

Licensing Hearing Panel – Supplementary agenda No. 1

A meeting of the Licensing Hearing Panel will be held on:

Date: 28 April 2026

Time: 9.30am

Venue: Meeting Room 1 - Level 3, Gun Wharf, Dock Road, Chatham
ME4 4TR

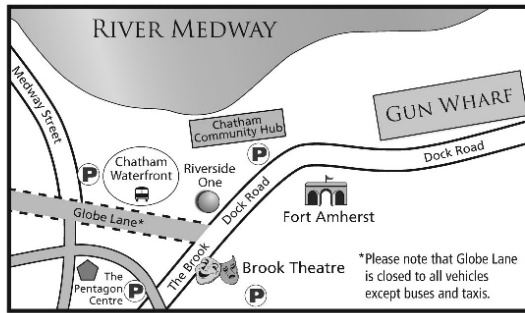
Items

- 7 **Licensing Act 2003 Temporary Event Notice for 15-19 New Road, Chatham, Kent ME4 4QJ** **(Pages 3 - 28)**

The report and appendices are attached following the end of the consultation period on 20 April 2026.

For further information please contact Nicola Couchman & Julie Francis-Beard, Democratic Services Officers on Telephone: 01634 332106/01634 332012 or Email: democratic.services@medway.gov.uk

Date: 22 April 2026



This agenda and reports are
available on our website
www.medway.gov.uk

A summary of this information can be made available in other formats from **01634 333333**



Licensing Hearing Panel

28 April 2026

Licensing Act 2003 Temporary Event Notice for 15-19 New Road, Chatham, Kent ME4 4QJ

Report from: Bhupinder Gill, Assistant Director – Legal and Governance

Author: Emily Lane-Blackwell, Licensing Manager

Summary

To consider a Temporary Event Notice for 15-19 New Road, Chatham, Kent ME2 4QJ following the submission of a representation during the consultation period.

1. Recommendations

1.1. That the Licensing Hearing Panel, having regard to the Licensing Act 2003, the statutory guidance issued under section 182, the Council's Statement of Licensing Policy and all matters before it, both written and oral, considers and determines this Temporary Event Notice.

2. Budget and policy framework

2.1. Medway Council has published its Statement of Licensing Policy, which it takes into account when reviewing all applications relating to the Licensing Act 2003.

2.2. Temporary Event Notices are notifications that one or more licensable activities are to take place on a temporary basis at a set location. These are dealt with in Part 5 of the Licensing Act 2003.

2.3. The Police and Environmental Protection can object to a Temporary Event Notice under Section 104 of the Licensing Act 2003 on the basis they are satisfied that allowing the premises to be used in accordance with the notice would undermine a licensing objective.

2.4. Temporary Event Notices are submitted for venues that wish to engage in licensable activities where no authorisation is in place.

2.5. Medway's Cumulative Impact Assessment introduced 4 Cumulative Impact Areas and 3 Stress Areas. Chatham High Street is within one of these Cumulative Impact Areas. However, the Cumulative Impact Assessment is in relation to new premises, material variations and provisional statements for

premises licence applications only and doesn't include Temporary Event Notices. A copy of the assessment has therefore not been provided.

3. Background

- 3.1. The premises at 15-19 New Road Chatham is not licensed under the Licensing Act 2003 for the sale of alcohol.
- 3.2. On 15 April 2026, a Temporary Event Notice was submitted by Dadds LLP on behalf of Alexia Alex Regis Rajakula Sooriyar for 15-19 New Road Chatham.
- 3.3. The notice was for the off sale by retail of alcohol:

From 1 May to 6 May 2026 between 10:00 to 22:00 each day.
- 3.4. A copy of the notice can be found at Appendix A.
- 3.5. The agent attached a document to their notice which provides a 'Proposed Schedule of conditions' and a plan of the premises. This can be found at Appendix B.

4. Options

- 4.1. The Licensing Hearing Panel is asked to consider the information in this report and presented to them at the hearing and decide the outcome of the application. The options available are:
 - 4.1.1. Grant the notice as applied for;
 - 4.1.2. Issue a counter-notice to prevent the 'event' from going ahead.
- 4.2. As prescribed in the Hearings regulations under the Licensing Act 2003, the panel must make its determination at the conclusion of the hearing. There is not a 5-day determination period for TENS.

5. Advice and analysis

- 5.1. It is not possible to attached conditions to a Temporary Event Notice, unless there is a premises licence or club premises certificate in place at the location of the notice
- 5.2. Further information is available within the report guidance.

6. Risk management

- 6.1. The Council has to consider and determine this application, which is a function relating to licensing and registration as set out in Schedule 1 of the Functions Regulations, the Licensing Act 2003, the Gambling Act 2005 and other licensing functions reserved by law to the Council's Licensing and Safety Committee and its Sub-Committees, in accordance with the law, (both statutory and case law) relevant statutory guidance and statements of policy.

6.2. In accordance with the provisions of the Act, the decision can be appealed to the Magistrates Court within 21 days of the notification of decision. But no appeal may be brought later than five days before the day on which the event period specified in the temporary event notice begins.

6.3. The start date of this event is less than five days after the licensing hearing panel, therefore the applicant will not be able to submit an appeal.

7. Consultation

7.1. This notice has been brought to this committee because a representation has been received during the prescribed consultation period.

7.2. On 16 April 2026, we received a representation from Kent Police in relation to the crime and disorder objective. A copy of which can be found at Appendix C.

8. Financial implications

8.1. The Council's licensing activities are met from a budget within the Business Support Department and licence fees contribute to meeting the cost of the service. There are no direct financial implications relating to the decision regarding this application.

9. Legal implications

9.1. There are no direct legal implications at this time.

9.2. This hearing is regulated by the Licensing Act 2003 (Hearings) Regulations 2005 (as amended).

9.3. There is the possibility of a challenge by way of appeal by either the application or objectors should either have the requisite ground to do so. Legal advice will be given to Members as appropriate at the hearing. However, whatever the decision of the Panel, this must be based on the evidence placed before it, in line with the licensing objectives and the Panel must decide what weight to attribute to this information.

Lead officer contact

Emily Lane-Blackwell, Licensing Manager
emily.lane-blackwell@gravesham.gov.uk

Appendices

Appendix A – Temporary Event Notice

Appendix B – Conditions and plan

Appendix C – Representation from Kent Police

Background papers

None

Temporary Event Notice

Before completing this notice, please read the guidance notes at the end of the notice. If you are completing this notice by hand, please write legibly in block capitals. In all cases, ensure that your answers are inside the boxes and written in black ink or typed. Use additional sheets if necessary. You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)	
1. Your name	
Title	Ms.
Surname	Alex Regis Rajakula Sooriyar
Forenames	Alexia
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)	
Previous names	
3. Your date of birth	
4. Your place of birth	
5. National Insurance Number	
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)	
7. Other contact details	

Telephone numbers Daytime:

Mobile (optional):

Email address: office@dadds.co.uk

8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)

Dadds LLP Crescent House,
51 High Street
Billericay
Essex
CM12 9AX

9. Alternative contact details (if applicable)

Telephone numbers Daytime:

Mobile (optional):

Email address:

2. The premises

Please give the address of the premises where you intend to carry on the licensable activities or, if it has no address, give a detailed description (including the Ordnance Survey references) (Please read note 2)

15-19
New Road
Chatham
Kent
ME4 4QJ

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below.

Premises licence number	
Club premises certificate number	

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Please describe the nature of the premises below. (Please read note 4)	
A convenience store offering a range of groceries in addition to the sale of alcohol	
Please describe the nature of the event below. (Please read note 5)	
Retail sale/supply of alcohol over the bank holiday weekend Temporary event licence between 10:00hrs and 22:00hrs on each of the applied days A schedule of conditions and a plan of the area to be used for the TEN is attached to the application	
3. The licensable activities	
Please state the licensable activities that you intend to carry on at the premises (please tick all licensable activities you intend to carry on). (Please read note 6)	
The sale by retail of alcohol	Yes
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	No
The provision of regulated entertainment (Please read note 7)	No
The provision of late night refreshment	No
Are you giving a late temporary event notice? (Please read note 8)	Standard Notice
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 9)	
01-05-2026 to 06-05-2026	
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 10)	
10:00 to 22:00	
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 11)	20
If the licensable activities will include the sale or supply of alcohol, please state whether these will be for consumption on or off the premises, or both (please tick as appropriate). (Please read note 12)	Off the premises only

Please state if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment (including, but not limited to lap dancing and pole dancing). (Please see note 13)	No
4. Personal licence holders (Please read note 14)	
Do you currently hold a valid personal licence?	Yes
If "Yes" please provide the details of your personal licence below.	
Issuing licensing authority	
Licence number	
Date of issue	
Any further relevant details	
5. Previous temporary event notices you have given (Please read note 15 and tick the boxes that apply to you)	
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?	No
If answering yes, please state the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year.	
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	
6. Associates and business colleagues (Please read note 16 and tick the boxes that apply to you)	
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	No
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your associate(s) have given for events in the same calendar year.	

Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	No
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your business colleague(s) have given for events in the same calendar year.	
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	
7. Checklist (Please read note 17)	
I have: (Please tick the appropriate boxes, where applicable)	
Sent at least one copy of this notice to the licensing authority for the area in which the premises are situated	Yes
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated	Yes
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	Yes
If the premises are situated in one or more licensing authority areas, sent at least one copy of this notice to each additional licensing authority	Yes
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police	Yes
If the premises are situated in one or more local authority areas, sent a copy of this notice to each additional local authority exercising environmental health functions	Yes
Made or enclosed payment of the fee for the application	Yes
Signed the declaration in Section 9 below	Yes
8. Condition (Please read note 18)	

It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the sale or supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 19)

The information contained in this form is correct to the best of my knowledge and belief.

I understand that it is an offence:

- (i) to knowingly or recklessly make a false statement in or in connection with this temporary event notice and that a person is liable on summary conviction for such an offence to a fine of any amount; and
- (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on summary conviction for any such offence to a fine of any amount, or to imprisonment for a term not exceeding six months, or to both.

Signature	Ms. Alexia Alex Regis Rajakula Sooriyar
Date	2026-04-15
Name of Person signing	Alexia Alex Regis Rajakula Sooriyar

10. Acknowledgement (Please read note 20)

For completion by the licensing authority

I acknowledge receipt of this temporary event notice.

Signature	Licensing Department Medway Council
Date	2026-04-15

Notes for Guidance

General

In these notes, a person who gives a temporary event notice is called a “premises user”.

The police and local authority exercising environmental health functions may intervene on the grounds of any of the four licensing objectives (the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm) to prevent the occurrence of an event at which

permitted temporary activities are to take place or to agree a modification of the arrangements for such an event. However, the licensing authority will intervene of its own volition in the cases described below.

First, it will issue a counter notice if there is an objection to a late temporary event notice (see note 8 below).

Secondly, it may issue a notice in relation to its decision to impose conditions on a temporary event notice (see note 2 below).

Thirdly, it will issue a counter notice if the first, second, third and fifth of the limits set out below would be exceeded. If any of the limits below are breached or if a counter notice has been issued, any licensable activities taking place would be unauthorised and the premises user would be liable to prosecution. The limitations apply to:

- the number of times a person may give a temporary event notice (50 times per year for a personal licence holder and 5 times per year for other people);
- the number of times a person may give a late temporary event notice (10 times per year for a personal licence holder and 2 times per year for other people);
- the number of times a temporary event notice may be given in respect of any particular premises (15 times in a calendar year);
- the length of time a temporary event may last for these purposes (168 hours or 7 days);
- the maximum aggregate duration of the periods covered by temporary event notices at any individual premises (21 days per calendar year); and
- the scale of the event in terms of the maximum number of people attending at any one time (a maximum of 499).

For the purposes of determining the overall limits of 50 temporary event notices per personal licence holder (in a calendar year) and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count towards those totals. The limits applying to late temporary event notices are included within the overall limits applying to the total number of temporary event notices. Note 16 below sets out the definition of an “associate”.

When permitted temporary activities take place, a premises user must ensure that either:

- a copy of the temporary event notice is prominently displayed at the premises; or
- the temporary event notice is kept at the premises either in his own custody or in the custody of a person present and working at the premises and whom he has nominated for that purpose.

Where the temporary event notice is in the custody of a nominated person, a notice specifying that fact and the position held by that person must be displayed prominently at the premises.

Where the temporary event notice or a notice specifying the nominated person is not displayed, a constable or an authorised person (for example, a licensing officer, fire officer or environmental health officer) may

require the premises user to produce the temporary event notice for examination. Similarly, where the nominated person has the temporary event notice in his custody, a constable or authorised person may require that person to produce it for examination. Failure to produce the temporary event notice without reasonable excuse would be an offence.

It should also be noted that the following, among other things, are offences under the Licensing Act 2003:

- the sale or supply of alcohol to children under 18 years of age (subject to an unlimited fine on conviction);
- allowing the sale of alcohol to children under 18 (subject to an unlimited fine on conviction);
- knowingly allowing the consumption of alcohol on the premises by a person aged under 18 (subject to an unlimited fine, on conviction);
- allowing disorderly behaviour on the premises (subject to a fine not exceeding level 3 on the standard scale, on conviction);
- the sale of alcohol to a person who is drunk (subject to a fine not exceeding level 3 on the standard scale, on conviction);
- obtaining alcohol for a person who is drunk (subject to a fine not exceeding level 3 on the standard scale, on conviction);
- knowingly allowing a person aged under 18 to make any sale or supply of alcohol unless the sale or supply has been specifically approved by the premises user or any individual aged 18 or over who has been authorised for this purpose by the premises user (subject to a fine not exceeding level 1 on the standard scale, on conviction); and
- knowingly keeping or allowing to be kept on the premises any smuggled goods which have been imported without payment of duty or which have otherwise been unlawfully imported (subject to a fine not exceeding level 3 on the standard scale, on conviction).

In addition, where the premises are to be used primarily or exclusively for the sale or supply of alcohol for consumption on the premises, it is an offence to allow children under 16 to be present when the premises are open for that purpose unless they are accompanied by an adult. In the case of any premises at which sales or supplies of alcohol are taking place at all, it is an offence for a child under 16 to be present there between the hours of midnight and 5am unless accompanied by an adult. In both instances, the penalty on conviction is a fine not exceeding level 3 on the standard scale, currently £1,000.

Note 1

A temporary event notice may only be given by an individual and not, for example, by an organisation or club or business. The individual giving the notice is the proposed “premises user”. Within businesses, clubs or organisations, one individual will therefore need to be identified as the proposed premises user.

If you include an e-mail address in section 1(7) or 1(9), the licensing authority may send to this the acknowledgement of receipt of your notice or any notice or counter notice it is required to give under sections 104A, 106A or 107 of the Licensing Act 2003.

Note 2

For the purposes of the Licensing Act 2003, “premises” means any place. Premises will therefore not always be a building with a formal address and postcode. Premises can include, for example, public parks, recreation grounds and private land.

If a premises licence or club premises certificate has effect in relation to the premises (or any part of the premises) which you want to use to carry on licensable activities, it is possible that any conditions which apply to the licence or certificate may be imposed on the temporary event notice if certain pre-conditions are met. These pre-conditions are that the police or the local authority exercising environmental health functions object to the notice and the licensing authority decides:

- not to give a counter notice under section 105 of the Licensing Act 2003; the conditions apply to the
- licence or certificate; and the imposition of the conditions on the notice would not be inconsistent
- with the carrying on of the licensable activities under the notice.

Note 3

A temporary event notice can be given for part of a building, such as a single room or a plot within a larger area of land. You should provide a clear description of the area in which you propose to carry on licensable activities. This is important as any licensable activities conducted outside the area of the premises protected by the authority of this temporary event notice would be unlawful and could lead to prosecution.

In addition, when holding the proposed event, the premises user would need to be able to restrict the number of people on the premises at any one time when licensable activities are taking place to less than 500. If more than 499 are on the premises when licensable activities are being carried on, the licensable activities would be unlawful and the premises user would be liable to prosecution. The maximum figure of 499 includes, for example, staff, organisers, stewards and performers.

Note 4

A description of the nature of the premises assists the chief officer of police and local authority exercising environmental health functions in deciding if any issues relating to the licensing objectives are likely to arise. You should state clearly that the premises to be used are, for example, a public house, a restaurant, an open field, a village hall or a beer tent.

Note 5

A description of the nature of the event similarly assists the chief officer of police and local authority exercising environmental health functions in making a decision as to whether or not to make an objection. You should state clearly that the event taking place at the premises would be, for example, a wedding with a pay bar, the supply of beer at a particular farmers’ market, a discotheque, the performance of a string quartet, a folk group or a rock band.

Note 6

The licensable activities are:

- the sale by retail of alcohol; the supply of alcohol by or on behalf of a club to, or to the order
- of, a member of a club; the provision of regulated entertainment; and the provision of late
- night refreshment.
-

Note 7

Regulated entertainment, subject to specified conditions and exemptions, includes:

- (a) a performance of a play;
- (b) an exhibition of a film;
- (c) an indoor sporting event;
- (d) a boxing or wrestling entertainment;
- (e) a performance of live music;
- (f) any playing of recorded music;
- (g) a performance of dance; and
- (h) entertainment of a similar description to that falling within (e), (f) or (g).

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.
- 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.
- 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 nonresidential 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.
- 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.

If you are uncertain whether or not the activities that you propose are licensable, you should contact your licensing authority for further advice.

Note 8

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event in relation to which the notice is given. A late notice given later than 5 working days before the event to which it relates will be returned as void and the activities described in it will not be authorised.

The number of late notices that can be given in any one calendar year is limited to 10 for personal licence holders and 2 for non-personal licence holders. These count towards the total number of temporary event notices (i.e. 50 temporary event notices per year for personal licence holders and 5 temporary event notices for non-personal licence holders).

If there is an objection from either the police or local authority exercising environmental health functions, the event will not go ahead and a counter notice will be issued.

Note 9

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Note 10

You should state here the times during the event period, for example 48 hours, when you intend to carry on licensable activities. For example, you may not intend to carry on licensable activities throughout the entire 48 hour event period, and may intend to sell alcohol between 8.00 hrs and 23.00 hrs on each of the two days.

Note 11

No more than 499 may be on the premises for a temporary event at any one time when licensable activities are being carried on. If you intend to have more than 499 attending the event, you should obtain a premises licence for the event. Your licensing authority should be able to advise you. The maximum figure of 499 includes not only the audience, spectators or consumers but also, for example, staff, organisers, stewards and performers who will be present on the premises.

Note 12

If you indicate that alcohol will be supplied only for consumption on the premises, you would be required to ensure that no person leaves the premises with alcohol supplied there. If such a supply takes place, the premises user may be liable to prosecution for carrying on an unauthorised licensable activity. Similarly, if the premises user gives notice that only supplies of alcohol for consumption off the premises will take place, he/she must ensure that alcohol supplied is not consumed on the premises. The premises user is free to give notice that he/she intends to carry on both types of supplies. For this purpose, the supply of alcohol includes both of the first two licensable activities listed in note 6 above.

Note 13

Relevant entertainment is defined in the Local Government (Miscellaneous Provisions) Act 1982("the 1982 Act") as *any live performance or any live display of nudity which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of the audience (whether by verbal or other means)*. Relevant entertainment therefore includes, but is not limited to, lap dancing and pole dancing.

The 1982 Act requires premises which provide relevant entertainment to be licensed under that Act for this purpose. Premises at which there have not been more than eleven occasions on which such entertainment has been provided within a period of 12 months, no such occasion has lasted for more than 24 hours and there has been a period of at least one month between each such occasion are exempt from the requirement to obtain a licence under the 1982 Act. Such premises are likely instead to require an authorisation under the Licensing Act 2003 to be used for such activities as these are a licensable activity (the provision of regulated entertainment — see note 6 above). A temporary event notice may be given for this purpose.

Note 14

The holder of a valid personal licence issued under the Licensing Act 2003 may give up to 50 temporary event notices in any calendar year subject to the other limitations in the 2003 Act. A proposed premises user who holds such a licence should give the details requested.

Note 15

As stated under Note 14, a personal licence holder (issued under the Licensing Act 2003) may give up to 50 temporary event notices (including 10 late notices) in any calendar year. An individual who does not hold a personal licence may only give 5 temporary event notices (including 2 late notices) in England and Wales in any calendar year. A calendar year is the period between 1st January to 31st December inclusive in any year.

If an event straddles two calendar years, it will count against the limits on temporary event notices (15 for each premises, 21 days for each premises, 50 per personal licence holder and 5 for nonholders) for each year. However, only one notice needs to be given.

For the purposes of determining the overall limits of 50 temporary event notices per personal licence holder (in a calendar year) and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count towards those totals. Note 16 below sets out the definition of an “associate”.

If a temporary event notice has been given for the same premises, by the same premises user, and would have effect within 24 hours before the start of the event period under the current proposal or within 24 hours after the end of that period, the temporary event notice given would be void and any licensable activities carried on under it would therefore be unlicensed.

For the purposes of determining whether or not the required gap of 24 hours is upheld, temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count as if they had been given by the premises user. Note 16 below sets out the definition of an “associate”.

Note 16

An “associate” of the proposed premises user is:

- a. the spouse or civil partner of that person;
- b. a child, parent, grandchild, grandparent, brother or sister of that person;
- c. an agent or employee of that person; or
- d. the spouse or civil partner of a person within (b) or (c).

For these purposes, a person living with another as that person’s husband or wife is to be treated as that person’s spouse.

Note 17

It is a requirement that you send at least one copy of this notice to the licensing authority at least ten working days (or five working days for a late notice) before the commencement of the proposed licensable activities. The authority will give you written acknowledgement of the receipt of the notice. This will be important proof that you gave the notice and when you gave it for the purposes of the Act. Some premises may be situated in two licensing authority areas, for example, where a building or field straddles the local authority boundary. Where this is the case, at least one copy of the notice must be sent to each of the licensing authorities identified, together with the appropriate fee in each case. In such circumstances, you will receive acknowledgements from all the relevant licensing authorities.

One copy must be sent to each of the chief officer of police and the local authority exercising environmental health functions for the area in which the premises is situated at least ten working days for a standard notice (or five working days for a late notice) before the commencement of the proposed licensable activities. Where the premises are situated in two police areas or environmental health areas, a further copy will need to be sent to the further police force and local authority exercising environmental health functions.

Note 18

Under the Licensing Act 2003, all temporary event notices are given subject to a mandatory condition requiring that where the licensable activities involve the supply of alcohol, all such supplies must be made by or under the authority of the named premises user. If there is a breach of this condition, the premises user and the individual making the supply in question would be liable to prosecution. For this purpose, the supply of alcohol includes both of the first two licensable activities listed in note 6 above.

Note 19

It is an offence knowingly or recklessly to make a false statement in, or in connection with, a temporary event notice. (A person is to be treated as making a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement.) To do so could result in prosecution and an unlimited fine.

Note 20

You should not complete section 10 of the notice, which is for use by the licensing authority. It may complete this section as one means of giving you written acknowledgement of its receipt of the notice.

Proposed Schedule of conditions – Best Food Centre - Chatham

- 1) The CCTV system at the premises shall be maintained in working condition and shall record 24 hours every day. Recordings shall be retained for a minimum of 31 days and shall be made available to Police or Local Authority officers upon reasonable request and shall be capable of identification and of evidential quality in any light conditions.
- 2) The equipment MUST have a suitable export method i.e. CD/DVD/USB facility so that the Police and officers of the Council can make an evidential copy of the data they require. This data should be in the native file format to ensure that no image quality is lost when making the copy. If this format is non-standard, then the licence holder shall within 14 days of being requested supply the replay software to ensure that the video on the CD can be replayed by the Police and officers of the Council on a standard computer.
- 3) Staff working at the premises shall be trained in the use of the equipment and a log will be kept to verify this. At least one member of staff, so trained, shall be present at the premises at all times when it is open for licensable activities.
- 4) Cameras on the entrances, including both serving hatches, must capture full frame shots of the heads and shoulders of ALL people entering the premises, i.e. capable of identification and of evidential quality in any light conditions.
- 5) There shall be signs displayed in the customer area to advise that CCTV is in operation.
- 6) In the event of technical failure of CCTV equipment the premises licence holder/DPS must report the failure to Licensing Authority/Police Licensing Officer within 24 hours unless the CCTV will be repaired before that time licensing.north.division@kent.police.uk
- 7) An Incident log shall be kept at the premises, and made available on request to a police officer, police licensing officer or council authorised licensing officer. It must be completed within 24 hours of the incident and will record the following:
 - a. All crimes reported at the venue.
 - b. All ejections of patrons
 - c. Any complaints received concerning crime and disorder.
 - d. Any incident of disorder
 - e. All seizure of drugs or offensive weapons
 - f. Any faults in the CCTV system, searching equipment or scanning equipment.
 - g. Any refusal of the sale of alcohol
 - h. Any visit by a relevant authority or emergency service

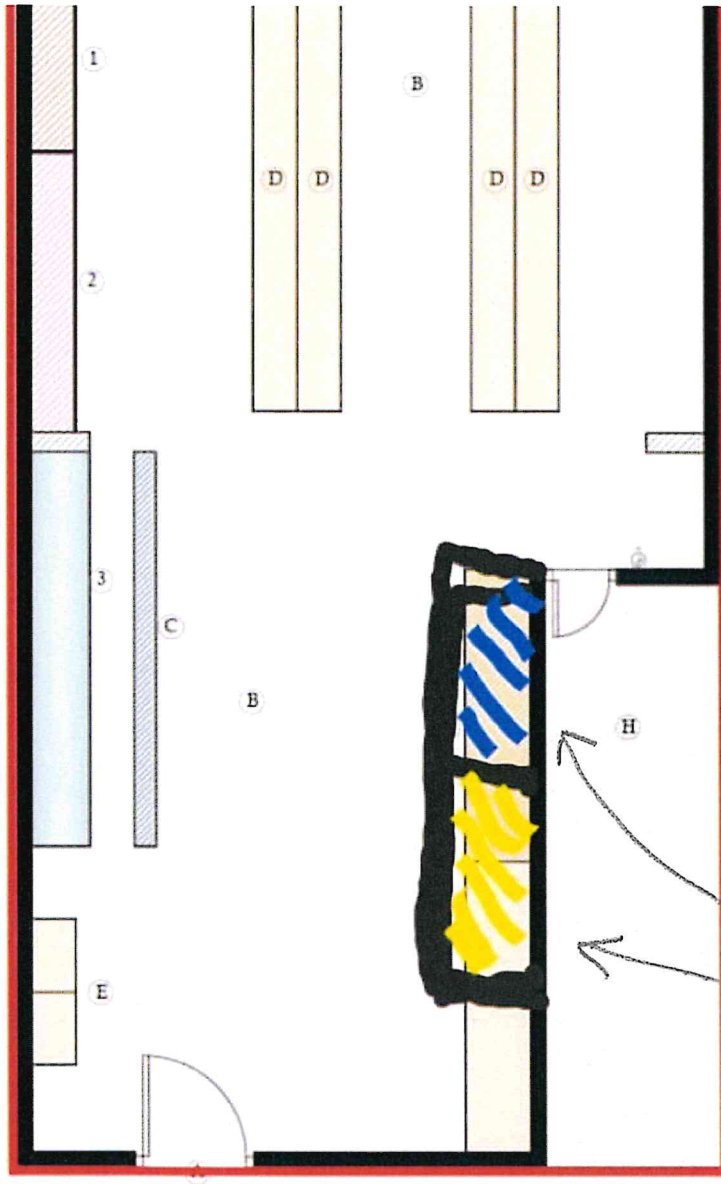
Each entry is to be checked and signed by the DPS/Licensee no later than 1 week after the entry has been made. The register must be made available to Police or Licensing officers upon reasonable request.
- 8) Signage must be displayed in a prominent position on the premises requesting that customers leave quietly.
- 9) No deliveries to the premises other than newspapers, Milk shall take place between 18:00 hours and 07:00 hours on the following day.

- 10) No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 18.00 hours and 07.00 hours on the following day.
- 11) No collections of waste or recycling materials from the premises shall take place between 18.00 hours and 07:00 hours on the following day. The premises will ensure the surrounding area is free of litter.
- 12) Management will ensure that all customers move away from the premises after leaving the property and do not loiter in the area.
- 13) The premises licence holder shall ensure that any refusals of sale of age-related products are recorded in a refusals log as soon as is reasonably practicable after the sale is refused. The log should show;
 - a. the identity of the member of staff who refused the sale;
 - b. the date and time of the refusal;
 - c. the alcohol requested and reason for refusal;
 - d. description of the person refused alcohol.





The refusals log shall be made available for inspection by the licensing team, police or trading standards and shall be retained for a minimum of 12 months.

- 14) The Licensee shall adopt a "Challenge 25" policy, where all customers who appear to be under the age of 25 and attempt to purchase alcohol or other age-restricted products, shall be asked for proof of their age.
- 15) The Licensee shall prominently display notices advising customers of the "Challenge 25" policy. The following proofs of age are the only ones to be accepted:
 - a. Proof of age cards bearing the "Pass" hologram symbol
 - b. UK Photo Driving licence
 - c. Passport
 - d. Military ID
- 16) The Licensee shall ensure that each member of staff authorised to sell alcohol has received appropriate training on the law with regard to age-restricted products, proxy sales, and the licensable hours and conditions attached to the licence, including refresher training every six months, and that this is properly documented and training records kept. The training record (either written or electronic) shall be kept on the licensed premises and made available for inspection by the Licensing Officer, Trading Standards or the Police, on request.
- 17) The Licensee shall ensure that each member of staff authorised to sell alcohol is fully aware of his /her responsibilities in relation to verifying a customer's age and is able to effectively question purchasers and check evidence of proof of age.
- 18) The Licensee shall ensure that each member of staff authorised to sell alcohol is sufficiently capable and confident to confront and challenge under 25's attempting to purchase alcohol.

- 19) A till prompt system shall be installed to assist staff by reminding them to challenge for ID when a sale of restricted goods is made.
- 20) Alcohol shall not be sold in open containers or consumed in the premises
- 21) No beer, lager, stout or cider with an ABV of above 6% abv shall be sold at the premises.
- 22) There shall be no sales of single cans or bottles of beers, lagers, stout or ciders at the premises.
- 23) Spirits shall not be sold in bottles of less than 35cl
- 24) Outside sale of alcohol hours, alcohol will be screened off to prevent access by customers.
- 25) The Premises Licence holder, the DPS or a nominated person shall be present at the premises at all times during licensing hours.
- 26) Documented delegation of authorisations to sell alcohol shall be maintained at the premises and shall be available on request by an authorised officer of the Licensing Authority or the Police.
- 27) There shall be no self-service of spirits. Spirits shall be located behind the counter. All other alcohol exposed for sale shall be displayed in a position that is not obscured from the constant view of the cashier / staff or CCTV.
- 28) The Premises Licence holder shall carry out due diligence checks to ensure, as far as practicable, that a person ordering alcohol to be delivered to their registered address, or collecting pre-ordered alcohol from the premises, is over 18 years of age. A record of each order and the checks carried out by the staff at the premises shall be kept either in a book or electronically and made available to Police, Local Authority Licensing and Trading Standards officers on request.
- 29) Internet sales / deliveries shall only be permitted to a registered address, not parks, open spaces or vehicles. If the sale contains alcohol, Challenge 25, Proof of age Photo ID must be validated by the person delivering the alcohol prior to it being handed to the customer.
- 30) If the premises has a website there must be a clear warning advertised that no sales of alcohol shall be made to persons under 18 years of age.
- 31) Alcohol deliveries by staff from the premises shall only be carried out by persons who have undergone appropriate Challenge 25 training.
- 32) If deliveries are carried out by an external contractor a contract shall be in place ensuring that they train their delivery staff in line with current legislation relating to underage / drunkenness.



The Red line delineates the area within which licensable activities will take place

BEST FOOD CENTRE 10, NEW ROAD CHATHAM ME4 4QJ	
SCALE: 1:100	
A	MAIN ENTRY
B	RETAIL FLOOR AREA
C	SALES COUNTER
D	DISPLAY SHELFs / FRIDGES
E	COFFEE / FOOD TO GO
F	SOFT DRINKS
G	FRUITs / VEGITABLEs
H	OFFICE
	WINEs
	BEER & FRIDGE
	SPIRITs - BEHIND COUNTER
	FIRE EXTINGUISHER

FOR DURATION OF TEN

From: Carrie Knight PC 46011605

Sent: 16 April 2026 15:04

To: Licensing <licensing@gravesham.gov.uk>

Cc: Licensing North Division Kent <licensing.north.division@kent.police.uk>

Subject: FW: EXTERNAL - TEN Application FS827783047

OFFICIAL

Good afternoon,

Please see representations against the TEN for 15-19 New Road, Chatham, Kent ME4 4QJ.

Kind regards

Carrie



Details of person making objection

Name of chief officer of police:	Supt Mr M BURBECK 13650
Postal address: (Area headquarters)	Medway police station Purser Way Gillingham Kent ME7 1NE
Email address:	Licensing.north.division@kent.police.uk
Telephone number:	

The chief officer of police has received a Temporary Event Notice under Section 100 Licensing Act 2003, and under Section 104 of that act, asks the Licensing Authority to consider this objection in respect of the prevention of crime and disorder objective.

Details of temporary event

Date(s) of event:	01/05/2026 to 06/05/2026
Licensable activities proposed:	Sale by retail of alcohol
Hours of licensable activities:	1000 until 2200 hours
Name of premises:	Best food Centre
Address of premises:	15-19 New Road, Chatham Kent ME4 4QJ
Date and time TEN received by police:	15 th April 2026 1529 <i>Must be at least 10 working days before the day of the event – S104 (1) Licensing Act 2003</i>
Date and time objection notice given to Licensing Authority and the premises user:	1445 16/04/2026 <i>Must be within 48 hours of receipt - S104 (3) Licensing Act 2003</i>

Due to the circumstances of this case, I am satisfied that allowing the premises to be used in accordance with the notice would undermine the crime prevention objective because ...

Kent Police received a Standard Temporary Event Notice (TEN) in respect of Best Food Centre, a premises located at 15–19 New Road, Chatham, Kent ME4 4QJ. The TEN was submitted to and received by Kent Police on 15 April 2026 at 1529 hours.

The application has been assessed. The applicant describes the premises as a convenience store offering a range of groceries, in addition to the sale of alcohol. The TEN seeks authorisation for the retail sale/supply of alcohol between Friday 1 May 2026 and Wednesday 6 May 2026, during the hours of 1000 to 2200 hours. The proposed activity relates to off-sales of alcohol over the bank holiday weekend.

The premises is located within an area of Chatham that is subject to Medway Council's Cumulative Impact Assessment (CIA) and is also covered by a Public Space Protection Order (PSPO).

The CIA identifies Chatham as one of the most deprived areas within Medway, experiencing an unacceptably high level of alcohol-related crime, disorder, and public nuisance. Specific locations identified within the CIA as hotspots for such activity include Chatham High Street, the Pentagon Shopping Centre, Best Street, New Road, and The Brook. The sale of alcohol has been identified as a contributing factor to these issues.

The purpose of the Cumulative Impact Policy is to prevent further deterioration of the licensing objectives in areas where evidence demonstrates that the number, type, and density of licensed premises have resulted in problems associated with crime, disorder, and/or public nuisance.

Kent Police are aware that the premises does not currently hold a valid premises licence. Two previous applications for a premises licence have been made: the first was subsequently withdrawn by the applicant, and the second was refused by a Licensing Sub-Committee.

As the premises does not benefit from a premises licence, there are no existing or enforceable conditions in place to promote the licensing objectives. The TEN therefore seeks to authorise licensable activities at an unlicensed premises located within a designated Cumulative Impact Area.

It is also noted that, under the Licensing Act 2003, a TEN cannot be made subject to additional conditions. Consequently, there is no mechanism by which appropriate control measures can be required or enforced to mitigate the risks associated with the proposed sale of alcohol.

For the reasons outlined above, Kent Police request that this TEN is not granted and submit this representation accordingly.

Please use separate sheets where necessary

Suggested modifications that could be added to the temporary event notice to remedy the objection or other suggestions the Licensing Sub Committee may take into account:

Please use separate sheets where necessary. Consider s106 Licensing Act 2003.

None

Signed: CLKNIGHT

Date: 16/04/2026

Print name: PC Carrie KNIGHT

Force number: 11605

pp Chief Officer of Police for the Police Area in which the licensed premises are situated

The objection notice must be given to the Licensing Authority and copy to the premises user no later than 48 hours after the chief of police is given a copy of the temporary event notice - S104 (3) Licensing Act 2003. This form must be returned within the statutory period.

S106 Licensing Act 2003 applies where a chief officer of police has given an objection notice and states that at any time before the hearing is held he may, with the agreement of the premises user, modify the temporary event notice by making changes to the notice returned to the premises user under Section 102.