



## APPLICATION TO VARY A PREMISES LICENCE

Application to vary a premises licence  
under The Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.  
If you are completing this form by hand please write legibly in **block capitals**. In all cases ensure that your answers are inside the boxes and written in **black ink**. Use additional sheets if necessary.  
You may wish to keep a copy of the completed form for your records.

I/We..... London Farmers Markets Limited

..... *[insert name of applicant(s)]* being the  
premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number

12618

### Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description

Salisbury Primary School, Salisbury Road. London

Post Town London

Post Code NW66RG

Telephone number at premises (if any)

Non-domestic rateable value of premises

£ 33,000

## Part 2 - Applicant details

Daytime contact telephone number		[REDACTED]	
E-mail address (optional)		[REDACTED]	
Current postal address if different from premises address		[REDACTED]	
Post Town	[REDACTED]	Post Code	[REDACTED]

## Part 3 - Variation

Please tick ✓ Yes

Do you want the proposed variation to have effect as soon as possible?

If not do you want the variation to take effect from

Day                      Month                      Year

0	7	0	6	2	0	1	9
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Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1)

Yes

No

**Please describe briefly the nature of the proposed variation (Please see guidance note 2)**

In the original application in 2018 we requested a premises licence for Friday and Saturday as well as the existing Market on Sundays to reduce the requirement for the school to apply for TEN's. This was not recommended by officers as it was deemed that the licence needed to be supervised by the premises licence holder who may then not be in control of private school events so the licence only currently covers Sundays

London Farmers Markets now has permission from the school to operate a small commuter market on Friday evenings from 17:00 – 22:00. This market will offer food and refreshment to commuters on their way home somewhere to top up with shopping and grab quick meal. The market will be more about food than drink but there will be a need for people to enjoy a drink with their meal or whilst they shop. The intention is for this market to close at 22:00 and so last orders would be at 21.30. We wish to avoid any issues with late night drinking and the associated issues that could raise and to ensure there is no disturbance to neighbours after 22.00. It will be designed as a family event like the Sunday market and will be managed with the same controls as Sundays. However it will be a much smaller event with around only 20 stalls compared to the 40 plus on Sundays. We also expect it to attract only a small number of visitors.

We have sought pre application advice from the Police licensing officer in Brent. Their only concern was that no school children were still present on site when the market opened in the evening. We have met with the school and they have confirmed that; 1. A majority of children leave the school at 15.30 on Fridays. And 2. The last after school club finishes at 16.40 so no children will be present on site at 17:00. We have agreed with the school that any event staff arriving on site to set up early will all be DBS checked.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

## Part 4 – Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Please tick ✓ Yes

### Provision of regulated entertainment (please see guidance note 3)

- |    |   |                          |
|----|---|--------------------------|
| a) | plays (if ticking yes, fill in box A)   | <input type="checkbox"/> |
| b) | films (if ticking yes, fill in box B)   | <input type="checkbox"/> |
| c) | indoor sporting events (if ticking yes, fill in box C)  | <input type="checkbox"/> |
| d) | boxing or wrestling entertainment (if ticking yes, fill in box D)   | <input type="checkbox"/> |
| e) | live music (if ticking yes, fill in box E)  | <input type="checkbox"/> |
| f) | recorded music (if ticking yes, fill in box F)  | <input type="checkbox"/> |
| g) | performances of dance (if ticking yes, fill in box G)   | <input type="checkbox"/> |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(if ticking yes, fill in box H) | <input type="checkbox"/> |

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

Sale by retail of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

**A**

<b>Plays</b> Standard days and timings (please read guidance note 8)			Will the performance of a play take place indoors or outdoors or both – please tick [✓] (please read guidance note 4).	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 5)	Both	
Tue					
Wed			<b>State any seasonal variations for performing plays</b> (please read guidance note 6)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 7)		
Sat					
Sun					

**B**

<b>Films</b> Standard days and timings (please read guidance note 8)			Will the exhibition of films take place indoors or outdoors or both – please tick [✓] (please read guidance note 4).	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 5)	Both	
Tue					
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 6)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 7)		
Sat					
Sun					

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 8 )			<b>Will the performance of dance take place indoors or outdoors or both – please tick [✓] (please read guidance note 4).</b>	Indoors		
Day	Start	Finish		Outdoors		
Mon			<b>Please give further details here</b> (please read guidance note 5)	Both		
Tue						
Wed				<b>State any seasonal variations for the performance of dance</b> (please read guidance note 6)		
Thur						
Fri				<b>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 7)		
Sat						
Sun						

**H**

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 8 )			<b>Please give a description of the type of entertainment you will be providing</b>			
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 4).</b>	Indoors		
				Outdoors		
Mon			<b>Please give further details here</b> (please read guidance note 5)	Both		
Tue						
Wed				<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 6)		
Thur						
Fri				<b>Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 7)		
Sat						
Sun						

I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 4).	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 5)	Both	
Tue					
Wed				<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 6)	
Thur					
Fri					
Sat				<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 7)	
Sun					

J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption (Please tick box ✓) (please read guidance note 9)	On the premises	
Day	Start	Finish		Off the premises	
Mon			<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 6)	Both	X
Tue					
Wed				<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 7)	
Thur					
Fri					
Sat	17:00	22:00			
Sun	10:00	15:00			

**IN ALL CASES PLEASE COMPLETE K, L, & M BELOW**

**K**

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 10)

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 8)			<b>State any seasonal variation</b> (please read guidance note 6)
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Non-standard timings. Where you intend the premises to be open to the public at different times to those listed in the column on the left, please list</b> (please read guidance note 7)
Mon			
Tue			
Wed			
Thur			
Fri	17:00	22:00	
Sat			
Sun	10:00	15:00	

**Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking**

The change in hours to include Friday sales

Please tick ✓ Yes

▪ I have enclosed the premises licence

▪ I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence



**M** Describe any additional steps that you intend to take to promote the four licensing objectives as a result of the proposed variation:

**a) General – all four licensing objectives (b, c, d, e) (please read guidance note 11)**

Ensure that all staff involved in the selling of Alcohol and general managers on site are aware of the licensing objectives below and know who the DPS is to report any problems. Train any new staff to make them aware too Only permit alcohol sales by individuals who hold a Personal Licence and have been authorised in writing by the DPS or, exceptionally, by an individual (who does not hold a Personal Licence) who has been personally trained and authorised in writing by the DPS. - All alcohol sellers must implement the Challenge 25 policy

**b) The prevention of crime and disorder**

A clear and legible notice outside the premises indicating the normal hours under the terms of the premises licence during which licensable activities are permitted. Clear and conspicuous notices warning of potential criminal activity, such as theft, that may target customers will be displayed. Report any problems immediately to police or Safer Neighbourhoods teams

**c) Public safety**

log book / accident report log shall be kept and available for inspections made; those required to be made by statute, and information compiled to comply with any public safety condition attached to the premises licence that requires the recording of such information. The log book shall be kept available for inspection when required by persons authorised by the Licensing Act 2003 or associated legislation. -Adequate access is provided for emergency vehicles. -RAMS in force on site and all sellers are aware of it It is updated regularly

**d) The prevention of public nuisance**

Enforce strict selling times based on the permitted hours and ensure all drinking up and packing up is completed Quickly and quietly in during early evening. Follow the noise prevention plan already in place on farmers markets days Check that no eating or drinking is taking place outside the premises on the street

**e) The protection of children from harm**

The site will not be open to the public on Fridays until all school children have left which occurs at 16.40 routinely each week. Alcohol sales will not commence before 5pm and are more likely to commence at 5.30 when the event fully opens to the public.  
Any market or event staff coming on to site before 5 pm will be DBS checked and will use the schools sign in procedure  
The market event has the full support of the school and the organisers will follow any advice or instructions given by the school to ensure the market operates safely  
Enforce the challenge 25 scheme for all stalls selling alcohol Ensure that all alcohol is kept in protected areas out of the reach of children

Please tick ✓ Yes

- I have made or enclosed payment of the fee
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**Part 5 – Signatures** (please read guidance note 12)

**Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent. (Please read guidance note 13). If signing on behalf of the applicant please state in what capacity.**

Signature ..... M.Handley  
Date ..... 3/04/2019  
Capacity ..... Company Director

**Where the premises licence is jointly held signature of 2<sup>nd</sup> applicant (the current premises licence holder) or 2<sup>nd</sup> applicant's solicitor or other authorised agent. (Please read guidance note 14). If signing on behalf of the applicant please state in what capacity.**

Signature .....  
Date .....  
Capacity .....

<b>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 15)</b>	
<b>Post town</b>	<b>Post code</b>
<b>Telephone number</b>	
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b>	