Public Document Pack Brent

Alcohol and Entertainment Licensing Sub-Committee (B)

Wednesday 2 March 2016 at 10.30 am

Board Room 3 - Brent Civic Centre, Engineers Way, Wembley HA9 0FJ

Membership:

Members Substitute Members

Councillors: Councillors:

Ketan Sheth (Chair) Aden, Eniola, Khan and Ms Shaw

Hector Kansagra

For further information contact: Joe Kwateng, Democratic Services Officer (020) 8937 1354; joe.kwateng@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit:

democracy.brent.gov.uk

The press and public are welcome to attend this meeting



Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

Item Page

Application by the Metropolitan Police for the review of a premises 1 - 100 licence held by Mr Nadarajah Sivapalan for the premises known as Sidneys Off Licence, (216 Ealing Road, Wembley HA0 4QG) pursuant to the provisions of the Licensing act 2003.

Conduct of the Hearing:

The hearing shall proceed as follows:

- General introduction by the Regulatory Services Manager
- Case for the Responsible Authority Police/Regulatory Services
- Questioning of the Responsible Authority by Applicant and Members
- Case for the Applicant
- Questioning of the Applicant by the Responsible Authority and Members
- Summing up by the Responsible Authority
- Summing up by the Applicant

Members' Deliberation

The Chair will then ask the representatives of the Responsible Authority and the Applicant to leave the meeting room whilst the panel goes into close session to deliberate the application. The applicant and the representatives of the responsible authority will be recalled to the meeting room when the Sub-Committee has made its decision. The decision will be confirmed in writing to the applicant within 7 days



- Please remember to switch your mobile phone to silent during the meeting.
- The meeting room is accessible by lift and seats will be provided for members of the public.



Brent Council Licencing Committee

Dear Sirs,

RE: SIDNEYS OFF LICENCE, 216 EALING ROAD

I Mylvaganam Kanagalingam of 2 Southway, Harrow HA2 6EP write this letter to confirm that I agreed to supervise Sidneys Off Licence during the period between 27/10/2015 until 2/11/2015 when Mr Nadarajah Sivapalan was away from the UK to attend his son's wedding in Canada.

I am a Personal Licence holder, enclose copy of my Personal Licence for your kind attention. I am aware that Mr Muthukumarasamy Balasubramaniam was left to manage the shop during that period with Jivan Ramgi assisting him and my mobile number 07788148381 was given to them in the event they need to contact me. My wife Jegasothy Kanagalingam did the banking during that period.

Statement of truth

l believ	e that the facts stated herein are true.
Signed:	Bures.
_	(MYLVAGANAM KANAGALINGAM)

Dated: 23 02 2016



QUALIFICATIONS for Licensed Retail

This is to certify their

MY EVACANAME KANVAGARINGAM

has been awarded

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Qualification/Accreditation yumbe

John Minhmand

John McNamara, Chief Executive CMBR





Remord 9 of Learning

Number: 1002564141



Brent Council Licencing Committee

Dear Sirs,

RE: SIDNEYS OFF LICENCE, 216 EALING ROAD

I PARAMANATHAN SIVARAJAH write this letter to confirm that I agreed to supervise Sidneys Off Licence during the period between 11/5/2013 until 19/5/2013 when Mr Nadarajah Sivapalan was away from the UK to attend his son's Graduation Ceremony in USA.

Statement of truth

I believe that the facts stated herein are true.

Signed: P. Swaraja L.
(PARAMANATHAN SIVARAJAH)

Dated: 24/02/2016



QUALIFICATION\$ For Licensed Retail

This is to certify that

PARAMANATHAR SIVARAJAH

has been awarded

BIIAB Level 2 'National Certificate for Licensees (Off-Licence)

Qualification Accreditation Number: 100/1852/9

Date Achieved: 09 January 2003



John McNamara, Chief Executive

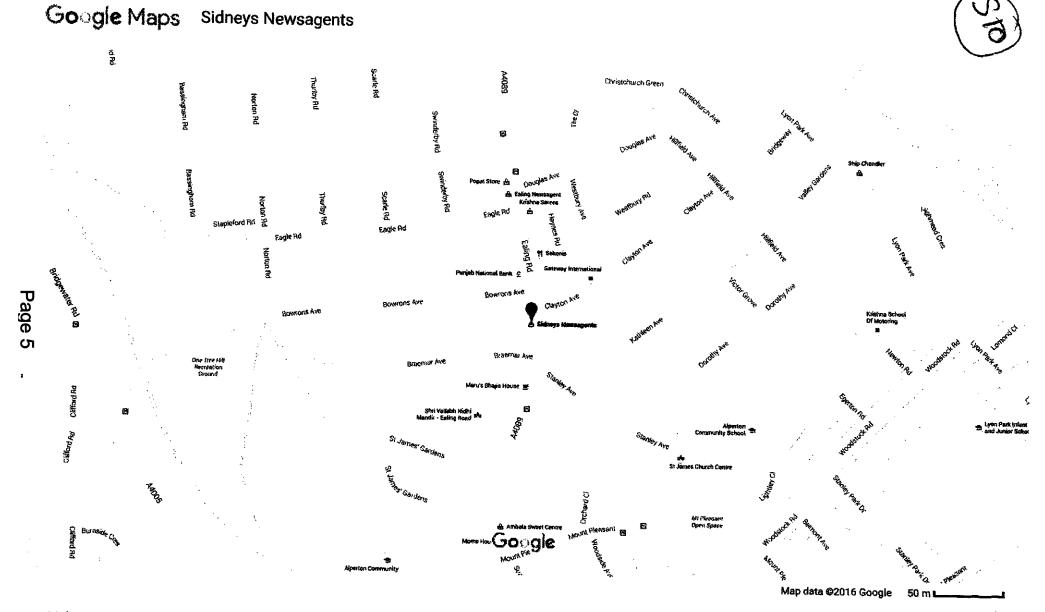
BIJAB Wessex House 80 Park Stree Camberley Surrey GU15 3PT







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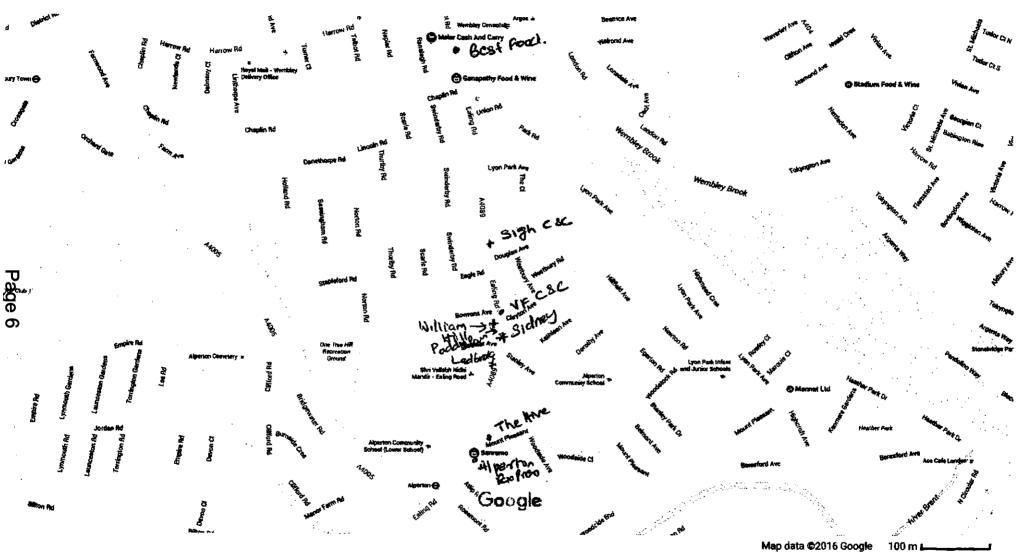


Sidneys Newsagents

Newsagents



Google Maps off licences on Ealing Rd, Wembley



Ganapathy Food & Wine
Off Licence · Ealing Rd



OFF LICENCE

Best Foods 11A-13 Ealing Road Wembley HAOHAA (\$10)

Ganapathy Cas & Carry & Wine Mart

34 - 38 Ealing Road

We mbley

HAOHTL

SINGH CAAS AND CARRY (JALARAM)

93-95 Ealing Road

Wambley

HAOHBN

VF Cash & Carry

133-135 Ealing Road

Wembley.

HAOHBP

SIDNEYS OFF LICENCE 216 Ealing Road We mbley HAO49G SANRIMO WINE

276 Ealing Road

Wenbley

(510)

ALPERTON EXPRESS OFF LICENCE 24 ms. 290 Ealing Road
We Mbley

THE HIVE OFF LICENCE

H Mount Pleasant Road

Ealing Road Junction

Wembley

Betting shops

William Hill 202 Ealing Road Wembley

Paddy Power 206 Ealing Road Wembley

- Ladbroke 240 Ealing Road Wembley (\$10)



Brent Council
Licencing Committee

Dear Sirs

RE: SIDNEYS OFF LICENCE

We the unsigned residents currently occupy the parade of shops and the flats above the shops next to Sidneys Off Licence at Ealing Road write to confirm the following:

- 1. We share the use of the back gate and have right of access to the back side of the above property.
- 2. We have agreed to keep the gate locked all the time and keep the area tidy and clean.
- 3. We have agreed that the backyard of the premises will not be allowed for any anti-social behaviour.

Statement of truth

We believe that the facts stated herein are true.

1.	Name: JAGADISH RAMGI Address: 208A Ealing road Wembley	(A. P)	LOV	~
2.	Signed: 212/214 Ealing Road Name: Joshitex UK UD Address: D. J. S. L.	HNU	AQ (ゴ
3.	Name: P. Radia 25° Phalmy Address: 210 Eting Rass. Wanking			
4.	Signed: 208 Ealing Road Name: Bloomi Address:	·		



5. Signed: ..

RAJESH Name:

Address: PARAY POWER 206 EALING ROAD.

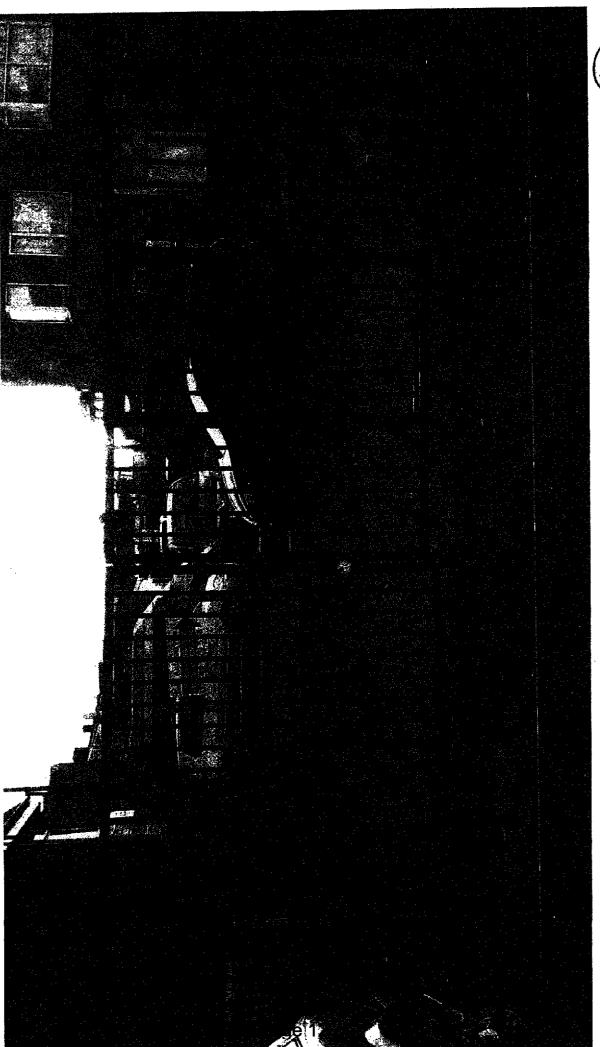
6. Signed:

Name: NISHMAAL PARMAR.

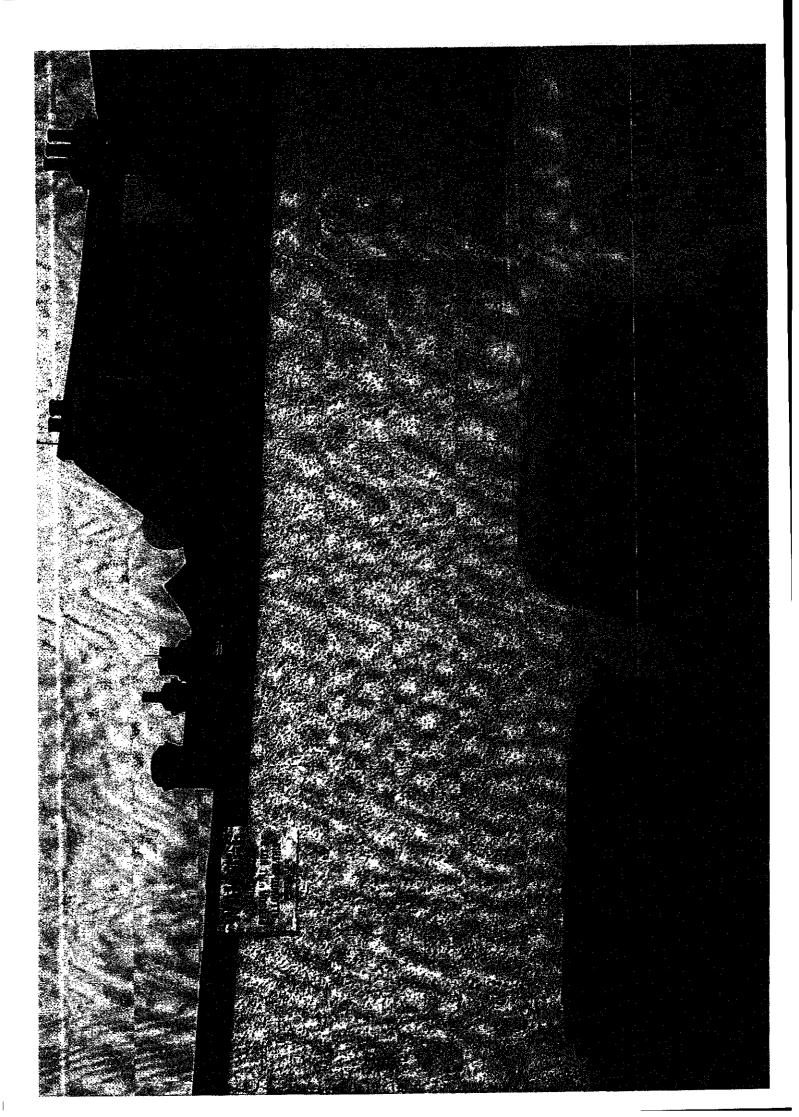
Address: 218 EALING ROAD, LOEMBLEY, HAD HOGG.

7. Signed: JYOHI Shamilar

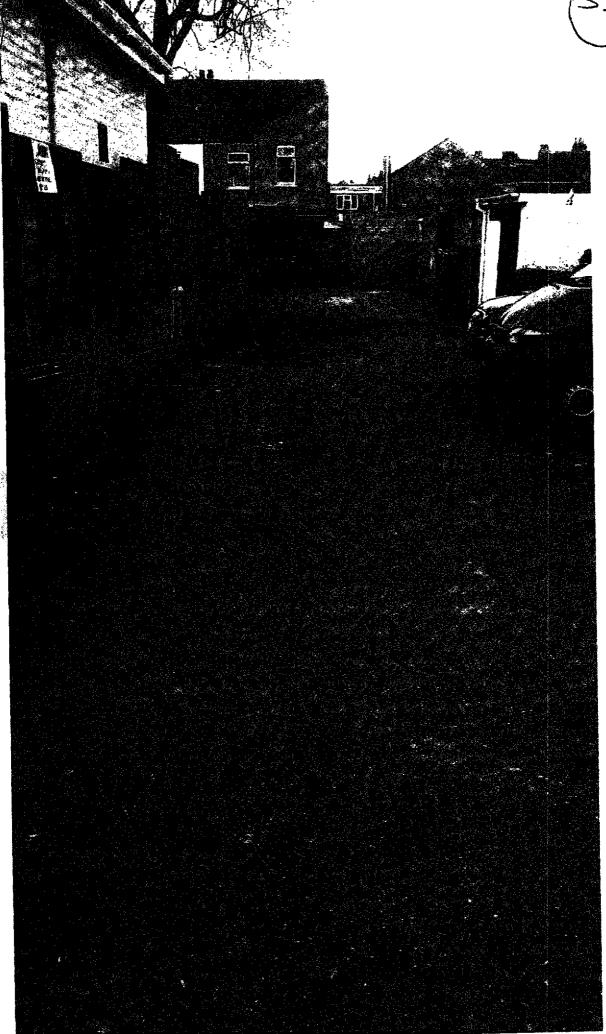
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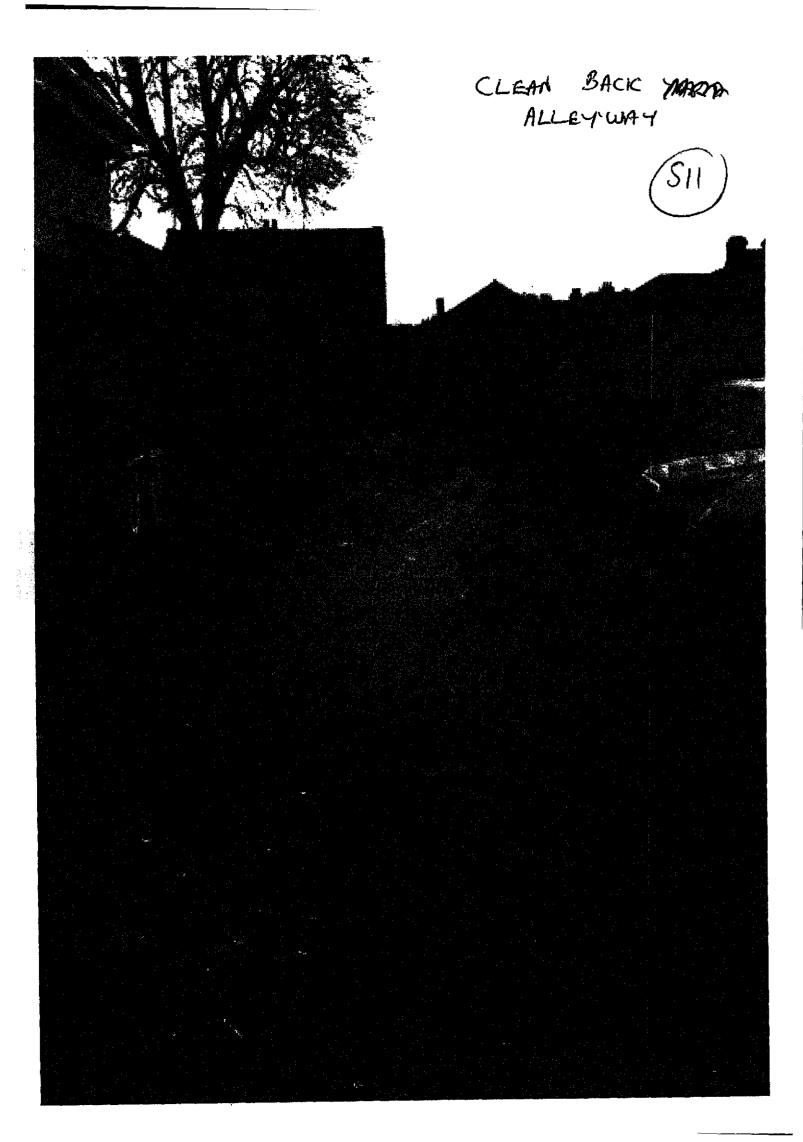






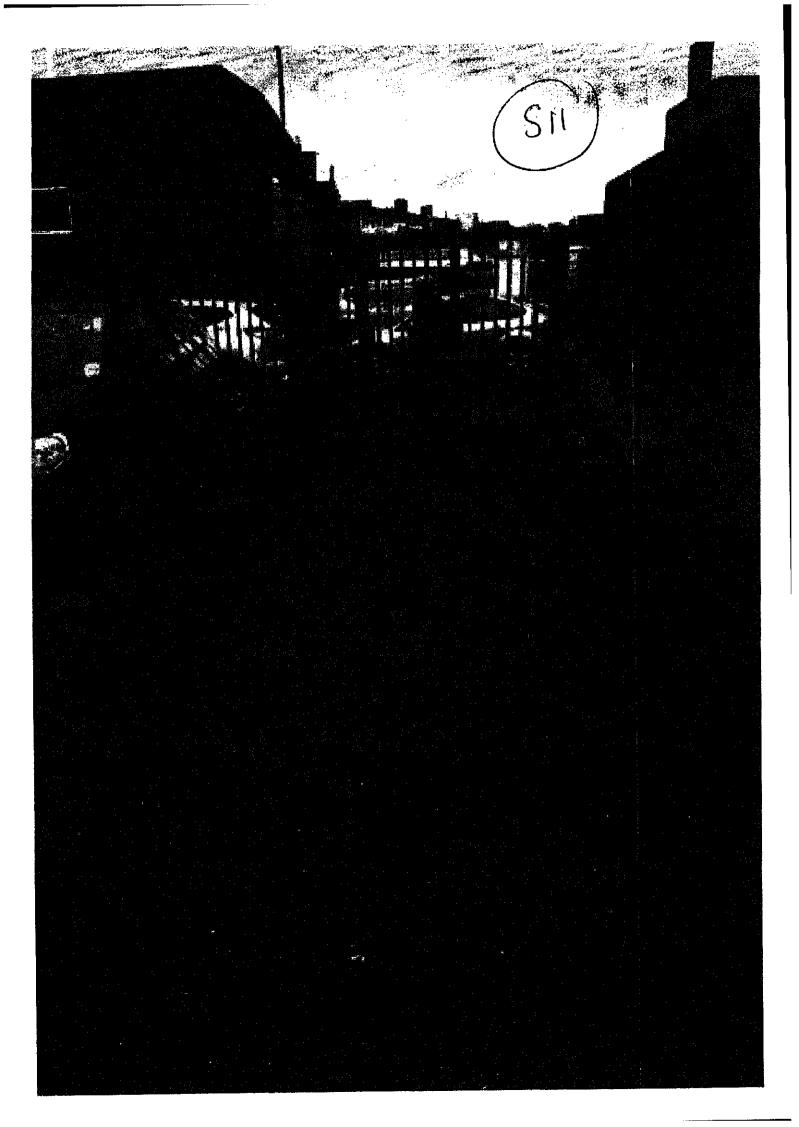






ALLEY WAY LEADING TO BRACKER AVE

SII





Brent Council
Licencing Committee

Dear Sirs

RE: SIDNEYS OFF LICENCE, 216 EALING ROAD

We the unsigned residents living near Ealing Road write this letter to support Sidneys Off Licence application with Brent Council. We were made aware that Brent Council trying to impose conditions on Sidneys Premises Licence with regard to the sale of alcohol.

We give below the following for your consideration:

- 1. Sidneys Off Licence have been trading over 15 years in the Ealing Road.
- 2. We have good relationship with Mr & Mrs Sivapalan who are very kind and courteous towards us all the time when we attend the shop premises.
- 3. We never witnessed any incidents inside the shop premises that caused concern to the residents living around Ealing Road.
- 4. We note that there are 7 betting shops in the Ealing Road where we notice anti-social behaviour people standing outside and drinking.
- 5. We also note that there are 7 other off licence premises operate in the Ealing Road that are allowed to sell alcohol. Under these circumstances we cannot accept the Brent Council's decision impose conditions on the Premises Licence of Sidneys. The Sidneys' cannot be held solely responsible for the anti-social behaviour around that area.

6. Ealing Road consists of various food stalls, jewellery shops, textile shops and restaurants. People from Europe come to Ealing Road to buy items such as jewelley, textiles from these shops. The Ealing Road is a very busy road with people moving around all the time in order to buy things. These people also gather around the area that can be witnessed all the time.

Statement of truth

We believe that the facts stated herein are true.

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5.	Signed: G. W. D. B. M. Name: GREG W. D. B. J. Address: W. CO. D. ST. D. C. S. L. A. D	
6.	Signed: DID CAN AMERITAL Name: Dilpern Address: 67 Jesmond Wendley HA1 602	

7.	Signed: None
	Name: YINA Thereof
	Address: 22 hillfield Arenne
	HAD 4JR
8.	Signed: Bithers Rama
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	Address: 18 FUIWOOD AVE HAOILT
	Signed: KALPANA KARnadai.
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15.	Signed: The Signed Signed:
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6 Bridgeway Wembley Middlesex HA0 4DY

hamraz@hamraz.net

To whom it may concern,

RE: Sidney's Off Licence

I have been a regular customer of Sidney's Off Licence for many years and have a good rapport with the owners, Mr and Mrs. Sivapalan. Restrictions to their licence would be a great inconvenience to me, as it would mean I would have to purchase my liquor from much further down Ealing Road. I feel more comfortable shopping at Sidney's as the owners are of good repute and I have never had any negative experiences inside or directly outside of the shop.

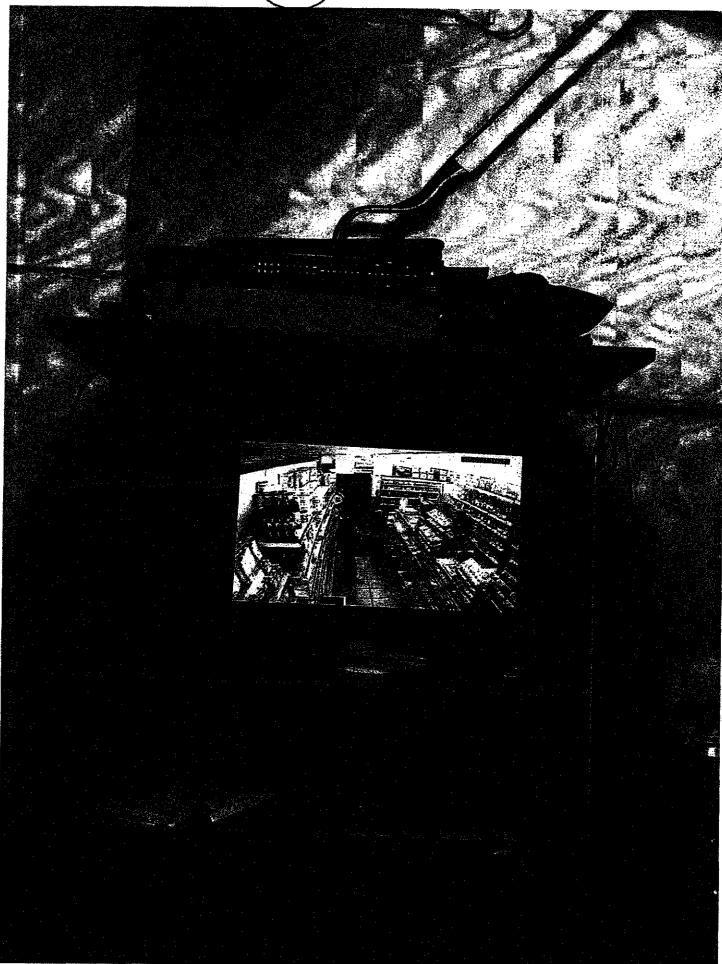
I firmly believe that the incident of a minor being sold alcohol was isolated. Mr. and Mrs. Sivapalan were on holiday at the time and although they try to ensure the vigilance of all staff, on this occasion, a mistake was made. With the owners' years of experience, I know that they can guarantee that it would not happen again and would take measures to that effect.

Thank you for your time and I hope that you take in to consideration what a convenience Sidney's Off Licence is to the local community.

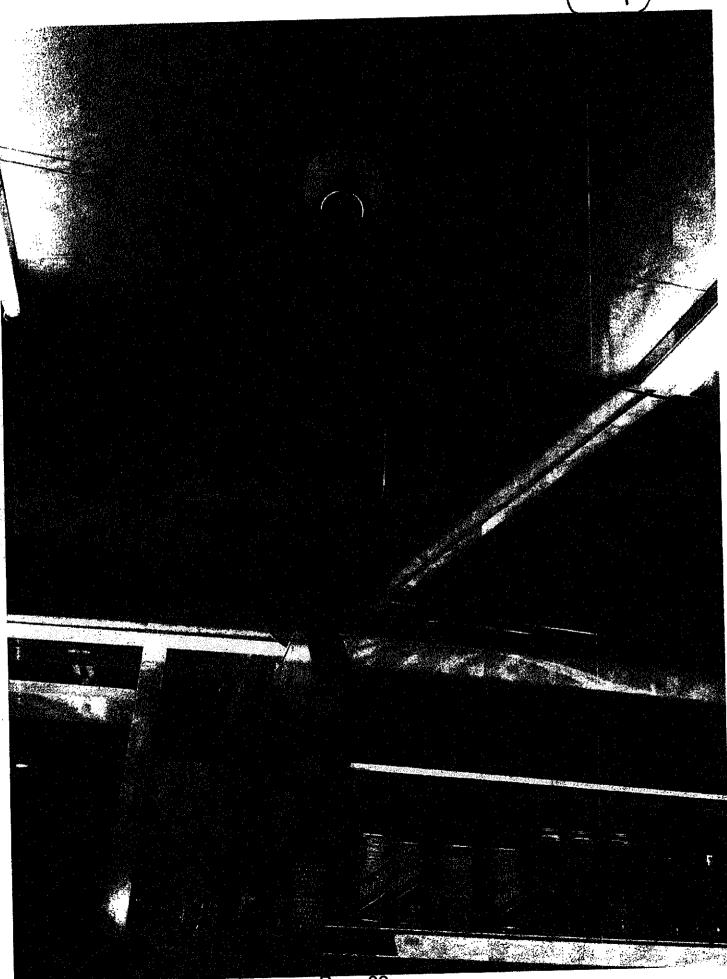
Yours Faithfully,

Hamraz Ahsan

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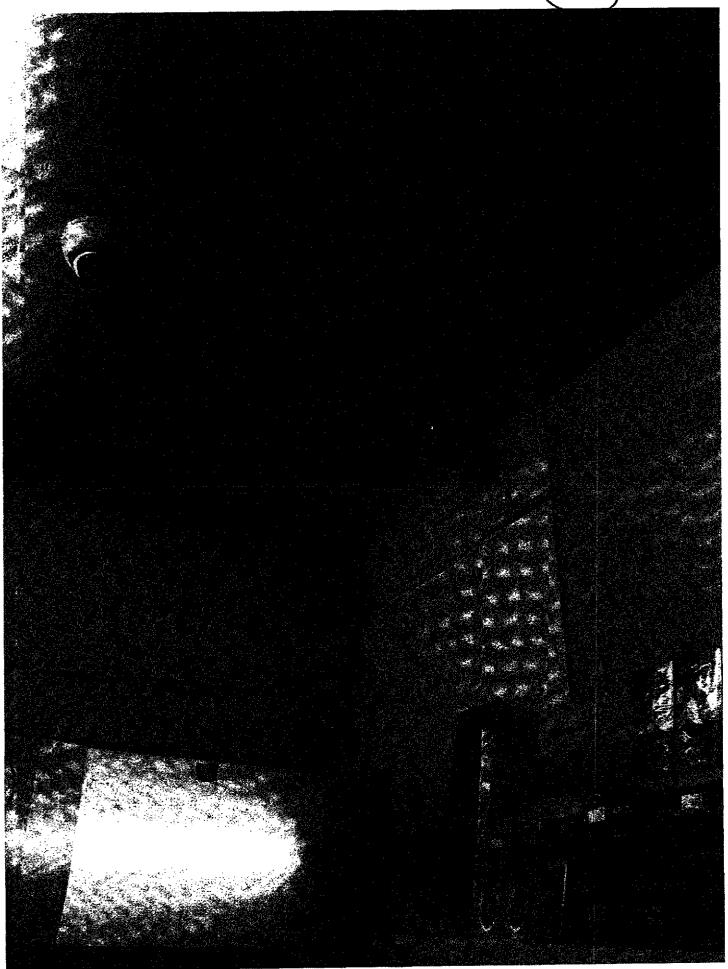






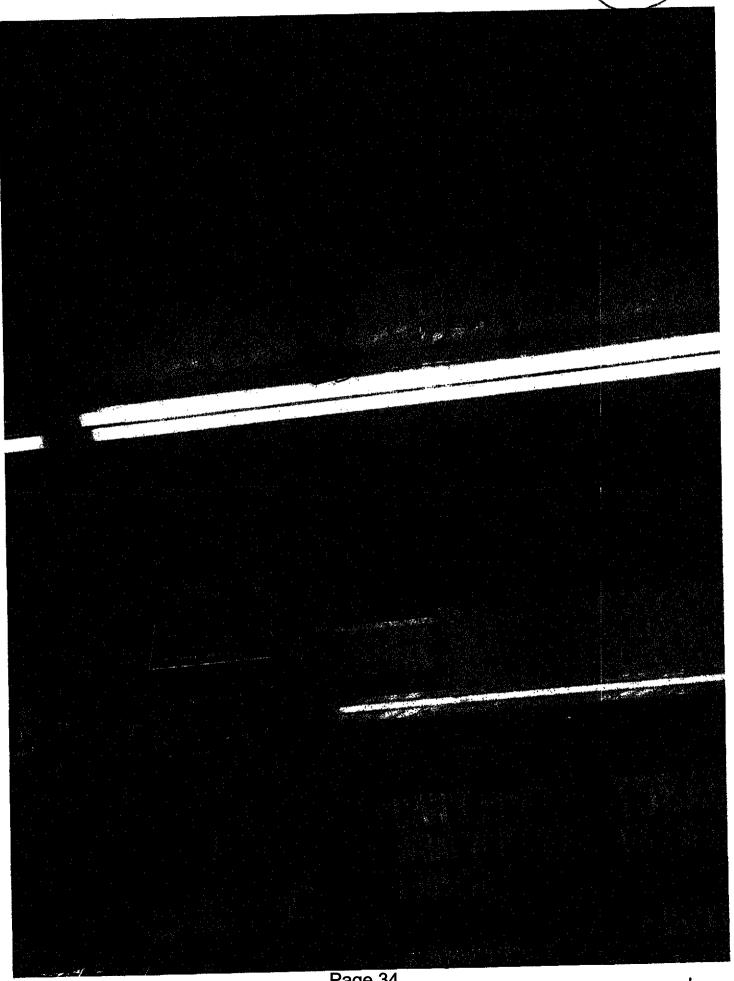
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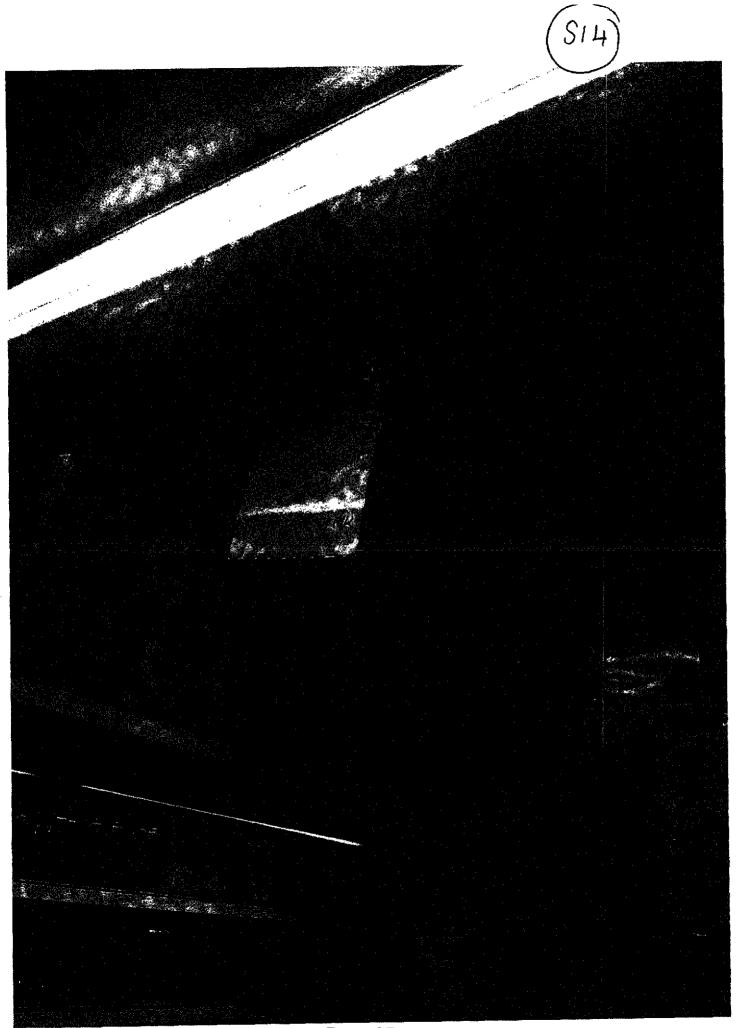
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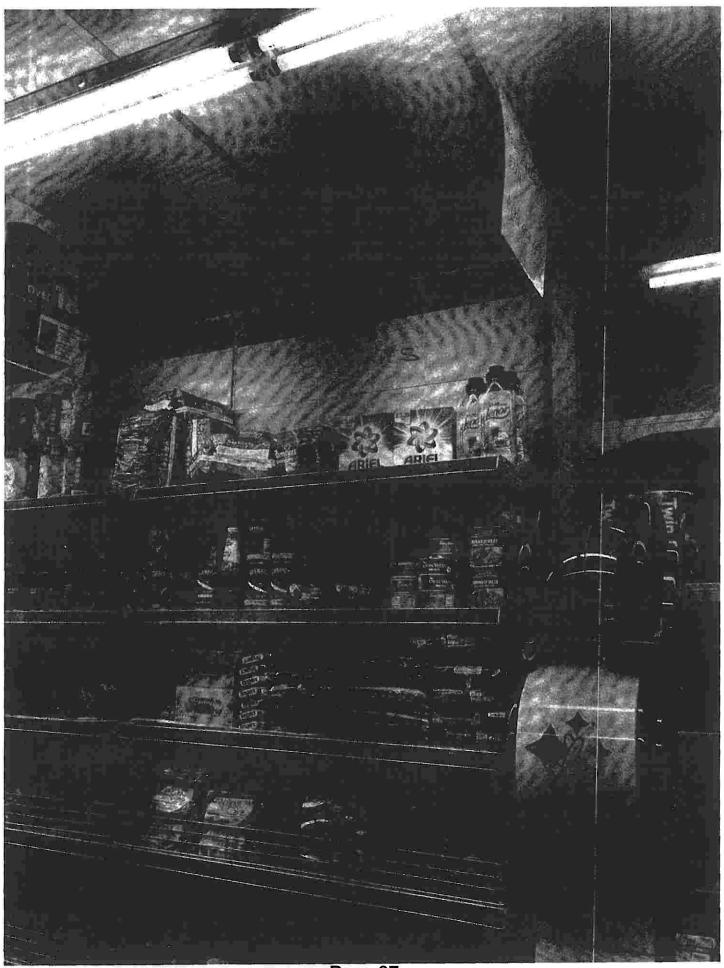


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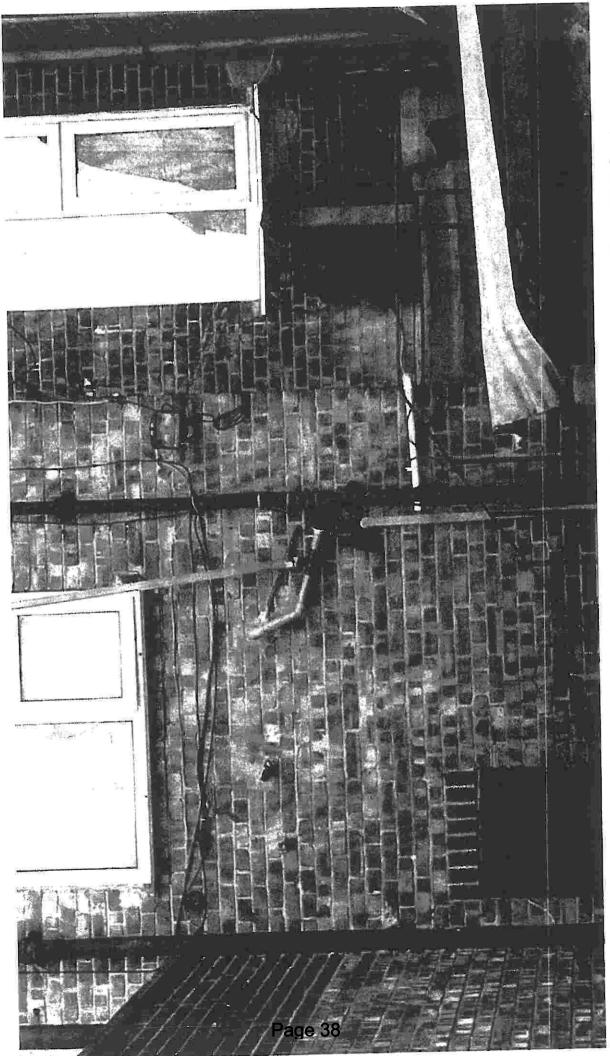
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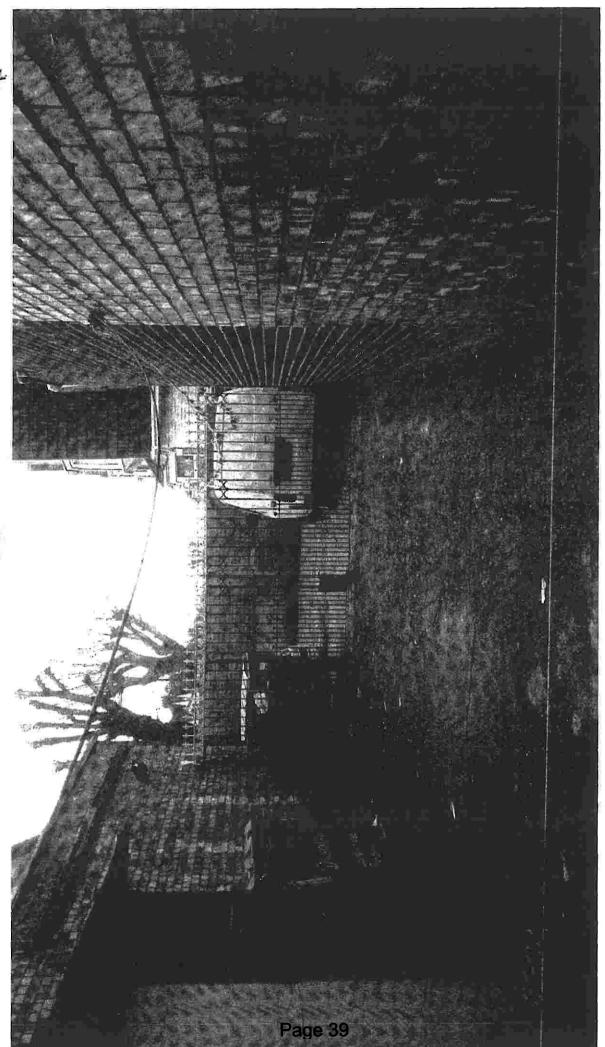


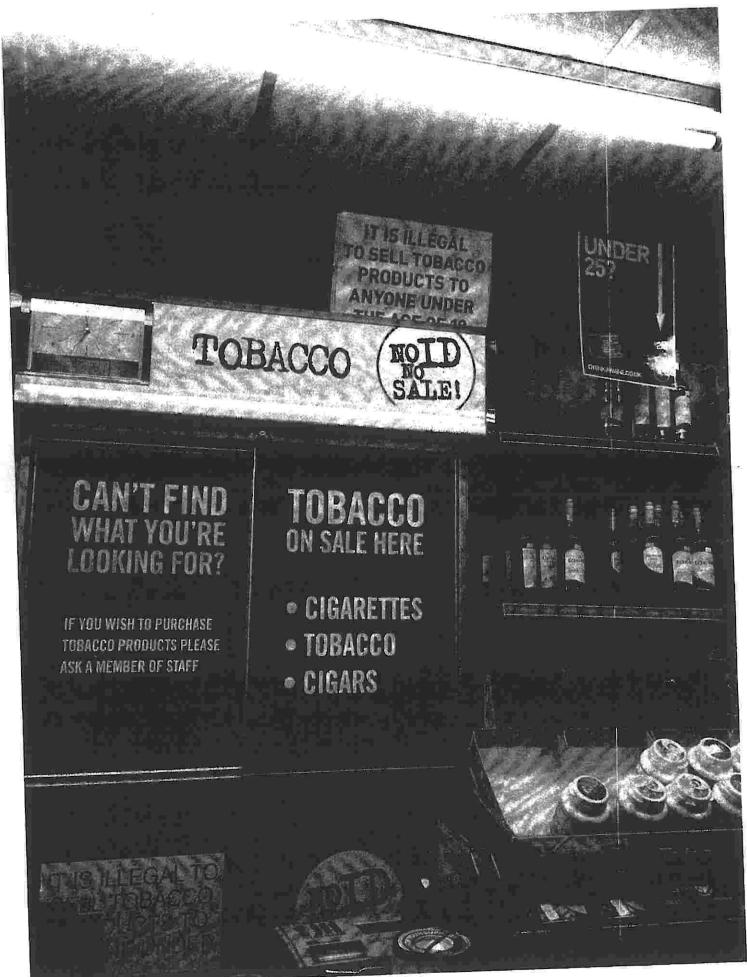


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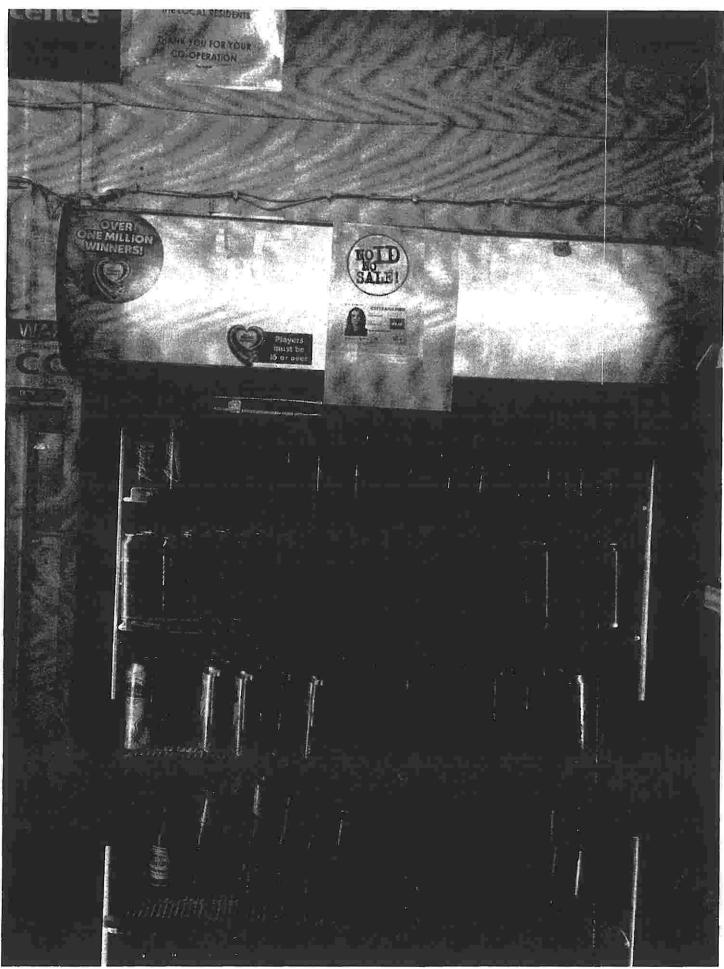






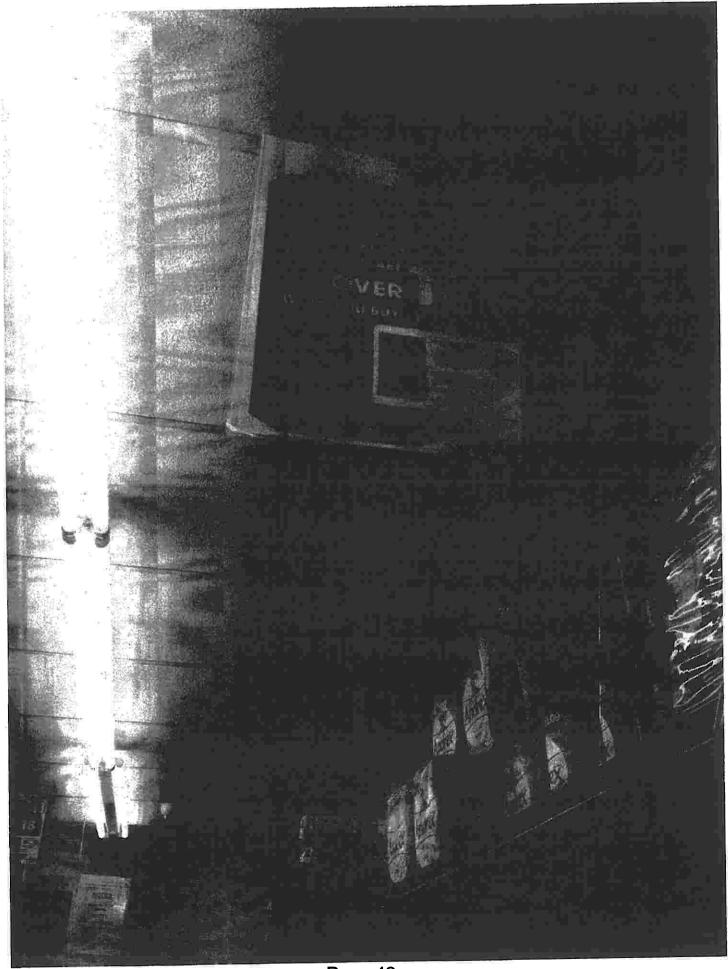


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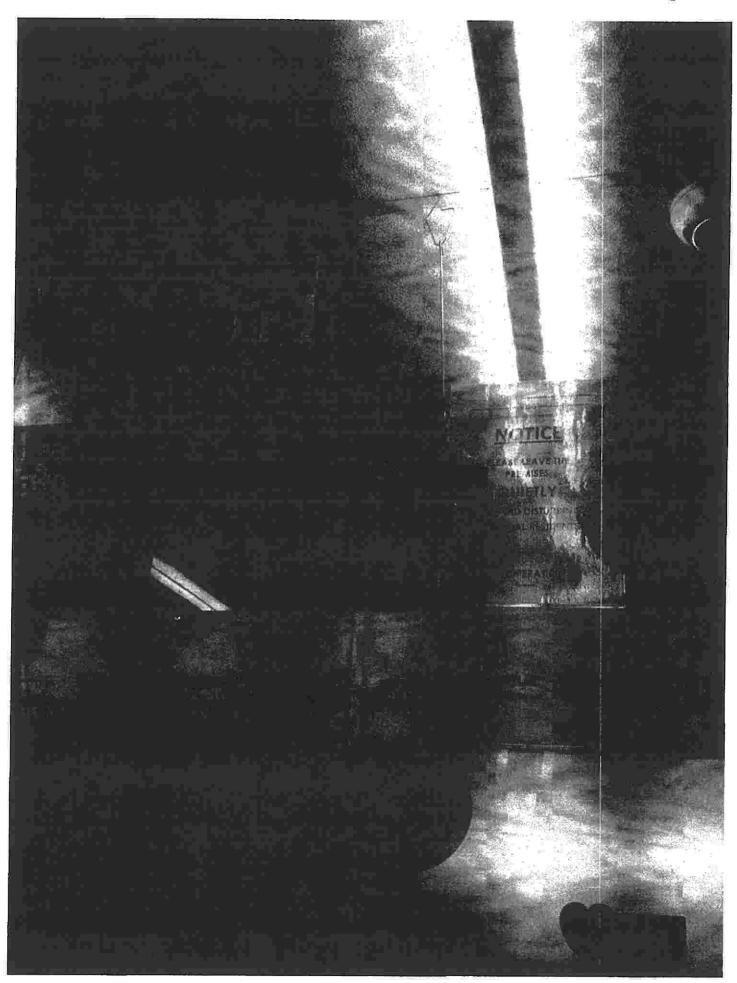


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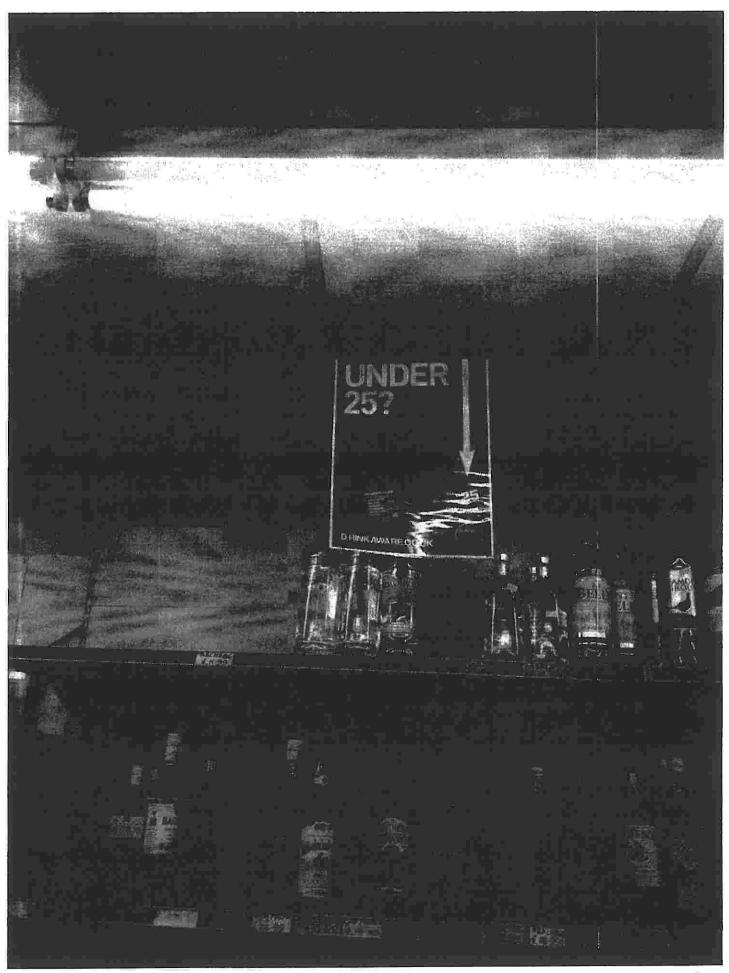
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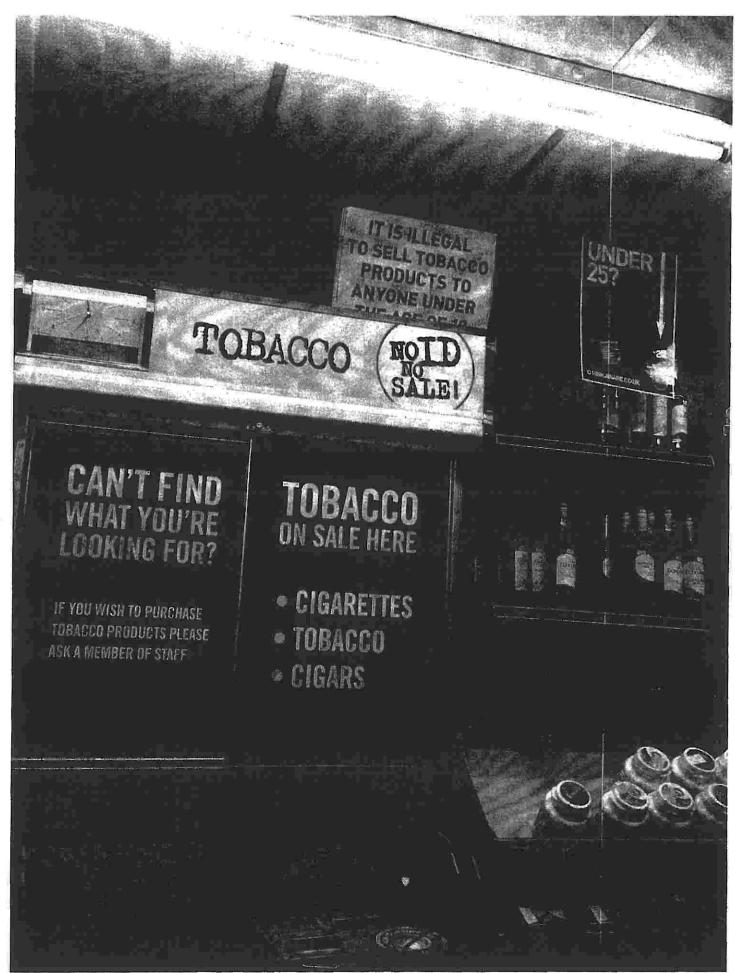
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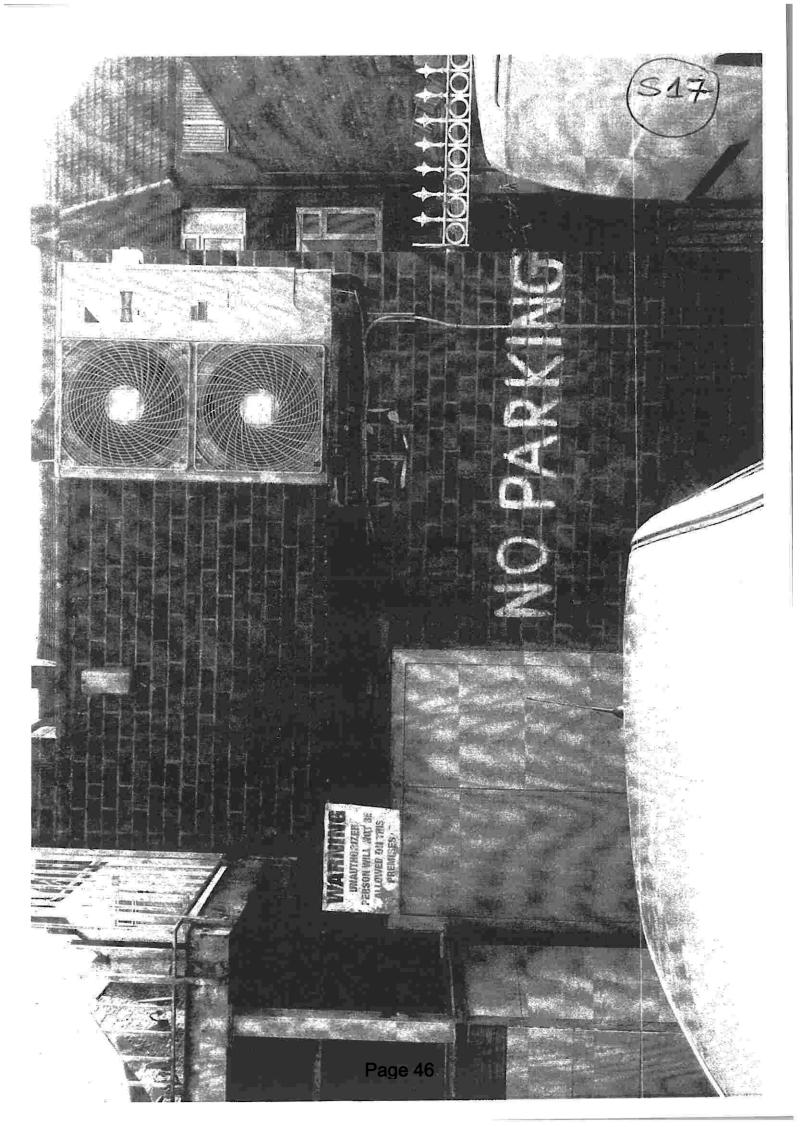
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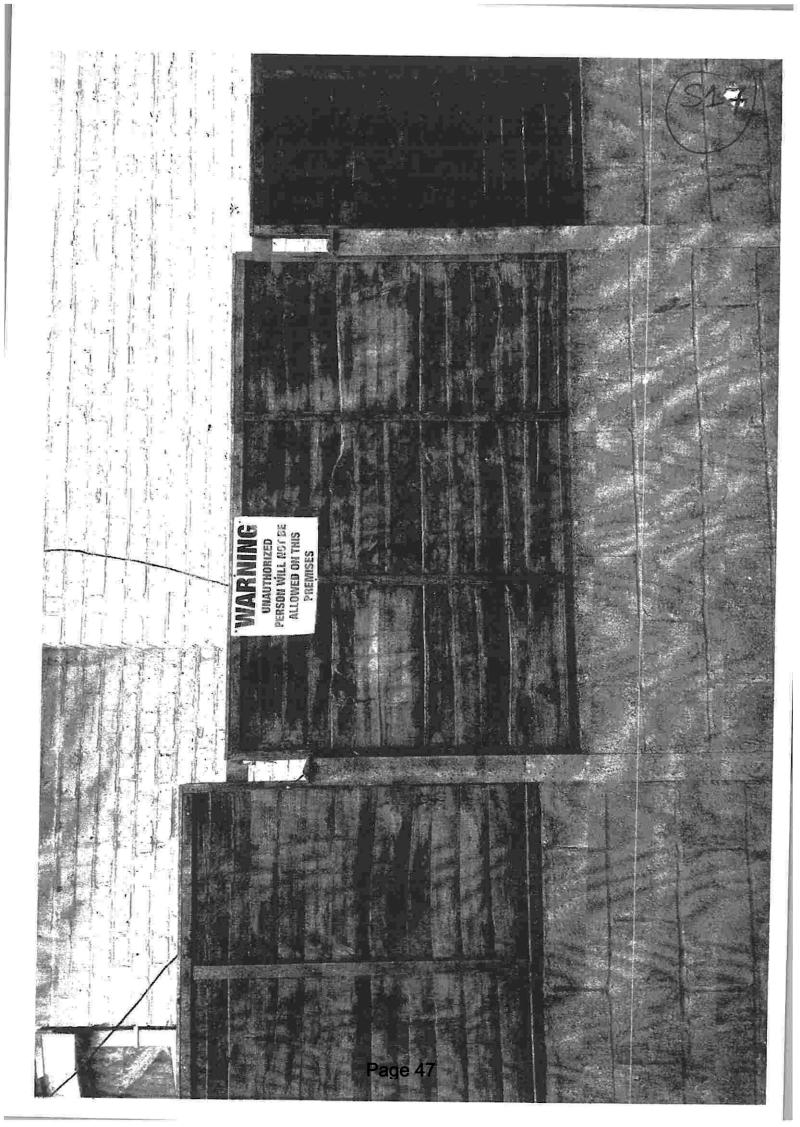


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Ref: 223523657

BEFORE LONDON BOROUGH OF BRENT LICENSING COMMITTEE AT THE BRENT CIVIC CENTRE, WEMBLEY

IN THE MATTER OF LICENSING ACT 2003 PREMISES LICENCE (Review Application)

RE: SIDNEYS OFF-LICENCE, 216 EALING ROAD, WEMBLEY HAO 4C	ιG
WITNESS STATEMENT OF NADARAJAH SIVAPALAN	

- 1. I, NADARAJAH SIVAPALAN, will say as follows.
- 2. I make this statement in response to the application by PC Nicola McDonald for a review of the premises licence of SIDNEY'S OFF-LICENCE, 216 EALING ROAD, WEMBLEY, HAO 4QC ("Sidneys"), dated 16.12.2015 ("The Application").

Context

- 3. I Mr Nadarajah Sivapalan have been the lease holder of Sydney's Off Licence since March 1988. At the beginning it was a news agent and grocers and in July 2001 a licence was granted for the sale of alcohol. I am the Designated Premises Supervisor and hold a personal licence. I enclose copy of my DP and personal licence marked S/1.
- 4. Sidney's has three full-time staff members. My wife Shanthini Sivapalan, and I work full time in the business and Mr M Balasubramaniam is another supporting staff member who works full time. There is a fourth person, Mr Jivan Ramgi, who comes to assist only when the shop is busy.
- 5. Sydney's opening hours are 9:00 to 23:00 hours on Monday to Saturday and 10:00 to 23:00 on Sundays. I open the shop the shop with Mr balasubramaniam at 9:00 am and I remain in the premises until 17:00 hours when my wife come to relieve me. After taking a short break, I will return to the shop at around 21:30 hours and I close the shop at 23:00 hours. On Sundays I open the shop at 10:00 am and stay there until I close the shop at 22:30 hours.
- 6. When Mr Balasubramaniam and I are working together, I always remain behind the counter and Mr Balasubramaniam mostly fills the shelves. On occasions, when it is busy, he will serve the customers from the second till (we have two tills in the shop). When my wife takes over, she will remain behind the counter and as usual Mr

Balasubramaniam will assist her filling the shelves and serving when the shop becomes busy. I am responsible for the cash and carry. This is done three times a week. When I go out to do the cash and carry my wife covers for me. The banking is done by me, on a daily basis. Our bankers are Barclays and the Post office which are next door to us. I will only call Mr Jivan Ramgi when we become extremely busy. Mr Ramgi only does the filling and helps me in un loading the goods from the van.

- 7. Sydney's has had licence to sell alcohol since 2001. It was granted by Brent Magistrates' Court. The licensed hours are Monday to Saturday 8:00 to 23:00 and Sundays from 10:00 to 22:30 hours, but we do not open the shop for all of the licensed hours. There are no conditions attached to my licence. I enclose copy of my premises licence marked s/2 for your reference.
- 8. My wife, Mrs S Sivapalan has applied for a personal licence and I exhibit a copy of the examination results marked s/3 for your reference.

Response to issues raised in PC MacDonald's Application

9. So far as possible, I respond to the issues raised in PC McDonald's application below.

Under age sales

- 10. As a Designated Premises Supervisor and personal licence holder, I take the issue of under-age sale very seriously. I was not present on 30.10.2015, so I can not comment in detail upon what happened that day, but I do take responsibility for the incident.
- 11. I have spoken to Mr Ramgi about the under age sale and he accepts selling alcohol to customers but he denies selling alcohol to anyone who was under age. I do not know why he was selling alcohol to customers. I have told him that he should not do so in future.
- 12. Mr Ramgi cannot read or write English. He can remember speaking to a police officer who asked for his full name and address, which he gave. He says he was then asked to sign a document which he did. He did not understand what was going on and was shocked and panicked when he was spoken to by a police officer. He further accepts that he received some paper work from the police that he now understands as a fixed penalty notice.
- 13. I am committed to preventing under-age sales and respectfully draw the Cimmittee's attention to the fact in the fifteen years for which Sidney's has had premises licence, there has only been one under-age sale-the incident on 30.10.2015.
- 14. Sidney's has an age verification policy in place. Until recently we operated the challenge 21 policy. Having looked at the suggested licence conditions in PC McDonald's report, we have introduced challenge 25 policy. We have notices saying 'No ID, NO Sale', 'It is an

- offence to sell alcohol to underage persons', and a warning for other people not to buy alcohol for underage persons. I enclose copies marked s/4.
- 15. All staff have been trained on under-age-sales. They are briefed once a month. I enclose details of training given to staff on under age sales, and enclose the training sheet marked S/5.
- 16. I enclose records of training to staff on under-age sales marked S/6.
- 17. From the above, it will be seen that there is already a plan in place to avoid any further under-aged sales, and that written training sheets, including advice on asking for proof of age and the types of evidence that would be accepted have been given to all staff members.

Failure to display the premises licence

- 18. I do not accept that there was failure to display the premises licence. The premises licence was displayed on the front door of Sidney's at the time of PC McDonald's visit on 30.10.2015 and 31.10.2015. I have also displayed a copy of the licence behind the counter.
- 19. The premises licence is now displayed in two places, one is at the shop front window and the other is behind the counter. I exhibits photographs marked S/7 for your reference.

No written delegated authority to sell alcohol

- 20. I do not accept that there was no written delegated authority for other staff members to sell alcohol.
- 21. I have given written delegated authority to sell alcohol to Mrs Sivapalan and Mr Balasubramaniam and enclose a copy marked S/8 for your reference.

Lack of staff training and licensing knowledge

- 22. I do not accept that there is a lack of staff training and /or licensing knowledge.
- 23. As there are only two staffs members that work with, me they were given in house training which I have already exhibited(s/5).
- 24. Mr Balasubramania has been given in house training just like other staff members. As set out above, there has only one incident of an under-age sale since I obtained the premises licence in 2001. I believe that Mr Balasubramaniam has sufficient licensing knowledge. I cannot comment on the circumstances in which PC MacDonald reached this conclusion that he had insufficient knowledge, as I wasn't there at the time of her visit.

Lack of supervision by a personal licence holder

- 25. As set out above, I am present at Sidney's and serving behind the counter for the majority of time during which the shop is open. When my wife obtains her personal licence, there will generally always be a personal licence holder in the shop unless we are away.
- 26. My wife and I rarely go away. We were away from the UK between 27th October to 2nd November 2015. The reason for our trip was that our son was getting married in Canada.
- 27. I took 8 day's holiday for my son's PHD graduation in USA, which took place on 12th May 2013. I also took few day's off for my niece's wedding which took place in Sri Lanka on 24th August 2015.
- 28. When my wife and I go away, we arrange there to be a supervisor that Mr Balasubramaniam can call.
- 29. When we went to USA Mr P Sivarajah gave cover to the shop and when we went to Canada Mr Kanagalingam gave the cover. Mr Sivarajah and Mr Kanagalingam are both personal licence holders. Mrs Kanagalingam assisted us in banking. I now exhibit the letters marked S/9 from Mr Sivarajah and Mr & Mrs Kanagalingam for your attention.

<u>Public nuisance and anti-social behaviour generated from customers who insist on drinking in the street and nearby park</u>

- 30. I accept that there is an issue with anti-social behaviour and street-drinking in the area, but do not accept that Sidney's is the cause of the problem. It is a general issue in the area.
- 31. There are two betting shops in the same parade as Sidney's and one in the next parade. There are people inside the betting shops and also standing outside. In my view, they are the main cause of the issues on our street.
- 32. There are seven other licensed premises in the vicinity of Sidney's on Ealing Road, six of which have the same licensing hours as Sidney's, 290 Ealing Road Alperton Express Off license operates 24 hours. I exhibit, marked S/10 a map marking the location of these premises.
- 33. Ealing Road is a very busy road with a variety of shops from Jewellery shops, off license, food & vegetable shops, hot food take away, restaurant and textile shops. The surrounding roads were occupied by people who come around for their day to day shopping. People from other areas, even from Europe, come to Ealing Road to buy mostly jewellery and Textiles. They will then move around the area to buy other items. You can witness people standing in the pavement eating and drinking soft drinks and also consuming alcohol.
- 34. I do not accept that Sidney's is responsible for any anti social behaviour. I always take steps to make sure that no one stands outside the shop or at the back of the premises. I also do not sell alcohol to any one whom we believe were drunk.

- 35. I have taken effective steps to prevent any public nuisance and anti social behaviour in relation to Sidney's. This includes: (a) the fact that Sidneys has stopped selling plastic cups, on the advice of the council; (b) installing CCTV; (c) agreeing with the other residents to keep the back gates locked; (d) clearing up rubbish from around the shop; (e) daily routine checks to make sure that the gate at the back of the premises is kept locked, there is no rubbish left outside the shop and that make sure there is no group congregating outside the shop premises.
- 36. I accept that the authorities have visited Sidney's in the past in order to check my licence, incident book, refusal register and fire safety record's. However, I do not accept that I have not taken on board the advice that they have given me. I have always listen to the officers for example, I have installed CCTV at the request, and, after a visit in 2013, I have completely stopped selling plastic cups. I have also persuaded the owners/occupiers of neighbouring properties to agree to keep the back gate locked when it is not in use.
- 37. I cannot comment in details on PC McDonald's account of events on 30th October 2015 or 31.10.2015 because I was away in Canada at the time..
- 38. I have talked to Mr Balasubramaniam about what happened during the officer's visits to Sidney's. He told me that he was not asked to produce a copy of my written authority to sell alcohol. He said that he was only asked about my whereabouts, and that he told the police that i was away from the UK attending my son's wedding in Canada. As set out above, i had given written authority to Mr Balasubramaniam to sell alcohol.
- 39. In my view, Mr Balasubramaniam has got sufficient English skills to deal with the customers and has sufficient licensing knowledge as there have been no incidents in the past. Many of our customers speaks Gujarati and Mr Balasubramaniam understands Gujarati.
- 40. I confirm that i I made a call on 3rd November to PC O' Sullivan. I told him that I was back in the shop premises, and he then told me that i could sell alcohol. I confirm receiving a letter dated 4th November requesting a CCTV recording. That was collected by PC McDonald on a later date. I also confirm attending the interview at Brent Civic Centre.

Response to PC MacDonald's account of events on 31st Oct 2015

Response to the Photographs in the bundle

41. The Photographs in the bundle are not clear. It is unclear when or where they were taken. I am therefore unable to comment on them in detail. I can confirm that the land shown in the photograph on page 65 of the bundle does not belong to my shop and is not outside my shop.

Comments upon the issues raised in the Letter of MS Lavine Miller-Johnson, dated 22.12.2015

42. Many of the issues raised in Ms Lavine Miller-Johnson's letter have already been dealt with above.

- 43. I do not accept that the issue with anti-social behaviour in the area of Ealing Road and the surrounding roads is caused by sales of alcohol by Sidney's. This is a much wider issue in the Wembley area in general.
- 44. I accept that people were congregating in the gated service road area drinking beers, ciders & spirits but that was not due to the sale of alcohol from my shop. The back yard of the premises is now locked. Only the residents have the keys and access to the back yard. There are visits every day to check the back yard is locked and to make sure that no one drinks in that area.
- 45. All the residents have agreed to keep the back yard locked and please find enclosed a statement from the residents that I exhibit marked S/11.

Response to letters from local residents

- 46. I do not accept that Sidney's alcohol licence is the cause of the issues in the area. That can be evidenced from my past record.
- 47. I strongly object to the request by members of the local community, to revoke the premises licence. I believe that that would be an unjustified interference with my right to run my business.
- 48. I enclose letters from local residents and shops to support my application that I exhibit S/11.

Response to the conditions suggested by PC McDonald and Lavine Miller-Johnson

- 49. To put the conditions that PC McDonald and Lavine Miller-Johnson have suggested in context, I would remind the Committee that Sidney's is a very small family business, which I have been running for 27 years since 1988. There are just three full time members of staff.
- 50. I already comply with many of the suggested conditions. In particular:
 - a. I have already installed CCTV to Home Office Guidance standards. It is maintained in good working condition. Recordings are kept for 31 days and shall be made available to police and authorised officers from Brent Council. I enclose photos exhibit marked S/13.
 - b. A CCTV camera is already installed to cover the front entrance of the premises and further cameras have been installed to cover the rear exit and the service road. I exhibit photographs, marked S/14.
 - c. There is already a sign stating "No proof of age No sale". This is displayed at the point of sale. I now exhibit photographic evidence, marked S/15.

- d. Until recently, we operated a challenge 21 policy. We have now introduced a Challenge 25 policy but, in fact, staff challenge anyone who looks under 30. I enclose evidence by way of exhibit marked S/16.
- e. I do maintain a clear and unobstructed view into the premises, and shall maintain this at all times
- f. I keep an incident log at the premises, and are happy to make this available for inspection on request by an authorised officer of Brent Council or the Police. The incident book will record the following:
 - i. All crimes reported to the venue
 - ii. Any complaints received
 - iii. Any incidents of disorder
 - iv. All seizures of drugs or offensive weapons
 - v. Any faults in the CCTV system or searching equipment or scanning equipment
 - vi. Any refusal of the sale of alcohol
 - vii. Any visit by a relevant authority or emergency service
 - g. There is a copy of the premises licence summary, including the hours during which licensable activities are permitted, in the front window of the shop. This is visible from the front entrance to the premises, through which customers enter the shop.
 - h. I have agreed with the neighbouring business owners that the gate at the rear of the premises will be kept locked at all times when not in use. They have agreed that access will only be granted to those that have permitted use of the service road (S/11)
 - i. We have a sign at the rear of the premises, warning members of the public not to trespass or loiter in this area. I exhibit photographic evidence, marked S/17
- 51. As we already comply with the above measures, and are happy to continue to do so, my view is that it is not necessary for them to be imposed as conditions.
- 52. The following conditions, which have been suggested by PC McDonald and/or Ms Miller-Johnson are, in my view, unreasonable, disproportionate, and expensive and will not further the licensing objectives. Imposing them will ruin my business or make it unworkable.
 - a. It is unworkable for my business to ensure that a personal licence holder is present on the premises, supervising the sale of alcohol throughout the permitted hours for sale. I understand that this is not a legal requirement. I am

present on the premises for most of the time that the shop is open. When my wife obtains a personal licence, there will generally be a personal licence holder present on the premises at all times. However, it is a small business, with just three staff members and there are times when it is not possible for my wife or I to be present. It would be an unworkable condition.

- b. PC McDonald has suggested that outside of the hours authorised for the sale of alcohol, all alcohol within the trading area is to be secured behind locked grills, locked screens or locked cabinet doors so as to prevent access to the alcohol by customers or staff. In response, I would say that the shop is only opened during the licensing hours and remains closed other time. There are shutters in place at the front and back of the premises when the shop is closed and staff members do not have access to the shop when it is closed. It is a small shop, and most of the alcohol is stored behind the counter. It would not be possible to fit metal grills there. I submit that there are already sufficient measures in place and that it would be disproportionately expensive, without furthering any licensing objective, to make this a condition of my licence. I note that Lavine Miller-Johnson does not suggest that this condition should be imposed. It does not meet any specific concerns raised in the Application.
 - c. PC McDonald has suggested that a cash delay safe with a deposit slot and fishing mechanism should be used in the shop. This would be very expensive, and there is no room in the shop for such a safe. The policy of the shop is to do the banking every day from Monday to Saturday. There is no cash left in the shop premises overnight. On Saturday banks close at 3pm so any cash received on Saturday and Sunday is taken and kept in my house where I have a safe. This condition does not relate to any of the concerns about Sidney's, which were raised by PC McDonald in her Application.
 - d. PC McDonald has suggested that there should be regular robbery awareness and cash minimisation training given to all staff. I would be happy to attend training and to keep my staff up to date. However, I believe that it would be disproportionate, given the size of the business, to insist on formal training on a frequent basis. This does not relate to any of the concerns about Sidney's, which were raised by PC McDonald in her Application.
 - e. PC McDonald has suggested that it should be a condition of Sidney's licence that we do not sell miniature bottles of wine or spirits in units of less than 35cl. She has also suggested that we should not be allowed to sell any single bottles of beer, lager or cider. Ms Miller-Johnson has suggested that we should not be allowed to sell any high strength beers, lagers or ciders above 6% ABV. It would be very damaging for my business if I was not allowed to sell these items. They generate a lot of revenue. I do not have room to store multi-packs of beers/ciders. Most of the people who purchase these items from Sidney's are older people who purchase small or individual drinks to take home with them. I take steps to ensure that people who buy drinks from me do not drink them on the street outside my shop. In any event, there are seven other off-licences in Ealing Road, one of which has a 24-hour licence. There are also pubs and bars.

Preventing Sidney's from selling these items, when customers can buy them from other shops, would not achieve the licensing objectives alleged by PC McDonald and Ms Lavine Miller-Johnson.

Statement of Truth

I believe that the facts stated herein are true.

SIGNED: N. Summ

(NADARAJAH SIVAPALAN)

DATE: 22/02/16



LONDON BOROUGH OF BRENT THE LICENSING ACT 2003

PERSONAL LICENCE - PART 2

Licence Number: 151861

Name: Mr. Nadarajah Sivapalan

Address: 42 Amery Road, Harrow, HA1 3UQ

Expiry Date: 26th September 2015

The holder of this licence is authorised to sell or supply alcohol or to authorise the sale or supply of alcohol in accordance with the Licensing Act 2003.

This personal licence was issued by Brent Council, Health, Safety and Licensing, F.O. Box 411, Brent House, 349-357 High Road, Wembley, Middx, HA9 6EP. Tel: 020 8937 5359.

YOUR RESPONSIBILITIES - You must notify us of:

- a) any change in your name or address
- b) any convictions for relevant or foreign offences
- c) any theft or loss of licence

You also have a duty when required to:

Produce this licence together with your photo ID for examination by a constable or authorised officer, and notify a court if charged with a relevant offence that you hold a personal licence.

Richard Saunders Director of Environment and Culture Dated: 19th November 2005











THE LONDON BOROUGH OF BRENT THE LICENSING ACT 2003

Name: Nadarajah Sivapalan

42 Amery Road Harrow Middx HA1 3UQ

Expiry Date: 26 September 2015



The holder of this licence is authorised to sell or supply alcohol or to authorise the sale or supply of alcohol in accordance with the Licensing Act 2003.

This personal licence photo ID was issued by Brent Council, Health, Safety and Licensing.

If found please return to: Health, Safety and Licensing, PO Box 411, Brent House, 349 - 357 High Road, Wembley, Middx, HA9 6EP, Tel: 020 8937 5359



Details of Holder of Premises Licence:

Mr. Nadarajah Sivapalan 42 Amery Road, Harrow, HA1 3UQ

Telephone: 020 8795 2833

Details of Designated Premises Supervisor:

Name: Nadarajah Sivapalan

Address: 42 Amery Road, Harrow, Middlesex , HA1 3UQ

Telephone: 020 8922 0221

Personal Licence Number: 151861

Issuing Authority: London Borough of Brent

Annexe 1 - Mandatory Conditions

- (a) No supply of alcohol may be made at a time when no designated premises supervisor has been specified in the licence or at a time when the designated premises supervisor does not hold a personal licence or his or her licence has been suspended.
 - (b) Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
 - (c) All persons present on the premises who are required to carry out a security activity must be licensed by the Security Industry Authority.
 - (d) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

Embedded Conditions

Alcohol shall not be sold in an open container or be consumed in the licensed premises.

Alcohol shall only be sold between the times specified:

On weekdays, other than Christmas Day, between 08:00 and 23:00 hours

On Sundays, other than Christmas Day, between 10:00 and 22:30 hours

On Christmas Day, from 12:00 to 15:00 and 19:00 to 22:30 hours

On Good Friday, between 08:00 and 22:30 hours

Annexe 2 - Conditions Consistent With the Operating Schedule

None

Annexe 3 - Conditions Attached After a Hearing by the Licensing Authority

None

Annexe 4 - Plans

See attached sheet.



Environment & Culture Dept Health, Safety & Licensing Unit P.O. Box 411, Brent House 349-357 High Road, Wembley Middlesex HA9 6EP Telephone: 020 8937 5359

Fax: 020 8937 5357 Email: hsl@brent.gov.uk

London Borough of Brent Premises Licence

PART A

This Premises Licence Summary was granted by Brent Council, Licensing Authority for the area of Borough of Brent.

Signed... Director of Environment and Culture Date: 26 January 2006

Licence number 156261

Licence start date: 24/11/2005

Premises Details

SIDNEY'S NEWS, 216 Ealing Road, Wembley, HA0 4QG

Telephone: 020 8795 2833

Licensable activities and the times authorised by this licence

Supply of Alcohol:

Day	Start Time	End Time
Monday	08:00	23:00
Tuesday	08:00	23:00
Wednesday	08:00	23:00
Thursday	08:00	23:00
Friday	08:00	23:00
Saturday	08:00	23:00
Sunday	10:00	22:30
•		

Non standard timings: Good Friday 08.00hrs to 22.30hrs Christmas Day 12.00hrs to 15.00hrs and 19.00hrs to 22.30hrs

Whether alcohol is authorised to be supplied on or off the premises: Off

The Opening Hours of the Premises:

Day	Start Time	End Time
Monday	08:00	23:00
Tuesday	08:00	23:00
Wednesday	08:00	23:00
Thursday	08:00	23:00
Friday	08:00	23:00
Saturday	08:00	23:00
Sunday	10:00	22:30

Sidney Off Licence

216 Ealing Road Wembley HA0 4QG

Opening Hours

9am to 11pm Monday Tuesday 9am to 11pm Wednesday 9am to 11pm to 11pm Thursday 9am Friday 9am to 11pm Saturday 9am to 11pm Sunday 10am to 10:30pm

Part 2

Details of Holder of Premises Licence:

Mr. Nadarajah Sivapalan 42 Amery Road, Harrow, HA1 3UQ

Telephone: 020 8795 2833

Details of Designated Premises Supervisor:

Name: Nadarajah Sivapalan

Address: 42 Amery Road, Harrow, Middlesex, HA1 3UQ

Telephone: 020 8922 0221

Personal Licence Number: 151861

Issuing Authority: London Borough of Brent

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- (c) All persons present on the premises who are required to carry out a security activity must be licensed by the Security Industry Authority.
- (d) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

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On Christmas Day, from 12:00 to 15:00 and 19:00 to 22:30 hours

On Good Friday, between 08:00 and 22:30 hours

Annexe 2 - Conditions Consistent With the Operating Schedule

None

Annexe 3 - Conditions Attached After a Hearing by the Licensing Authority

None

Annexe 4 - Plans

See attached sheet.



BIIAB Infor House 1 Lakeside Road Farnborough HAMPSHIRE GU14 6XP T 01276 684449 F 01276 23045 E awards@bii.org W www.biiab.org

EXAMINATION RESULTS

Legal and Social Responsibilities of a Personal Licence Holder

Centre No:

C01260

24 February 2016

Centre Name:

SILVER TRAINING SERVICES LIMITED

Contact Name:

Mrs Julia Edwards

Tel No:

Fax No: Date of Exam: 01737 850377

21/02/2016

Seg No:

212

Paper No:

8435

Questions

Name DOB

Correct Required

Result

[2340356] SIVAPALAN SHANTHINI

21/12/1961

37

28

Passed

Total number of candidates 1

Total number of passes 1

Please check that this result report lists all candidates who took the examination and that the names and DOB of each candidate are correct.

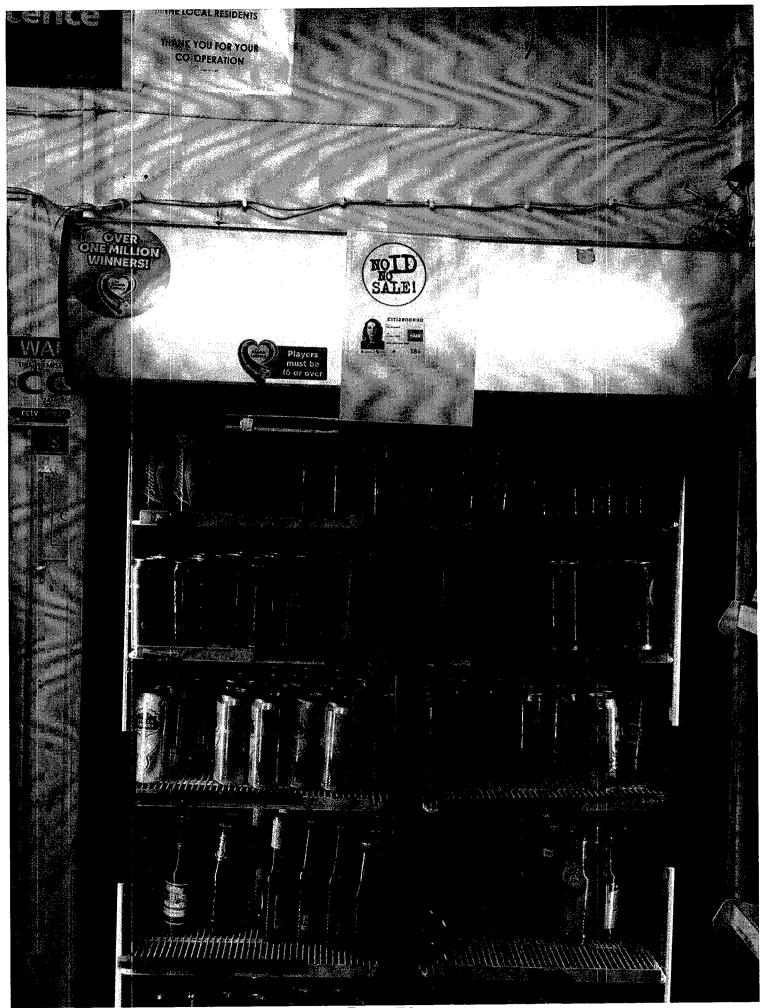
Any discrepancies should be reported immediately to BIIAB by fax, telephone or e-mail.

54



Page 68

MINICAL TON! • CIGARETTES IF YOU WISH TO PURCHASE TOBACCO PRODUCTS PLEASE ■ TOBACCO **ASK A MEMBER OF STAFF** CIGARS IT IS ILLEGAL TO ELL TOBAGGO



Page 70



Page 71

S5 & S6

Staff training checklist for -- alcohol

Staff member full name: MRS SHANGHINI SIVAPALAN

A new checklist should be used to record when;

· a new staff member is appointed

• changes to the shops alcohol licence or policies have occurred

• when carrying out refresher training for existing staff.

It is an important way to demonstrate how you are trying to comply with the specific requirements of your alcohol licence and the objectives of 2003 Licensing Act, so should be kept in a safe place. We would recommend best practice is to keep completed checklists on the shop premises in a clearly labelled and accessible 'alcohol licence' file.

1. What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	S
 That the shop has to have a licence to sell alcohol. That they understand who the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence. 	at /
3. What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	
Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	/
5. What your shop policy is for challenging customers for proof of age?	V
6. What your shop policy is, for the types of proof of age (ID) staff should accept	? /
7. What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	
8. What to do if they challenge someone using fake or someone else's ID?	
9. How to operate any 'till prompt' system installed?	V
The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	1
11. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	1

Page 1 of 2 Staff Training checklist for alcoholpersion 2 dated 28th June 2010.

				
12.What your shop policy is if a refusal to sell alcohol and ste	customer becomes a	ggressive because o	of a s?	~
13. What to do if person they are to what 'drunk' means?				~
14. Where and how to record an of fake ID or any other incide etc?	y refusals to sell, cha ents such as aggressi	llenges for proof of a ve or abusive custon	ige, use ners	
15. Why it is important to record	incidents/refusals to s	sell?		<i>\(\)</i>
16. The law that staff under the a and the consequences for br		ved to sell alcohol to	anyone	· ·
17. What the shop policy is for a involving alcohol?	n under 18 year old to	get authorisation fo	r sales	/
The above areas are a best practice minimum only. Use the section below to write down other areas of shop practice that you train staff on, that will help you avoid selling alcohol to under 18's or help your shop comply with the objectives of the licensing Act 2003. For example, if you operate a banning system for problem customers, what do staff need to know for it to operate successfully? (If you need more space, note this is the case below and securely attach an additional sheet).				
Full name of person trained	Signature	Position in shop	 -Date dd/mm/	, , , , , , , , , , , , , , , , , , ,
MRS. SHANGHINI SIVAPALAN	5-8izy.	CASHIBR	03/0	
*Full name(s) of trainer(s)	V			
Full name of Designated Premises Supervisor of personal licence holder, authorising person trained to sell alcohol. (NB Under 18's cannot be authorised to				
MR' NADARATAH SIVAPA LAN	N Seniur V	MANAGER	03/0	2/16

Staff member full name: MR: NWTHU KUMARASAMY BALASUBRAMANIAM

A new checklist should be used to record when;

- a new staff member is appointed
- changes to the shops alcohol licence or policies have occurred
- when carrying out refresher training for existing staff.

1.	What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	V
2.	That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence.	~
3.	What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	1
4.	Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	/
5.	What your shop policy is for challenging customers for proof of age?	V.
	What your shop policy is, for the types of proof of age (ID) staff should accept?	/
	What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	~
8.	What to do if they challenge someone using fake or someone else's ID?	
	How to operate any 'till prompt' system installed?	V
). The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	/
1	I. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	

12. What your shop policy is if a customer becomes aggressive because of a refusal to sell alcohol and steps staff should take to protect themselves?	V
13. What to do if person they are serving is 'drunk' and what your store policy is as to what 'drunk' means?	/
14. Where and how to record any refusals to sell, challenges for proof of age, use of fake ID or any other incidents such as aggressive or abusive customers etc?	1
15. Why it is important to record incidents/refusals to sell?	1)
16. The law that staff under the age of 18 are not allowed to sell alcohol to anyone and the consequences for breaking this law?	v.
17. What the shop policy is for an under 18 year old to get authorisation for sales involving alcohol?	/
of the licensing Act 2003. For example, if you operate a banning system for problem customers, what do staff need to know for it to operate successfully? (If you need more space, note this is the case below and securely attach an additional sheet).	
Full name of person trained Signature Position in shop Date add/mm.	lyyyy
MR. MURHUKUMARASAMY M. Bale Ser SHOP ASCISTANT 03/62 BALASURAMANIAM M. Bale Ser ASCISTANT 03/62 Full name(s) of trainer(s)	-116
	an a state of the
Full name of Designated Premises Supervisor or personal licence holder, authorising person trained to sell alcohol; (NB Under 18's cannot be authorised to	
MR. NADARAJAH N. Seein M. MANAGER 03/03	L/16

Staff member full name: MRS: SHANTHINI SIVAPALAN

A new checklist should be used to record when;

• a new staff member is appointed

• changes to the shops alcohol licence or policies have occurred

when carrying out refresher training for existing staff.

1.	What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	~
2.	That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence.	V
3.	What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	1
4.	Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	/
5.	What your shop policy is for challenging customers for proof of age?	/
	What your shop policy is, for the types of proof of age (ID) staff should accept?	/
	What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	/
8	What to do if they challenge someone using fake or someone else's ID?	
	How to operate any 'till prompt' system installed?	/
	The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	/
11	. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	/

				\neg
12. What your shop policy is if a cus refusal to sell alcohol and steps	tomer becomes ag staff should take to	gressive because of protect themselves?	a	
13. What to do if person they are se to what 'drunk' means?				
14. Where and how to record any re of fake ID or any other incidents etc?	fusals to sell, challe such as aggressive	enges for proof of age e or abusive custome	e, use	
15. Why it is important to record inci	dents/refusals to se	ell?	<u></u>	<i>,</i>
16. The law that staff under the age and the consequences for break	of 18 are not allow		anyone /	기 ᅴ
17. What the shop policy is for an ur involving alcohol?	nder 18 year old to	get authorisation for	sales /	
The above areas are a best practice minimum only. Use the section below to write down other areas of shop practice that you train staff on, that will help you avoid selling alcohol to under 18's or help your shop comply with the objectives of the licensing Act 2003. For example, if you operate a banning system for problem customers, what do staff need to know for it to operate successfully? (If you need more space, note this is the case below and securely attach an additional sheet).				
	•			
				1
		<u> </u>		
	ignature	Position in Shop	Date ₃dd/mm/yyyy	
MRS. SHANTHINI SIVAPALAN	s sirays	CASHIER	03/01/16	9
Full name(s) of trainer(s)	• • • • • • • • • • • • • • • • • • •			
Full name of Designated Premises Supervisor or personal licence holder authorising person trained to sell alcohol. (NB Under 18's cannot be authorised to sell alcohol)				
	V-Smire St	MANAGER	03/61/16	2

Staff member full name: MR: MVTHOKUMARA SAMY BALASUBRA MAN IAM

A new checklist should be used to record when;

- a new staff member is appointed
- changes to the shops alcohol licence or policies have occurred
- · when carrying out refresher training for existing staff.

1.	What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	
2.	That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence.	/
3.	What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	V
4.	Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	
5.	What your shop policy is for challenging customers for proof of age?	<i>-</i>
	What your shop policy is, for the types of proof of age (ID) staff should accept?	~
	What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	/
8.	What to do if they challenge someone using fake or someone else's ID?	/
	How to operate any 'till prompt' system installed?	/
	The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	/
1	What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	/

12.What your shop policy is if a customer becomes aggressive because of a refusal to sell alcohol and steps staff should take to protect themselves?	~
13. What to do if person they are serving is 'drunk' and what your store policy is as to what 'drunk' means?	✓ <u> </u>
14. Where and how to record any refusals to sell, challenges for proof of age, use of fake ID or any other incidents such as aggressive or abusive customers etc?	1
15. Why it is important to record incidents/refusals to sell?	1
16. The law that staff under the age of 18 are not allowed to sell alcohol to anyone and the consequences for breaking this law?	· ·
17. What the shop policy is for an under 18 year old to get authorisation for sales involving alcohol?	✓
The above areas are a best practice minimum only. Use the section below to write down other areas of shop practice that you train staff on, that will help you avoid selling alcohol to under 18's or help your shop comply with the objectives of the licensing Act 2003. For example, if you operate a banning system for problem customers, what do staff need to know for it to operate successfully? (If you need more space, note this is the case below and securely attach an additional sheet).	
Full name of person trained Signature Position in shop Date dd/mm/	<u>уууу</u> у
MR MURHUKUMARA SAMY M. BURGEN SHOP ASSISTANT 03/01	116
Full name(s) of trainer(s)	
Full name of Designated Premises	
Supervisor or personal licence holder; authorising person trained to sell alcohol.	
(NB Under 18's cannot be authorised to sell alcohol).	
MR. NADARATAH N Seem / MANAGER 03/0	1/16

Staff member full name: MRS SHANGHINI SIVAPALAN

A new checklist should be used to record when;

- a new staff member is appointed
- changes to the shops alcohol licence or policies have occurred
- · when carrying out refresher training for existing staff.

	/hat the law says about selling alcohol & the penalty staff and the business an face if an underage sale occurs?	~
th	hat the shop has to have a licence to sell alcohol. That they understand what he licence requires and the consequences for them and the business should my person sell alcohol in breach of any aspect of the alcohol licence.	✓
in lic ou	/hat the alcohol licence and annexed conditions requires. For example this cludes basic requirements, such as; ensuring alcohol is only sold during censing hours, mandatory conditions as well as any conditions that are set ut in the Annexes to the alcohol licence that are specific to your individual remises, e.g. where in the shop alcohol can be displayed for sale.	J
4. W	/hy selling alcohol underage and underage drinking is a problem for local ommunities, as well as the harm caused to underage drinkers themselves?	/
	/hat your shop policy is for challenging customers for proof of age?	~
	/hat your shop policy is, for the types of proof of age (ID) staff should accept?	V
7. W	/hat to look out for in relation to fake ID and how to check ID to ensure the erson is who they claim to be?	V
8. W	/hat to do if they challenge someone using fake or someone else's ID?	
	ow to operate any 'till prompt' system installed?	~
10. Th	ne signs to look out for that the customer may be buying alcohol for others ho are underage ('Proxy purchasing')?	/
11.W	hat staff should do if they suspect the person they are serving is a 'proxy urchaser'?	

12.What your shop policy is if a curefusal to sell alcohol and step	ustomer becomes ag s staff should take to	gressive because of protect themselves	a ?	~
13.What to do if person they are s to what 'drunk' means?	serving is 'drunk' and	what your store poli	cy is as	\tag{\tau}
14. Where and how to record any of fake ID or any other incident etc?	refusals to sell, chall ts such as aggressiv	enges for proof of ag e or abusive custom	je, use ers	
15. Why it is important to record in	cidents/refusals to s	ell?		
16. The law that staff under the ag and the consequences for brea	e of 18 are not allow aking this law?	red to sell alcohol to	anyone	
17. What the shop policy is for an involving alcohol?	under 18 year old to	get authorisation for	sales	V
will help you avoid selling alcohol to un of the licensing Act 2003. For example, customers, what do staff need to know (If you need more space, note this is the sheet).	, if you operate a banni for it to operate succes	ng system for problem sfully?		
				·
Full name of person trained	Signature	Position in shop	Date dd/mm/	уууу
MRSISHANGAINI SIVAPALAN	5- Sugn	CASHIER	03 11	2/15
Full name(s) of trainer(s)				
Full name of Designated Premises Supervisor or personal licence holder, authorising person trained to sell alcohol (NB Under 18's cannot be authorised to				
SELLAICONOL) MR. NADARAJAH SIVAPALAN	N Semin b	MANAGER	03/11	-/15

Staff member full name: NR: MOTHOLUMARASAMY. BALASUBRAMANIA M

A new checklist should be used to record when;

- · a new staff member is appointed
- · changes to the shops alcohol licence or policies have occurred
- · when carrying out refresher training for existing staff.

1.	What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	
2.	That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence.	
3.	What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	~
4.	Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	V
5.	What your shop policy is for challenging customers for proof of age?	
6.	What your shop policy is, for the types of proof of age (ID) staff should accept?	-
	What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	V
8.	What to do if they challenge someone using fake or someone else's ID?	
	How to operate any 'till prompt' system installed?	/
	D. The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	/
1	1. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	

12. What your shop policy is if a customer becomes aggress refusal to sell alcohol and steps staff should take to prote	1	/	
13. What to do if person they are serving is 'drunk' and what to what 'drunk' means?	./	,	
14. Where and how to record any refusals to sell, challenges of fake ID or any other incidents such as aggressive or a etc?			
15. Why it is important to record incidents/refusals to sell?	\rightarrow	y ²	
16. The law that staff under the age of 18 are not allowed to and the consequences for breaking this law?	sell alcohol to anyone		
17. What the shop policy is for an under 18 year old to get a involving alcohol?	uthorisation for sales	/	
The above areas are a best practice minimum only. Use the section below to write down other areas of shop practice that you train staff on, that will help you avoid selling alcohol to under 18's or help your shop comply with the objectives of the licensing Act 2003. For example, if you operate a banning system for problem customers, what do staff need to know for it to operate successfully? (If you need more space, note this is the case below and securely attach an additional sheet).			
Full name of person trained Signature Pos	tion in shop Date		
	dd/mm/yyy	ý	
	SHOP SISTANT 03/12/15	\	
Full name(s) of trainer(s)			
Full name of Designated Premises Supervisor of personal licence holder	1 L 1 25		
authorising person trained to sell alcohol: (NB Under 18's cannot be authorised to			
MR NADARAJAH SIVAPALAN N Seiner MA	NAGER 03/12/19	5	

Staff member full name: MRS SHANGHIAN SIVAPALAN

A new checklist should be used to record when;

- a new staff member is appointed
- changes to the shops alcohol licence or policies have occurred
- when carrying out refresher training for existing staff.

	
 What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs? 	
 That the shop has to have a licence to sell alcohol. That they understand wha the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence. 	
3. What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	
Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	1
5. What your shop policy is for challenging customers for proof of age?	1
6. What your shop policy is, for the types of proof of age (ID) staff should accept?	V
7. What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	V
8. What to do if they challenge someone using fake or someone else's ID?	/
9. How to operate any 'till prompt' system installed?	~
10. The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	V
11. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	

12. What your shop policy is if a	customer becomes a	ggressive because o	f a	
refusal to sell alcohol and ste	ps staff should take to	o protect themselves	5 <u>f</u>	
13. What to do if person they are to what 'drunk' means?	serving is 'drunk' and	d whát your store pol	icy is as	/
14. Where and how to record any of fake ID or any other incider etc?	refusals to sell, chal nts such as aggressiv	lenges for proof of age or abusive custom	ge, use iers	✓ .
15. Why it is important to record i	ncidents/refusals to s	ell?		1
16. The law that staff under the a		ved to sell alcohol to	anyone	
17. What the shop policy is for an involving alcohol?	under 18 year old to	get authorisation for	sales	/
The above areas are a best practuse the section below to write down of will help you avoid selling alcohol to up of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is the sheet).	ther areas of shop pract nder 18's or help your s e, if you operate a bann r for it to operate succes	hop comply with the ol ing system for problem ssfully?	bjectives I	·
				·
Full name of person trained	Signature	Position in shop	Date dd/mm/	уууу
MRS.SHANGHINI SIVAPALAN	Sicironi	CASHIER	03/11	15
Full name(s) of trainer(s)				
The state of the s	30 accompany () () () () () () () () () (
Full name of Designated Premises				
Supervisor of personal licence holder, authorising person trained to sell alcohol (NB Under 18's cannot be authorised to				
SCILAICONOI). MRINADARATAH SIVAPALAN	N Seria 1	MANAGER	03/11	115

Staff member full name: MR. MNTHU KOMARASAMY BALASUBRAMANIAM

A new checklist should be used to record when;

- a new staff member is appointed
- changes to the shops alcohol licence or policies have occurred
- when carrying out refresher training for existing staff.

1.	What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	
2.	That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence.	
3.	What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	✓
4.	Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	~
5.	What your shop policy is for challenging customers for proof of age?	~
	What your shop policy is, for the types of proof of age (ID) staff should accept?	~
	What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	/
8.	. What to do if they challenge someone using fake or someone else's ID?	V
-	. How to operate any 'till prompt' system installed?	/
	The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	V
1	What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	V

12. What your shop policy is if a customer becomes aggressive because of a refusal to sell alcohol and steps staff should take to protect themselves?	~
13 What to do if person they are serving is 'drunk' and what your store policy is as to what 'drunk' means?	~
14. Where and how to record any refusals to sell, challenges for proof of age, use of fake ID or any other incidents such as aggressive or abusive customers etc?	1
15. Why it is important to record incidents/refusals to sell?	V
16. The law that staff under the age of 18 are not allowed to sell alcohol to anyone and the consequences for breaking this law?	V
17. What the shop policy is for an under 18 year old to get authorisation for sales involving alcohol?	
of the licensing Act 2003. For example, if you operate a banning system for problem customers, what do staff need to know for it to operate successfully? (If you need more space, note this is the case below and securely attach an additional sheet).	
Full name of person trained Signature Position in shop Date dd/mm.	
MR. MUTHUKUMARASAMY M. BALASUBRAMANIAM M. BALASUBRAMANIAM ASSISTANT 03/11 *Full name(s) of trainer(s)	(15)
-Full name(s) of trainer(s)	
Full name of Designated Premises Supervisor or personal licence holder authorising person trained to sell alcohol. (NB Under 18's cannot be authorised to	
MR. NADARAJAH N Seewin CMANAGER 03/11	Luc.

Staff member full name: PMRS: SHANGHINI SIVAPALAN.

A new checklist should be used to record when;

- a new staff member is appointed
- changes to the shops alcohol licence or policies have occurred
- · when carrying out refresher training for existing staff.

1	. What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	V
2	2. That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence.	V
3	3. What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	/
4	4. Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	V
5	5. What your shop policy is for challenging customers for proof of age?	1
	6. What your shop policy is, for the types of proof of age (ID) staff should accept?	/
	7. What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	1
. 8	3. What to do if they challenge someone using fake or someone else's ID?	/
	9. How to operate any 'till prompt' system installed?	/
	10. The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	1
	11. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	

12.What your shop policy is if a currefusal to sell alcohol and steps	ustomer becomes agg s staff should take to	ressive because of protect themselves?	a /
13. What to do if person they are s to what 'drunk' means?			
14. Where and how to record any of fake ID or any other incident etc?	refusals to sell, challe ts such as aggressive	enges for proof of ag e or abusive custome	e, use
15. Why it is important to record in	ncidents/refusals to se	ell?	1
16. The law that staff under the ag and the consequences for brea	ge of 18 are not allowe aking this law?	ed to sell alcohol to	anyone
17. What the shop policy is for an involving alcohol?	under 18 year old to (get authorisation for	sales
(If you need more space, note this is the sheet).	e case pelow and secure		
Full name of person trained	Signature	Position in shop	Date dd/mm/yyyy
MRC'SHANTHINI SIVAPALAN	S'Svay	CASHIER	03/10/15
Full name(s) of trainer(s)	V 1		
Full name of Designated Premises Supervisor or personal licence holder, authorising person trained to sell alcohol. (NB Under 18's cannot be authorised to sell alcohol)			
FOUR CIUCITY AND STREET STREET	Married Street, Street		

Staff member full name: MR: MUTHU LUMARASAMY BALASUBRAMANIAM

A new checklist should be used to record when;

- a new staff member is appointed
- changes to the shops alcohol licence or policies have occurred
- when carrying out refresher training for existing staff.

1.	. What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs?	V
2	That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence.	
3	3. What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	
	4. Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	V
	5. What your shop policy is for challenging customers for proof of age?	~
	6. What your shop policy is, for the types of proof of age (ID) staff should accept?	~
	7. What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	V
	8. What to do if they challenge someone using fake or someone else's ID?	~
	9. How to operate any 'till prompt' system installed?	~
	10. The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	
	11. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	V

12. What your shop policy is if a customer becomes aggressive because of a refusal to sell alcohol and steps staff should take to protect themselves?	V
13. What to do if person they are serving is 'drunk' and what your store policy is as to what 'drunk' means?	/
14. Where and how to record any refusals to sell, challenges for proof of age, use of fake ID or any other incidents such as aggressive or abusive customers etc?	V .
15. Why it is important to record incidents/refusals to sell?	V ,
16. The law that staff under the age of 18 are not allowed to sell alcohol to anyone and the consequences for breaking this law?	V
17. What the shop policy is for an under 18 year old to get authorisation for sales involving alcohol?	V
of the licensing Act 2003. For example, if you operate a banning system for problem customers, what do staff need to know for it to operate successfully? (If you need more space, note this is the case below and securely attach an additional sheet).	
Full name of person trained Signature Position in shop Date dd/mm/	/vvvv
MR MUGHURMARASAMY MBURSET SHOP ASSISTANT 03/10/ Full name (s) of trainer(s)	
Full name of Designated Premises Supervisor or personal licence holder authorising person trained to sell alcohol (NB Under 18's cannot be authorised to	
MR. NADARAJAH N. Semmy MANAGER 03/10	115

Staff member full name: MAS SHANGH INI SIVAPA CAN

A new checklist should be used to record when;

• a new staff member is appointed

changes to the shops alcohol licence or policies have occurred

when carrying out refresher training for existing staff.

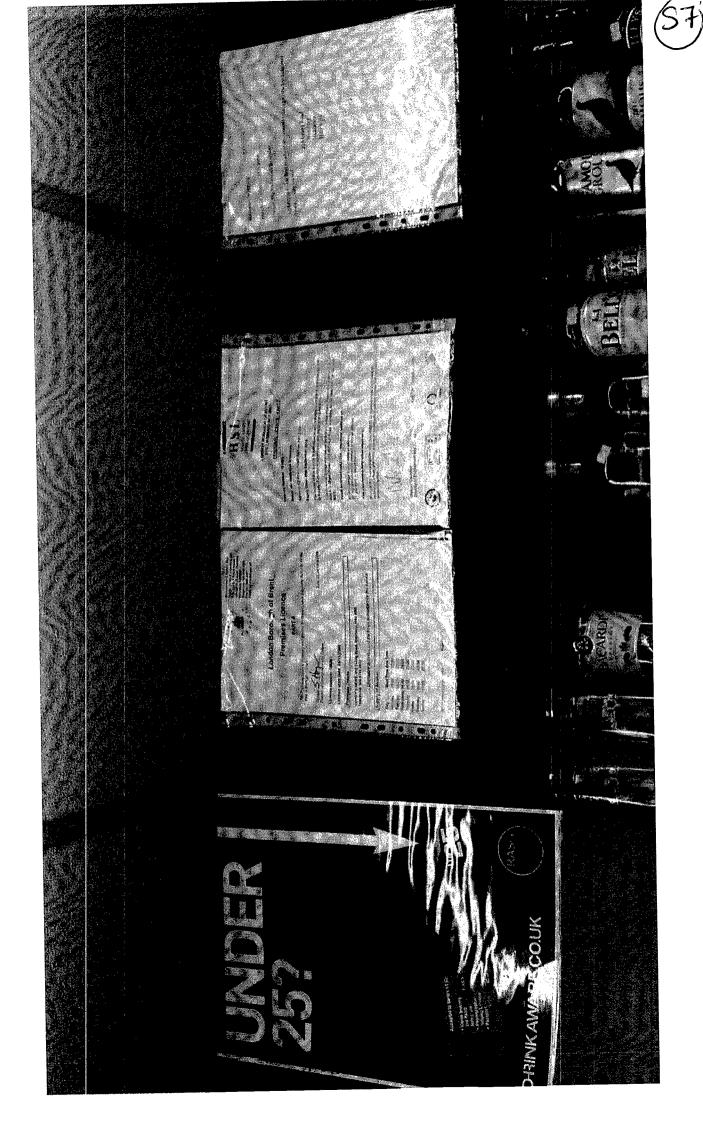
 What the law says about selling alcohol & the penalty staff and the business can face if an underage sale occurs? 	V
 That the shop has to have a licence to sell alcohol. That they understand what the licence requires and the consequences for them and the business should any person sell alcohol in breach of any aspect of the alcohol licence. 	nt /
3. What the alcohol licence and annexed conditions requires. For example this includes basic requirements, such as; ensuring alcohol is only sold during licensing hours, mandatory conditions as well as any conditions that are set out in the Annexes to the alcohol licence that are specific to your individual premises, e.g. where in the shop alcohol can be displayed for sale.	
Why selling alcohol underage and underage drinking is a problem for local communities, as well as the harm caused to underage drinkers themselves?	
What your shop policy is for challenging customers for proof of age?	
6. What your shop policy is, for the types of proof of age (ID) staff should accept	? /
7. What to look out for in relation to fake ID and how to check ID to ensure the person is who they claim to be?	
8. What to do if they challenge someone using fake or someone else's ID?	
9. How to operate any 'till prompt' system installed?	
10. The signs to look out for that the customer may be buying alcohol for others who are underage ('Proxy purchasing')?	
11. What staff should do if they suspect the person they are serving is a 'proxy purchaser'?	

12. What your shop policy is if a curefusal to sell alcohol and steps	ıstomer becomes aggı s staff should take to p	ressive because of a protect themselves?	1	/
13. What to do if person they are s to what 'drunk' means?			y is as	/
14. Where and how to record any of fake ID or any other incident etc?	refusals to sell, challer ts such as aggressive	nges for proof of age or abusive custome	e, use rs	1
	reidente/refusals to se	112	,	1
15. Why it is important to record in				, ,
16. The law that staff under the again and the consequences for bread	ge of 18 are not allowe aking this law?	ed to sell alcohol to a	nyone	し
17. What the shop policy is for an involving alcohol?	under 18 year old to g	get authorisation for s	sales	V
Use the section below to write down of will help you avoid selling alcohol to ur of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is the	nder 18's or help your sn e, if you operate a bannin e for it to operate success	ig system for problem	jeonves	
will help you avoid selling alcohol to un	nder 18's or help your sn e, if you operate a bannin e for it to operate success	ig system for problem	jeonves	
will help you avoid selling alcohol to un of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is th	nder 18's or help your sn e, if you operate a bannin e for it to operate success	ig system for problem	jeonves	
will help you avoid selling alcohol to un of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is th	nder 18's or help your sn e, if you operate a bannin e for it to operate success	ig system for problem	jeonves	
will help you avoid selling alcohol to un of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is th	nder 18's or help your sn e, if you operate a bannin e for it to operate success	ig system for problem	jeonves	1/y/y/y/
will help you avoid selling alcohol to un of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is the sheet). Full name of person trained MRS SHANTHIN	ider 18's or help your sn e, if you operate a bannin for it to operate success e case below and secure	g system for problem sfully? ely attach an additional	-Date	
will help you avoid selling alcohol to un of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is the sheet). Full name of person trained MASSHANGHINI SUAPALAN	ider 18's or help your sn e, if you operate a bannin for it to operate success e case below and secure	ig system for problem sfully?	-Date	
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will help you avoid selling alcohol to un of the licensing Act 2003. For example customers, what do staff need to know (If you need more space, note this is the sheet). Full name of person trained MAS SHANTHINI SIVAPALAN Full name(s) of trainer(s)	ider 18's or help your sn e, if you operate a bannin for it to operate success e case below and secure	g system for problem sfully? ely attach an additional	-Date	
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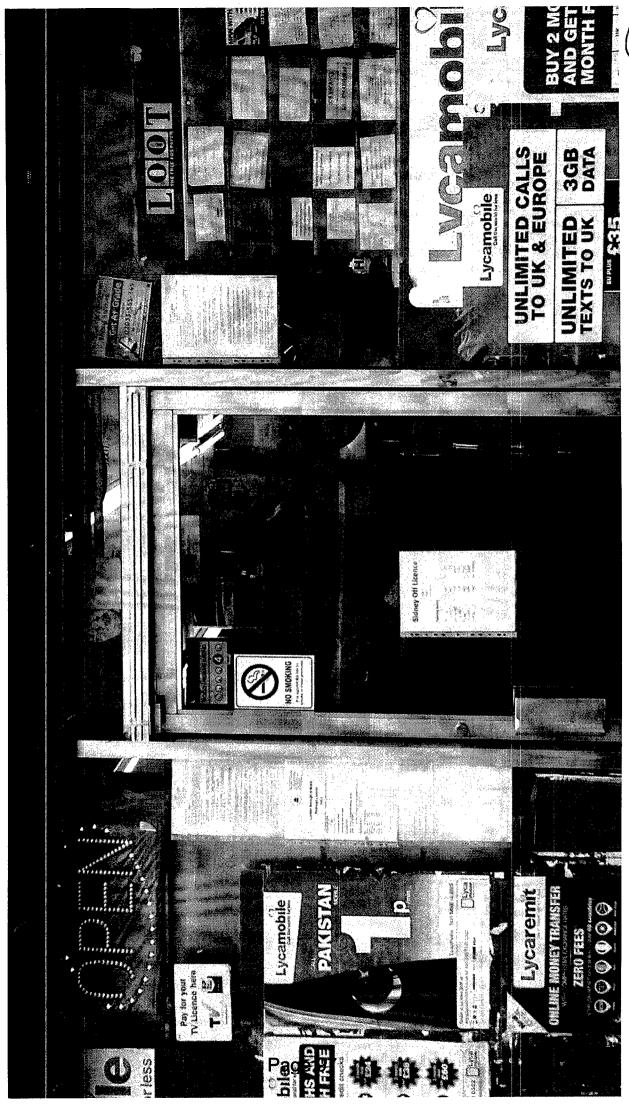


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TO WHOM I'MAY CONCERN

NAME OF PREMISE ? SIDNEYS OFF LICENCE ADDRESS OF PREMISES : 216 EALING ROAD WEMBLEY MIDDLESEX HAO 499

LICENCE NUMBER > 156261

9 MR. NADARAJAH SIVAPALAN being the designated premises supervisor named in the licence of the above premises hereby authorise the following parson MYS. SHANTHINI SIVAPALAN to Sell or supply alcohol on these premises at any time during homitted hours.

> NAME - N. SIVAPALAN SIGNATURE: N. Sumf DATE - 10/11/12

NAME OF PREMISE: SIDNEYS OFF LICENCE ADDRESS OF PREMISES: 216 EALING ROAD WEMBLEY MIDDLESEX HAOHQG 156261

NUMBERF LICENCE

9 MR. NADARAJAH SIVAPALAN being the designated premises supervisor named in the licence of the above premises hereby authorise the following persons Mr. M. BALASUBRAMANIAM to sell or supply alcohol on these premises at any time during permitted hours.

NAME - MR.N. SIVAPALAN SIGNATURE: N. Simon M. Date : 10/11/12

