

# Notice of Meeting

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## Licensing Sub-Committee

**Wednesday, 25 October, 2023 at 10.00 am**

In the Council Chamber, Council Offices,  
Market Street, Newbury

Livestream Link - <https://www.youtube.com/watch?v=z9BiqMTow3I>

### **Members Interests**

Note: If you consider you may have an interest in any Application included on this agenda then please seek early advice from the appropriate officers.

Date of despatch of Agenda: Tuesday, 17 October 2023

### **FURTHER INFORMATION FOR MEMBERS OF THE PUBLIC**

If you require further information about this Agenda, or to inspect any background documents mentioned in the reports, please contact Ben Ryan (Democratic Services Officer) [Benjamin.ryan1@westberks.gov.uk](mailto:Benjamin.ryan1@westberks.gov.uk).

Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



**Agenda - Licensing Sub-Committee to be held on Wednesday, 25 October 2023**  
(continued)

**To:** Councillors Phil Barnett, Billy Drummond, and Clive Taylor

**Substitute:** Councillor Jane Langford

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# Agenda

## Part I

**Page No.**

1 **Declarations of Interest**

To receive any declarations of interest from Members.

2 **Schedule of Licensing Applications**

(1) **Application No. 22490 - The Boxford, Roodhill, Boxford, RG20 8DD**

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**Proposal:** An Application for a premises licence to be granted under the Licensing Act 2003

**Location:** The Boxford, Roodhill, Boxford RG20 8DD

**Applicant:** Boxford Restaurant Ltd

Sarah Clarke  
Service Director: Strategy and Governance

If you require this information in a different format or translation, please contact Ben Ryan on telephone (01635) 503973.
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## Licensing Sub-Committee Report

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### The Boxford, Roodhill, Boxford RG20 8DD (Application Number 22490)

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<b>Type of Application:</b>	New Premise Licence
<b>Parish/ Town Council:</b>	Boxford Parish Council
<b>Ward Members:</b>	Hungerford & Kintbury Ward: Councillor Dennis Benneyworth, Denise Gaines, Tony Vickers
<b>Case Officer:</b>	Philippa J. Heath, Interim Licensing Officer
<b>Portfolio Holder:</b>	Councillor Lee Dillon
<b>Service Director:</b>	Eric Owens

#### 1. Purpose of the Report

- 1.1. To set out the background information pertaining to this Licensing Application.

#### 2. Recommendation to Licensing Sub-Committee

- 2.1. Options available to Members are to:-

- (a) Grant the application for a premises licence subject to such conditions as are consistent with the operating schedule accompanying the application and to decide whether to modify any of those conditions to such extent as is considered appropriate for the promotion of the licensing objectives and subject to any mandatory condition.
- (b) Refuse to specify a person in the licence as the Designated Premises Supervisor.
- (c) Exclude from the licence any of the licensable activities to which the application relates.
- (d) Reject the application for a premises licence.

Members of the Licensing Sub-Committee are asked to make a decision at the end of the hearing after all relevant parties have been given the opportunity to speak. Members must give full reasons for their decision.

#### 3. Introduction and Background

- 3.1. On 01st September 2023 an application was received by the Council on behalf of Boxford Restaurant Ltd, 300 Thames Valley Park Drive, Reading, Berkshire, RG6 1PT and made by David Whitehead of DSW Group, who is acting as their Agent. The application is for a new premises licence for The Boxford, Roodhill, Boxford, RG20 8DD.

- 3.2. The application was validated on 01st September 2023 and the consultation process started on the 2nd September and ran until the 29th September 2023.
- 3.3. Members of the Licensing Sub-Committee are asked to determine the application as the Licensing Authority has received representations stating that granting this application would undermine the prevention of crime and disorder, the prevention of public safety, the prevention of public nuisance, and/ or the protection of children from harm licensing objectives.
- 3.4. The Licensing Authority may only consider aspects relevant to the application that have been raised in these representations.
- 3.5. Members of the Licensing Sub-Committee are requested to determine the application having regard to the operating schedule, representations received, the Councils Statement of Licensing Policy, revised Section 182 guidance and the four licensing objectives.
- 3.6. An authorisation is required in respect of any premises where it is intended to conduct one or more of the licensable activities, these being:
  - Sale of alcohol
  - Supply of alcohol (in respect of a club)
  - Regulated Entertainment
  - Provision of Late Night refreshment

An appropriate authorisation is either, a premises licence, a club premises certificate or a Temporary Event Notice.

- 3.7. Licence holders are required, when offering any licensable activity, to ensure that they promote the licensing objectives at all times. The operating schedule of the application contains detail of all the activities applied for and the control measures that the applicant will have in place in order to promote these objectives. Such measures will, where appropriate be converted into enforceable conditions on any licence issued.

The four licensing objectives are:

- Prevention of crime and disorder
- Prevention of public nuisance
- Public Safety
- Protection of children from harm

No licensing objective carries any more weight than any other and these are the only factors in which licensing can have regard in determining an application.

- 3.8. Where representations have been received from a responsible authority or any other person, and the concerns have not been resolved through mediation between all parties, the Licensing Act 2003 requires that these applications should be determined by the Licensing Authority's Licensing Committee. The Licensing Act 2003 allows for applications such as this one to be delegated to a Sub-Committee. In accordance with those rules, the Scheme of Delegation set out in the Council's Constitution states that the Licensing Sub-Committee has responsibility for dealing with this application.

#### 4. Summary of Application sought.

4.1. The Licensing Authority received an application on 01<sup>st</sup> September 2023 from David Whitehead of DSW Group. DSW are Licensing Agents who are representing the applicant, namely Boxford Restaurant Ltd. DSW seek a new premises licence under the Licensing Act 2003, in relation to The Boxford, Roodhill, Boxford RG20 8DD. This application had been recorded under reference number **22490** dated 01<sup>st</sup> September 2023. A copy of the application is attached as **Appendix 1** and Plan as **Appendix 2**. The details of the DPS are attached at **Appendix 3**.

4.2. The application seeks a premises licence to permit the following activities:-

**Supply of Alcohol: Monday to Sunday 07:00hrs – 24:00hrs on and off the premises**

**Late Night refreshment: Monday to Sunday 23:00hrs – 24:00hrs Indoors only**

#### 5. Background information

5.1. The Boxford is owned by Boxford Restaurant Ltd, who also has a portfolio of other businesses and this includes another licensed restaurant called The Woodspeen Restaurant, which is situated on the Lambourn Road, Woodspeen, Newbury RG20 8BN. The Boxford was previously known as 'The Bell at Boxford', and is also situated on the Lambourn Road in Speen, about 5.5miles from Newbury and is currently licenced under Premises Licence No. 013970 see **Appendix 4**

5.2. The application is requested by the applicant to licence the venue for the sale of alcohol and Late Night refreshment.

5.3. The applicant mentions that the current premise licence will be surrendered if this application is granted and has offered up many conditions in support of the application to uphold the licensing objectives and if granted and agreed by the Sub-Committee, will form part of the operating schedule.

#### 6. Consultation

6.1. The 28-day consultation period ran from 02<sup>nd</sup> September 2023 to the 29<sup>th</sup> September 2023. Responsible Authorities, Ward Members and Boxford Parish Council were advised by email on the 2<sup>nd</sup> September 2023. The application has been advertised in accordance with the regulations, with the required blue notices being placed at the premises and checked by an officer from the Public Protection Partnership and an advert was placed in the Newbury Weekly News.

6.2. Two representations, which were both deemed to be valid, were received from members of the public who objected to the application and are attached at **Appendix 5**.

#### 7. Responses Received

Fire Authority – No objection

The Chief Officer of Police Thames Valley – No objection

Environmental Health – No objection

The Local Enforcement Agency for the Health and Safety at work etc. Act 1974 – No objection

Trading Standards – No objection

Children's Safeguarding Board – None received

Public Health – None received

Home Office Immigration – None received

Planning – None received

The Licensing Authority – None received

Other persons: (2 valid objections)

## **8. Summary of Relevant Representations**

- 8.1. Two valid representations had been received from members of the public, who objected to the application, believing that that the granting of the new premises licence would undermine three of the licensing objectives, namely prevention of crime and disorder, prevention of public nuisance and public safety.

## **9. Options**

- 9.1. The Home Office's Revised Guidance issued under section 182 of the Licensing Act 2003 (August 2023) must be taken into account when determining this Application.
- 9.2. Members are asked to consider, after taking the representations both oral and written into account, and having due regard to the licensing objectives, whether the application for the Premises Licence should be granted or rejected. Members will need to give reasons for their decision.
- 9.3. If Members are minded to approve the application they need to consider any additional conditions, other than those contained in the operating schedule, and any relevant mandatory conditions in ss19-21 of the Licensing Act 2003. Modification of conditions includes adding, omitting or altering a condition.
- 9.4. If Members are minded to include any additional conditions they will need to provide their reasons for doing so in the decision notice.

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## Background Papers: Relevant Legislation

- (1) The Licensing Act 2003
  - (2) Appropriate Regulations including but not limited to The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005, The Licensing Act 2003 (Hearings) Regulations 2005 and The Licensing Act 2003 (Hearings) (Amendment) Regulations 2005
  - (3) Statutory Revised Guidance issued under section 182 of the Licensing Act 2003
  - (4) The Council's Statement of Licensing Policy Licensing Act 2003
  - (5) The Council's Constitution
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## 10. Appendices

- Appendix 1 – Application
- Appendix 2 – Plan
- Appendix 3 – DPS Consent
- Appendix 4 – The Current Licence for the Bell Inn
- Appendix 5 – Representations

**Person to Contact:** Philippa Heath  
Email: [Philippa.Heath1@westberks.gov.uk](mailto:Philippa.Heath1@westberks.gov.uk)

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**Application for a premises licence to be granted under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

**I/We** Boxford Restaurant Limited

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 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**

**Part 1 – Premises details**

Postal address of premises or, if none, ordnance survey map reference or description			
The Boxford Roodhill Boxford			
<b>Post town</b>	Newbury	<b>Postcode</b>	RG20 8DD

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 6500.00

**Part 2 - Applicant details**

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
  - i as a limited company/limited liability partnership  please complete section (B)
  - ii as a partnership (other than limited liability)  please complete section (B)
  - iii as an unincorporated association or  please complete section (B)
  - iv other (for example a statutory corporation)  please complete section (B)
- c) a recognised club  please complete section (B)
- d) a charity  please complete section (B)

- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>			I am 18 years old or over <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over <input type="checkbox"/> Please tick yes			
<b>Nationality</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town		Postcode			
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

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

Name	Boxford Restaurant Limited
Address	300 Thames Valley Park Drive Reading Berkshire RG6 1PT
Registered number (where applicable)	12939095
Description of applicant (for example, partnership, company, unincorporated association etc.)	Private Limited Company

Telephone number (if any)
E-mail address (optional) <span style="background-color: black; color: black;">[REDACTED]</span>

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
3	0	09 2023

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)  
 The Boxford is the significantly refurbished premises previously known as 'The Bell at Boxford' which benefits from an existing premises licence 013970. The existing licence will be surrendered if this application is granted. The new premises will launch as a family-focused community restaurant with considerably reduced hours and will offer breakfasts and coffees from 7am. Alcohol between 07.00 and 11.00 will only be available when purchased with substantial food to permit, for example, the sale of classic accompaniments such as Champagne, Bucks Fizz, Bloody Mary, and Bellini. Great care has been taken in the design of the premises, associated landscaping and car parking provision, to remove any negative impact on neighbours and the local environment. In drafting this application, the requirements of the Licensing Act 2003 and associated legislation, Home Office Guidance published August 16th 2023 and the West Berkshire Draft Council Licensing Policy July 2023 have been carefully considered together with industry best practice.

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

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

- |  |  |
|--|--|
| <p>Provision of regulated entertainment (please read guidance note 2)</p> <ul style="list-style-type: none"> <li>a) plays (if ticking yes, fill in box A)</li> <li>b) films (if ticking yes, fill in box B)</li> <li>c) indoor sporting events (if ticking yes, fill in box C)</li> <li>d) boxing or wrestling entertainment (if ticking yes, fill in box D)</li> <li>e) live music (if ticking yes, fill in box E)</li> <li>f) recorded music (if ticking yes, fill in box F)</li> <li>g) performances of dance (if ticking yes, fill in box G)</li> <li>h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)</li> </ul> | <p>Please tick all that apply</p> <ul style="list-style-type: none"> <li><input type="checkbox"/></li> <li><input type="checkbox"/></li> <li><input type="checkbox"/></li> <li><input type="checkbox"/></li> <li><input type="checkbox"/></li> <li><input type="checkbox"/></li> <li><input type="checkbox"/></li> <li><input type="checkbox"/></li> </ul> |
|--|--|

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

**In all cases complete boxes K, L and M**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Day	Start	Finish		
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue				
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)	
Thur				
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)	
Sat				
Sun				

**B**

<b>Films</b> Standard days and timings (please read guidance note 7)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Wed					
Thur			<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Fri					
Sat					
Sun					

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			



**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**E**

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
Day	Start	Finish		Both <input type="checkbox"/>
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue				
Wed			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)	
Thur				
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)	
Sat				
Sun				

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)		
Wed					
Thur			<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Fri					
Sat					
Sun					

# G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed					
Thur			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri					
Sat			<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sun					

**I**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 4)  Provision of hot beverages and other non-ambient products		
Mon	23.00	24.00			
Tue	23.00	24.00	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)  None		
Wed	23.00	24.00			
Thur	23.00	24.00	<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 6)  From the end of permitted hours on New Years Eve until 01.30 on New Years Day  An additional hour to the standard times on the day when British Summer Time commences		
Fri	23.00	24.00			
Sat	23.00	24.00			
Sun	23.00	24.00			



## K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 9).

None

## L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)	
Day	Start	Finish	None	
Mon	07.00	00.30		
Tue	07.00	00.30		
Wed	07.00	00.30		
Thur	07.00	00.30		
Fri	07.00	00.30		
Sat	07.00	00.30		
Sun	07.00	00.30		
				<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
				From the end of permitted hours on New Years Eve until 02.00 on New Years Day
				An additional hour to the standard times on the day when British Summer Time commences



# M

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

## **a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)**

All persons engaged at the premises with responsibility for the sale or supply of alcohol will receive adequate training in their responsibilities and training records will be retained for no less than 6 months.

Non-alcoholic beverages shall be always available when alcohol is supplied for consumption on the premises.

Provision of alcohol for consumption on the premises between 07.00 and 11.00 shall only be made when purchased with substantial food.

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

A CCTV system shall be maintained covering access and egress points. Images recorded shall be retained for at least 31 days. Police and authorised officers of the licensing authority shall be permitted access to live and recorded images within the minimum of delay provided such requests are made in accordance with the Data Protection Act/GDPR as appropriate. Copies of recorded images authorised for release as above will be made available within 48 hours.

A refusal/incident log shall be maintained. This shall contain details of time and date, why the sale was refused and the name of the person refusing the sale. The log shall also contain details of any reported incidents of crime or antisocial behaviour including name(s) and description of those involved where possible.

The Designated Premises Supervisor shall ensure that a written notice of authority is kept at the premises for all staff who sell alcohol on his behalf. The notice shall be made available for inspection upon request of the police or an authorised officer of the licensing authority.

## **c) Public safety**

The premises licence holder will ensure that a competent person walks licensed areas at least each day and takes appropriate remedial action where necessary, to ensure the safety of all persons on the premises, the absence of hazards and the integrity of fire prevention, fire detection and other safety equipment.

Annual risk assessments shall be undertaken whenever a new risk is apparent and if a risk changes or is perceived to change.

## **d) The prevention of public nuisance**

At least one person shall be present at the close of any functions or events to encourage people to leave the building with the minimum of noise.

There shall be no deliveries or collection of refuse from the premises other than between 07.00 and 19.00. (Subject to amendment of planning conditions).

There shall be no emptying of glass bins to external areas after 22.00.

## **e) The protection of children from harm**

A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport, or proof of age card with the PASS Hologram and any other such acceptable identification as may be advised by the Home Office, police, or the licensing authority from time to time.

There shall be no adult entertainment, services, or activities.

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable. (Distributed by the licensing authority)
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- 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.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"><li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li><li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or</li></ul>
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	her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	[REDACTED]
Date	
Capacity	Consultant to Broxford Restaurant Limited

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
David Whitehead DSW Group Mercury House Willoughton Drive Foxby Lane Business Park			
Post town	Gainsborough	Postcode	DN21 1DY
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
[REDACTED]			

## Notes for Guidance

1. Describe 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.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and

- (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the 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.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please 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.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  9. Please 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 or the presence of gaming machines.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

### **Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,

- (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
- (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
- (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

#### **Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.



# The Boxford

## Roodhill – Boxford – Newbury – RG20 8DD

### Premises licence plans

Included:

Location plan

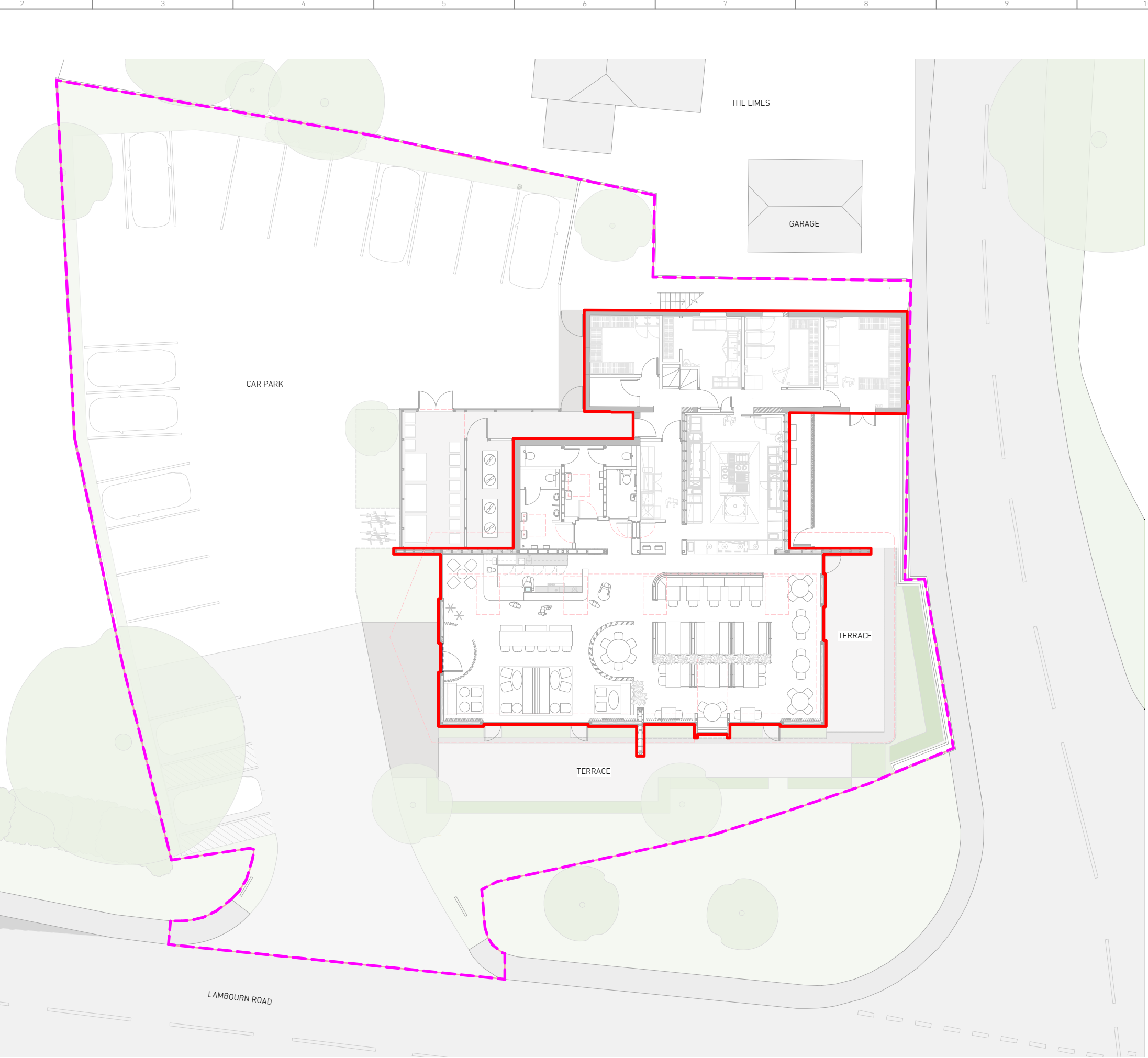
Detailed plan of licensed areas and fire safety equipment

Position and types of portable fire safety equipment may change at any time due to ongoing risk-assessments and best practice

Any marks on these plans not specifically required under The Licensing Act 2003 (Premises licenses and Club Premises Certificates) Regulations 2005 are for information only and subject to change at any time

The consumption of alcohol shall be permitted in any area within the demise of the premises licence holder

- LICENSING AREAS**
- Site Boundary
  - Boundary of licenced premises
  - Licensable Activities
  - Non Licensable Activities
- FIRE**
- Manual call point
  - Smoke detector
  - Heat detector
  - Combined smoke detector sounder
  - Combined smoke detector sounder & xenon beacon
  - Combined heat detector and sounder
  - Combined heat detectors sounder and xenon beacon
  - 'FIRE DOOR KEEP SHUT'
  - Self Illuminating Fire exit signage
- Wall mounted combined sounder and xenon
  - Wall mounted sounder
  - Emergency lighting with 2 hour maintained system in accordance with BS 5266
  - Kitchen fire suppression system, fitted to extractor hoods and ductwork
  - Xenon beacon
  - Water (Hydrospray 13A Rating)
  - Foam
  - Carbon dioxide 2KG
  - Dry Powder
  - Wet Chemical
  - Fire Blanket
  - Fire alarm control panel
  - Intruder alarm keypad
  - Movement Sensor
  - Door Contact
  - Panic Button



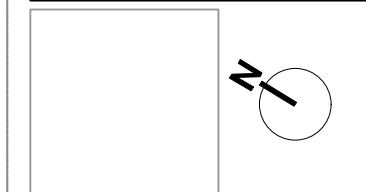
**Chris Bagot\_Architects**

Studio 4, 6 - 8 Cole Street, London, SE1 4YH  
 www.chrisbagotarchitects.com  
 studio@chrisbagotarchitects.com  
 +44 (0) 79708 26396

**General Notes**

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REVISION	DATE	NOTES
A	18/08/23	LICENSABLE AREA AMENDED



FOR	THE BELL PUB
PROJECT	BOXFORD PROJECT NO. 2101
STATUS	FOR INFORMATION
SCALE	1:100@A1 DATE 08/08/23
TITLE	SITE PLAN - LICENSING
DRAWING NO.	(01)00 REVISION A

LICENSING AREAS

- Boundary of licenced premises
  - Licensable Activities (246m<sup>2</sup>)
  - Non Licensable Activities (132 m<sup>2</sup>)
- FIRE**
- Manual call point
  - Smoke detector
  - Heat detector
  - Combined smoke detector sounder
  - Combined smoke detector sounder & xenon beacon
  - Combined heat detector and sounder
  - Combined heat detectors sounder and xenon beacon
  - FIRE DOOR KEEP SHUT
  - Self illuminating Fire exit signage

- Escape route
- Wall mounted combined sounder and xenon
- Wall mounted sounder
- Emergency lighting with 2 hour maintained system in accordance with BS 5266
- Kitchen fire suppression system, fitted to extractor hoods and ductwork
- Xenon beacon
- Water (Hydrospray 13A Rating)
- Foam
- Carbon dioxide 2KG
- Dry Powder
- Wet Chemical
- Fire Blanket
- Fire alarm control panel
- Intruder alarm keypad
- Movement Sensor
- Door Contact
- Panic Button

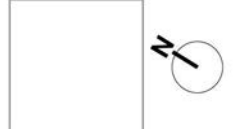
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General Notes

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REVISION	DATE	NOTES
C	21/06/23	BAR INCLUDED
B	21/06/23	FIRE EXTINGUISHERS ADDED
A	18/06/23	LICENSABLE AREA AMENDED



FOR	THE BELL PUB
PROJECT	BOXFORD PROJECT NO. 2101
STAGE	RFR INFORMATION
SCALE	1:50@A1 DATE 08/08/23
TITLE	GROUND FLOOR - LICENSING PLAN
REVISION NO.	(BC)04 REVISION C

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# DSW Group

Consultants to the licensed trade

☎ 020 3900 2510

☎ 084 4736 1998

✉ admin@dswgroup.co.uk

## Consent of individual to being specified as premises supervisor

Take notice that I: Andre Marchand

of:

[REDACTED]  
Newbury  
RG14 5 [REDACTED]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for the grant of a new premises licence under section 17 of the Licensing Act 2003 by:

Boxford Restaurant Limited

for:

The Boxford  
Roodhill  
Boxford  
Newbury  
RG20 8DD

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

Boxford Restaurant Limited

concerning the supply of alcohol at: The Boxford

I also confirm that I am entitled to work in the United Kingdom and hold a personal licence, details of which I set out below.

Personal licence number: 20/00943/LIA

Personal licence issuing authority: West Berkshire District Council

Signed:

Name:

Andre Marchand

Date:

01/09/2023

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9 December 2021

Boxford Restaurant Ltd  
300 Thames Valley Park Drive  
Reading  
Berkshire  
RG6 1PT

**Public Protection Partnership  
Environmental Health and Licensing**  
West Berkshire District Council  
Council Offices  
Market Street Newbury  
Berkshire RG14 5LD

Our Ref: 21/01119/LQN  
Please ask for: Sharon Gavin  
Direct Line: 01635 519890  
Fax: 01635 519172  
e-mail: Sharon.Gavin@westberks.gov.uk

Dear Sir/Madam

**Licensing Act 2003 – Premises Licence  
The Bell At Boxford, Roodhill, Boxford, Newbury, West Berkshire, RG20 8DD**

Please find enclosed your Premises Licence. The licence must be retained by you whilst you are responsible for the premises and must be available on request, by any authorised officer.

The licence is accompanied by a Premises Licence Summary. This document must be displayed in a prominent position within the premises at all times.

It is the responsibility of the licence holder to check that the licence details are correct. If incorrect, you must contact the Licensing Team, in writing and state clearly why you believe the licence details are wrong. Where errors have been made and are the responsibility of the Council, they will be rectified as soon as possible. If errors have been made by the applicant in filling out the application, these will need to be addressed by making a variation to the licence issued.

The annual fee will be due on the date of issue of the licence each year. You will be sent an invoice prior to the anniversary of the issue date and failure to pay may result in suspension of the Premises Licence. Invoices are sent to the Premises Licence Holder at their registered address as quoted on the Licence.

**You are reminded that the Designated Premises Supervisor's details must be correctly stated on the licence at all times – currently No DPS sated on licence. We are aware that the premises is currently closed and scheduled to re-open during the course of 2022. A DPS Variation must be submitted before re-opening and any alcohol sales take place.**

Yours faithfully

Authorised Officer  
Licensing Team

**PUBLIC PROTECTION PARTNERSHIP  
A SHARED SERVICE PROVIDED BY BRACKNELL FOREST COUNCIL, WEST BERKSHIRE DISTRICT COUNCIL  
AND WOKINGHAM BOROUGH COUNCIL**

# West Berkshire District Council

Public Protection Partnership, Environmental Health & Licensing, Council Offices, Market Street,  
Newbury, Berkshire RG14 5LD  
Tel: (01635) 519184 Fax (01635) 519172

## Licensing Act 2003 Premises Licence

Uniform Ref: 21/01119/LQN

**Premises licence number 013970**

### Part 1 - Premises details

#### Postal address of premises, or if none, ordnance survey map reference or description

The Bell At Boxford  
Roodhill, Boxford, Newbury, Berkshire, RG20 8DD

#### Licensable activities authorised by the licence

Performance of Live Music  
Late Night Refreshment  
Supply of Alcohol

#### The times the licence authorises the carrying out of licensable activities

##### Performance of Live Music

Monday to Friday From 11:00 to 24:00  
Saturday From 11:00 to 02:00  
Sunday From 11:00 to 23:00

Activity will take place Indoors/Outdoors : **Both**

##### Non Standard Timings:

Burns Night 11:00 - 04:00, Valentine's Day 11:00 - 01:00, St David's Day 11:00 - 24:00, St Patrick's Day 00:00 - 01:00, Good Friday 10:00 -24:00, Easter Saturday 10:00 - 01:00, Easter Sunday 10:00 - 12:00, Easter Monday 10:00 - 24:00, St George's Day 10:00 - 01:00, May Bank Holiday 10:00 - 24:00, Spring Bank Holiday 10:00 - 24:00, Summer Bank Holiday 11:00 - 24:00, St Andrew's Day 10:00 - 24:00, Christmas Eve 10:00 - 24:00, Christmas Day 11:00 - 16:00, Boxing Day 00:00 - 02:00, December 27th 10:00 - 24:00, December 28th 13:00 - 24:00.

New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.



**Late Night Refreshment**

Monday to Sunday From 23:00 to 24:00

Activity will take place Indoors/Outdoors : **Both**

**Non Standard Timings:**

Burns Night 11:00 - 04:00, Valentine's Day 11:00 - 01:00, St David's Day 11:00 - 24:00, St Patrick's Day 00:00 - 01:00, Good Friday 10:00 - 24:00, Easter Saturday 10:00 - 01:00, Easter Sunday 10:00 - 12:00, Easter Monday 10:00 - 24:00, St George's Day 10:00 - 01:00, May Bank Holiday 10:00 - 24:00, Spring Bank Holiday 10:00 - 24:00, Summer Bank Holiday 11:00 - 24:00, St Andrew's Day 10:00 - 24:00, Christmas Eve 10:00 - 24:00, Christmas Day 11:00 - 16:00, Boxing Day 00:00 - 02:00, December 27th 10:00 - 24:00, December 28th 13:00 - 24:00.

New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**Supply of Alcohol**

Monday to Friday From 11:00 to 00:00

Saturday From 11:00 to 02:00

Sunday From 11:00 to 23:00

Alcohol On/Off Premises: **Both**

**Non Standard Timings:**

Burns Night 11:00 - 04:00, Valentine's Day 11:00 - 01:00, St David's Day 11:00 - 24:00, St Patrick's Day 00:00 - 01:00, Good Friday 10:00 - 24:00, Easter Saturday 10:00 - 01:00, Easter Sunday 10:00 - 12:00, Easter Monday 10:00 - 24:00, St George's Day 10:00 - 01:00, May Bank Holiday 10:00 - 24:00, Spring Bank Holiday 10:00 - 24:00, Summer Bank Holiday 11:00 - 24:00, St Andrew's Day 10:00 - 24:00, Christmas Eve 10:00 - 24:00, Christmas Day 11:00 - 16:00, Boxing Day 00:00 - 02:00, December 27th 10:00 - 24:00, December 28th 13:00 - 24:00.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**The opening hours of the premises**

Monday From 11:00 to 01:30  
Tuesday to Friday From 11:00 to 00:30  
Saturday From 11:00 to 03:30  
Sunday From 11:00 to 23:30

**Non Standard Timings:**

Burns Night 11:00 - 04:30, Valentine Day 11:00 - 01:30, St David's Day 11:00 - 00:30, St Patrick's Day 00:00 - 01:30, Good Friday 10:00 - 00:30, Easter Saturday 10:00 - 01:30, Easter Sunday 10:00 - 12:30, Easter Monday 10:00 - 00:30, St George's Day 10:00 - 01:30, May Bank Holiday 10:00 - 00:30, Spring Bank Holiday 10:00 - 00:30, Summer Bank Holiday 11:00 00:30, St Andrew's Day 10:00 - 00:30, Christmas Eve 10:00 - 00:30, Christmas Day 11:00 - 16:30, Boxing Day 00:00 - 02:30, December 27th 10:00 - 00:30, December 28th 13:00 - 00:30.

New Year's Eve - from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**Where the licence authorises supplies of alcohol whether these are on and/ or off supplies**

On /Off Sales : **BOTH**

**Part 2**

**Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**

Boxford Restaurant Ltd  
300 Thames Valley Park Drive, Reading, Berkshire, RG6 1PT  
andre@thewoodspeen.com

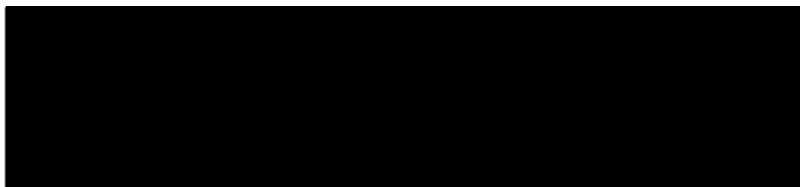
**Registered number of holder, for example company number, charity number (where applicable)**

12939095

**Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol**

NO DPS

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol**



**Date: 9th December 2021**

**Signed:**

**Authorised Officer**

**Licence granted 31.10.2005  
Duplicate issued 11.09.2017  
Transfer 01/12/0201**

## **Annex 1 - Mandatory conditions**

### **Premises - Supply of Alcohol**

1. No supply of alcohol may be made under the premises licence-

a) at a time when there is no designated premises supervisor in respect of the premises licence, or

b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

### **The Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014 (in force 1 October 2014)**

3.

1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises -

a) - games or other activities which require or encourage, or are designed to require or encourage, individuals to -

i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

ii. drink as much alcohol as possible (whether within a time limit or otherwise);

b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

5.

(1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -

a) a holographic mark, or

b) an ultraviolet feature.

6. The responsible person must ensure that -
- a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -
    - i. beer or cider: ½ pint;
    - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - iii. still wine in a glass: 125 ml;
  - b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
  - c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."

7.

(1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

(2) For the purposes of the condition set out in paragraph 1 -

- a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
- b) "permitted price" is the price found by applying the formula -

$$P = D + (D \times V)$$

Where—

- (i) P is the permitted price,
- (ii) D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence—

- (i) the holder of the premises licence,
- (ii) the designated premises supervisor (if any) in respect of such a licence, or
- (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

e) "valued added tax" means value added tax charged in accordance with the Value Added Tax Act 1994

(3) Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

(4)

1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

## **Annex 2 - Conditions consistent with the operating Schedule**

### **General**

We have carefully considered the risks and benefits associated with the extra hours and other variations applied for and do not believe that any additional measures are necessary to promote the licensing objectives.

We will continue to train our staff to the standards required by relevant legislation.

The style and operation will not differ significantly during the extended hours. The additional hours sought will of themselves promote the licensing objectives in allowing customers to emerge from the premises at a more gradual rate.

We will continue to observe all conditions on existing licences for the additional hours of trading.

### **The prevention of crime and disorder**

We liaise regularly with the Police and we receive crime updates for our area via a local 'watch' committee

We have 2 CCTV internal covering the bar and 4 external covering the car park, front door and resident's entrance.

### **Public safety**

We have carried out a risk assessment.

Our capacity presently is 120.

We have a fire certificate.

We have a maintained emergency lighting system.

We have an effective fire evacuation procedure.

Our staff are fully trained on all safety issues.

### **The prevention of public nuisance**

Waste bins provided at entrance/exits to prevent litter and regular cleaning of the car park.

Encourage your customers to leave premises quietly.

Police signs in car park not to leave valuables.

CCTV notices displayed.

Residents are informed not to leave valuables in their cars.

### **The protection of children from harm**

We admit children under the age of 18.

We require proof of age in appropriate cases.

We have a non-smoking area.

## **Annex 3 - Conditions attached after a hearing by the licensing authority – N/A**

## **Annex 4 - Plans as submitted 22/07/2005**

# West Berkshire District Council

Public Protection Partnership, Environmental Health & Licensing, Council Offices, Market Street,  
Newbury, Berkshire RG14 5LD  
Tel: (01635) 519184 Fax (01635) 519172

## Licensing Act 2003 Premises Licence Summary

Uniform Ref: 21/01119/LQN

<b>Premises licence number</b>	<b>013970</b>
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### Premises details

<b>Postal address of premises, or if none, ordnance survey map reference or description</b>
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The Bell At Boxford  
Roodhill, Boxford, Newbury, Berkshire, RG20 8DD

<b>Licensable activities authorised by the licence</b>
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Performance of Live Music  
Late Night Refreshment  
Supply of Alcohol

<b>The times the licence authorises the carrying out of licensable activities</b>
---

**Performance of Live Music**

Monday to Friday From 11:00 to 24:00

Saturday From 11:00 to 02:00

Sunday From 11:00 to 23:00

Activity will take place Indoors/Outdoors : **Both**

**Non Standard Timings:**

Burns Night 11:00 - 04:00, Valentine's Day 11:00 - 01:00, St David's Day 11:00 - 24:00,  
St Patrick's Day 00:00 - 01:00, Good Friday 10:00 -24:00, Easter Saturday 10:00 -  
01:00, Easter Sunday 10:00 - 12:00, Easter Monday 10:00 - 24:00, St George's Day  
10:00 - 01:00, May Bank Holiday 10:00 - 24:00, Spring Bank Holiday 10:00 - 24:00,  
Summer Bank Holiday 11:00 - 24:00, St Andrew's Day 10:00 - 24:00, Christmas Eve  
10:00 - 24:00, Christmas Day 11:00 - 16:00, Boxing Day 00:00 - 02:00, December 27th  
10:00 - 24:00, December 28th 13:00 - 24:00.

New Year's Eve from the end of permitted hours on New Year's Eve to the start of  
permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British  
Summertime commences.

**Late Night Refreshment**

Monday to Sunday From 23:00 to 24:00

Activity will take place Indoors/Outdoors : **Both**

**Non Standard Timings:**

Burns Night 11:00 - 04:00, Valentine's Day 11:00 - 01:00, St David's Day 11:00 - 24:00, St Patrick's Day 00:00 - 01:00, Good Friday 10:00 - 24:00, Easter Saturday 10:00 - 01:00, Easter Sunday 10:00 - 12:00, Easter Monday 10:00 - 24:00, St George's Day 10:00 - 01:00, May Bank Holiday 10:00 - 24:00, Spring Bank Holiday 10:00 - 24:00, Summer Bank Holiday 11:00 - 24:00, St Andrew's Day 10:00 - 24:00, Christmas Eve 10:00 - 24:00, Christmas Day 11:00 - 16:00, Boxing Day 00:00 - 02:00, December 27th 10:00 - 24:00, December 28th 13:00 - 24:00.

New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**Supply of Alcohol**

Monday to Friday From 11:00 to 00:00

Saturday From 11:00 to 02:00

Sunday From 11:00 to 23:00

Alcohol On/Off Premises: **Both**

**Non Standard Timings:**

Burns Night 11:00 - 04:00, Valentine's Day 11:00 - 01:00, St David's Day 11:00 - 24:00, St Patrick's Day 00:00 - 01:00, Good Friday 10:00 - 24:00, Easter Saturday 10:00 - 01:00, Easter Sunday 10:00 - 12:00, Easter Monday 10:00 - 24:00, St George's Day 10:00 - 01:00, May Bank Holiday 10:00 - 24:00, Spring Bank Holiday 10:00 - 24:00, Summer Bank Holiday 11:00 - 24:00, St Andrew's Day 10:00 - 24:00, Christmas Eve 10:00 - 24:00, Christmas Day 11:00 - 16:00, Boxing Day 00:00 - 02:00, December 27th 10:00 - 24:00, December 28th 13:00 - 24:00.

An additional hour to the standard and non-standard times on the day when British Summertime commences.



**The opening hours of the premises**

Monday From 11:00 to 01:30  
Tuesday to Friday From 11:00 to 00:30  
Saturday From 11:00 to 03:30  
Sunday From 11:00 to 23:30

**Non Standard Timings:**

Burns Night 11:00 - 04:30, Valentine Day 11:00 - 01:30, St David's Day 11:00 - 00:30, St Patrick's Day 00:00 - 01:30, Good Friday 10:00 - 00:30, Easter Saturday 10:00 - 01:30, Easter Sunday 10:00 - 12:30, Easter Monday 10:00 - 00:30, St George's Day 10:00 - 01:30, May Bank Holiday 10:00 - 00:30, Spring Bank Holiday 10:00 - 00:30, Summer Bank Holiday 11:00 00:30, St Andrew's Day 10:00 - 00:30, Christmas Eve 10:00 - 00:30, Christmas Day 11:00 - 16:30, Boxing Day 00:00 - 02:30, December 27th 10:00 - 00:30, December 28th 13:00 - 00:30.

New Year's Eve - from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**Where the licence authorises supplies of alcohol whether these are on and/or off supplies**

On/Off Sales : **BOTH**

**Name, (registered) address of holder of premises licence**

Boxford Restaurant Ltd, 300 Thames Valley Park Drive, Reading, Berkshire, RG6 1PT  
andre@thewoodspeen.com

**Registered number of holder, for example company number, charity number (where applicable)**

12939095

**Name of designated premises supervisor where the premises licence authorises the supply of alcohol**

**NO DPS**

Date: 9th December 2021

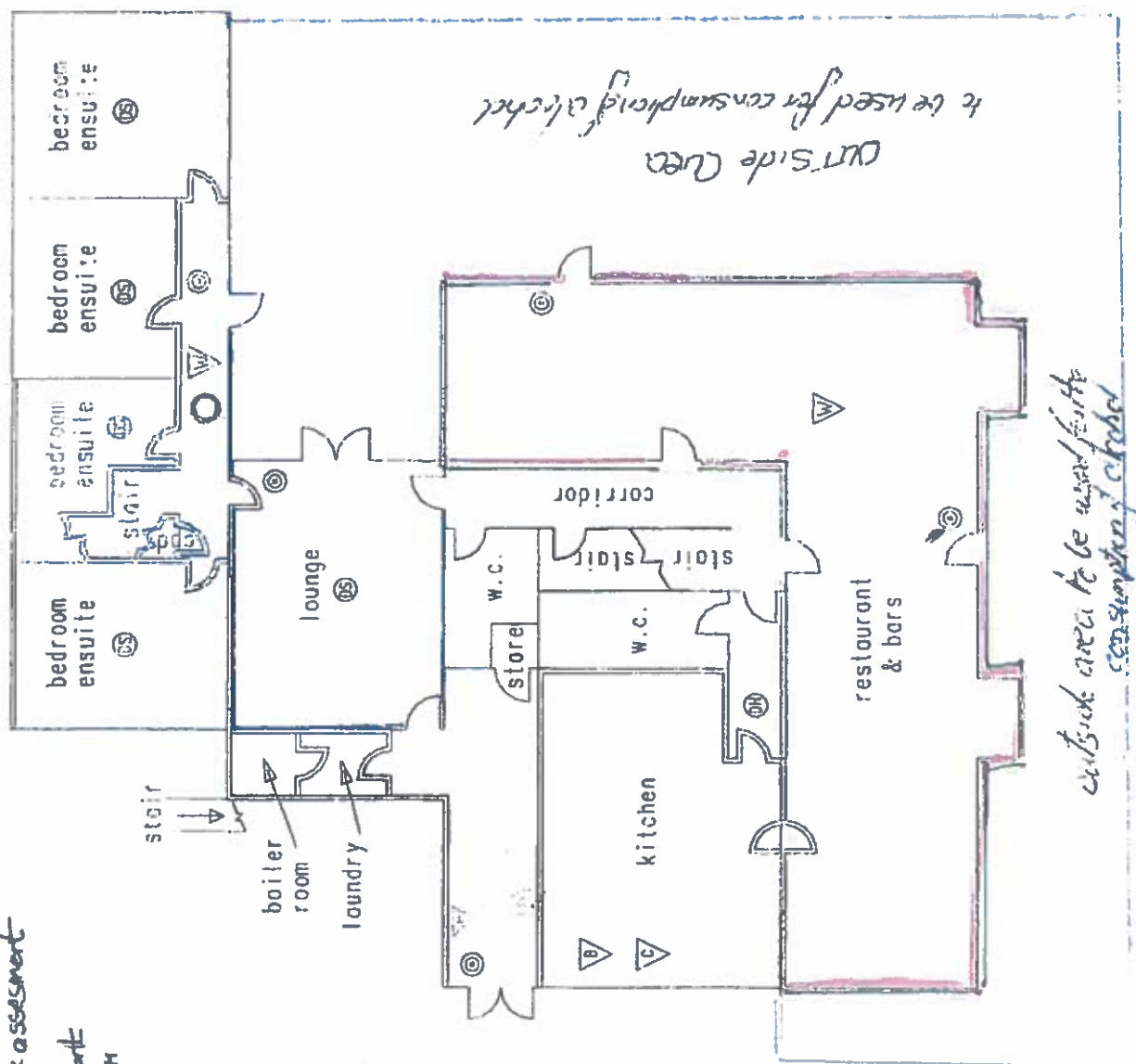
Signed: 

Authorised Officer

Licence granted 31.10.2005  
Duplicate issued 11.09.2017  
Transfer 01/12/2021

App to be used for sale or consumption of alcohol, premises of licensed entertainment or supply of late night refreshment.  
 The location of type of any fire safety or other safety equipment is shown as present. This may be varied from time to time with the agreement of the fire officer or after fire risk assessment.

- Provision of regulated entertainment
- Supply of hot food or drink or use of bar
- Consumption of alcohol



- 20 = call point
- 21 = alarm indicator
- 22 = fire extinguisher
- 23 = fire blanket
- 24 = fire extinguisher
- 25 = fire extinguisher

ROYAL BERKSHIRE FIRE & RESCUE SERVICE	
FIRE PRECAUTIONS ACT 1971	
PREMISES	The Bell Inn Boxford Nr. Newbury Berkshire
DRAWN BY	ERS
REFERENCE No.	05107
FLOOR LEVEL	Ground
SHEET NO.	1 OF 2
DATE	06 MAR 1998

SCALE 1:100

**From:** Tim Barker  
**Sent:** Sunday, September 24, 2023 9:21 AM  
**To:** Licensing <licensing@westberks.gov.uk>  
**Subject:** Re: The Boxford, RG20 8DD

**This is an EXTERNAL EMAIL. STOP. THINK before you CLICK links or OPEN attachments.**

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Dear Sir/Madam - As a resident of Boxford, I would like to lodge a relevant representation in objection to the extended licensing hours that have been applied for at "The Boxford, Boxford, Newbury. RG20 8DD"

The Boxford (still under construction) looks like it will be a beautiful, family-focused, premium restaurant. As with The Woodspeen (owned by same proprietor), the vast majority of patrons will be driving to this destination restaurant given the small number of residents in Boxford.

It's on the basis of primary car-travelling patrons that I object to the request for extended licensing hours until 24:00 on the basis of prevention of crime and disorder, and public safety.

Nearby pubs and restaurants in the area (Five Bells, Halfway Inn, Red House, Hare & Hounds, The Woodspeen) all close by 23:00.

As the most recent drink-drive enforcement campaign shows (<https://www.thamesvalley.police.uk/news/thames-valley/news/2023/january/w.c.-2-january/more-than-700-arrests-made-as-part-of-drink-drive-campaign-thames-valley/>) there is a concerning rise in cases of drink driving in Thames Valley, with a 24% year on year increase in arrests, and an alarming 42% increase for under 25s.

My concern is that, by being so out of alignment with other local establishments, The Boxford can easily become a magnet for late night drinking in the area, with many travelling by car.

Given this, and the establishment's presentation as a "family-focused, community restaurant" I would propose 23:00 as entirely appropriate for The Boxford for both the consumption and retail sale of alcohol. I have no objection to a later opening on New Year's day.

Many thanks for considering this relevant representation.

Mr and Mrs Barker  
Boxford  
Newbury  
RG20 8

Regards

Tim Barker



**From:** Brian Daws  
**Sent:** Thursday, September 21, 2023 2:40 PM  
**To:** Licensing <licensing@westberks.gov.uk>  
**Subject:** License application - The Boxford, RG20 8DD

**This is an EXTERNAL EMAIL. STOP. THINK before you CLICK links or OPEN attachments.**

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Sirs,

As residents of the property immediately to the North of The Boxford, we strongly object to the application for licensing of the establishment for food and alcohol between 7am and midnight, seven days per week, 365 days per year. Our property shares the restaurant's northern boundary for a distance of approximately 35m, and this is entirely occupied (hard up against the boundary) by the restaurant's vehicular access and car parking.

Granting what would be an effectively 24/7 license is wholly inappropriate in this rural residential location. We understand the need to live with the comings and goings of a local pub as we and our neighbours and have done for many years. This application however seems to be an opportunistic attempt to remove any reasonable restriction on present or future operations entirely and will potentially generate unacceptable levels of disturbance well into the night and early morning all year round. As immediate neighbours we will not have even a simple eight-hour overnight period without potential for disturbance.

We trust that you will take these observations into account in rejecting this application and revert with a more reasonable proposal along the lines of the type of licensing arrangement more common in such rural, residential locations.

Yours,

Brian Daws  
Annika Hatchwell  
RG20 8

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