



# Brent

## NEW PREMISES LICENCE APPLICATION FORM

Application for a premises licence to be granted  
under the Licensing Act 2003

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

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

We.....HOLY TRINITY ROMANIAN CHURCH.....

.....apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description	
ROE GREEN PARK, NW99PG	
Post town	Post code
KINGSBURY - LONDON	NW9 9PG
Telephone number of premises (if any)	
Non-domestic rateable value of premises	£

## Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick ✓ Yes

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| a) An individual or individuals*  | <input type="checkbox"/>            | please complete section (A) |
| b) a person other than an individual*   |                                     |                             |
| i. as a limited company/limited liability partnership   | <input type="checkbox"/>            | please complete section (B) |
| ii. as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
| iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
| iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c) a recognised club  | <input type="checkbox"/>            | please complete section (B) |
| d) a charity  | <input checked="" type="checkbox"/> | please complete section (B) |
| e) the proprietor of an educational establishment   | <input type="checkbox"/>            | please complete section (B) |
| f) a health service body  | <input type="checkbox"/>            | please complete section (B) |
| g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  | <input type="checkbox"/>            | please complete section (B) |
| ga) A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | <input type="checkbox"/>            | please complete section (B) |
| h) the chief officer of police of a police force in England and Wales   | <input type="checkbox"/>            | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ Yes

- |  |                          |
|--|--------------------------|
| <input type="checkbox"/> I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | <input type="checkbox"/> |
| <input type="checkbox"/> I am making the application pursuant to a   |                          |
| o Statutory function or  | <input type="checkbox"/> |
| o A function discharged by virtue of Her Majesty's prerogative   | <input type="checkbox"/> |

### (A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr       Mrs       Miss       Ms       Other title   
(for example, Rev)

Surname

First names

Date of Birth	I am 18 years old or over <input type="checkbox"/> (Please tick yes)
Nationality	

Current postal address  
If different from premises address

Post Town

Postcode

Daytime contact telephone number

E-mail address (optional)

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr

Mrs

Miss

Ms

Other title

(for example, Rev)

Surname

First names

Date of Birth

I am 18 years old or over  (Please tick yes)

Nationality

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)

Current postal address if different from premises address

Post Town

Postcode

Daytime contact telephone number

E-mail address (optional)

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name	HOLY TRINITY ROMANIAN CHURCH
Address	115 LLANOVER ROAD HAS FLW WEMBLEY - LONDON
Registered number (where applicable)	CHARITY NO 1168168

Description of applicant (for example, partnership, company, unincorporated association etc.)

CHURCH / CHARITY

Telephone number (if any)

[REDACTED]

E-mail address (optional)

[REDACTED]

**Part 3 Operating Schedule**

When do you want the premises licence to start?

Day		Month		Year			
2	0	0	9	2	0	1	9

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

2	2	0	9	2	0	1	9
---	---	---	---	---	---	---	---

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

1000
------

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

WE WANT TO HAVE AN EVENT THAT WILL PROMOTE THE ROMANIAN ETHOS.  
WE WILL SING LIVE MUSIC.  
WE WILL NOT SELL ANY ALCOHOL, FOOD OR DRINKS.  
IF IS NEEDED WE WILL PROVIDE FREE BOTTLED WATER.

Please tick ✓ Yes

**What licensable activities do you intend to carry on from the premises?**

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

**Provision of regulated entertainment**

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

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

**Sale 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 7)			<b>Will the performance of a play take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).</b>	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here (please read guidance note 4)</b>	Both	
Tue					
Wed			<b>State any seasonal variations for performing plays (please read guidance note 5)</b>		
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 (please read guidance note 6)</b>		
Sat					
Sun					

**D**

Boxing or wrestling entertainment Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

**E**

Live Music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick [✓] (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	✓
Mon			Please give further details here (please read guidance note 4)  AMPLIFIED MUSIC	Both	
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	18 <sup>00</sup>	21 <sup>00</sup>			
Sun	09 <sup>00</sup>	13 <sup>00</sup>			
	16 <sup>00</sup>	20 <sup>00</sup>			

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

Name.....

Date of Birth.....

Address.....

Postcode.....

Personal Licence number (if known) .....

Issuing licensing authority (if known).....

**K**

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)**

NOT APPLICABLE

**L**

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variation (please read guidance note 5)
Day	Start	Finish	
Mon			<p><u>Non-standard timings. Where you intend to use the premises to be open to the public at different times to those listed in the column on the left, please list (please read guidance note 6)</u></p>
Tue			
Wed			
Thur			
Fri	18 <sup>00</sup>	21 <sup>00</sup>	
Sat	18 <sup>00</sup>	21 <sup>00</sup>	
Sun	09 <sup>00</sup>	13 <sup>00</sup>	
	16 <sup>00</sup>	20 <sup>00</sup>	



**M** Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d, e) (please read guidance note 10)

PROMOTE ALL FOUR LICENSING OBJECTIVES WE WILL KEEP: STRONG MANAGEMENT CONTROLS and EFFECTIVE TRAINING of all staff so that they are AWARE of the premises licensee and the requirements do meet the four licensing objectives with particular attention to:  
See the appendix.

b) The prevention of crime and disorder

See the appendix

c) Public safety

See the appendix.

d) The prevention of public nuisance

See the appendix.

e) The protection of children from harm

See the appendix.

**Checklist**

Please tick ✓ Yes

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

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


**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant or applicant’s solicitor or other duly authorised agent. (Please read guidance note 12). If signing on behalf of the applicant please state in what capacity.**

**Declaration**

- (Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership) I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).
- The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)

Signature .....  RAY TRUSTEE .....

Date ..... 07/07/2019 .....

Capacity ..... 700 – 800 .....

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant’s solicitor or other authorised agent. (Please read guidance note 13). If signing on behalf of the applicant please state in what capacity.**

Signature 



Date .....

Capacity MEMBER OF CHARITY  
PASTOR OF HOLY TRINITY ROMANIAN CHURCH

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)



Post to

Teleph

E-mail

- a) **PROMOTE ALL FOUR LICENSING OBJECTIVES WE WILL KEEP:** Strong management controls and effective training of all staff so that they are aware of the premises licence and the requirements to meet the four licensing objectives with particular attention to:
- a *no selling of alcohol to underage people.* There will be NO alcohol allowed during the event
  - b *no drunk and disorderly behaviour on the premises area*
  - c *vigilance in preventing the use and sale of illegal drugs at the retail area*
  - d *no violent and anti-social behaviour*
  - e *no any harm to children*
- Operating Schedule will provide the hours of operation and licensable activities during those hours.
  - Designated premises supervisor will confirm and will be in day-to-day control of the premises, to provide good training for staff on the Licensing
  - We promise to support these objectives through our operating schedules and other measures (including staff training and qualifications, policies, and strategic partnerships with all other parties involved in the event).

- b) **The prevention of crime and disorder**  
CCTV System will be installed to monitor entrances, exits, and other parts of the premises in order to address the prevention of crime objective. 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. Not selling of alcohol at all time. Custom will not be sought by means of personal solicitation outside or in the vicinity of the premises. Staff will be well trained in asking customers NOT to use any kind of alcohol during the event.

- c) **Public safety**  
Internal and external lighting will be supplied to promote the public safety objective. Well trained staff adherence to environmental health requirements. A log book or recording system will be kept upon the premises in which shall be entered particulars of 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 logbook will be kept available for inspection when required by persons authorised by the Licensing or associated legislation. All parts of the premises and all fittings and apparatus therein, door fastenings and notices, lighting, heating, electrical, air condition, sanitary accommodation and other installations, will be maintained at all times in good order and in a safe condition and PAT test will be available for any electric equipment.

- d) **The prevention of public nuisance**  
Noise reduction measures will be implemented to address the public nuisance objective. Prominent, clear and legible notices will be displayed at the exit requesting the public to respect the needs of nearby residents and to leave the premises and the area quietly.

Prevent nuisance and disturbance to nearby residents:

We will ensure that staff who arrive early morning or depart late at night (ex. for unpacking) will be in such a manner to avoid causing disturbance to nearby residents. Everyone will be asked not to stand around loudly talking in the street outside the premises. Customers will not be admitted to premises above opening hours. The movement of bins and rubbish outside the premises will be kept to a minimum after 11.00pm. This will help to reduce the levels of noise produced by the premises. Any lighting on or outside the premises will be positioned and screened in such a way so as to not cause a disturbance to nearby residents. Adequate waste receptacles for use by customers will be provided in the local vicinity.

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

- Children of any age will be allowed to enter the event premises. However, anyone under the age of 16 will be led to an under 16 designated area surrounded by safeguard trained people and monitored by the CCTV cameras at all time.
- anyone who is over 16 but looks younger will be asked to carry acceptable ID if they wish to enter the adult's area.
- Qualified security staff will be available and trained about requirement for persons' identification

