

Licensing Hearing Panel – Supplementary agenda No 1

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

Date: 9 June 2026

Time: 9.30am

Venue: St George's Centre, Pembroke, Chatham Maritime, Chatham ME4
4UH

Items

- 7 **Licensing Act 2003 Full Variation Premises Application for the
Premises Licence at Wards News, 53 High Street, Gillingham
ME7 1BQ** **(Pages
3 - 6)**

Appendix H contains supplementary information regarding conditions
agreed with Kent Police and Public Health.

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: 5 June 2026

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Ward News 53 High Street Gillingham ME7 1BQ – Supplementary Information

From: Daniel Hunt PC 46011044

Sent: 02 June 2026 11:44

To: Gill Sherratt

Subject: RE: EXTERNAL - Ward News

OFFICIAL

Hi Gill

Would the applicant be willing to consider a condition that prevents the sale of miniature spirits, perhaps:

- No sales of spirits shall be made in containers of less than 200ml in volume

Also, are the opening times of the store different to the licenced hours? If so, I would consider a need to have shutters or blinds over the alcohol fridges etc to make it clear the alcohol is not for sale. If the opening times mirror the licenced hours, this wouldn't be needed.

If those two areas are clarified and covered, I can confirm we would be able to withdraw our reps and withdraw from the hearing process.

If you could please let us know your thoughts that would be great.

Many thanks

Dan

From: Gill Sherratt

Sent: 02 June 2026 15:31

To: Daniel Hunt PC 46011044

Subject: EXTERNAL - Ward News

Hi Dan,

We can agree to the condition below.

Thanks again for your help with this. Would you mind cc'ing me in to your email to the council.

Thanks,

Gill

From: Daniel Hunt PC 46011044

Sent: 03 June 2026 07:06

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

Subject: FW: EXTERNAL - Ward News

OFFICIAL

Morning All

Please find below details of an additional condition agreed between police and the applicant regarding the Wards News High Street Gillingham variation. As such, Kent Police withdraw our representations and withdraw from the hearing process, we are happy that on this occasion the licence variation can be granted.

Kind regards

Dan

From: murray, barbara

Sent: 03 June 2026 07:52

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

Subject: Variation of a premises licence - Wards, High St, Gillingham

Good morning,

I have been in communication with the police concerning the above application and due to the acceptance of a further condition on the premises licence I can confirm that the representations from Public Health will now be withdrawn.

Regards

Barbara

Barbara Murray

Senior Public Health Project Officer (Alcohol and Drugs)

From: Gill Sherratt

Sent: 04 June 2026 12:27

To: Helen Buddin

Subject: RE: Ward News 53 High St Gillingham

Hi Helen,

I can confirm that we will be reducing this application to the following hours:

Monday to Saturday: 08:00 to 20:00

Sunday: 10:00 to 18:00

This is in line with the correspondence our client submitted in support of his application.

Also, I need to make you aware that as part of this process we would intend to request a change to a condition that is already on this licence as follows:

Spirits and wine are to be displayed behind the counter

You will be aware that the condition is meant only to ensure that spirits are kept behind the counter and the inclusion of wine in this condition was an error made by whoever formulated this licence. Wine is never stocked behind a counter, and of course white wine should be in the fridge!

Our client brought this to my attention and although it didn't form part of his application, I said I would address it as this variation allows alteration to conditions and so there is no reason that this condition cannot also be amended as part of this process. I will be asking for the committee to change this condition at the hearing to "Spirits will be displayed behind the counter", but as the police and Public Health have not yet been made aware it is important that we get their approval for this change in advance.

Would it be possible for you to send this email to them and ask them to respond to this change as it will be important to the committee that they know the authorities view on this point.

Thanks,

Gill

From: Helen Buddin

Sent: 04 June 2026 12:42

To: Licensing North Division Kent; murray, barbara

Subject: Ward News 53 High St Gillingham

Importance: High

Good afternoon

Please see attached email from Gill Sherratt. Can I please have any comments from you by 3pm today.

Kind regards

Helen

From: murray, barbara

Sent: 04 June 2026 12:59

To: Helen Buddin <helen.buddin@gravesham.gov.uk>

Subject: RE: Ward News 53 High St Gillingham

Good afternoon Helen,

I can confirm that PH withdraw our representations yesterday and this is still the case with this additional condition.

Regards

Barbara

Barbara Murray

Senior Public Health Project Officer (Alcohol and Drugs)

From: Licensing North Division Kent

Sent: 04 June 2026 13:10

To: Helen Buddin

Cc: Daniel Hunt PC 46011044; carrie.knight

Subject: RE: EXTERNAL - Ward News 53 High St Gillingham

OFFICIAL

Hi Helen

Kent Police have no objection.

Regards Geoff ROWLEY

Licensing Coordinator North Division

From: Helen Buddin

Sent: 04 June 2026 15:02

To: 'Gill Sherratt'

Subject: RE: Ward News 53 High St Gillingham

Hi Gill

Thank you for the confirmation of the hours.

I have been in touch with the police and Public Health regarding the **Spirits and wine are to be displayed behind the counter** condition and neither of them have any objection with changing this condition.

I need to make you aware that this specific wording was part of the of the operating schedule in the original application made on 7 December 2016. This information will be presented to the panel as a supplementary agenda for them to make a decision at the hearing.

Kind regards

Helen

Licensing Officer