

From: SHOTTON Rachael 57742

To: Licensing <Licensing@torbay.gov.uk>

CC: West, Thomas

Sent: 04/06/2025 16:26:04

Subject:RE: Torbay Council new premises licence application - Torbay Kitchen, Torquay

Attachments:

- (1) image001.png (7 B)
- (2) image002.png (43 B)
- (3) image003.png (33 B)
- (4) image004.jpg (12 B)
- (5) image005.jpg (4 B)
- (6) image006.png (198 B)
- (7) Torbay Kitchen Negotiation on conditions.pdf (662 B)

Good Afternoon Laura

I have managed to negotiate with the applicant, please see attached email thread.

If the agreed conditions are adopted onto the licence as agreed by the applicant I have no representations to put forward.

As a result all other conditions can be removed save those of Prevention of Public Nuisance as this will be agreed by Tom West.

My kind regards

57742 Rachael SHOTTON

Alcohol Licensing Officer

Torquay, Paignton and Brixham

Mob:-

Prevention Department Devon and Cornwall Police

Torquay Police Station, South Street, Torquay, TQ2 5AH

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From: [Sivarasa Suresh](#)
To: [SHOTTON Rachael 57742](#)
Subject: Re: Licence Application Torbay Kitchen
Date: 04 June 2025 16:20:03
Attachments: [image004.png](#)
[image009.png](#)
[image003.png](#)
[image001.png](#)

Yes, i agree with these conditions, thank you

On Wednesday, June 4, 2025, SHOTTON Rachael 57742 <[REDACTED]> wrote:

Good Afternoon Mr Suresh

Thank you for your time over the telephone today.

As discussed your current application omits some conditions relevant to promoting the four licensing objectives.

We discussed your business model and you intend to trade as a fish and chip restaurant serving beer and wine to customers who purchase food therefore please read through the suggested conditions below and if you are happy to accept these conditions as part of your licence I will liaise with Torbay council to advise that I intend to make no representations for objection if these conditions are accepted.

Suggested conditions as follows:-

General :-

All staff engaged in licensable activity at the premises will receive training and information in relation to the following :

The Challenge 25 scheme in operation at the premises, including the forms of identification that are acceptable.

The hours and activities permitted by the premises licence issued under the Licensing Act 2003 and conditions attached to the licence.

How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).

Recognising the signs of drunkenness.

The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.

Action to be taken in the event of an emergency, including reporting an incident to the emergency services.

Training shall be recorded in documentary form and shall be regularly refreshed at no greater than 12 monthly intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.

Training records will be retained for at least 12 months.

Prevention of Crime and Disorder:-

The premises shall install operate and maintain a comprehensive digital colour CCTV system to the satisfaction of the Police and local authority

All public areas of the licensed premises including entry and exit points will be covered, including any outside areas under the control of the premises licence holder.

The system must record clear images permitting the identification of individuals, and in particular enable facial recognition images (a clear head and shoulder image) of every person entering and leaving in any light condition.

The CCTV system will continually record whilst the premises are open for licensable activities and during all times when customers remain on the premises.

All equipment must have a constant and accurate time and date generation.

All recordings will be stored for a minimum period of 30 days with date and time stamping.

Viewable copies of recordings will be provided on request to the Police and local authority officers as soon as is reasonably practicable and in accordance with the Data Protection Act 1998 (or any replacement legislation) OR a staff member from the premises who is conversant with the operation of the CCTV system, shall be on the premises at all times when the premises are open. This staff member must be able to provide an authorised officer of a responsible authority, copies of recent CCTV images or data with absolute minimum of delay when requested in accordance with the Data Protection Act 1998 (or any replacement legislation).

The CCTV system will be capable of downloading images to a recognisable viewable format.

There will be security measures in place to ensure the integrity of the system to prevent the tampering with, and deletion of, images.

An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details :

Any incidents of disorder or of a violent or anti-social nature

All crimes reported to the venue, or by the venue to the police

All ejections of patrons

Any complaints received

Seizures of drugs or offensive weapons

Any faults in the CCTV system

Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

The logs shall be kept for at least 12 months following the date of entry and be made available for inspection and copying upon request of an authorised officer of a responsible authority.

Alcohol will be served ancillary to food

Public Safety :-

The collection of glasses and bottles shall be undertaken at regular intervals to ensure there is no build-up of empties in and around the premises.

Protection of Children from Harm :-

The premises shall operate a Challenge 25 Policy and any individual who appears to be under the age of 25 will be required to produce an approved form of photographic identification i.e.

A photo driving licence

A passport

An identification card carrying the PASS hologram

Unless such identification is produced the sale of alcohol must be refused.

An alcohol sales refusal register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:

the date and time of refusal

the reason for refusal

details of the person refusing the sale

description of the customer

any other relevant observations.

The refusals register will be made available for inspection and copying on request of an authorised officer of a responsible authority.

All entries must be made within 24 hours of the refusal.

Mr Tom West of Torbay Council can advise you on the objective of Public Nuisance.

If you are happy to accept the above conditions please reply by way of this email.

I look forward to hearing from you

Best wishes



57742 Rachael SHOTTON

Alcohol Licensing Officer

Torquay, Paignton and Brixham

Mob: [REDACTED]



Prevention Department Devon and Cornwall Police

Torquay Police Station, South Street, Torquay, TQ2 5AH

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From: Sivarasa Suresh [REDACTED]
Sent: 04 June 2025 14:26
To: SHOTTON Rachael 57742 <[REDACTED]>
Subject: Re: Licence Application Torbay Kitchen

Hi .

This is fish and chips takeaway and restaurant.

Can you please contact me for further details to this number [REDACTED].
On Tuesday, June 3, 2025, SHOTTON Rachael 57742 <[REDACTED]> wrote:

Dear Mr Suresh

I have tried numerous means of contacting you including contact on the number supplied in the application [REDACTED]

If I have had no contact by the end of this week I will have no option other than to submit a representation to the Council objecting to the licence application as it stands.

To avoid this please make contact as soon as possible so as we can discuss this application.

Kind regards



57742 Rachael SHOTTON

Alcohol Licensing Officer

Torquay, Paignton and Brixham

Mob:- [REDACTED]



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From: SHOTTON Rachael 57742

Sent: 28 May 2025 09:24

To: [REDACTED]

Subject: Licence Application Torbay Kitchen

Good morning Mr Suresh

I am currently being consulted on your application for the alcohol licence for Torbay Kitchen

Please can you describe to me the nature of the business as this application is within the CIA for Torbay the process for obtaining a

licence will be more stringent.

If you wish to discuss I can be contacted on the mobile number below. I will be making suggestions of further conditions that I will ask you to accept onto the licence in due course.

Firstly I need to understand your business model.

I look forward to hearing from you

Kind regards



57742 Rachael SHOTTON

Alcohol Licensing Officer

Torquay, Paignton and Brixham

Mob:- [REDACTED]



Prevention Department Devon and Cornwall Police

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