

SHEFFIELD CITY COUNCIL Licensing Sub Committee Report



Report of: Chief Licensing Officer, Head of Licensing

Date: 23rd August 2021

Subject: Licensing Act 2003

Author of Report: Jayne Gough

Summary: To consider an application to **Grant** a premises licence made under the Licensing Act 2003.

Glass Frog – 363 Abbeydale Road, Sheffield, S7 1FS

Recommendations: That Members carefully consider the representations made and take such steps, as the Sub Committee consider necessary for the promotion of the Licensing Objectives.

Background Papers: Attached documents

Category of Report: OPEN

**REPORT OF THE CHIEF LICENSING OFFICER
(HEAD OF LICENSING) TO THE LICENSING SUB COMMITTEE
LICENSING ACT 2003**

Ref No 63/21

Glass Frog – 363 Abbeydale Road, Sheffield, S7 1FS

1.0 PURPOSE OF REPORT

1.1 To consider an application for the grant of a premises licence made under section 17 of the Licensing Act 2003.

2.0 THE APPLICATION

2.1 The applicant is Christopher Alan Shenton.

2.2 The application was received by the Licensing Service on the 6th July 2021 which is attached to **Appendix 'A'** of this report.

3.0 REASONS FOR REFERRAL

3.1 Representations concerning the application are in **Appendix 'B'**, and are from the following parties:

- 2 x Local Residents
- 2 x Local Councillors

3.2 During the consultation period, the applicant has agreed to reduce their operating hours as well as agreeing to conditions with both South Yorkshire Police and the Environmental Protection Service. This is detailed in **Appendix 'C'**. There was an additional local resident who objected but this was withdrawn after being satisfied with the reduced hours and agreed conditions.

3.3 The applicant and objectors who made written representations have been invited to attend the hearing. Copies of the front page of the notices are attached to this report labelled **Appendix 'D'**.

4.0 POLICIES TO CONSIDER

4.1 Sheffield City Council Statement of Licensing Policy.

<https://www.sheffield.gov.uk/home/business/licences-permits-registrations/about-licences>

5.0 FINANCIAL IMPLICATIONS

5.1 There are no specific financial implications arising from this application. However, additional costs may be incurred should the matter go to appeal. In such an eventuality it may not be possible to recover all these costs. The impact of these additional costs (if any) will be kept under review and may be subject of a further report during the year.

6.0 THE LEGAL POSITION

- 6.1 The Licensing Act 2003 at section 4 (1) requires the Licensing Authority to carry out its functions with a view to promoting the Licensing Objectives which section 4(2) sets out as:-
- a) the prevention of crime and disorder,
 - b) public safety,
 - c) the prevention of public nuisance,
 - d) the protection of children from harm.
- 6.2 Section 4(3) of the Licensing Act also requires the Licensing Authority to have regard to the published statement of Licensing Policy and any guidance issued by the Secretary of State under section 182.

7.0 HEARINGS REGULATIONS

- 7.1 Regulations governing hearings under the Licensing Act 2003 have been made by the Secretary of State.
- 7.2 The Licensing Authority has provided all parties with the information required in the Regulations to the 2003 Act as set out at **Appendix 'D'**.
- 7.3.1 Attached at **Appendix 'D'** is the following: -
- a) a copy of the Notice of Hearing;
 - b) the rights of a party provided in Regulations 15 and 16;
 - c) the consequences if a party does not attend or is not represented at the hearing
 - d) the procedure to be followed at the hearing.

8.0 APPEALS

- 8.1 The Licensing Act 2003 section 181 and Schedule 5 makes provision for appeals to be made by the applicant and those making representations against decisions of the Licensing Authority to the Magistrates' Court.

9.0 RECOMMENDATIONS

- 9.1 That Members carefully consider the representations made and take such steps as the Sub Committee consider appropriate for the promotion of the Licensing Objectives.

10.0 OPTIONS OPEN TO THE COMMITTEE

- 10.1 To grant the premises licence in the terms requested.
- 10.2 To grant the premises licence with conditions.
- 10.3 To reject the whole or part of the application.



Stephen Lonnia
Chief Licensing Officer, Head of Licensing

Date: 23rd August 2021

Appendix 'A'

Application

**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.

I Christopher Alan Shenton apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and 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	
Glass Frog, 363 Abbeydale Road	
Post town Sheffield	Post code S7 1FS

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 ✓ | |
| a) An individual or individuals* | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual* | | |
| i. as a limited company | <input type="checkbox"/> | please complete section (B) |
| ii. as a partnership | <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 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 | <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

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
 - Statutory function or
 - A function discharged by virtue of Her Majesty's prerogative

(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 Please tick
Nationality: British

Current postal address if different from premises address

Post Town Postcode

Daytime contact telephone number

Email address (optional)

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
Nationality:

Current postal address if different from premises address

Post Town Postcode

Daytime contact telephone number

Email 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 nature (other than a body corporate), please give the name and address of each party concerned.

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 – Operating Schedule

When do you want the premises licence to start?

Day Month Year

As soon as possible.

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

Day Month Year

--	--	--	--	--	--	--	--

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

N/A

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

The applicant is an experienced business operator having run a licensed premises adjacent to the applicant premises without issues. He is therefore particularly familiar with running a licensed premises in this location. The application seeks to allow the premises to trade principally as a bar.

The hours sought under this application are as follows:

Sale of alcohol by retail

- Sunday to Wednesday: 11.00 – 23.00;
- Thursday: 11.00 – 01.00; and
- Friday to Saturday: 11.00 – 03.00.

Late night refreshment

- Thursday: 23.00 – 01.00; and
- Friday to Saturday: 23.00 – 03.00.

Hours open to the public

- Sunday to Wednesday: 11.00 – 23.30;
- Thursday: 11.00 – 01.30; and
- Friday to Saturday: 11.00 – 03.30.

The appropriate drawing deposited with this application (drawing GF/001) shows the proposed ground floor areas. Please note that the licensed area edged red on the licensing drawing is to be used for the sale by retail of alcohol and late night refreshment. No other licensable activities are sought under this application.

In light of the proposed operation, it is not anticipated that the application will adversely affect the four licensing objectives and the Operating Schedule has been completed on that basis.

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)

Please tick yes

Provision of regulated entertainment (please read guidance note 2)

- 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)

Supply of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (Y) (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 performing plays (please read guidance note 5)		
Thur					
Fri			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)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (Y)(please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur					
Fri			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 (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 5)
Tue			
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			
			When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)

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 (Y)(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 (Y)(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 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					
Sun					

F

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

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed					
Thur			State any seasonal variations for the performance of dance (please read guidance note 5)		
Fri					
Sat			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 (please read guidance note 6)		
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing	
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (Y) (please read guidance note 3).	Indoors
				Outdoors
				Both
Mon				
Tue			Please give further details here (please read guidance note 4)	
Wed				
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)	
Fri				
Sat			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 (please read guidance note 5)	
Sun				

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (Y) (please read guidance note 3).		Indoors	X
Day	Start	Finish		Outdoors		
				Both		
Mon				Please give further details here (please read guidance note 4)		
Tue			The provision of hot food and/or hot drinks to the public at the discretion of management.			
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)			
Thur	23.00	01.00	N/a – save as below			
Fri	23.00	03.00	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 (please read guidance note 5).			
Sat	23.00	03.00				
Sun			<ul style="list-style-type: none"> To permit late night refreshment on New Year's Eve and on Sundays which precede a Monday which is a bank or public holiday from 23.00 to 03.00 the following mornings. To extend late night refreshment by 1 hour on the commencement of British Summertime to replace the hour lost. 			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption (Please tick box Y) (please read guidance note 8)	On the premises		
Day	Start	Finish		Off the premises		
Mon	11.00	23.00	State any seasonal variations for the supply of alcohol (please read guidance note 9) n/a - save as below	Both	X	
Tue	11.00	23.00				
Wed	11.00	23.00				
Thur	11.00	01.00		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 (please read guidance note 6)		
Fri	11.00	03.00				
Sat	11.00	03.00				
Sun	11.00	23.00				

- To extend the terminal hour for sale of alcohol on New Year's Eve and on Sundays which precede a Monday which is a bank or public holiday to 03.00 the following mornings.
- To extend sale of alcohol by 1 hour on the commencement of British Summertime to replace the hour lost.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name: Christopher Alan Shenton
Date of Birth: [REDACTED]
Address: [REDACTED]
Postcode: [REDACTED]
Personal Licence number (if known): SY07648
Issuing licensing authority (if known): Sheffield City Council

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)

None.

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	11.00	23.30	Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6) The premises will close 50 minutes after the end of the non-standard timings identified in box J above.
Tue	11.00	23.30	
Wed	11.00	23.30	
Thur	11.00	01.30	
Fri	11.00	03.30	
Sat	11.00	03.30	
Sun	11.00	23.30	

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)

I have undertaken my own risk assessment and propose to take the following steps.

b) The prevention of crime and disorder

No further risks have been identified which need to be addressed, save as below

1. Alcoholic drinks may not be removed from the premises in open containers except for consumption in external areas provided for that purpose.
2. Staff involved in the retail sale of alcohol will receive training on matters concerning underage sales.
3. The premises shall operate a proof of age scheme and will require photographic identification from any person who appears to be under the age of 21 years.
4. A refusals book (or equivalent) will be maintained audited by management.
5. Where CCTV is installed with recording facilities such recordings shall be retained for a period of 28 days (except where such retention cannot be achieved due to reasonable periods of maintenance or repair) and made available within a reasonable time upon request by the police as long as the request is in accordance with data protection principles.

c) Public safety

No further risks have been identified which need to be addressed, save as below

1. To comply with the reasonable requirements of the fire officer from time to time
2. The premises will have adequate safety and firefighting equipment and such equipment will be maintained in good operational order.
3. Fire Exits and means of escape shall be kept clear and in good operational condition.

d) The prevention of public nuisance

No further risks have been identified which need to be addressed, save as below

1. Where appropriate, prominent, clear and legible notices shall be displayed at all exits requesting the public respect the needs of local residents and to leave the premises and area quietly

2. Noise shall not emanate from the premises so as to cause a nuisance to nearby noise sensitive properties.

e) The protection of children from harm

The restrictions set out in the Licensing Act 2003 will apply. No unusual or additional risks of harm to children have been identified.

1. There shall be adequate controls in place including staff training to safeguard against the sale of alcohol to persons under 18 years
2. Children under the age of 16 shall not be permitted to remain on the premises after 22:00 unless dining with an adult or attending a pre-booked family type function.
3. The premises supervisor or appointed staff member shall ensure that when children are admitted to the premises their presence is not inconsistent with the style of operation of the premises at that time and the licensable activities that are being carried out.
4. Policies in relation to children shall be adequately communicated to patrons by staff or through appropriate signage.

Checklist:

Please tick to indicate agreement

- 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 (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 11). **If signing on behalf of the applicant please state in what capacity.**

Declaration	<ul style="list-style-type: none"> • {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, if appropriate (please see note 15)
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Signature: John Gaunt & Partners.....

Date: 6th July 2021.....

Capacity: Solicitors.....

For joint applications signature of 2nd applicant or 2nd 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: John Gaunt & Partners

Date:.....

Capacity: Solicitors.....

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 14)	
John Gaunt & Partners Omega Court 372 Cemetery Road	
Post town Sheffield	Post code S11 8FT
Telephone number (if any)	0114 2658664
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) prolxon@john-gaunt.co.uk	

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
 - a performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08:00 and 23:00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the

relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.

15. Entitlement to work/Immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK (please see note below about which sections of the passport to copy).
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.

- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a **Government** agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a **licensable** activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity - such as a passport,
 - evidence of their relationship with the European Economic Area family member - e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Schedule 11
Consent of individual to being specified as premises supervisor

I, Christopher Alan Shenton of [REDACTED] Sheffield, [REDACTED] hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for a new premises licence by Christopher Alan Shenton relating to a premises licence for Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS and any premises licence to be granted or varied in respect of this application made by Christopher Alan Shenton concerning the supply of alcohol at Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS.

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal Licence number: SY07648

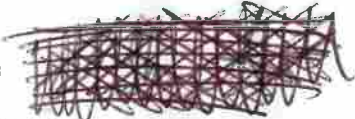
Personal Licence issuing authority: Sheffield City Council

Date of birth: [REDACTED]

Place of birth: Stoke-on Trent

Nationality: British

Signed:

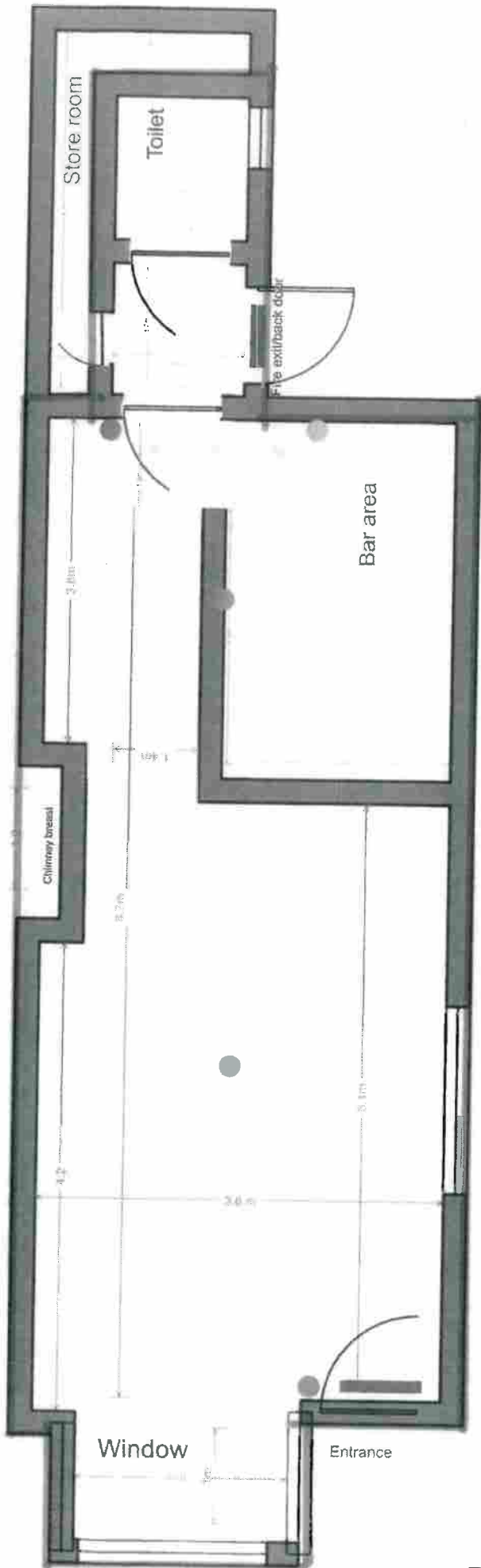


Name: Christopher Alan Shenton

Dated:

04/07/21

Glass frog
363 Abbeydale road
Sheffield
S7 1FS



□ UNUSED AREA

- FIRE ESCAPE
- SMOKE ALARM
- FIRE EXTINGUISHER
- FIRE BLANKET

DRAWING NUMBER:
'GF/001'

Appendix 'B'

**Objections:
2 x Local Residents
2 x Local Councillors**

From: Rizwana Lala
Sent: 01 August 2021 21:30
To: licensingservice <licensingservice@sheffield.gov.uk>
Subject: Glass Frog Licensing Objection

Dear Sir/Madam,

I am writing to object to the late night alcohol (3.00 am) licensing request for the Glass Frog on Abbeydale Road in the Nether Edge and Sharrow Ward. I am a resident of the ward and live close to the Glass Frog. This is a densely residential, diverse area with lots of families with young children which is evident by the primary school and two nurseries in close proximity to the Glass Frog. The noise pollution is already pretty bad in the area and I often struggle with my small child waking up in the night because of it. A late night/early morning alcohol license will disproportionately impact people with young families, vulnerable people living alone and the many key workers in the area who work shifts.

I hope the council will consider the welfare of the local residents in this matter.

Best wishes,

Dr Rizwana Lala

From: Christopher Haworth
Sent: 02 August 2021 13:27
To: licensingservice <licensingservice@sheffield.gov.uk>
Subject: Objection to Glass Frog late license

To whom it may concern,

I am writing to object to the late night alcohol licensing request for the Glass Frog on Abbeydale Road in the Nether Edge and Sharrow Ward. I am a resident of the ward and live four minutes walk from 303 Abbeydale Road, where the Glass Frog will open. This is a densely packed, residential, diverse area with lots of families with young children (there is a primary school and two nurseries just round the corner from Glass Frog). A late licence will make the area noisier, dirtier, more crowded, more dangerous, and it will have a knock-on effect for others in the area--see West Street for comparison.

From a personal perspective, I can say that the noise in this area is already bad and I dread it getting worse, for the sake of my small child who is often woken up from it. I hope you consider the fact that a late night/early morning alcohol license will disproportionately impact people with young families, vulnerable people living alone, and the many key workers in the area who work late shifts.

I hope the council will consider the welfare of the local residents in this matter and block this proposal.

Kind regards,
Christopher

Jayne Gough (CEX)

From: Alison Teal
Sent: 02 August 2021 12:50
To: licensingservice
Subject: Objection to Glass Frog proposed licensing hours on Abbeydale Road
Categories: Julianne

Hello Licensing

The councillors in NE&S have received a number of emails from residents concerned about the licensing application for the Glass Frog which is asking for very late opening hours – Thursday's until 1am, and Friday and Saturday until 3am.

While Abbeydale Rd is classified as a retail area, there are a considerable number of residential properties all around, plus people living in flats above retail properties.

Can you please let me know when the application will be discussed by the committee? Will I be permitted to attend?

Best wishes, Alison

Alison C Teal
Cooperative Executive Member for Sustainable Neighbourhoods, Wellbeing, Parks & Leisure
Councillor for Nether Edge & Sharrow
Contact Adil Zahman adil.zahman@sheffield.gov.uk, Administrative Assistant, for appointments
mobile: 07500765419
alison.teal@councilfor.sheffield.gov.uk

Jayne Gough (CEX)

From: Maroof Raouf (Green CLLR) <Maroof.Raouf@councillor.sheffield.gov.uk>
Sent: 03 August 2021 13:40
To: licensingservice <licensingservice@sheffield.gov.uk>
Cc: Laura Seaton <Laura.Seaton@sheffield.gov.uk>; Georgina Hollis (CEX) <Georgina.Hollis@sheffield.gov.uk>
Subject: Glass Frog - 363 Abbeydale Rd, S7 1FS
Importance: High

Hi Licensing,

I would like to object the Glass Frog application for a grant of any premises licence past 2200hrs Monday to Sunday, as well as any application for outdoor seating past 2100hrs. I would also like to make clear that the sale of alcohol should only be permitted for drinking on the premises, and not for sale off it.

Let me start with reminding Licensing that this is a new application, the residents, including babies and young children, have lived in and around this premises for far longer than the premises itself, and there have already been far too many premises licensed in this small area of Abbeydale Road leading to incidences of late-night noise and disorder. Families and young children should not have to deal with noise past 2200hrs and the adverse effect of sleep disturbance on the education and health of our children will lead to poor future outcomes. Increasing the current noise levels for residents of this area is objectionable and is tantamount to ill-treatment from this Council.

Additionally, as there has been no information provided on the detail of how the premises will be laid out, it is extremely difficult to say that it will not put public safety at risk in case of fire due to the premises itself being very small for a licenced premises, generally no larger than a small, terraced house, of which it once used to be. Having large quantities of alcohol stored in a small area, with the addition of a significant number of patrons under the influence of alcohol, is a recipe for disaster when the need for evacuation occurs.

I would also like to point out that as Abbeydale Rd and its surroundings are still primarily residential, there will be many children under the age of 16 who will be able to access this premises, how does the licensee plan on stopping unaccompanied children from entering onto the premises, even when not purchasing?

The limitation of hours will go a great deal in keeping public safety in check, helping with the prevention of public nuisance, and protecting this City's children from harm.

Please note, I would like to attend the hearing and make representations in person.

Applicant:	Christopher Alan Shenton
Premises:	Glass Frog
Address:	363 Abbeydale Road Sheffield S7 1FS
Type of Premises:	Bar
Ward:	Nether Edge & Sharrow
Legislation &	Licensing Act 2003
Type of app:	Grant of Premises Licence
Application Details:	Late night refreshment indoors Thur 23:00 - 01:00, Fri & Sat 23:00 - 03:00. Alcohol on/off Sun - Wed 11:00 - 23:00, Thur 11:00 - 01:00, Fri & Sat 11:00 - 03:00 To extend the terminal hour on New Years Eve and on Sundays which precede a Monday which is a bank or public holiday to 03:00 on the following mornings. To extend 1 hour on the commencement of British Summertime to replace the lost hour. Opening Hours Sun - Wed 11:00 - 23:30, Thur 11:00 - 01:30, Fri & Sat 11:00 - 03:30

Kind Regards

Cllr Maroof Raouf



Nether Edge & Sharrow

07367 123276

maroof.raouf@councillor.sheffield.gov.uk

Town Hall,

Pinstone St,

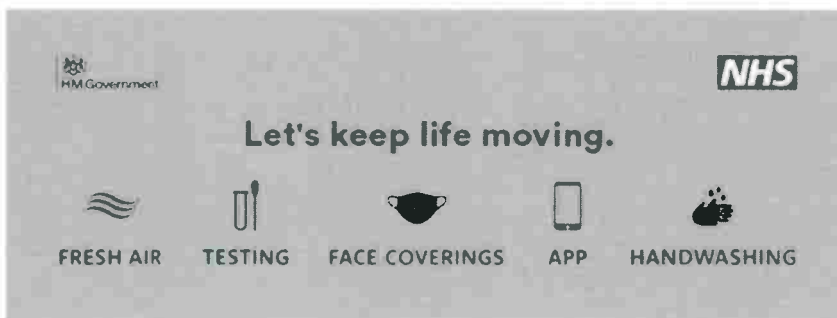
Sheffield,

S1 2HH

twitter.com/MRaoufNES

[instagram.com/MRaoufNES](https://www.instagram.com/MRaoufNES)

[facebook.com/MaroofRaouf](https://www.facebook.com/MaroofRaouf)



Appendix 'C'

Agreed Conditions:
SYP

Environmental Protection Service

SYP AGREED
TIMES

Jayne Gough (CEX)

From: SHEFFIELD_Licensing <Sheffield.Liquor-Licensing@southyorks.pnn.police.uk>
Sent: 28 July 2021 12:14
To: licensingservice
Subject: FW: Glass Frog Conditions

Categories: Julianne

Dear all,

Following receipt of the above application we have now received agreement of the following conditions:

The amendments to the conditions will be,

Opening Hours

Monday-Sunday 11.00-23.30

Supply Of alcohol

Monday to Sunday 11.00-23.00

Please place on the licence should it be granted.

Kind regards

Jo

Joanne Belton

Licensing Assistant

South Yorkshire Police
Licensing Department
Mossway Police Station
Mossway
Sheffield
S20 7XX

Telephone number

T: 0114 2523617 (ext:8617)

Website address - southyorks.police.uk



Licensing Team

Tracey Klein 0114 2523948 internal 718948
Lucy Adams (Monday/Tuesday) 0114 2523617 internal 718617
Catherine Jarvis (Wednesday/Thursday/Friday) 0114 2523617 internal 718617
Ian Armitage 0114 2523618 internal 718618
Cheryl Topham 0114 2523163 internal 718163
Alicia Marsden 0114 2523111 internal 718 111
Daniel Barraclough 0114 2523556 internal 718556
John O'Malley 0114 2964536 internal 714308

From: Chris Shenton <~~chris.shenton@pnn.police.uk~~>
Sent: 28 July 2021 12:11
To: SHEFFIELD_Licensing <Sheffield.Liquor-Licensing@southyorks.pnn.police.uk>
Subject: Re: Glass Frog Conditions

Hi Jo

I can confirm that we are happy to proceed with the recommendations from you
Kindest regards

Chris Shenton

On 28 Jul 2021, at 11:46, SHEFFIELD_Licensing <Sheffield.Liquor-Licensing@southyorks.pnn.police.uk> wrote:

Dear Chris,

Thank you for your time today.

As you have had a visit from Environmental Health we have changed the opening hours and supply of alcohol in accordance with their instruction.
We therefore request the changes below to your licence.

The amendments to the conditions will be,

Opening Hours

Monday-Sunday 11.00-23.30

Supply Of alcohol

Monday to Sunday 11.00-23.00

I would be obliged if you could confirm whether you are willing to adopt the above practices to avoid any unnecessary representation being submitted to the Licensing Authority.

Many thanks.

Kind regards

Jo

Joanne Belton

Licensing Assistant

South Yorkshire Police

Licensing Department

Mossway Police Station

Mossway

Sheffield

S20 7XX

Telephone number

T: 0114 2523617 (ext:8617)

Website address - southyorks.police.uk

<image001.jpg>

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Ian Armitage 0114 2523618 internal 718618

Cheryl Topham 0114 2523163 internal 718163

Alicia Marsden 0114 2523111 internal 718 111

Daniel Barraclough 0114 2523556 internal 718556

John O'Malley 0114 2964536 internal 714308

From: Chris Shenton <[REDACTED]>

Sent: 23 July 2021 15:24

To: SHEFFIELD_Licensing <Sheffield.Liquor-Licensing@southyorks.pnn.police.uk>

Subject: Re: Glass Frog Conditions

Hi Jo

Having thought about our conversation and doing a few checks locally I notice that a local bar to us, Rum BA next to the Two Thirds Bar has a license operating until 2am, I also know that on regular occurrences is often still serving until 3/4am, the reason I know this is because we have friends who live over the Gin Bar on the other side of the road and are regularly woken up at these times due to the noise they make. Is there an option for us to have our license until 2am without further representation to the authorities? Please advise

Kindest Regards

Chris Shenton

On 23 Jul 2021, at 12:04, SHEFFIELD_Licensing <Sheffield.Liquor-Licensing@southyorks.pnn.police.uk> wrote:

Dear Chris,

Following receipt of your premise licence application for the Glass Frog, I have reviewed the proposals ,taking into account the licence premises in the area. We therefore request the changes below to your licence.

The amendments to the conditions will be,

Opening Hours

Sunday-Wednesday 11.00-23.30
Thursday-11.00-00.30
Friday-Saturday 11.00-01.30

Supply Of alcohol

Sunday -Wednesday 11.00-23.00
Thursday-11.00-00.00
Friday -Saturday 11.00-01.00

Late Night Refreshment

Thursday-23.00-00.00
Friday-Saturday 23.00-01.00

I would be obliged if you could confirm whether you are willing to adopt the above practices to avoid any unnecessary representation being submitted to the Licensing Authority.

Many thanks.

Kind regards

Jo

Joanne Belton

Licensing Assistant

South Yorkshire Police
Licensing Department
Mossway Police Station
Mossway
Sheffield
S20 7XX

Telephone number

T: 0114 2523617 (ext:8617)

Website address - southyorks.police.uk
<image001.jpg>

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EPS AGREED CONDITIONS +
TIMES.

Jayne Gough (CEX)

From: Jonathan Round
Sent: 30 July 2021 16:11
To: 'Patrick Robson'
Cc: licensingservice
Subject: RE: Grant Premises Licence, Glass Frog, 363 Abbeydale Road, S7 1FS SRUs 690962 (GLA54/2)

Categories: Julianne

Patrick,

Thanks, have a good weekend.

Licensing Officer,

As you can see the applicant has agreed to the below reduction in hours and 3 conditions to be placed on the Premises Licence when granted. Please confirm that the emails make sense, that the necessary amends will appear on the licence and on that basis withdraw my previous representation.

Regards,

Jon.

From: Patrick Robson <PRobson@john-gaunt.co.uk>
Sent: 30 July 2021 15:52
To: Jonathan Round <Jonathan.Round@sheffield.gov.uk>
Cc: licensingservice <licensingservice@sheffield.gov.uk>
Subject: RE: Grant Premises Licence, Glass Frog, 363 Abbeydale Road, S7 1FS SRUs 690962 (GLA54/2)

Good afternoon

Agreed as per below email.

Thanks and enjoy your time off.

Kind Regards

Patrick Robson
Partner

PRobson@john-gaunt.co.uk | www.john-gaunt.co.uk
T: 0114 266 8664 | M: 07841 451 440 | F: 0114 267 9613

 John Gaunt
& Partners

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From: Jonathan Round [<mailto:Jonathan.Round@sheffield.gov.uk>]

Sent: 30 July 2021 15:21

To: Patrick Robson <PRobson@john-gaunt.co.uk>

Cc: licensing@sheffield.gov.uk <licensing@sheffield.gov.uk>

Subject: RE: Grant Premises Licence, Glass Frog, 363 Abbeydale Road, S7 1FS SRUs 690962 (GLA54/2)

Patrick,

That's great. Just to be belt and braces I'll copy all agreements in below and if you could just reply with your agreement to all the amendments to hours and conditions for clarity for the licensing officers benefit then we should be able to resolve it this afternoon.

- The hours for the sale of alcohol should be reduced to 23:00hrs on all days, and the hours the premises are open to the public are reduced to 23:30hrs on days.
- No loudspeakers shall be fixed externally nor directed to broadcast sound outside the building at any time.
- Any outside seating area shall only be used by customers between 09:00-21:00hrs on any day of the week.
- Within 6 months of the premises licence being granted, a noise survey of the site will have been undertaken to ensure the below levels can be complied with. Where the noise levels cannot be complied with a scheme of sound attenuation works shall be installed and thereafter retained. Such a scheme of works shall:
 - a) Be based on the findings of an approved noise survey of the application site, including an approved method statement for the noise survey.
 - b) Be capable of restricting noise breakout from the commercial use to the street to levels not exceeding the prevailing ambient noise level when measured at 1m from the façade of the nearest residential property when measured:
 - (i) as a 15 minute LAeq, and;
 - (ii) at any one third octave band centre frequency as a 15 minute LZeq.
 - c) Be capable of restricting noise breakout, including amplified sound, and transmission from the premises to all adjoining residential accommodation to levels complying with the following:
 - (i) Bedrooms: Noise Rating Curve NR25 (2300 to 0700 hours);
 - (ii) Living Rooms & Bedrooms: Noise Rating Curve NR30 (0700 to 2300 hours);
 - (iii) Other Habitable Rooms: Noise Rating Curve NR35 (0700 to 2300 hours);
 - (iv) Bedrooms: LAFmax 45dB (2300 to 0700 hours).

Before such scheme of works is installed full details thereof shall first have been submitted to and approved in writing by the Environmental Protection Service.

[Noise Rating Curves should be measured as an LZeq at octave band centre frequencies 31.5 Hz to 8 kHz.]

Regards,

Jon.

Jonathan Round
Environmental Health Officer

Sheffield City Council
Environmental Protection Service
5th Floor (North)

Howden House
1 Union Street
Sheffield
S1 2SH

Tel: 07887 641 266

Visit us at: www.sheffield.gov.uk/environmentalhealth

From: Elaine Ibbotson <EIbbotson@john-gaunt.co.uk> **On Behalf Of** Patrick Robson
Sent: 30 July 2021 14:35
To: Jonathan Round <Jonathan.Round@sheffield.gov.uk>
Cc: licensingservice <licensing@sheffield.gov.uk>
Subject: Grant Premises Licence, Glass Frog, 363 Abbeydale Road, S7 1FS SRUs 690962 (GLA54/2)

Hi Jon

I have taken instructions from my client and they are in agreement with the revised condition put forward in your below email.

I have copied in the Licensing Team as well so they can have this email as evidence of the agreement.

Kind Regards

Patrick Robson
Partner
Sent by Elaine Ibbotson

PRobson@john-gaunt.co.uk | www.john-gaunt.co.uk
T: 0114 266 8664 | M: 07841 451 440 | F: 0114 267 2413

 John Gaunt
& Partners

Omega Court | 372-374 Cemetery Road | Sheffield | S11 8FT

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From: Jonathan Round [<mailto:Jonathan.Round@sheffield.gov.uk>]
Sent: 29 July 2021 17:51
To: Patrick Robson <PRobson@john-gaunt.co.uk>
Cc: licensingservice <licensing@sheffield.gov.uk>
Subject: RE: Grant Premises Licence, Glass Frog, 363 Abbeydale Road, S7 1FS SRUs 690962 (GLA54/2)

Hello Patrick,

Thanks for the reply.

In terms of the planning situation I'm not sure that the premises next door has planning consent to operate as a bar either! If they are nearly ready to open then it doesn't sound like they are likely to have the necessary planning in place prior to opening, I believe there is a minimum 12

week turn around for planning applications, and I would recommend a similar requirement for a noise survey. There appears to be a chimney on the roof on google street view so I'm not sure how 'cosmetic' a chimney breast could be, it would be unusual for someone to create a chimney breast and put something on the roof for visual purposes! The implication is that even if the breast at ground floor has been removed the way the floor above has been replaced might not have the same acoustic benefit as if the floor boards/ joists run to the extent of the property walls, and cavity in the wall above can provide a conduit for sound to travel in.

I'm pleased your client has indicated they would accept the proposed reductions in hours and conditions on outside speakers and customer curfew. In terms of the requirement for a noise survey I've proposed an amended condition to allow for a period for the survey to take place and any necessary works carried out, but I would point out that carrying out any works retrospectively is likely to be more costly and likely to result in the business having to close while they take effect. In terms of someone carrying out the noise survey, we are not allowed to recommend, but if the applicant looks at the planning online website at the similar premises which have recently gained planning change of use a couple of hundred yards up the road further out of town then they will see similar noise reports from well respected locally based noise consultants.

Would your client be happy to accept the below reworded condition:

- Within 6 months of the premises licence being granted, a noise survey of the site will have been undertaken to ensure the below levels can be complied with. Where the noise levels cannot be complied with a scheme of sound attenuation works shall be installed and thereafter retained. Such a scheme of works shall:
 - a) Be based on the findings of an approved noise survey of the application site, including an approved method statement for the noise survey.
 - b) Be capable of restricting noise breakout from the commercial use to the street to levels not exceeding the prevailing ambient noise level when measured at 1m from the façade of the nearest residential property when measured:
 - (i) as a 15 minute LAeq, and;
 - (ii) at any one third octave band centre frequency as a 15 minute LZeq.
 - c) Be capable of restricting noise breakout, including amplified sound, and transmission from the premises to all adjoining residential accommodation to levels complying with the following:
 - (i) Bedrooms: Noise Rating Curve NR25 (2300 to 0700 hours);
 - (ii) Living Rooms & Bedrooms: Noise Rating Curve NR30 (0700 to 2300 hours);
 - (iii) Other Habitable Rooms: Noise Rating Curve NR35 (0700 to 2300 hours);
 - (iv) Bedrooms: LAFmax 45dB (2300 to 0700 hours).

Before such scheme of works is installed full details thereof shall first have been submitted to and approved in writing by the Environmental Protection Service.

[Noise Rating Curves should be measured as an LZeq at octave band centre frequencies 31.5 Hz to 8 kHz.]

I think the closing date is next week 3/8/21 but I'm on leave after tomorrow (30/7/21) until 9/8/21. I look forward to your reply.

Regards,

Jon.

Jonathan Round
Environmental Health Officer

Sheffield City Council
Environmental Protection Service
5th Floor (North)
Howden House
1 Union Street
Sheffield
S1 2SH

Tel: 07887 641 266

Visit us at: www.sheffield.gov.uk/environmentalhealth

From: Elaine Ibbotson <Elbbotson@john-gaunt.co.uk> **On Behalf Of** Patrick Robson
Sent: 28 July 2021 17:00
To: Jonathan Round <Jonathan.Round@sheffield.gov.uk>
Cc: licensingservice <licensingservice@sheffield.gov.uk>
Subject: Grant Premises Licence, Glass Frog, 363 Abbeydale Road, S7 1FS SRUs 690962 (GLA54/2)

Jon

I hope this email finds you well.

Noting the contents of your representation and your concerns, just to let you know that in speaking to my client, the chimney breast is a false one for cosmetic purposes and therefore should not be a weak spot in terms of sound transmission. Your comments in relation to planning consent are noted and I have forwarded thee to my client.

In terms of the revisions to the application suggested, my client is minded to accept the reduction in hours proposed and the conditions relating to loud speakers outside and the outside speaking if you are happy to have some movement on the other condition about a noise survey / scheme of attenuation works.

As a little bit of background, my clients operate the Abbeydale Tap and Snap as well which is actually part of the same building as the Glass Frog and which is licensed and secured a variation earlier this year for extended hours so that they can actually operate on Thursday to Saturday until 01:00 for licensable activities (sale of alcohol and late night refreshment).

Neither the tenant above the Abbeydale Tap and Snap nor Glass Frog have any issues with the Tap and Snap and my client has a very good relationships with them. My client always also seeks to be a good neighbour and is mindful of the proximity of the tenants above (who share the same Landlord as the premises) in terms of when they put out bins and bottles etc. They are, therefore, not aware of any noise complaints in relation to the operation of the Abbeydale Tap and Snap (but I am happy to be corrected if you have any on your record).

Just to emphasis the point I mention above as well that the tenant in the accommodation above shares the same Landlord as my client so it would not be in their interest to upset their own Landlord by making the accommodation uninhabitable through noise issues.

The applicant premises (Glass Frog) itself is fairly modest in size and could not accommodate too many customers. Further, there is no intention to provide any loud music in the venue - it would never be any more than background because the proposal is to have a place where customers can socialise and not have to raise their voices.

They are at a point where they feel they would be able to open and trade next month but clearly the condition you suggested would be problematic for that in that the way it is worded would prohibit the Premises Licence being operational until a noise survey was obtained and scheme of a sound attenuation works undertaken (if required) all to be approved by yourselves. This could therefore take some time.

In the circumstances, bearing in mind the style of operation of the venue and their good track record at the Abbeydale Tap and Snap – and particularly that they are willing to curtail the hours to those suggested

- would you be open to not seeking such a condition on the licence so that they could open and trade. Clearly, the situation could be monitored and they would be more than happy to liaise with you further down the line if there were any noise issues.

In addition, if the condition was not imposed on the licence they are certainly not precluding actually obtaining a noise report or undertaking any possible sound attenuation works. In fact, they are not sure who could assist in that so in your professional capacity if you have any knowledge of reputable contractors who could help them then that is something they would look into. However, there is the caveat that they still would want to open and trade whilst that position is being investigated and clearly if there were significant noise complaints then you would have numerous tools at your disposal to take action (Review, Noise Abatement Notice etc) - not that they anticipate it would come to that as they would be more than happy to work with you should there be noise transmission issues.

If you are potentially reluctant withdraw that condition, would you be potentially amenable to not having it as a requirement to the premises operating but build in a timescale where such a report needs to be approved and any relevant action undertaken in a timely fashion within, say, 6 months of any licence grant date?

Happy to discuss if that assists.

I look forward to hearing from you.

Kind Regards

Patrick Robson
Partner
Sent by Elaine Ibbotson

PRobson@john-gaunt.co.uk | www.john-gaunt.co.uk
T: 0114 266 8664 | M: 07841 451 440 | F: 0114 267 9813

JG&P | John Gaunt
& Partners

Omega Court | 372-374 Cemetery Road | Sheffield | S11 8FT

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From: Jonathan Round [<mailto:Jonathan.Round@sheffield.gov.uk>]

Sent: 27 July 2021 11:01

To: Patrick Robson <PRobson@john-gaunt.co.uk>

Cc: licensing@sheffield.gov.uk <licensing@sheffield.gov.uk>

Subject: RE: Grant Premises Licence, Glass Frog, 363 Abbeydale Road, S7 1FS SRUs 690962

This emailed representation is made in accordance with the agreement with the Licensing Authority on the 18th October 2006 to accept representations by email.

I have the following representation to make with regards to Public Nuisance for the application for a premises licence for the above premises.

The premises are located in close proximity to residential accommodation. I am therefore concerned that nearby residents could potentially be affected by excessive noise disturbance from the use of the premises, noise breaking out of the premises and noise from people outside the venue.

I have checked the planning history of the premises and there doesn't appear to be consent to operate as a bar. This means that there is unlikely to be adequate separation between the proposed commercial activity and the residential accommodation above. I also note from the plans that there is an existing chimney breast, which is an obvious weak spot in terms of sound transmission. To protect the nearby residents, the building's ability to restrict the noise breaking out of the premises and transferring through the building needs to be considered. The hours applied for are also much later than those approved under recent planning applications for similar venues in the vicinity, so it is unlikely that a future application to formalise the planning use of the premises will get consent for the hours applied for here.

I will have to object to the application as it currently stands. To protect nearby residents from being unacceptably affected by noise I would propose the below amendments to licensable activities and conditions are attached to the premises licence:

- The hours for the sale of alcohol should be reduced to 23:00hrs on all days, and the hours the premises are open to the public are reduced to 23:30hrs on days.

Proposed conditions:

- Before the premises licence comes into effect, a scheme of sound attenuation works shall have been installed and thereafter retained. Such a scheme of works shall:
 - a) Be based on the findings of an approved noise survey of the application site, including an approved method statement for the noise survey.
 - b) Be capable of restricting noise breakout from the commercial use to the street to levels not exceeding the prevailing ambient noise level when measured at 1m from the façade of the nearest residential property when measured:
 - (i) as a 15 minute LAeq, and;
 - (ii) at any one third octave band centre frequency as a 15 minute LZeq.
 - c) Be capable of restricting noise breakout, including amplified sound, and transmission from the premises to all adjoining residential accommodation to levels complying with the following:
 - (i) Bedrooms: Noise Rating Curve NR25 (2300 to 0700 hours);
 - (ii) Living Rooms & Bedrooms: Noise Rating Curve NR30 (0700 to 2300 hours);
 - (iii) Other Habitable Rooms: Noise Rating Curve NR35 (0700 to 2300 hours);
 - (iv) Bedrooms: LAFmax 45dB (2300 to 0700 hours).

Before such scheme of works is installed full details thereof shall first have been submitted to and approved in writing by the Environmental Protection Service.

[Noise Rating Curves should be measured as an LZeq at octave band centre frequencies 31.5 Hz to 8 kHz.]

- No loudspeakers shall be fixed externally nor directed to broadcast sound outside the building at any time.
- Any outside seating area shall only be used by customers between 09:00-21:00hrs on any day of the week.

If you are happy to accept the above conditions please reply back with your agreement and copy in all parties. Alternatively if you wish to discuss the matter further, or wish to recommend alternative wording to achieve the same please reply to this email.

Regards,

Jon.

Jonathan Round
Environmental Health Officer

Sheffield City Council
Environmental Protection Service
5th Floor (North)
Howden House
1 Union Street
Sheffield
S1 2SH

Tel: 07887 641 266

Visit us at: www.sheffield.gov.uk/environmentalhealth

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about you, how we collect this data and how we use this information.

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Appendix 'D'

Hearing Regulations, Notices, Procedure



Notice of hearing of representations in respect of the following application: LA03 Premises Licence Application

Christopher Alan Shenton
c/o Patrick Robson, John Gaunt & Partners

Sent via email: probson@john-gaunt.co.uk

The Sheffield City Council being the licensing authority, on the 6th July 2021, received an application in respect of the premises known as;

Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS

During the consultation period, the Council received a representation from the following authority / interested party:

- **2 x Local Councillors**
- **2 x Local Residents**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representation will be considered at a hearing to be held **at Sheffield Town Hall (room TBC) on 23rd August 2021 at 11am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representation which has been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) Your response to the representation made, upon which you may ask and be asked questions by the parties to the hearing.
- 2) You may also be asked questions by the parties to the hearing, relating to your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

PLEASE NOTE:

In order to ensure safe access and to protect all attendees, you will be required to wear a face covering (unless you have an exemption) at all times within the venue.

It is also recommended that you undertake a Covid-19 Rapid Lateral Flow Test within two days of the meeting. You can order tests online to be delivered to your home address, or you can collect tests from a local pharmacy or from the English Institute of Sport, Coleridge Road, Sheffield S9 5DA. Further details of these tests and how to obtain them can be accessed here - Order coronavirus (COVID-19) rapid lateral flow tests - GOV.UK (www.gov.uk).

Dated: 13th August 2021

Signed: Jayne Gough

Page 87 The officer appointed for this purpose
Licensing Strategy and Policy Officer

NOTES

Right of attendance, assistance and representation

15. Subject to regulations 14(2) and 25, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.

Representations and supporting information

16. At the hearing a party shall be entitled to –
- (a) in response to a point upon which the authority has given notice to a party that it will want clarification under regulation 7(1)(d), give further information in support of their application, representations or notice (as applicable),
 - (b) if given permission by the authority, question any other party; and
 - (c) address the authority

Failure of parties to attend the hearing

20. – (1) If a party has informed the authority that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated fails to attend or be represented at a hearing the authority may:–
- (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
 - (b) hold the hearing in the party's absence.
- (3) Where the authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- (4) Where the authority adjourns the hearing to a specified date it must forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

Procedure at hearing

21. Subject to the provisions of the Regulations, the authority shall determine the procedure to be followed at the hearing.
22. At the beginning of the hearing, the authority shall explain to the parties the procedure which it proposes to follow at the hearing and shall consider any request made by a party under regulation 8(2) for permission for another person to appear at the hearing, such permission shall not be unreasonably withheld.
23. A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, application or notice as the case may require.
24. The authority must allow the parties an equal maximum period of time in which to exercise their rights provided for at regulation 16.
25. The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may –
- (a) refuse to permit that person to return, or
 - (b) permit him to return only on such conditions as the authority may specify,
- but such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.

Premises: Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS
Hearing Date: 23rd August 2021, 11am – Sheffield Town Hall
Application Type: Grant of Premises Licence

Form LAR 1
Regulation 8

Notice of actions following receipt of notice of hearing

To **Licensing Service,
Sheffield City Council
Block C Staniforth Road Depot
Staniforth Road
Sheffield
S9 3HD**

I Christopher Alan Shenton, c/o Patrick Robson of John Gaunt & Partners

hereby confirm that I have received the Notice of Hearing dated 13th August 2021 and notify you as follows (**please complete**):

I intend to attend the hearing at Sheffield Town Hall on 23rd August 2021 at 11am.

I do not intend to attend the hearing.

I intend to be represented at the hearing by:

I consider the hearing to be unnecessary because:
.....

I request that should appear at the hearing and set out below the point or points on which this person may be able to assist the authority in relation to this application, representations or notice of the party making the request.

Dated: Signed.....

Please see Regulation 8 overleaf

Please complete this form and return it to:
Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.

licensing@sheffield.gov.uk

Regulation 8

- (1) A party shall give to the authority within the period of time provided for in the following provisions of this regulation a notice stating –
 - (a) whether he intends to attend or be represented at the hearing;
 - (b) whether he considers a hearing to be unnecessary
- (2) In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.
- (3) In the case of a hearing under –
 - (a) section 48(3)(a) (cancellation of interim authority notice following police objection), or
 - (b) section 105(2)(a) (counter notice following police objection to temporary event notice),

the party shall give the notice no later than one working day before the day or the first day on which the hearing is to be held.

- (4) In the case of a hearing under –
 - (a) section 167(5)(a) (review of premises licence following closure order),
 - (b) paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence), paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate)
 - (c) paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence),

the party shall give the notice no later than two working days before the day or the first day on which the hearing is to be held.

- (5) In any other case, the party shall give the notice no later than five working days before the day or the first day on which the hearing is to be held.

Licensing Act 2003 – Hearing Procedure – Regulation 7 (1)

This procedure has been drawn up in accordance with the Licensing Act 2003 to assist those parties attending Licensing Committee hearings.

1. The hearing before the Council is Quasi Judicial.
 2. The Chair of the Licensing Committee will introduce the Committee and ask officers to introduce themselves.
 3. The Chair will ask the applicants to formally introduce themselves.
 4. The Solicitor to the Committee will outline the procedure to be followed at the hearing.
 5. Hearing Procedure:-
 - (a) The Licensing Officer will introduce the report.
 - (b) Questions concerning the report can be asked both by Members and the applicant.
 - (c) The Licensing Officer will introduce in turn representatives for the Responsible Authority and Interested Parties who will be asked to detail their relevant representations.
 - (d) Members may ask questions of those parties
 - (e) With the leave of the Chair the applicant or his representative may cross examine the representatives of the Responsible Authorities and Interested Parties.
 - (f) The applicant/licensee (or his/her nominated representative) will then be asked to:-
 - (i) detail the application;
 - (ii) provide clarification on the application and respond to the representations made.
 - (g) The applicant/licensee (or his/her nominated representative) may then be asked questions by members and with the leave of the Chair from the other parties present.
 - (h) The applicant will then be given the opportunity to sum up the application.
 - (i) The Licensing Officer will then detail the options.
 - (j) There will then be a private session for members to take legal advice and consider the application.
 6. The decision of the Licensing Committee will be given in accordance with the requirements of the Licensing Act 2003 and regulations made there under.
- NB:
- 1) At any time in the Licensing Process Members of the Committee may request legal advice from the Solicitor to the Committee. This advice may be given in open session or in private.
 - 2) The Committee Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Ms Rizwana Lala

Sent via email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 6th July 2021, received an application in respect of the premises known as;

Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS

During the consultation period, the Council received a representation from the following authority / interested party:

- **2 x Local Councillors**
- **2 x Local Residents**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representation will be considered at a hearing to be held **at Sheffield Town Hall (room TBC) on 23rd August 2021 at 11am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representation which has been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representation you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

PLEASE NOTE:

In order to ensure safe access and to protect all attendees, you will be required to wear a face covering (unless you have an exemption) at all times within the venue.

It is also recommended that you undertake a Covid-19 Rapid Lateral Flow Test within two days of the meeting. You can order tests online to be delivered to your home address, or you can collect tests from a local pharmacy or from the English Institute of Sport, Coleridge Road, Sheffield S9 5DA. Further details of these tests and how to obtain them can be accessed here - Order coronavirus (COVID-19) rapid lateral flow tests - GOV.UK (www.gov.uk).

Dated: 13th August 2021

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Strategy and Policy Officer



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Mr Christopher Haworth

Sent via email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 6th July 2021, received an application in respect of the premises known as;

Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS

During the consultation period, the Council received a representation from the following authority / interested party:

- **2 x Local Councillors**
- **2 x Local Residents**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

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Dated: 13th August 2021

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Strategy and Policy Officer



Notice of hearing of representations in respect of the following application: LA03 Premises Licence Application

Cllr Alison Teal

Sent via email: alison.teal@councillor.sheffield.gov.uk

The Sheffield City Council being the licensing authority, on the 6th July 2021, received an application in respect of the premises known as;

Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS

During the consultation period, the Council received a representation from the following authority / interested party:

- **2 x Local Councillors**
- **2 x Local Residents**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representation will be considered at a hearing to be held **at Sheffield Town Hall (room TBC) on 23rd August 2021 at 11am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representation which has been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representation you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

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Dated: 13th August 2021

Signed: **Jayne Gough**

The officer appointed for this purpose
Licensing Strategy and Policy Officer



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Cllr Maroof Raouf

Sent via email: maroof.raouf@councillor.sheffield.gov.uk

The Sheffield City Council being the licensing authority, on the 6th July 2021, received an application in respect of the premises known as;

Glass Frog, 363 Abbeydale Road, Sheffield, S7 1FS

During the consultation period, the Council received a representation from the following authority / interested party:

- **2 x Local Councillors**
- **2 x Local Residents**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representation will be considered at a hearing to be held **at Sheffield Town Hall (room TBC) on 23rd August 2021 at 11am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representation which has been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representation you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

PLEASE NOTE:

In order to ensure safe access and to protect all attendees, you will be required to wear a face covering (unless you have an exemption) at all times within the venue.

It is also recommended that you undertake a Covid-19 Rapid Lateral Flow Test within two days of the meeting. You can order tests online to be delivered to your home address, or you can collect tests from a local pharmacy or from the English Institute of Sport, Coleridge Road, Sheffield S9 5DA. Further details of these tests and how to obtain them can be accessed here - Order coronavirus (COVID-19) rapid lateral flow tests - GOV.UK (www.gov.uk).

Dated: 13th August 2021

Signed: **Jayne Gough**
The officer appointed for this purpose
Licensing Strategy and Policy Officer

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