



## HAYWARDS HEATH TOWN COUNCIL

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20<sup>th</sup> June, 2023

To all Councillors on the Planning Committee and others for information

Dear Councillor,

You are hereby requested to attend a meeting of the **Planning Committee** to be held on **Monday, 26<sup>th</sup> June 2023 at 7:30pm** in the Council Chamber, 40 Boltro Road, when the following business will be transacted.

Yours sincerely,  
**Steven Trice**  
Town Clerk

### AGENDA

1. To receive apologies for absence.
2. To confirm the minutes of the meeting of the Planning Committee held on Monday, 5<sup>th</sup> June 2023.
3. To note Substitutes.
4. To receive Declarations of Interest from Members in respect of any matter on the agenda.
5. To note any appeals lodged or appeal decisions made, and licensing applications.

Appeals Lodged/Decided: **None**;

Licensing Application: **LI/23/0834 - K & A Enterprise, 118 South Road**  
Review of Premises Licence.

6. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
7. To consider any items that the Chair agrees to take as urgent business.

*'During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.'*

Committee Members: S Inglesfield (Chair), D Pascoe (Vice Chair), A Bashar, N Chapman, S Ellis, B King, D Nicholson, A Platts.

## HAYWARDS HEATH TOWN COUNCIL

### PLANNING COMMITTEE

#### Minutes of the meeting held on Monday, 5 June 2023

S Inglesfield (*Chair*)  
D Pascoe (*Vice Chair*)  
A Bashar  
N Chapman \*\*  
S Ellis  
B King  
D Nicholson  
A Platts

\* Absent

\*\* Apologies

#### 9. Apologies

The following apology was received:

Member	Reason for Absence
Cllr N Chapman	Holiday

#### 10. Minutes

The minutes of the meeting held on Monday, 22 May 2023 were taken as read, confirmed as a true record and duly signed by the Chair.

#### 11. Substitutes

There were none.

#### 12. Members' Declarations of Interest

Councillor Bashar made the following declaration:

"I declare a personal interest in all planning applications under agenda item 6 as an elected Member of Mid Sussex District Council (MSDC) and as an appointed Member of the (MSDC) Planning Committee. I further reserve the right to alter my views should the applications come before the Planning Committee, based on contributions from the public, other Members or reports from MSDC Officers."

**cont.**

**13. Planning Appeals**

Members noted the following appeal **decision**, the appeal having been lodged as a result of MSDC's decision to refuse planning permission:

<b>Date Decided &amp; References</b>	<b>Site</b>	<b>Description</b>	<b>Decision</b>
22/05/2023 AP/22/0036 APP/D3830/W/22/3301869  (DM/21/3763 refers)	Cross Construction Development Site Rocky Lane HAYWARDS HEATH	The proposal is to erect 9 apartments within a single three-storey building, along with access, parking and landscaping. (Revised plans showing corrected red line boundary received 15.12.2021.)	Dismissed

**14. Licensing Applications**

There were none.

**15. Comments and Observations on Planning Applications**

Members made comments and observations on 19 planning applications as per Appendix 1 attached.

**16. Items Agreed as Urgent by the Chair**

There were none.

The meeting closed at 8:16pm.

## APPENDIX 1

### **Week 1**

**DM/23/1183 – Café Rouge, 33 The Broadway** **Bentswood & Heath West**  
New Banana Tree signage to replace existing Rouge Brasserie signage.

No comment.

**DM/23/1200 – 21 Willow Park** **Franklands**  
T1 Oak – crown reduction by 2 metres. Remove lowest limb. T2 Oak – crown reduction by 2 metres.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/23/1209 – 14 Aspen Walk** **Franklands**  
Loft conversion with rear dormer.

As this is an application for a Lawful Development Certificate and is therefore a legal matter, the Town Council defers the decision to Mid Sussex District Council.

**DM/23/1216 – The Star, 1 The Broadway** **Bentswood & Heath West**  
T1 Horse chestnut – remove 1 x low branch to the east of the canopy, currently rubbing causing damage to the storage compound roof and reduce south of the canopy by up to 3m.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/23/1254 – Hillis Wood House, 22 Lucastes Road** **Lucastes & Bolnore**  
T1 Chamaecyparis – fell, T2 Chamaecyparis – fell, T3 Ash – fell, and T4 Ash – fell.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

### **Week 2**

**DM/23/0136 – 106 Franklynn Road** **Ashenground**  
Proposal to drop a kerb to provide access to existing driveway and garage.

No comment.

**DM/23/1235 – 12 Gander Green** **North East**  
Single storey building in the rear garden.

No comment.

**DM/23/1238 – Chestnuts, Woodridge Close** **Franklands**  
Variation of condition no. 2 relating to planning application DM/22/2801 – to update the proposed plans to allow for design changes.

No comment.

**DM/23/1247 – 59–63 South Road**

**Ashenground**

Alterations to shopfront layout and alterations to layout of rear parking arrangements.

Like the previous application (DM/22/2285 refers), the Town Council **SUPPORTS** this latest application as it welcomes anything that enhances the visual appeal of the property and is likely to encourage its use. However, Members would like clarification as to what type of glazing is proposed for the ground floor shopfront, i.e. will it be clear/transparent or obscured/opaque in some way? The ground floor will form part of a gym and the question has been raised about gym users being in full view of passers-by and how this might impact the street scene/vibe.

**DM/23/1260 - 2 Frankton Avenue**

**Franklands**

Installation of air source heat pump to rear of 2 Frankton Avenue, adjacent to wall forming boundary and fence with 4 Frankton Avenue.

No comment.

**DM/23/1262 – 23–25 Bolnore Road**

**Lucastes & Bolnore**

Variation of condition 2 of planning application DM/20/3310 – to allow for internal reorganisation of the lower ground, ground, first and second floors to provide a more efficient and operationally more appropriate layout.

The Town Council notes the variation of condition 2 of DM/20/3310 and has no further comment to make.

**DM/23/1274 – 1 The Cedars**

**North Central**

Partial garage conversion to office space with new roller door and window.

No comment.

**DM/23/1285 – 6 Haywards Villas**

**Ashenground**

Rear single storey extension with a flat roof and lantern style rooflight.

No comment.

**DM/23/1296 – 46 Lewes Road**

**Franklands**

Variation of condition 2 of application DM/22/3219 for amendment to the approved plans to allow for alterations to the eaves height of the roof over the garden room.

No comment.

**Week 3**

**DM/23/1273 – 47 Lucastes Avenue**

**Lucastes & Bolnore**

Retrospective application for proposed new boundary railing and gates on Lucastes Avenue frontage.

The Town Council is very disappointed that this application is retrospective, the proposal has been implemented prior to applying for the appropriate permission and it is being presented as a fait accompli. The Town Council **OBJECTS** for the following reasons:

1. the railings and gates are detrimental to the character of the Lucastes Conservation Area and do not relate sympathetically with the street scene in this locality. This is contrary to Policies DP26 and DP35 of the Mid Sussex District Plan 2014-2031 and Policies E9 and H9 of the Haywards Heath Neighbourhood Plan;

**cont.**

**DM/23/1273 – 47 Lucastes Avenue (cont.)**

**Lucastes & Bolnore**

2. the proposal does not address the points made by Mid Sussex District Council's Conservation Officer under previous application reference DM/22/3071. Amongst other things, she commented that: 'With few exceptions, the front boundaries of the houses are of hedgerows, with open, ungated driveways. The few gates which are present along this stretch of the Avenue tend to be of a 5 bar timber design, having a semi-rural character which complements the 'village' feel of the development'. It is disappointing to note that this latest application has disregarded the Conservation Officer's view, which remains valid;
3. there is concern that the existing hedge along the frontage of the property is under threat because of its proximity to the railings, which would make future maintenance impractical. In order to safeguard the integrity of the Conservation Area, the hedge (and trees along the front boundary) must be afforded adequate protection and any steps to remove them in the future should be resisted;
4. the vehicular access gate is not set back to the minimum 5m as required (and previously advised) by West Sussex County Council Highways to allow a vehicle to pull in off the carriageway and wait whilst the gates are in operation – this is to the detriment of highway safety;
5. if permission were granted, it would set an unwelcome precedent for future proposals of a similar nature. This would undermine the policies that are in place to control development in the town.

**DM/23/1307 – 15 Chandlers Field Drive**

**Lucastes & Bolnore**

Erection of a single storey rear extension extending beyond the rear wall of the original house by 3.60m, to a maximum height of 3.90m and the height of the eaves to 3.00m.

No comment.

**DM/23/1322 – 9 Knight Close**

**Lucastes & Bolnore**

Hawthorn to be pruned back by 2m to achieve a 2m clearance from building.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/23/1351 - Parkers MOT & Tyre Centre Ltd, Units 1 & 2, 12 Bridge Road**

**North Central**

Discharge of Conditions 2, 4, and 11 relating to planning reference DM/22/3772.

Further to condition 11. of DM/22/3772, which relates to the site set-up during construction, the Town Council requests that all those responsible for the site, e.g. the Site Manager/Contract Manager, be made aware that Queens Road has a 7.5 tonne weight limit for goods vehicles. Therefore, any construction-related vehicles that exceed this must access the site from the east, i.e. from the roundabout at the northern end (bottom) of Oathall Road.

**DM/23/1361 – The Sundial, 2 Birchen Lane**

**North East**

2-storey front/side extension and new single storey side extension to be used as garage.

No comment.

## ITEM 5

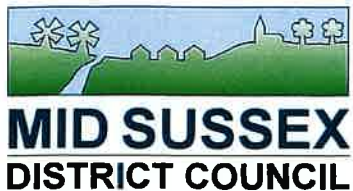
LICENSING TEAM  
LICENSING ACT 2003 –  
WEEK COMMENCING 12 JUNE 2023

Should you require further details on any application please contact us

[Licensing@midsussex.gov.uk](mailto:Licensing@midsussex.gov.uk)

### NEW/VARIATIONS

App no.	Date Received	Application Type ie. Premises, Club	Applicants	Premises Address	Variation Yes/No	Nature of variation required/ Nature of Application	Latest date for representations to be made. Within 28 consecutive days (Not Personal Licences) Starting day after application received
LI/23/0834	13.06.2023	Premises	West Sussex County Council Trading Standards Service	K & A Enterprise 118 South Road HAYWARDS HEATH RH16 4LT	No	Review of Premises Licence. Incidents at the premises have, in the opinion of West Sussex Trading Standards, undermined the Licensing Objectives of Prevention of Crime and Disorder, Public Safety, and Protection of Children from Harm.	12.07.2023



**LICENSING AUTHORITY**

Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath RH16 1SS

**Application for the review of a Premises Licence or Club Premises Certificate 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 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 Peter Aston, Trading Standards, Team Manager, West Sussex County Council Trading Standards Service apply for the review of a Premises Licence under Section 51/~~apply for the review of a Club Premises Certificate under Section 87~~ of the Licensing Act 2003 for the premises described in Part 1 below (delete as applicable)

**Part 1 – Premises or club premises details**

<b>Postal address of premises or club premises, or if none, ordnance survey map reference or description</b>  K & A Enterprise 118 South Road	
<b>Post town</b> Haywards Heath	<b>Post code (if known)</b> RH16 4LT
<b>Name of Premises Licence holder or Club holding Club Premises Certificate (if known)</b>  Mr Selvakkumar Karaimuthu	
<b>Number of Premises Licence or Club Premises Certificate (if known)</b>  PA0648	

**Part 2 – Applicant details**

I am

Please tick  yes

- 1) An individual, body or business which is not a Responsible Authority (please read guidance note 1, and complete (A) or (B) below)



2) A Responsible Authority (please complete (C) below)

3) A member of the Club to which this application relates (please complete (A) below)

**(A) DETAILS OF INDIVIDUAL APPLICANT** (fill in as applicable)

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

Surname  First names

Please tick ✓ yes

I am over 18 years old or over

**Current postal  
address if different  
from premises  
address**

**Post town**

**Postcode**

**Daytime contact telephone number**

**Email address (optional)**

**(B) DETAILS OF OTHER APPLICANT**

Name and address

Telephone number (if any)

E-mail address (optional)

**(C) DETAILS OF RESPONSIBLE AUTHORITY APPLICANT**

Name and address  FOR & ON BEHALF OF THE RESPONSIBLE AUTHORITY APPLICANT: Mr Peter Aston Trading Standards Team Manager West Sussex County Council Trading Standards Service Parkside Chart Way Horsham RH12 1XH

**This application to review relates to the following licensing objective(s)**

**Please tick one or more boxes ✓**

- |   |                                     |
|---|-------------------------------------|
| 1) the prevention of crime and disorder | <input checked="" type="checkbox"/> |
| 2) public safety                        | <input checked="" type="checkbox"/> |
| 3) the prevention of public nuisance    | <input type="checkbox"/>            |
| 4) the protection of children from harm | <input checked="" type="checkbox"/> |

**Please state the ground(s) for review (please read guidance note 2)**

West Sussex County Council Trading Standards Service (the 'responsible authority') contends the following licensing objectives have been undermined by the carrying on of licensable activities at these premises:

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

Full particulars in support of the application are to be found in the next section, but in summary:

**Prevention of crime and disorder**

On 8<sup>th</sup> February 2023, during a controlled Trading Standards Test Purchasing exercise, a staff member at K & A AKS LTD t/a K&A Enterprise Convenience Store sold alcohol to a Trading Standards volunteer who was under the age of 18.

The sale of alcohol to a person under the age of 18 is a criminal offence under the Licensing Act 2003.

### **Protection of children from harm**

Despite K & A Enterprise operating a Challenge 25 Policy, the seller did not follow the guidance of such policy, contrary to the Licence Condition:

5. 1) *The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.*
- 2) *The designated premises supervisor in relation to the premises licences must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.*
- 3) *The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either: -*
  - a) *A holographic mark or*
  - b) *An ultraviolet feature*

### **Public Safety**

Selling food past its use by date and selling foreign labelled food are an example of risks to public safety. Allergen information is a key part of food labelling which poses a real health risk to consumers if they cannot read or properly understand the labelling on foreign labelled food.

**Please provide as much information as possible to support the application** (please read guidance note 3)

K & A AKS LTD which trades as K & A Enterprise at 118 South Road, Haywards Heath, RH16 4LT was incorporated as a Limited Company in September 2017 and Mr Kandeepan KANDHASAMY has been listed as the Company Director since the incorporation date of 22<sup>nd</sup> September 2017.

On the 21<sup>st</sup> October 2022, the Responsible Authority received a complaint via the Citizen Advice Consumer Service where the complainant advised that K & A Enterprise Convenience store of 118 South Road, Haywards Heath, RH16 4LT was selling Elf Bar vape devices to underage children in school uniform. The complainant further advised that their son was caught with one of these vape devices in his possession and that their son advised them that he purchased these himself from K & A Enterprise. On the 20<sup>th</sup> January 2023 the Responsible Authority received further intelligence indirectly from a parent alleging that their son had been found in possession of a vape which they had purchased from K&A Enterprise. The parent went on to advise that their son had been caught on two more occasions and the son had said that he was still getting the devices from the same shop. The son was able to buy these items after school whilst in school uniform.

As a result of this intelligence, on the 26<sup>th</sup> January 2023, a Trainee Trading Standards Officer from the Responsible Authority visited K & A Enterprise Convenience store at 118 South Road, Haywards Heath, RH16 4LT and carried out a comprehensive advice visit in relation to Underage Sales.

The Officer met and spoke to Mr Kandeepan KANDHASHAMY, the shop owner and Director and they explained there had been an allegation against K & A Enterprise

Convenience Store selling age restricted products to young children. Mr KANDHASHAMY informed the Officer there was a 'Think 25 Policy' in place and that the staff do receive training with regards to Underage Sales. During the visit the Officer handed Mr KANDHASHAMY guidance leaflets on Underage Sales.

Later the same day the Officer emailed Mr KANDHASHAMY a letter confirming what was discussed at the advice visit.

On the 8<sup>th</sup> of February 2023, as part of an underage sales operation the Responsible Authority were carrying out that day, a 17-year-old volunteer working under the instruction and supervision of the Responsible Authority entered K & A Enterprise Convenience store of 118 South Road, Haywards Heath, RH16 4LT. The child volunteer selected a VK Passion fruit Bottle and took it to the till. A male working behind the till area, Mr Yokarasa RAMANAN, sold the VK bottle to the child volunteer, without asking the volunteer any questions or asking for ID.

Two Trading Standards Officers from the Responsible Authority returned to the shop immediately after the sale to inform the seller about the test purchase and take the relevant information to instigate an investigation. Under caution, Mr RAMANAN advised that he believed the volunteer to be 19 years old, but confirmed they do operate a 'Think 25' policy at the store. Mr RAMANAN further advised that he did not challenge the volunteer's age as he was busy at the time. Mr RAMANAN also advised the Officers that he received monthly training on Underage Sales. However, when he did find a training document titled 'Age V Policy' to show the officers, the document had last been signed by him on 3<sup>rd</sup> June 2022.

When the Officers asked the seller if they had a refusals log, Mr RAMANAN said that he could not find it and informed the Officers that he had never completed one. Mr RAMANAN however then found the refusals log and the Officers checked it and saw that only half of it had been completed and the other half had been printed tickets from the till. There appeared to be no record of any refusals in 2023 and that the last date a sale appeared to have been refused, which was on the printed copy, was 5<sup>th</sup> August 2022.

Further questions were subsequently put by the Responsible Authority to a representative for the Company, K & A AKS LTD t/a K & A Enterprise. Mr Kandeepan KANDHASHAMY, as the Company Director and the DPS responded to the questions and stated in his interview response that the sale of alcohol to someone that was underage was down to the member of staff not checking for ID. Mr KANDHASHAMY further stated that all the store staff had been trained on Underage Sales but that the staff have since been retrained after the incident occurred.

Mr KANDHASHAMY provided copies of refusals log taken from the till and also a scanned copy of a handwritten refusals log which showed regular refusal of sales throughout January and February 2023. On this copy it appears Mr RAMANAN also completed several entries which obviously contradicts what he advised the two Officers when they questioned him under caution immediately after the incident on the 8<sup>th</sup> February 2023.

This was not the first time Mr KANDHASHAMY had received advice from the Responsible Authority, nor the first incident where they had failed an Underage Sale test purchase.

In August 2019, an Officer from the Responsible Authority visited K & A Enterprise with an Officer from the Environmental Health Team at Mid Sussex District Council.

The Environmental Health Officer had visited the store the day before and had found several items of food past the Use-by Date which prompted the Officer to contact the

Responsible Authority to request a joint visit. During the joint visit a further 3 items were found to be past the use by date and over 100 items of food were found to be non-compliant with English Labelling requirements. Many of the products found had no English labelling at all, whereas others had English labelling, but the allergen information was not emphasised.

The Food Information Regulations 2014 (and associated EU legislation) requires food to be labelled in a language understood by the consumers of the Member State where the food is marketed. In the UK that language is English. If such information causes a safety issue, for example if the allergen information cannot be understood, then this is a potential offence under Regulation 19(1) Food Safety & Hygiene (England) Regulations 2013.

During this joint visit, the Officer from the Responsible Authority also discussed Age Restricted sales with Mr KANDHASMY and noted the store had a till prompt in place and a Refusals Log, but that the last entry in the Refusals Log was from June 2019.

The Officer further found during this visit, a pack of JPS Silver Cigarettes that was not in the required Plain Packaging and therefore a Criminal offence under the Standardised Packaging of Tobacco Products Regulations 2015. As a result of this visit a Warning Letter was issued by the Responsible Authority outlining the various potential offences under relevant Food Legislation and Tobacco Legislation.

Following the receipt of an anonymous report advising that the store is selling age restricted products to children underage; in June 2021, an Officer from the Responsible Authority visited K & A Enterprise and carried out an Underage Sales Advice Visit. During this visit the Officer met and spoke with a Mr Selvar KULMAR, who was Acting Manager at the time.

On the 2<sup>nd</sup> September 2021, as part of an underage sales operation the Responsible Authority were carrying out that day, a underage volunteer working under the instruction and supervision of the Responsible Authority entered K & A Enterprise Convenience store of 118 South Road, Haywards Heath, RH16 4LT. The Volunteer was sold a 4 Pack of Carlsberg Beer by the Sales Assistant working at the store, Mr Selvakumar KARAIMUTHU.

In October 2021, the Responsible Authority issued a Warning Letter to K & A Enterprise with regards to this underage sale. In this Warning Letter it was recommended to Mr KANDHASAMY that he introduced a written company procedure regarding the sale of all age restricted products and that he kept written training records for the staff, ensuring that he recorded the details of what training was given, the date at which any training was provided, and the details of the staff who received the training.

The Responsible Authority did attempt a further Underage Sales Test Purchase in February 2022 and staff at the premises refused the attempted purchase by the volunteer to buy alcohol. The shop was sent a letter advising them they did pass the attempted test purchase and the letter also provided comprehensive advice and guidance in relation to age restricted sales.

In June 2022, the Responsible Authority received further information which came via the local Licencing Team in the District Council but had originated from Sussex Police advising that a 16-year-old was sold alcohol.

The Police Officer advised that her friend had approached her advising that their 16-year-old son had purchased a 4 pack of Stella Lager and although they had dealt with the son

from a parental aspect, the friend wanted to let her know and to pass on the information for intel development or action if required.

On the 5<sup>th</sup> August 2022, a Trainee Trading Standards Officer from the Responsible Authority visited the premises and met with an employee, Mr Saranrej SEKAR, where the Officer discussed Age Restricted Sales. Mr SEKAR confirmed the store had a 'Think 25' Policy in place and that the refusals log was on the till. The Officer checked the till and that the last date for refusal of sale was the 4<sup>th</sup> August 2022. The Officer sent a follow up letter confirming the advice provided. This follow up letter was sent to the Director of K & A AKS LTD and owner of the business, Mr Kandeepan KANDHASAMY.

Under Section 146 of the Licensing Act 2003, it is a criminal offence to sell alcohol to a child under the age of 18 years old. Section 146 (4) contains a defence 'that he believed the individual was 18 or over, and he had either taken all reasonable steps to find out the individual's age or that no one could reasonably suspect from their appearance that they were under 18.'

It's contended the sale of alcohol to an underage person in the circumstances outlined is a breach of the licensing objective 'the protection of children from harm' and that the licensee has failed in their responsibilities to promote said licensing objective. Furthermore, it is also contended there were breaches of the 'Public Safety' objective in relation to the sale of food being found passed its use by date and the selling of foreign labelled food.

In considering a review of this premises licence the committee are also reminded of a third licensing objective 'prevention of crime and disorder' which has been failed by commission of the criminal offences outlined above.

In view of this the Responsible Authority do not believe the licensing objectives are being continually upheld at these premises and deem it both proportionate and necessary to invite the committee to consider a review of the premises licence, to limit further criminal activity by this licence holder and to act as a deterrent to other operators considering such illegal conduct.

As underage prevention advice had been provided just before the sale of alcohol was made to a Trading Standards volunteer, the premises had been given advice on several occasions prior and they had failed a similar test purchase previously, the Responsible Authority suggests an appropriate outcome of the review would be a revocation of the alcohol licence.

Please tick  yes

Have you made an application for review relating to the premises before

If yes please state the date of that application

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

**If you have made representations before relating to the premises, please state what they were and when you made them**

Please tick  yes

- I have sent copies of this form and enclosures to the Responsible Authorities and the Premises Licence holder or Club holding the Club Premises Certificate, as appropriate
- I understand that if I do not comply with the above requirements my application will be rejected

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

**Part 3 – Signatures** (please read guidance note 4)

**Signature of applicant or applicant's Solicitor or other duly authorised agent** (please read guidance note 5). **If signing on behalf of the applicant please state in what capacity.**

Signature 

Date 13/06/2023

Capacity Trading Standards Team Manager

<b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 6)	
<b>Post town</b>	<b>Post code</b>
<b>Telephone number (if any)</b>	
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b>	

**Notes for Guidance**

1. A Responsible Authority includes the local police, fire and rescue authority and other statutory bodies which exercise specific functions in the local area.
2. The ground(s) for review must be based on one of the licensing objectives.
3. Please list any additional information or details for example dates of problems which are included in the grounds for review if available.
4. The application form must be signed.
5. An applicant's agent (for example Solicitor) may sign the form on their behalf provided that they have actual authority to do so.
6. This is the address which we shall use to correspond with you about this application.



## ITEM 6

### Week 1

**DM/23/1201 - 19 Sandrocks Way** **Ashenground**  
Demolition of double garage and construction of a detached two-storey dwelling.

**DM/23/1340 - 59 - 63 South Road** **Ashenground**  
Change of use of second floor, addition to remaining second floor and extensions to third floor to provide 11 no flats.

**DM/23/1426 - 40 Lucastes Road** **Lucastes & Bolnore**  
**T1 Cherry - Crown reduction by 6m.**

### Week 2

**DM/23/0623 - 7 Ferny Croft** **Lucastes & Bolnore**  
Retrospective application for the erection of an internal garden batten fencing approx 215 - 220cm high. Amended plans received showing revised position of boundary fence and to include single storey side and rear extension as built (in relation to fence).

**DM/23/0838 Great Haywards Barn Amberley Close** **Lucastes & Bolnore**  
Oak (T9a) - Reduce the crown overhanging the property by 2.5m

**DM/23/1413 - 21 Bolnore Road** **Lucastes & Bolnore**  
Conversion of existing detached garage into separate mews style 2 bedroom dwelling with a proposed dormer extension to the NW elevation and proposed decking to rear. (Access proposed via existing crossover). Access to existing dwelling to be enlarged and fitted with new gates.

**DM/23/1456 - 43 Lincoln Wood** **Lucastes & Bolnore**  
Demolition of existing conservatory and erection of a single storey rear Extension.

**DM/23/1474 Location: 56 Barnmead** **North Central**  
Removal of an existing conservatory, to be replaced with a new single storey extension. Proposed garage conversion and for the existing sloping flat roof height to be raised at the front (lower end) to match the existing roof height to the rear. Also a new front door and one new side window and a new 2.45m high fence to the side of the driveway.

**DM/23/1485 - 12 Augustines Way** **Bentswood & Heath East**  
Two-storey side extension.

### Week 3

**DM/23/1255 - 100 Penland Road** **North Central**  
Proposed ground floor rear extension, first floor front extension and internal alterations.

**DM/23/1475 - 31 Penland Road** **North Central**  
Removal of existing raised decking; removal of 1 No. Chimneystack. Proposed rear single storey extension, garage conversion and front single storey extension together with internal re-configuration and raised decking.

**DM/23/1479 - Fieldway House & Adjacent Land, Lucastes Road** **Lucastes & Bolnore**  
Bay tree (in garden) a crown reduction of 3m to the height and 1m to the width. Oak tree (Located on footpath adjacent to house) cut back overhanging branches by 2m.

**DM/23/1522 - 1 Ashdown Close** **Franklands**  
This application is to regularise the use of the property as a residence for 6 people living together and receiving care.

**DM/23/1523 - 1 Ashdown Close** **Franklands**  
Proposed erection of single storey side and rear extensions following demolition of existing side elevation conservatory.

**DM/23/1539 - 22 Weavers Mead** **Lucastes & Bolnore**  
Garage conversion to bedroom

**DM/23/1569 - Land Adj. To Fieldway House, Lucastes Road** **Lucastes & Bolnore**  
Oak Tree - cut back lowest overhanging branch to the trunk.