



**Torbay**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
<https://forms.torbay.gov.uk/ContactLicenseTrading>  
Telephone: 01803 208025

\* required information

**Section 1 of 21**

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

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

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

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

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

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number  Include country code.

Other telephone number

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

- ☒ Applying as a business or organisation, including as a sole trader
- ☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

Is your business registered in the UK with Companies House? ☐ Yes ☒ No

Is your business registered outside the UK? ☐ Yes ☒ No

Note: completing the Applicant Business section is optional in this form.

Business name  If your business is registered, use its registered name.

VAT number   Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

**Business Address**

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

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

**Premises Address**

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

☒ Address ☐ OS map reference ☐ Description

**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 21

#### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

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

#### Confirm The Following

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

### Section 4 of 21

#### INDIVIDUAL APPLICANT DETAILS

##### Applicant Name

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

☒ Yes ☐ No

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

First name

Family name

Is the applicant 18 years of age or older?

☒ Yes ☐ No

Continued from previous page...

### Current Residential Address

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

☐ Yes

☒ No

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

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

### Applicant Contact Details

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

☒ Yes

☐ No

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

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text" value="dd"/> / <input type="text" value="mm"/> / <input type="text" value="yyyy"/>
* Nationality	<input type="text"/>
Right to work share code	<input type="text"/>

Documents that demonstrate entitlement to work in the UK

Right to work share code if not submitting scanned documents

Add another applicant

## Section 5 of 21

### OPERATING SCHEDULE

When do you want the premises licence to start?

<input type="text" value="26"/>	/	<input type="text" value="07"/>	/	<input type="text" value="2021"/>
dd		mm		yyyy

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

<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>
dd		mm		yyyy

Provide a general description of the premises

*Continued from previous page...*

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 business is a daytime cafe/restaurant & florist, with occasional evening service & events. Located on a busy road with no residential accommodation on the floor directly above the shop. The floor above the shop is occupied by another business. The building is of concrete construction and noise does not travel excessively through the building. The site has been a restaurant or cafe since the 1960's and previous businesses have been licensed. There is no rear access to the premises. The sale of alcohol for consumption on the premises will be when food is available to eat and is expected to be incidental to the main business.

The sale of late night refreshments will mainly be at ticketed or private events as opposed to an open door.

The license will also be use to sell alcohol via our web shop where age confirmation will be required.

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

#### Section 6 of 21

##### PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

☐ Yes

☒ No

#### Section 7 of 21

##### PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

☐ Yes

☒ No

#### Section 8 of 21

##### PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

☐ Yes

☒ No

#### Section 9 of 21

##### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

☐ Yes

☒ No

#### Section 10 of 21

##### PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Continued from previous page...

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

☒ Yes

☐ No

Standard Days And Timings

MONDAY

Start 09:00

End 00:00

Start

End

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

TUESDAY

Start 09:00

End 00:00

Start

End

WEDNESDAY

Start 09:00

End 00:00

Start

End

THURSDAY

Start 09:00

End 01:30

Start

End

FRIDAY

Start 09:00

End 01:30

Start

End

SATURDAY

Start 09:00

End 01:30

Start

End

SUNDAY

Start 09:00

End 01:30

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.

PLAYING OF VINYL RECORDS & OTHER MUSIC MEDIA THROUGH AN AMPLIFIED STEREO SYSTEM.

Continued from previous page...

State any seasonal variations for playing recorded music

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

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

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

BANK HOLIDAYS UNTIL 01:30HRS

CHRISTMAS EVE UNTIL 01:30HRS

NEW YEARS EVE : from the end of permitted hours on New Years Eve to the start of permitted hours on the following day.

## Section 12 of 21

### PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

☐ Yes

☒ No

## Section 13 of 21

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

See guidance on regulated entertainment

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

☐ Yes

☒ No

## Section 14 of 21

### LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☒ Yes

☐ No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

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 23:00

End 00:00

Start

End

THURSDAY

Start 23:00

End 01:30

Start

End

FRIDAY

Start 23:00

End 01:30

Start

End

SATURDAY

Start 23:00

End 01:30

Start

End

SUNDAY

Start 23:00

End 01:30

Start

End

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

☐ Indoors

☐ Outdoors

☒ Both

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

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

State any seasonal variations

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

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

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



Continued from previous page...

BANK HOLIDAYS UNTIL 01:30HRS

CHRISTMAS EVE UNTIL 01:30HRS

NEW YEARS EVE : from the end of permitted hours on New Years Eve to the start of permitted hours on the following day.

## Section 15 of 21

### 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

##### SATURDAY

Start

End

Start

End

##### SUNDAY

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.

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.

*Continued from previous page...*

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.

BANK HOLIDAYS UNTIL 01:30HRS

CHRISTMAS EVE 01:30HRS

On New Years Eve from the end of permitted hours on New Years Eve to the start of permitted hours on the following day.

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

**Name**

First name

SIMON

Family name

WEBB

Date of birth

/  /   
dd mm yyyy

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

Personal Licence number  
(if known)

PA3671

Issuing licensing authority  
(if known)

TORBAY

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

Continued from previous page...

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

Reference number for consent form (if known)

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

## Section 16 of 21

### ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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

N/A

## Section 17 of 21

### HOURS PREMISES ARE OPEN TO THE PUBLIC

#### Standard Days And Timings

##### MONDAY

Start

End

Start

End

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

##### TUESDAY

Start

End

Start

End

##### WEDNESDAY

Start

End

Start

End

##### THURSDAY

Start

End

Start

End

##### FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start 08:00

End 02:00

Start

End

SUNDAY

Start 09:00

End 02:00

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.

BANK HOLIDAYS UNTIL 02:00HRS

CHRISTMAS EVE UNTIL 02:00HRS

NEW YEARS EVE : from the end of permitted hours on New Years Eve to the start of permitted hours on the following day.

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LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

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

THE BUSINESS IS A DAYTIME CAFE THAT WILL HAVE OCCASIONAL EVENING EVENTS AND PRIVATE FUNCTIONS THAT ARE EITHER GENERALLY PRESOLD TICKETS OR PREBOOKED FUNCTIONS. ALL THE EVENTS WILL ALSO HAVE FOOD SERVED. Members of staff shall be trained so that they are aware of the conditions of the operating schedule and their responsibilities under the Licensing Act 2003  
NO HAPPY HOURS OR PROMOTIONS TO ENCOURAGE EXCESSIVE DRINKING  
A VERY FULL RANGE OF NON ALCOHOLIC DRINKS WILL BE AVAILABLE

b) The prevention of crime and disorder

TILLS ARE EMPTIED EVERYDAY AND NO CASH IS LEFT AT THE PREMISES  
CAMERAS WITH MOTION SENSOR ALERTS AND RECORDING STORAGE ARE INSTALLED AT THE SHOP FOR SECURITY PURPOSES  
ALL LOCKS ARE 5 LEVER  
PATRONS BELIEVED TO BE DRUNK WILL NOT BE SERVED FURTHER ALCOHOL  
DRUG USE AND ANTI SOCIAL BEHAVIOUR WILL NOT BE TOLERATED & WILL BE REPORTED TO POLICE  
THERE IS NO REAR ACCESS TO THE PREMISES

c) Public safety

*Continued from previous page...*

THE SHOP WILL BE KEPT IN GOOD ORDER  
THE ENTRANCE/EXIT IS VIA A LARGE DOOR TO THE FRONT OF THE PREMISES AND IS ALWAYS CLEAR  
A FULLY STOCKED FIRST AID KIT IS PRESENT  
A FIRE SAFETY RISK ASSESSMENT HAS BEEN CARRIED OUT AND WILL BE REGULARLY REVIEWED

d) The prevention of public nuisance

CUSTOMERS WILL BE REMINDED TO BE CONSIDERATE TO THE LOCAL COMMUNITY WHEN LEAVING THE PREMISES  
THE PLAYING OF RECORDED MUSIC OUTDOORS WILL BE VIA A SPEAKER SYSTEM AND WOULD BE NO LATER THAN 22:00HRS  
DELIVERIES WILL BE DURING NORMAL WORKING HOURS ONLY  
NO ACTIVITY THAT WILL CREATE EXCESSIVE NOISE FROM THE PREMISES WILL BE CARRIED OUT  
RUBBISH WILL ONLY BE REMOVED WHEN THIS CAN BE CARRIED OUT WITHOUT CAUSING ANY DISTURBANCE TO LOCAL RESIDENTS  
THERE ARE NO REAR DOORS OR WINDOWS TO THE PREMISES.  
STAFF WILL CALL A REPUTABLE LOCAL TAXI COMPANY FOR ANYONE WISHING TO USE ONE WHEN THEY LEAVE

e) The protection of children from harm

EVENING EVENTS WILL BE OVER 18's ONLY.  
NO PERSON UNDER THE AGE OF 18 WILL BE PERMITTED TO BE SERVED ALCOHOL  
THE PREMISES SHALL OPERATE A CHALLENGE 25 POLICY, ANY INDIVIDUAL WHO APPEARS TO BE UNDER THE AGE OF 25  
WILL BE REQUIRED TO PROVIDE AN APPROVED FORM OF PHOTOGRAPHIC ID AS OUTLINED WITHIN THE TORBAY COUNCILS  
LICENSING STATEMENT OF PRINCIPLES  
CHALLENGE 25 POSTERS WILL BE ON DISPLAY WITHIN THE PREMISES  
OUR WEBSITE WILL STATE THAT IT IS ILLEGAL FOR ANYONE UNDER THE AGE OF 18 TO PURCHASE ALCOHOL  
ALL PURCHASERS WILL BE REQUIRED TO CONFIRM THEY ARE OVER 18.  
STAFF WILL BE ASKED TO NOTIFY THE OWNERS AS SOON AS THEY SUSPECT ANY ISSUES THAT MAY LEAD TO HARM TO CHILDREN.

**Section 19 of 21**

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

