

NOT PROTECTIVELY MARKED



*Leeds District Licensing Department*

Leeds District Licensing Department  
First Floor  
Elland Road DHQ  
Elland Road  
Leeds  
LS11 8BU

Email: [REDACTED]

26<sup>th</sup> May 2023

**The Caribbean Cricket Club  
Scott Hall Road  
Leeds  
LS72HH**

**cc. Entertainment Licensing Section. Leeds City Council, Civic Hall, Leeds. LS1 1UR**

**RE: The Caribbean Cricket Club  
APPLICATION FOR NEW PREMISES LICENCE – LICENSING ACT 2003:  
POLICE – LETTER OF REPRESENTATION – ‘QUALIFIED’ OBJECTION:**

Thank you for submitting your application for a new premises licence at the above address, which we recently received.

West Yorkshire Police are of the opinion that your application contains insufficient information about how you intend to meet the licensing objectives.

We therefore confirm that we are submitting a formal representation against your application on the grounds of-:

1. the prevention of crime & disorder
2. public safety
3. protection of children from harm

However, we are of the opinion that the licensing objectives could be met should you be prepared to incorporate certain identified measures within your operating schedule as conditions.

Please find enclosed a document which at **Part 1** contains the suggested measures which this authority considers are proportionate and appropriate to the nature of your application.

Should you be in agreement with the suggested measures then please signify this by completing and signing **Part 2** of the enclosed form and return the complete document to this office as soon as possible.

NOT PROTECTIVELY MARKED

# NOT PROTECTIVELY MARKED

Upon receipt of your consent at **Part 2**, it will be taken that you signify your wishes for the licensing authority to amend your operating schedule to incorporate the proposed measures as conditions.

Alternatively should you disagree with the proposed measures, then please complete **Part 3** and again return the complete document to this office as soon as possible.

---

## **PART 1 - to be completed by the Responsible Authority:**

**West Yorkshire Police** propose the following control measures under the Licensing Act 2003 (in **addition** to those that you may have already offered), for the premises-:

### **The Caribbean Cricket Club Scott Hall Road Leeds LS72HH**

Having considered the application under the Licensing Act 2003 for the above premises, West Yorkshire Police considers that the following measures are relevant, proportionate and necessary in order to promote the following licensing objectives-:

- the prevention of crime & disorder
- public safety
- protection of children from harm

### **Measures / Additional measures proposed:**

- A suitable closed circuit Television (CCTV) system will be in operation at the premises at all times when it is being used for the provision of licensable activities and/or when members of the public are permitted to be on the premises. The CCTV system will record images to cover all areas of the premises to which the public have access (save for toilets), including any external areas of the premises such as car parks and beer gardens. The CCTV system will be capable of retaining images for a minimum of 31 days, will be of good quality and will contain the correct time and date stamp information. The CCTV system and images will be kept in a secure environment to which members of the public will not be permitted access. At least one member of staff will be on duty at the premises who is capable of operating the system and downloading images recorded by it. These images will be downloaded and provided, on request, to an officer of a responsible authority
- The premises licence holder and/or designated premises supervisor 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. The Incident Report Register should contain consecutively numbered pages, or be kept electronically and contain 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 where one is provided, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident. The Incident Report Register will be retained for a period of twelve months and produced for inspection immediately on the request of an authorised officer.
- A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and

NOT PROTECTIVELY MARKED

## NOT PROTECTIVELY MARKED

up-to-date contact details for the DPS and all personal licence holders.

- The licence holder will give notice to the Safety Advisory Group (SAG) of any event to be held at the site where there are or should be expected 500 people or more attending. At least 60 days' notice of the event will be given. An Event Management Plan (EMP) will be submitted to the SAG for such events. The EMP shall be accompanied by a risk assessment containing information on event safety and management, medical/first aid details, security, conditions of entry, noise management, child welfare/safeguarding, details of the organiser if this is different from the Premises Licence Holder (PLH) or Designated Premises Supervisor (DPS), plans identifying licensed area, permanent and temporary structures, CCTV camera points, toilets and refreshment facilities, first aid points, access and exit routes.
- "Event" shall include any galas, fetes or other events and shall include any occasion on which entertainment whether live or recorded takes place. It shall also include any event where alcohol is for sale.

West Yorkshire Police are satisfied that the proposed measures are not adequately dealt with by other legislation.

By signing the declaration enclosed overleaf at **Part 2**, the applicant agrees to incorporate the proposed measures within the Operating Schedule for the said premises.

Upon the satisfactory completion of the declaration, West Yorkshire Police will provide notice to the Licensing Authority that our representation is withdrawn in accordance with schedule 10(a) of the Licensing Act 2003 (Hearings) Regulations 2005.

PC [REDACTED] Andy Clifford  
Leeds District Licensing Officer  
West Yorkshire Police

NOT PROTECTIVELY MARKED

**NOT PROTECTIVELY MARKED**

**PART 2 – to be completed by the applicant or applicant's representative:**

Consent for all proposed control measures under the Licensing Act 2003.

Name & Address of Premises:

**The Caribbean Cricket Club Scott Hall Road Leeds LS72HH**

I/We LARRY GUMBS.....

confirm that I am ~~/we are the applicant/~~ the applicant's representative (delete as appropriate) for the premises as stated above.

In signing this document:-

- we agree with the measures proposed by West Yorkshire Police,
- we provide our consent for the Licensing Authority to incorporate the said measures into the operating schedule for the stated premises, and furthermore,
- we confirm the premises will then operate in accordance with those measures agreed to.

Signed:



Dated:

30.05.2023

**NOT PROTECTIVELY MARKED**

**From:** [Entertainment Licensing](#)  
**To:** [Musson, Martyn](#)  
**Subject:** PREM/05110/001 FW: Qualified Rep Caribbean Cricket Club  
**Date:** 31 May 2023 08:42:25

---

Indexed

**Kind Regards,**

Molly Royle

*Administrative Assistant*  
*Entertainment Licensing*  
*Leeds City Council*  
*Tel: 0113 3785029*  
*Email: [entertainment.licensing@leeds.gov.uk](mailto:entertainment.licensing@leeds.gov.uk)*  
*[www.leeds.gov.uk/licensing](http://www.leeds.gov.uk/licensing)*

---

**From:** Clifford, Andrew [REDACTED]  
**Sent:** 31 May 2023 08:23  
**To:** [REDACTED] Entertainment Licensing  
<[Entertainment.Licen@leeds.gov.uk](mailto:Entertainment.Licen@leeds.gov.uk)>  
**Cc:** [REDACTED]  
**Subject:** RE: Qualified Rep Caribbean Cricket Club

Morning Diane,

Thank you for this.

Entertainment Licensing, I can confirm West Yorkshire Police withdraw their representation based on the agreements made being added to the operating schedule.

Regards

Andy

---

**From:** [REDACTED]  
**Sent:** 30 May 2023 19:19  
**To:** Clifford, Andrew [REDACTED] Entertainment Licensing  
<[Entertainment.Licen@leeds.gov.uk](mailto:Entertainment.Licen@leeds.gov.uk)>  
**Cc:** Patterson, Bob [REDACTED]  
**Subject:** Re: Qualified Rep Caribbean Cricket Club

Hi Andy

Please find attached, part 2 of the document, as discussed.

Many thanks

[REDACTED]

---

**From:** Clifford, Andrew [REDACTED]  
**Sent:** Friday, May 26, 2023 8:25 AM  
**To:** Diane Flemming [REDACTED] Entertainment Licensing  
<[Entertainment.Licen@leeds.gov.uk](mailto:Entertainment.Licen@leeds.gov.uk)>  
**Cc:** Patterson, Bob [REDACTED]  
**Subject:** FW: Qualified Rep Caribbean Cricket Club

Morning [REDACTED]

As discussed, with the application at the cricket club technically being a new one, any conditions I agreed with you before would be wiped off.

Attached is the same letter of representation I sent almost exactly 2 years to the day (time flies!), but I've just altered the date to today.

Any questions, please do get in touch, but if you're happy with the rep, just sign part 2 again and email it back.

Regards

Andy

---

**From:** Clifford, Andrew  
**Sent:** 28 May 2021 09:34  
**To:** [REDACTED] [entertainment.licensing@leeds.gov.uk](mailto:entertainment.licensing@leeds.gov.uk)  
**Subject:** Qualified Rep Caribbean Cricket Club

Good morning [REDACTED]

As discussed, please find my attached qualified representation to the licence application at the Cricket Club.

If you have any questions please feel free to contact me and I'll be happy to speak with you.

If you don't have any questions and are happy with the conditions I have proposed, just sign part 2, scan it and send it back to me at which point my representation will be withdrawn.

Part 3 can be signed if you are not prepared to accept any of the proposals, however if you felt that strongly about them I would suggest we have a discussion first and work together to avoid the requirement for a hearing.

The final date for this application is Wednesday 2<sup>nd</sup> June, so you have a few days to look over this and consider.

Entertainment Licensing, FYI

Regards

Andy

PC CLIFFORD  
Leeds District Licensing Department  
Elland Road Police Station

This email transmission may contain confidential or legally privileged information and is intended for the addressee(s) only. If you are not the intended recipient, any disclosure, copying, distribution, retention or reliance upon the contents of this e-mail and any attachment(s) is strictly prohibited and may be unlawful. If you have received this in error, please use the reply function to notify us immediately and permanently delete the email and any attachment(s) from your computer or electronic device. West Yorkshire Police reserves the rights to routinely monitor incoming and outgoing e-mail messages and cannot accept liability or responsibility for any errors or omissions in the content and, as internet communications should not be considered as secure, for changes made to this message after it was sent. Any views or opinions expressed in this message may not be those of the West Yorkshire Police. This email was scanned for viruses by the West Yorkshire Polices' anti-virus services and on leaving the Force was found to be virus and malware free. You must take full responsibility for any subsequent virus or malware checking.

This email transmission may contain confidential or legally privileged information and is intended for the addressee(s) only. If you are not the intended recipient, any disclosure, copying, distribution, retention or reliance upon the contents of this e-mail and any attachment(s) is strictly prohibited and may be unlawful. If you have received this in error, please use the reply function to notify us immediately and permanently delete the email and any attachment(s) from your computer or electronic device. West Yorkshire Police reserves the rights to routinely monitor incoming and outgoing e-mail messages and cannot accept liability or responsibility for any errors or omissions in the content and, as internet communications should not be considered as secure, for changes made to this message after it was sent. Any views or opinions expressed in this message may not be those of the West Yorkshire Police. This email was scanned for viruses by the West Yorkshire Polices' anti-virus services and on leaving the Force was found to be virus and malware free. You must take full responsibility for any subsequent virus or malware checking.