

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 Alexia Alex Regis Rajakula Sooriyar

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 15-19 New Road Chatham Kent ME4 4QJ			
Post town	Chatham	Postcode	ME4 4QJ
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£ 16750	

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) X
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)

APPENDIX 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; **X** 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)

Ms.		Other Title (for example, Rev)			
Surname Alex Regis Rajakula Sooriyar			First names Alexia		
Date of birth <div style="text-align: center;">I am 18 years old or over YES</div>					
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)	office@dadds.co.uk				
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)

		Other Title (for example, Rev)	
Surname		First names	
Date of birth		I am 18 years old or over	
Nationality			
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	
Daytime contact telephone number			
E-mail address (optional)			

(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
Address
Registered number (where applicable)

Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

25/04/2026

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

Please give a general description of the premises (please read guidance note 1)

A convenience store offering a range of groceries in addition to the sale of alcohol

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)

Please
tick all

Provision of regulated entertainment (please read guidance note 2)

that apply a) plays (if ticking yes, fill in box A)

- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)

g) performances of dance (if ticking yes, fill in box G)

anything of a similar description to that falling within (e), (f) or (g) h
(if ticking yes, fill in box H)

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

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

X

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue			Please give further details here (please read guidance note 4)		
Wed			State any seasonal variations for performing plays (please read guidance note 5)		
Thur			State any seasonal variations for performing plays (please read guidance note 5)		
Fri			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 (please read guidance note 6)		
Sat					
Sun			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 (please read guidance note 6)		

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon				<u>Please give further details here</u> (please read guidance note 4)	
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur					
Fri			<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> (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events 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			

			<p>State any seasonal variations for indoor sporting events (please read guidance note 5)</p> <p>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 (please read guidance note 6)</p>
Wed			
Thur			
Fri			
Sat			
Sun			

D

<p>Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)</p>			<p>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)</p>	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<p>Please give further details here (please read guidance note 4)</p>		
Tue					
Wed			<p>State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)</p>		
Thur					
Fri					

			<p><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> (please read guidance note 6)</p>
Sat			
Sun			

E

<p>Live music Standard days and timings (please read guidance note 7)</p>			<p><u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</p>	Indoors				
				Outdoors				
				Both				
Day	Start	Finish						
Mon			<p><u>Please give further details here</u> (please read guidance note 4)</p>					
Tue								
Wed						<p><u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)</p>		
Thur								
Fri			<p><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> (please read guidance note 6)</p>					
Sat								
Sun								

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon				<u>Please give further details here</u> (please read guidance note 4)	
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Thur					
Fri			<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> (please read guidance note 6)		
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	
				Outdoors	
Day	Start	Finish		Both	
Mon				<u>Please give further details here</u> (please read guidance note 4)	
Tue					

Wed			State any seasonal variations for the performance of dance (please read guidance note 5)
Thur			
Fri			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 (please read guidance note 6)
Sat			
Sun			

H

Anything of a similar description to that falling within (e), (f) or (g) 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	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			Please give further details here (please read guidance note 4)		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri					

Sat		<p><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> (please read guidance note 6)</p>
Sun		

<p>Late night refreshment Standard days and timings (please read guidance note 7)</p>	<p>Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)</p>	Indoors	
		Outdoors	
		Both	

Day	Start	Finish	<p><u>Please give further details here (please read guidance note 4)</u></p>
Mon			
Tue			

Wed			<p><u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)</p>
Thur			

Fri			<p><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> (please read guidance note 6)</p>
Sat			

Sun		

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	X
				Both	
Day	Start	Finish	State any seasonal variations for the supply of alcohol! (please read guidance note 5)		
Mon	10:00	22:00			
Tue	10:00	22:00			
Wed	10:00	22:00			
Thur	10:00	22:00			
Fri	10:00	22:00			
Sat	10:00	22:00			
Sun	10:00	22:00			
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name Ms. Alexia Alex Regis Rajakula Sooriyar	
Date of birth	
Address	
Postcode	

Personal licence number (if known)

Issuing licensing authority (if known)

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).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	07:00	23:00	
Tue	07:00	23:00	
Wed	07:00	23:00	
Thur	07:00	23:00	<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)

Fri	07:00	23:00
Sat	07:00	23:00
Sun	07:00	23:00

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)

Please see attached proposed schedule of conditions

b) The prevention of crime and disorder

Please see attached proposed schedule of conditions

c) Public safety

Please see attached proposed schedule of conditions

d) The prevention of public nuisance

Please see attached proposed schedule of conditions

e) The protection of children from harm

Please see attached proposed schedule of conditions

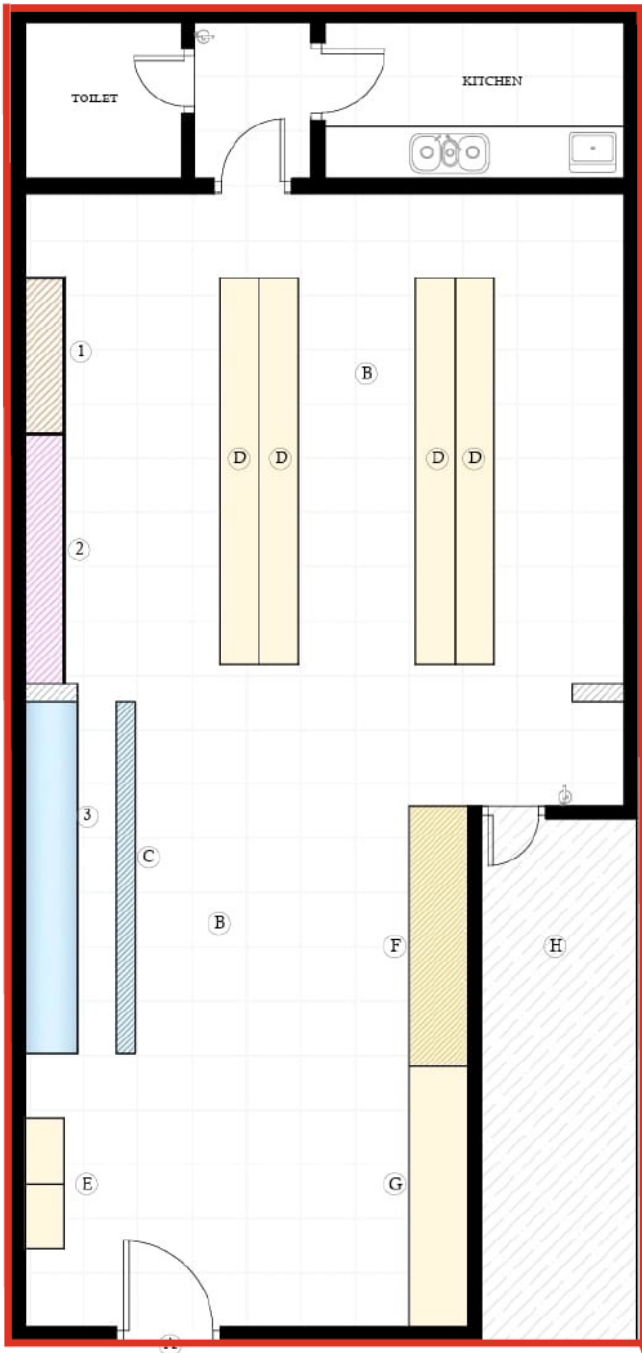
Checklist:**Please tick to indicate agreement****X** I have made or enclosed payment of the fee.**X** I have enclosed the plan of the premises.**X** I have sent copies of this application and the plan to responsible authorities and others where applicable.**X** I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.**X** I understand that I must now advertise my application.**X** I understand that if I do not comply with the above requirements my application will be rejected. **X** [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.**



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

BEST FOOD CENTRE 19, 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
1	WINES
2	BEER & FRIDGE
3	SPIRITS - BEHIND COUNTER
	FIRE EXTINGUISHER

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 serviceEach 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.