

**London Borough of Harrow**  
**Application to vary a premises licence to specify an individual as designated premises supervisor 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 Carluccio's Limited  
being the premises licence holder, apply to vary a premises licence to specify the individual named in this application as the premises supervisor under section 37 of the Licensing Act 2003

**Premises licence number**

LN/000005405 /2013/4

**Part 1 – Premises details**

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

Carluccio's  
15-17 High Street

**Post town**

Pinner

**Post code (if known)**

HA5 5PJ

**Telephone number (if any)**

**Description of premises** (please read guidance note 1)

Licensed Premise

**Part 2**

**Full name of proposed designated premises supervisor**

Katie Harris

**Personal licence number of proposed designated premises supervisor and issuing authority of that licence (if any)**

Barnet Council – LN/199906778

**Full name of existing designated premises supervisor (if any)**

Ms Silvi Raska

**Please tick yes**

I would like this application to have immediate effect under section 38 of the Licensing Act 2003







I have enclosed the premises licence or relevant part of it



(If you have not enclosed the premises licence, or relevant part of it, please give reasons why not)

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

<b>Please tick yes</b>	
▪ I have made or enclosed payment of the fee	<input checked="" type="checkbox"/>
▪ I will give a copy of this application to the chief officer of police	<input checked="" type="checkbox"/>
▪ I have enclosed the consent form completed by the proposed premises supervisor	<input checked="" type="checkbox"/>
▪ I have enclosed the premises licence, or relevant part of it or explanation	<input checked="" type="checkbox"/>
▪ I will give a copy of this form to the existing premises supervisor, if any	<input checked="" type="checkbox"/>
▪ I understand that if I do not comply with the above requirements my application will be rejected	<input checked="" type="checkbox"/>
<p><b>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</b></p>	
<p><b>Part 3 – Signatures</b> (please read guidance note 2)</p>	
<p><b>Signature of applicant or applicant's solicitor or other duly authorised agent</b> (See guidance note 3). If signing on behalf of the applicant please state in what capacity.</p>	
Signature	
Date	19/08/2014
Capacity	Poppleston Allen - Solicitors for and on behalf of the applicant
<p><b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 5)</p>	
	
Post town	Nottingham
Post Code	NG1 1LS
Telephone number (if any)	
<p><b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b> </p>	

**Guidance notes**

1. Describe the premises. For example the type of premises it is.
2. The application form must be signed.
3. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
4. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
5. This is the address which we shall use to correspond with you about this application.

I, Judy Willis in the firm of Messrs. Poppleston Allen, Solicitors of 37 Stoney Street, The Lace Market, , Nottingham, NG1 1LS refer to the following:-

1. Letter to London Borough of Harrow dated 19 August 2014
  2. Application Form
  3. Original Premises Licence
  4. Cheque in the sum of £23
  5. Consent of proposed designated premises supervisor
- 

I FURTHER CERTIFY that I have served documents 1 – 5 upon the following:-

1. Licensing Department, London Borough of Harrow, Civic Centre, PO Box 18, Station Road, Harrow, HA1 2XY

I FURTHER CERTIFY that I have served a true copy of documents 1, 2, 3 and 5 upon the following:-

2. Jasmin Virdi (Police Licensing Officer), Metropolitan Police, Unit 1 Central Depot, Forward Drive, , , HA3 8NT

I FURTHER CERTIFY that I have served a true copy of documents 1 & 2 upon the following:-

3. Ms Silvi Raska, c/o Carluccios, 15-17 High Street, , Pinner, HA5 5PJ

I effected service by sending the said documents to each and every one of them by first class post addressed to them on 19 August 2014.

SIGNED ....



DATED: 19 August 2014

# LICENSING ACT 2003

Schedule 12  
Part A (Regulation 33,34)  
HARROW COUNCIL, P O BOX 18, STATION ROAD, HARROW

Premises Licence Number: LN/000005405/2013/4

## Part 1 – Premises details

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

Carluccio's, 15-17 High Street, Pinner, Middlesex, HA5 5PJ

Telephone Number: [REDACTED]

Where the licence is time limited, the dates:

N/A

Licensable activities authorised by the licence:

Sale of retail alcohol  
Late night refreshment

Signed by Finlay Flett  
Head of Community Safety Services

**Licensable Area  
Hours open to public**

Sunday	00:00 - 00:30	08:00 - 00:00
Monday	00:00 - 00:30	08:00 - 00:00
Tuesday	00:00 - 00:30	08:00 - 00:00
Wednesday	00:00 - 00:30	08:00 - 00:00
Thursday	00:00 - 00:30	08:00 - 00:00
Friday	00:00 - 00:30	08:00 - 00:00
Saturday	00:00 - 00:30	08:00 - 00:00

**The times the licence authorises the carrying out of licensable activities**

**Location: Licensable Area**

**Sale of retail alcohol**

Sunday	08:00 - 00:00	-
Monday	08:00 - 00:00	-
Tuesday	08:00 - 00:00	-
Wednesday	08:00 - 00:00	-
Thursday	08:00 - 00:00	-
Friday	08:00 - 00:00	-
Saturday	08:00 - 00:00	-

**Location: Licensable Area**

**Late night refreshment**

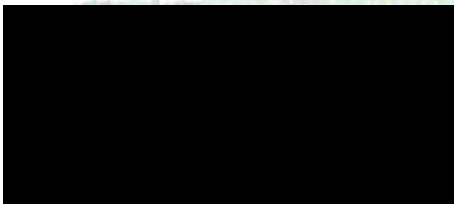
Sunday	23:00 - 00:00	-
Monday	23:00 - 00:00	-
Tuesday	23:00 - 00:00	-
Wednesday	23:00 - 00:00	-
Thursday	23:00 - 00:00	-
Friday	23:00 - 00:00	-
Saturday	23:00 - 00:00	-

Where the licence authorises supplies of alcohol – whether these are on and/or off supplies  
**Sale by retail on/off premises**

**Part 2**

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence:

Carluccio's Ltd

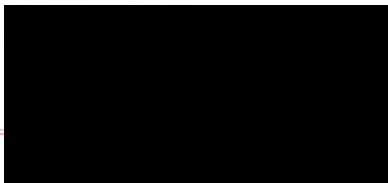


Registered number of holder, for example company number, charity number (where applicable):  
**02001576**



Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol:

**Silvi Raska**



Personal licence number and issuing authority of personal licence held by designated premises supervisor – where the premises licence authorises for the supply of alcohol:

**LONDON BOROUGH OF EALING - 3811**

State whether access to the premises by children is restricted or prohibited: **N/A**

### **Annex 1 – Mandatory Conditions**

Mandatory conditions where licence authorises supply of alcohol:

- 1 No supply of alcohol may be made under the premises licence -
  - a) at a time when there is no designated premises supervisor in respect of the premises licence, or
  - b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended
2. Every supply or sale of alcohol made under the premises licence must be made or authorised by a person who holds a personal licence.

Mandatory condition where licence requires door supervision:

Where one or more individuals are required to be at the premises to carry out a security activity, such individual(s) must be licensed by the Security Industry Authority.

Mandatory Conditions Order 2010

- 1.—(1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
  - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—
    - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
      - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
      - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
    - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to

the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—

(i) the outcome of a race, competition or other event or process, or

(ii) the likelihood of anything occurring or not occurring;

(e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

4.—(1) 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.

(2) 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 a holographic mark.

5. The responsible person shall ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml and 250 ml

(b) customers are made aware of the availability of these measures.

#### **Annex 2 - Conditions consistent with the operating schedule**

1. Ongoing and regular staff training monitored by the head office on a random but regular basis and full and detailed training manuals will be available for inspection, which are again regularly updated as and when necessary.

2. Staff training will include details of offences relating to the sale and supply of alcohol to persons under the age of 18 years to ensure that there will be no sale of alcohol to persons under the age of 18 years.

3. No nuisance to be caused by noise or vibration at the boundary of neighbouring premises.







# LICENSING ACT 2003

## Premises Licence Summary

Schedule 12 Part B

Premises Licence Number: LN/000005405 /2013/4

### Premise Details:

**Carluccio's, 15-17 High Street, Pinner, Middlesex, HA5 5PJ**  
**Telephone Number: 020 8429 0470**

### Authorised Licensable Activities:

**Sale of retail alcohol**  
**Late night refreshment**

The times the licence authorises the carrying out of licensable activities:

### Hours open to public

Monday – Sunday 08:00 – 00:30

### Sale of retail alcohol

Monday – Sunday 08:00 – 00:00

### Late night refreshment

Monday – Sunday 23:00 – 00:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

**Sale by retail on/off premises**

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**Carluccio's Ltd**  
35 Rose Street, London, WC2E 9EB

Registered number of holder, for example company number, charity number where applicable):

**02001576**

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol:

**Silvi Raska**

State whether access to the premises by children is restricted or prohibited:

**N/A**

Date of original grant: 20/04/2012

Date of issue: 14th June 2013

Reason for issue: Variation Of DPS

Issue Number: 4

Signed: Finlay Flett  
Head of Community Safety Services

