children? YES  NO  N/A

IF YES state measures used:

Are your premises located near any adult orientated premises e.g. an adult retail sex shop or amusement arcade? YES  NO  N/A

Suggested measures	Code	✓
The PLH/DPS will perform the necessary background checks including relevant police checks on all potential staff before offering them employment. The Licensee will report any child related concerns to the police he/she has about potential staff, existing staff and customers.	7PF116	
The PLH/DPS will ensure staff receive training to deal with unaccompanied children on the premises and prevent them from harm.	7PF117	
The PLH/DPS will comply with the written guidance for protecting children from harm issued by Leeds City Council, Department of Social Services.	7PF118	
The PLH/DPS will liaise with any adult orientated premises close to his/her premises which the Licensee suspects are at risk of admitting underage children from his/her own premises.	7PF119	

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**Issued premises licences and club certificates within an area**

<b>PREM/00254/008 - Fleece, 116 Town Street, Farsley, Pudsey, Leeds, LS28 5LF</b>	
Sale by retail of alcohol	
Monday to Thursday	11:00 - 00:00
Friday & Saturday	11:00 - 01:00
Sunday	11:00 - 23:30
Provision of late night refreshment	
Thursday to Saturday	23:00 - 01:00
Sunday to Wednesday	23:00 - 00:00
Performance of live music	
Monday to Thursday	11:00 - 00:00
Friday & Saturday	11:00 - 01:00
Sunday	11:00 - 23:30
Performance of recorded music	
Monday to Thursday	11:00 - 00:00
Friday & Saturday	11:00 - 01:00
Sunday	11:00 - 23:30
Entertainment similar to live music, recorded music or dance	
Monday to Thursday	11:00 - 00:00
Friday & Saturday	11:00 - 01:00
Sunday	11:00 - 23:30
Provision of facilities for making music	
Monday to Thursday	11:00 - 00:00
Friday & Saturday	11:00 - 01:00
Sunday	11:00 - 23:30
Provision of facilities for dancing	
Monday to Thursday	11:00 - 00:00
Friday & Saturday	11:00 - 01:00
Sunday	11:00 - 23:30
Provision of facilities for anything similar to making music or dancing	
Monday to Thursday	11:00 - 00:00
Friday & Saturday	11:00 - 01:00
Sunday	11:00 - 23:30
<b>PREM/03241/001 - The Win Bar Chinese Restaurant, 54-56 Town Street, Farsley, Pudsey, LS28 5LD,</b>	
Sale by retail of alcohol	
Every Day	11:00 - 23:30
Provision of late night refreshment	
Every Day	23:00 - 00:00
Performance of live music	
Friday to Sunday	20:30 - 00:00
Performance of recorded music	
Every Day	09:00 - 00:00

**PREM/02264 - Farsley Community Church, Back Lane, Farsley, Leeds, LS28 5EU,**

Performance of Live Music	19:00 - 22:30
Thursday to Saturday	
Performance of Recorded Music	19:00 - 22:30
Thursday to Saturday	
Entertainment similar to live music, recorded music or dance	19:00 - 22:30
Thursday to Saturday	
Performance of a Play	19:00 - 22:30
Thursday to Saturday	

**PREM/00910/003 - Rhythm & Booze, 35 - 37 Town Street, Farsley, Pudsey, Leeds, LS28 5HX,**

Sale by retail of alcohol	08:00 - 23:00
Monday to Saturday	
Sunday	10:00 - 22:30

**PREM/00587 - New Inn, Town Street, Farsley, Pudsey, Leeds, LS28 5EN**

Performance of Live Music	20:00 - 00:00
Friday & Saturday	
Performance of Recorded Music	00:01 - 00:00
Every Day	
Sale by Retail of Alcohol	12:00 - 22:30
Sunday	11:00 - 00:00
Friday & Saturday	11:00 - 23:00
Monday to Thursday	

**PREM/00969/002 - Old Hall, 1 Back Lane, Farsley, Pudsey, Leeds, LS28 5EU**

Sale by retail of alcohol	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	
Provision of late night refreshment	23:00 - 01:00
Friday & Saturday	23:00 - 00:00
Sunday to Thursday	
Exhibition of a film	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	
Indoor sporting events	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	
Performance of live music	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	
Performance of recorded music	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	
Performance of dance	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	
Provision of facilities for making music	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	
Provision of facilities for dancing	10:00 - 01:00
Friday & Saturday	10:00 - 00:00
Sunday to Thursday	



**PREM/02918/002 - Village Wine Bar, 20 - 26 Town Street, Farsley, Pudsey, LS28 5LD**

Sale by retail of alcohol	
Friday & Saturday	08:00 - 00:00
Sunday to Thursday	08:00 - 23:00
Provision of late night refreshment	
Friday & Saturday	23:00 - 00:00
Performance of live music	
Friday & Saturday	12:00 - 00:00
Sunday to Thursday	12:00 - 23:00
Performance of recorded music	
Friday & Saturday	08:00 - 00:00
Sunday to Thursday	08:00 - 23:00
Provision of facilities for dancing	
Friday & Saturday	08:00 - 00:00
Sunday to Thursday	08:00 - 23:00

**PREM/02713/004 - Deeva Restaurant, Deeva Restaurant And Bar, 58 Town Street, Farsley, Pudsey, LS28 5LD,**

Sale by retail of alcohol	
Every Day	10:00 - 00:00
Provision of late night refreshment	
Every Day	23:00 - 00:00
Performance of live music	
Every Day	10:00 - 00:00
Performance of recorded music	
Every Day	10:00 - 00:00
Performance of dance	
Every Day	10:00 - 00:00
Provision of Facilities for Dancing	
Every Day	10:00 - 00:00

**PREM/00204/006 - Bay Horse, 66 Town Street, Farsley, Pudsey, Leeds, LS28 5LF**

Sale by retail of alcohol	
Every Day	11:00 - 00:00
Provision of late night refreshment	
Every Day	23:00 - 00:00
Exhibition of a film	
Every Day	11:00 - 00:00
Indoor sporting events	
Every Day	11:00 - 00:00
Performance of live music	
Every Day	11:00 - 23:00
Performance of recorded music	
Every Day	11:00 - 00:00
Provision of facilities for making music	
Every Day	11:00 - 00:00
Provision of facilities for dancing	
Every Day	11:00 - 00:00
Provision of facilities for anything similar to making music or dancing	
Every Day	11:00 - 00:00

**PREM/01848 - Rainbow, 48 Town Street, Farsley, Pudsey, Leeds, LS28 5LD**

**Late Night Refreshment**

Sunday

23:00 - 23:30

Friday & Saturday

23:00 - 00:00

Tuesday, Wednesday & Thursday

23:00 - 23:30

ENTERTAINMENT LICENSING

11 APR 2014

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APPENDIX E

Leeds  
CITY COUNCIL

Youngson and Pater Ltd  
247 Bradford Road  
Stanningley  
Pudsey  
LS28 6QB

Planning Services  
The Leonardo Building  
2 Rossington Street  
LEEDS  
LS2 8HD

Contact: **Chris Sanderson**  
Tel: 0113 2478216  
Fax: 0113 2478230

Your Ref:  
Our Ref: Licence Applications

Date 11<sup>th</sup> April 2014

Dear Sir/Madam,

**Subject: APPLICATION FOR PREMISES LICENCE**

**PART A**

Thank you for submitting your application for licensed activities at:

Name of venue:- The Mill Kitchen

Address:- 1 The Old Combing, Sunnybank Mills, Farsley, LS28 5UJ.

We write to inform you we shall be objecting to your application and a copy of this letter will be sent to the Licensing Authority.

The premises were granted planning permission for change of use of part of light industrial premises to 2 A3 units, one with ancillary delicatessen including external alterations to building envelope with 2 new shop fronts in December 2013 reference number 13/04475/FU.

Planning Services objects to the granting of a Premises License in the terms as applied for due to premises having planning permission to operate as a restaurant/café and not as a drinking establishment. It is considered that the operation of the premises as a drinking establishment would conflict with the Licensing objective of preventing public nuisance.

Planning Services have no objection to the opening hours as applied for as they are in accordance with the condition imposed as part of the planning approval, however a number of conditions are considered to be required to be imposed should the entertainment licence application be granted to ensure that the premise does not become a drinking establishment.

If you are willing to agree the required conditions, details of which are contained in Part B, then we shall withdraw our objection.

**PART B**

Licensing Act 2003 – Application for Premise Licence

On behalf of :

The Mill Kitchen

For the premises known as and located at :

1 The Old Combing, Sunnybank Mills, Farsley, LS28 5UJ.

I am the applicant / representative authorised by the applicant (delete as appropriate)

In signing this document I request that the Licensing Authority accept this letter signifying my wishes to agree the conditions, as follows :

The premises shall be and remain predominantly food led.

An agreed number of covers will be maintained at all times the premises are operating. The number of covers will be 40.

At any time that the premises licence has effect the sale of alcohol for consumption on the premises will be ancillary to the service of table meals.

Waiter/waitress service will be in operation throughout the premises in relation to orders for food and/or alcohol.

The sale/supply of alcohol shall only be made to accompany the sale of food. This does not preclude the sale/supply of alcohol to a person waiting to be seated in the restaurant or at the conclusion of the meal.

**THESE CONDITIONS ARE CONSIDERED ESSENTIAL TO ENSURE THAT THE PREMISES DO NOT OPERATE AS A DRINKING ESTABLISHMENT.**

Signed :

Dated :

Please return this document to :  
Planning Services  
Planning Compliance Service  
The Leonardo Building  
2 Rossington Street  
LEEDS  
LS2 8HD

Yours faithfully

**PART B**  
Licensing Act 2003 – Application for Premise Licence

On behalf of :

The Mill Kitchen

For the premises known as and located at :

1 The Old Combing, Sunnybank Mills, Farsley, LS28 5UJ.

I am the applicant / ~~representative authorised by the applicant~~ (delete as appropriate)

In signing this document I request that the Licensing Authority accept this letter signifying my wishes to agree the conditions, as follows :

The premises shall be and remain predominantly food led.


An agreed number of covers will be maintained at all times the premises are operating. The number of covers will be ~~40~~ 36

At any time that the premises licence has effect the sale of alcohol for consumption on the premises will be ancillary to the service of table meals.

~~Waiter/waitress service will be in operation throughout the premises in relation to orders for food and/or alcohol.~~

The sale/supply of alcohol shall only be made to accompany the sale of food. This does not preclude the sale/supply of alcohol to a person waiting to be seated in the restaurant or at the conclusion of the meal.

**THESE CONDITIONS ARE CONSIDERED ESSENTIAL TO ENSURE THAT THE PREMISES DO NOT OPERATE AS A DRINKING ESTABLISHMENT.**

Signed : 

Dated : 11/04/14

Please return this document to :  
Planning Services  
Planning Compliance Service  
The Leonardo Building  
2 Rossington Street  
LEEDS  
LS2 8HD

Yours faithfully

Chris Sanderson  
Principal Compliance Officer

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**Glover, Barry**

**From:** Planning.Comments@leeds.gov.uk  
**Sent:** 07 April 2014 14:09  
**To:** Glover, Barry  
**Subject:** Comments for Licensing Application PREM/03452/001

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 2:09 PM on 07 Apr 2014 from Mr [REDACTED].

### Application Summary

**Address:** 1 The Old Combing Sunnybank Mills  
Farsley Pudsey LS28 5UJ

**Proposal:** Premises Licence - New Application

**Case Officer:** Mr Barry Glover

[Click for further information](#)

### Customer Details

**Name:** [REDACTED]

**Email:** [REDACTED]

**Address:** [REDACTED] prospect square, farsley, leeds ls28 [REDACTED]

### Comments Details

**Commenter Type:** Respondents to Advert

**Stance:** Customer objects to the Licensing Application

#### Reasons for comment:

**Comments:** 2:09 PM on 07 Apr 2014 The Mill Kitchen 1, The Old Combings Sunnybank Mills Farsley LS28 5UJ Youngson & Pater LTD: PREM/03452/001 Dear Sirs, I am writing to register my objections to the above application for a premises license by The Mill Kitchen for the Old Combing Sunnybank Mills Farsley LS28 5UJ. The basis for this opposition is that granting a license for these premises, will not promote the licensing objectives. Particularly the prevention of crime, disorder antisocial behaviour, and the protection of children. Although the Old Combing does not lie within the Council's Cumulative Impact Area, it does lie at the heart of a small village that currently has no less than fourteen licensed premises, not including a Co'op and off license. The application proposes that alcohol will be sold for consumption on the premises between 08.00 and 23.00 Monday to

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Sunday seven days a week. Granting a license would provide a further source of alcohol within an area so heavily populated with licensed premises that crime, disorder and public nuisance levels would undoubtedly increase. Added to the fact that The Old Combing is situated next door to a children's play gym! I would urge the committee to consider the impact of such flexible licensing hours on the community, considering it's proximity to the children's play gym, and the proliferation of other licensed premises. In view of the above, I would urge the Licensing Authority to refuse the application.



Prem 103452

②

BG

Wood, Jane

---

**From:** [REDACTED]  
**Sent:** 08 April 2014 14:09  
**To:** Entertainment Licensing  
**Subject:** You have a new Enquiry from Web

**Importance:** High

Please find below the details of the new enquiry submitted by the public user on the Leeds WebSite :

Name : [REDACTED]

Source : <http://www.leeds.gov.uk/Pages/contactbyemail.aspx>

Message : We would like to make an objection against a licence application which we believe has been applied for at Springfield Mills for an on and Off licence for a deli/ restaurant. We feel that this would not be an ideal situation as it will be next door to a day nursery with children in and out of this building all times through the day. Also as one of fourteen licenced premises in a small village we feel it would have a major effect on the already existing businesses

Thanks  
LCC Web Master



White, Emma

3452/001

BC

3

**From:** [REDACTED]  
**Sent:** 08 April 2014 17:28  
**To:** Entertainment Licensing  
**Subject:** Objection to premises licence prem/03452/001

I am writing to register my objection to the application prem/03452/001 The Mill Kitchen the old combings sunnybank mills town street farsley.

The basis for this opposition is that granting a license will not promote the licensing objectives, particularly the prevention of crime disorder and antisocial behaviour.

Although the old combing does not lie within the councils cumulative impact area. it does lie at the heart of a small village, that currently has no less than twelve licensed premises not including an off license.

The application proposes that alcohol will be sold on the premises between the hours of 08-00 and 23-00 hours monday to Friday and 10-00 and 23-00 hours Saturday sunday also recorded music same hours as above.

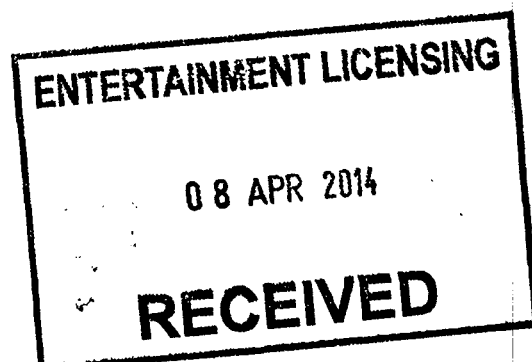
Granting a license would provide a further source of alcohol within an area so heavily populated with licensed premises that crime disorder and public nuisance levels would undoubtedly increase, added to the fact that the old combing is situated next to a childrens nursery and play area

Residents in this area already suffer noise nuisance and antisocial behaviour at all hours of the day and feel this would increase, im sure they will find this totally unacceptable for anyone to think they should add to this.

I would also urge the committee to consider the impact of such flexible licensing hours on the community considering its proximity to nursery and play area.

In view of the above I would urge the licensing authority to refuse this application  
yours sincerely

[REDACTED]



(4) BC,  
3452/001

**Glover, Barry**

---

**From:** Planning.Comments@leeds.gov.uk  
**Sent:** 14 April 2014 10:08  
**To:** Glover, Barry  
**Subject:** Comments for Licensing Application PREM/03452/001

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 10:07 AM on 14 Apr 2014 from Mr [REDACTED]

### Application Summary

**Address:** 1 The Old Combing Sunnybank Mills  
Farsley Pudsey LS28 5UJ

**Proposal:** Premises Licence - New Application

**Case Officer:** Mr Barry Glover

[Click for further information](#)

### Customer Details

**Name:** Mr [REDACTED]

**Email:** [REDACTED]

**Address:** [REDACTED] Priesthorpe Road,  
Farsley, Pudsey, Leeds LS28 [REDACTED]

### Comments Details

**Commenter Type:** Respondents to Advert

**Stance:** Customer objects to the Licensing Application

#### Reasons for comment:

**Comments:** 10:07 AM on 14 Apr 2014 Dear Sir or Madam I wish to make an objection to the application under Licensing Act 2003 Youngson and Pate Ltd The Mill Kitchen 1 The Old Combing Sunny Bank Mill Town Street Farsley Firstly I feel that given the amount of License premises already in Farsley town Street there are enough premises for our local police to cover and could only escalate crime and disorder and given the close proximity of a local pub some 30 meters away could create public safety across a busy town street also and a public nuisance with the possibility of extra traffic stopping outside this premise i.e. Taxi's delivery vehicles and extra cars. Mostly the Fact it is right next door to a children's play group the possibility alcohol related language may be in ear of Children, parents and grandparents bringing and picking up. The Licensing

as 8am ton 23.00 Monday to Friday and 10  
am to 23.00 Saturday and Sunday I was  
lead to believe that Sunday closing was  
22.30 limit anyway. I am under the  
impression that our local elected  
councillors have said no more licensed  
premises in Farsley and duly hope this  
application is refused . [REDACTED]

**Glover, Barry**

---

**Subject:** FW: The Mill Kitchen, 1 The Old Combing, Sunnybank Mills,, Farsley, LS28 5UJ  
**Attachments:** themillkitchen.doc

**From:** Adamson, Linda **On Behalf Of** Carter, Cllr Andrew  
**Sent:** 15 April 2014 16:35  
**To:** Holder, Stephen  
**Cc:** Sanderson, Christopher  
**Subject:** FW: The Mill Kitchen, 1 The Old Combing, Sunnybank Mills,, Farsley, LS28 5UJ

Dear Mr Holder,

I have received the attached email from Mr Sanderson.

Can I begin by saying I have no problem with the business operating as a Deli/Café/Restaurant. However, I am greatly concerned that it has the ability to become a further drinks only establishment, which would be very unfortunate, and would lead to a spate of other applications in Farsley Town Street, which if this was allowed, the Authority would find great difficulty in refusing. I therefore feel I have to object to the granting of the premises licence as currently submitted.

I would also point out that the establishment will be directly adjacent to a Children's Nursery.

I believe the conditions requested by Leeds City Council's Planning Authority should be imposed, but I don't believe that the building should be allowed to operate as an off-licence.

I would also like to request that the Licensing Authority now carries out, as a matter of urgency, a cumulative impact assessment for Farsley Town Street with regard to premises that sell alcohol.

Councillor Andrew Carter,  
Calverley & Farsley  
Tel. 0113 2474551

[Andrew.carter@leeds.gov.uk](mailto:Andrew.carter@leeds.gov.uk)

Dictated by Councillor Carter and sent on his behalf by  
Linda Adamson,  
Senior Support Officer



[www.leeds.gov.uk/granddepartleeds](http://www.leeds.gov.uk/granddepartleeds)

@CyclingLeeds

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**Glover, Barry**

**From:** Blake, Shirley  
**Sent:** 30 April 2014 12:07  
**To:** Glover, Barry  
**Cc:** Holder, Stephen; Sanderson, Christopher  
**Subject:** The Mill Kitchen, 1 The Old Combing. Sunnybank Mills, Farsley LS28 5UJ

Dear Mr Glover

Further to my previous letter I will not be attending the Licensing Sub Committee but presumably my written observations will be circulated to Members. Will you please confirm this.

The applicants have sent me information clarifying their application. My concerns therefore are simply down to this:-

They inform me that their operating hours will be 8-6 weekdays and 10-4 at weekends but they have planning permission to stay open until 11pm and it is on that basis they applied for the licence. I think their licence should be restricted to 8-6 and 10-4 at weekends and they should be required to apply for a further licence if they decide to open later. This will enable us to ensure that the premises are indeed food led. My main concern is that we have a proliferation of premises selling alcohol in Farsley Town Street. If a licence is granted on the terms applied for the licencing authority will have completely lost control which cannot be in the long term interests of the village.

Regards.

Cllr Andrew Carter  
 Leader of the Conservative Group  
 Calverley & Farsley Ward

**Please reply direct to [andrew.carter@leeds.gov.uk](mailto:andrew.carter@leeds.gov.uk)**

Dictated by Councillor Andrew Carter  
 and sent on his behalf by  
 Shirley Blake  
 Leader's PA  
 Conservative Group Office  
 Leeds City Council  
 (0113) 24 74551  
 Fax: (0113) 24 74547  
[www.leeds.gov.uk](http://www.leeds.gov.uk)



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