

Exhibit LMJ002

Mr Gunasingam Rasitharan  
Sudbury Supermarket  
773 Harrow Road  
Wembley  
Middlesex  
HA0 2LW

17th October 2013  
Our Ref **163858**  
Your Ref

Dear Mr Rasitharan,

**Licensing Act 2003 – Premises Licence**

**RE: SUDBURY SUPERMARKET, 773 HARROW ROAD, WEMBLEY, MIDDLESEX, HA0 2LW**

On Monday 14<sup>th</sup> October 2013, I carried an inspection in the presence of Mr Jawad Malik to determine whether the licensable activities at the above premises were carried out in accordance with your premise licence.

During the inspection, you failed to provide evidence to prove you have complied with the following conditions:

**Mandatory Condition (B) on your premise licence:**

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

**Action for Mandatory Condition :**

This means a written statement must be issued to all staff before they undertake sale of alcohol. The statement should clearly set out which activity is being authorised, namely the sale of alcohol. Authorisation can be given individually or collectively. It is recommended that this will be the DPS as it is part of their role and responsibility to supervise sales and therefore authorisation can be monitored.

**New Mandatory Condition:**

The premises licence holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

**Action for Mandatory Condition:**

I am aware you have adopted the Challenge 25 policy. You are required to ensure that training is provided to all staff that are authorised to sell alcohol. At the time of my visit, I was informed by Ms Latha Ravindran that she is a new member of staff. However both Ms Ravindran and Mr Malik were unable to show me their training documents. Please

**take this opportunity to remind your staff regarding the Licensing Act 2003 and in particular the sale of alcohol to underage persons, proxy purchases and selling to drunken people.**

Each of the matters listed above constitutes a breach of the licence issued by the Council under the Licensing Act 2003.

You must ensure that licensable activities and hours of operation are in accordance with those listed on your premises licence. You must also ensure that the conditions attached to your premise licence are adhered to.

**If compliance is not achieved the Council may take formal action that may affect your premise licence or lead to a prosecution. A person found guilty of an offence under the above section is liable on summary conviction to imprisonment for a term not exceeding 6 months or to a fine not exceeding £20,000.**

Previously, on 7<sup>th</sup> January 2013, you were sent a warning letter for not adhering to various conditions attached to the premise licence, when an inspection was carried out on the 7<sup>th</sup> January 2013. You were asked to submit a Minor Variation Application by the 11<sup>th</sup> February 2013, which you have failed to do.

A compliance visit was carried out on the 27<sup>th</sup> February and 11<sup>th</sup> June 2013. Again, it was noted that you failed to adhere to all the conditions embedded on the premise licence. On the 11<sup>th</sup> June 2013, I explained the issues associated to the current plan. You were advised to submit a Minor Variation Application for the change of plan and the process involved with variation application.

Taking into account the warning letter which has already been issued to you, please take this final letter as notice that the Council is now considering formal legal action against you for continued contraventions of the Licensing Act 2003.

You must submit a Minor Variation Application with an up to date plan by **Friday 29<sup>th</sup> November 2013** showing the structural changes which are not indicated on the current plan.

I hope this warning will ensure that compliance is achieved and no further action will be required.

Please do not hesitate to contact me quoting the above reference should you require any further advice or information.

Yours faithfully,

Esther Chan  
Licensing Inspector  
Safer Streets

Enc. Minor Variation Application