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19 August 2025

Our Ref: 35568

Dear Sir/Madam,

Licensing Representation to the Initial Application for the Premises Licence at Food and Wine, 246-248 Neasden Lane, NW10 0AA

I certify that I have considered the application shown above and I wish to make a representation that the likely effect of the grant of the application is detrimental to the Licensing Objectives for the reasons indicated below.

An officer of the Licensing Authority, in whose area the premises are situated, who is authorised for the purposes of exercising its statutory function as a 'Responsible Authority' under the Licensing Act 2003.

The application has been made for a new premises licence under section 17 of the Act.

The Licensing Authority representations are primarily concerned with the four licensing objectives;

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and
- the protection of children from harm.

The Licensing Authority require the following points to be included in the operating schedule or added as conditions on the premises licence:

1. The premises shall operate and maintain a digital colour CCTV system. The CCTV system shall continually record whilst the premises are open for licensable activities and all recordings shall be kept for 31 days and shall be made available to police and authorised Officers from Brent Council.
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2. The CCTV system shall be capable of obtaining clear facial recognition images and a clear head and shoulders image of every person entering or leaving the premises.
3. A CCTV camera shall be installed to cover the entrance of the premises and further cameras installed to cover the internal area and servery counter.
4. A member of staff shall always be present on the premises whilst they are open who is capable operating the CCTV system and able to facilitate immediate viewing of CCTV footage upon the request of the Police and Authorised Officer of the Licensing Authority.
5. The CCTV system shall display on all recordings with the correct date and time of the recording.
6. CCTV footage shall be provided on either removable media (i.e., USB, hard drive, CD etc..) or via digital transfer within 24 hours of request by Police and any authorised Officers from Brent Council.
7. Signage stating that CCTV is in operation shall be clearly and prominently displayed at the premises.
8. A "Challenge 25" policy shall be adopted and adhered to. Acceptable proof of age shall include identification bearing the customer's photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.
9. A sign stating "No proof of age -- No sale" shall be displayed at the point of sale.
10. A copy of the premises licence summary including the hours which licensable activities are permitted shall be visible from the outside of each entrance to the premises.
11. Any staff directly involved in selling alcohol for retail to consumers, staff who provide training and all managers will undergo regular training (every 12 months) of Licensing Act 2003 legislation. This will be documented and signed for by the DPS and the member of staff receiving the training. This training log shall be kept on the premises and made available for inspection by police and relevant authorities upon request.

The training records shall detail:-

- (a) Staff member's name
- (b) Staff member's signature
- (c) Name of person providing the training
- (d) Date of training
- (e) Training on the licensing objectives
- (f) Training on use of the incident log
- (g) Training on refusal of sale
- (h) Training on challenge 25 policy
- (i) Training on the use and downloading (providing copies) of the CCTV system

This training shall be kept at the venue and made available immediately upon request to the police or authorised officers from Brent Council.

12. A notice asking customers to leave quietly from the premises shall be displayed by the exit/entrance.
13. An incident log shall be kept at the premises, and made available for inspection on request to an authorised officer of Brent Council or the Police, which will record the following:
 - (a) Any complaints received.
 - (b) Any incidents
 - (c) Any faults in the CCTV system.
 - (d) Any visit by a relevant authority or emergency service.

Any entries into the log shall be made within 24 hours of any incident and shall contain the time/date of the incident, the nature of the incident, a description of the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

14. A refusal book detailing date and time of the refused sale, the name of the person refusing the sale and a description of the person attempting to purchase alcohol, shall be kept and maintained and made available for inspection at the premises.

Any entries into the log shall be made within 24 hours of any incident and shall contain the time/date of the incident, the nature of the incident, a description of the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

15. No high strength beers, lagers, and ciders above 6.0% ABV shall be stocked or sold at the premises.
16. All deliveries shall take place during the normal working day (i.e. 09:00 to 18:00 daily).
17. A lockable safe with deposit slot and anti-fishing mechanisms must be used at the counter till area in order to prevent crime.
18. A suitable intruder alarm and panic button shall be fitted and maintained.
19. A clear and unobstructed view into the premises shall be maintained at all times above 1.3metres.
20. The premises shall be staffed by a minimum of two persons between 18:00 hours to 08:00 hours.

In order for the Licensing Authority to withdraw this representation, it will be necessary for you to confirm in writing that you are willing to accept the above conditions.

Yours faithfully



Esther Chan
