



Sutton
Application to vary a premises licence
Licensing Act 2003

For help contact
licensing@sutton.gov.uk
Telephone: +44020 8770 5000

* required information

Section 1 of 18

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

cheamparkcafe@hotmail.com

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?

Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

11970292

Business name

CHEAM PARK CAFE LIMITED

If your business is registered, use its registered name.

VAT number

255302429

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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APPLICATION DETAILS

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

* Premises Licence Number

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Premises Contact Details

Telephone number

Continued from previous page...

Non-domestic rateable
value of premises (£)

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VARIATION

Do you want the proposed
variation to have effect as
soon as possible? Yes No

Do you want the proposed variation to have effect in relation to the
introduction of the late night levy?

Yes No

You do not have to pay a fee if the only
purpose of the variation for which you are
applying is to avoid becoming liable to the
late night levy.

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

Describe Briefly The Nature Of The Proposed Variation

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.

The proposed variation seeks to extend the hours during which alcohol can be served, changing the start time from 11:00 AM to 9:30 AM. This adjustment is intended to accommodate customer demand for beverages such as Baileys hot chocolates during the morning service. The variation also includes the provision for off-supplies of alcohol, allowing customers to purchase alcoholic beverages to enjoy within the park. Examples of this include picnic hampers or afternoon tea packages that may include prosecco, but the variation is not limited to these offerings.

The premises is a park café located in Cheam Recreation Ground, Sutton, operating seven days a week and serving both food and beverages to park visitors. It is a single-story building with both indoor and outdoor seating areas. The indoor area accommodates 40 covers, while the outdoor patio area provides seating for 80. All orders, including food and drink, are placed at the till, which is located inside the premises.

The off-supply of alcohol will allow customers to purchase drinks to enjoy beyond the immediate café seating area while remaining within the park. This aligns with the café's role in enhancing the visitor experience in a relaxed, child-friendly setting. The park provides ample open space where customers can enjoy their purchases responsibly within close proximity to the café.

Cheam Park Caffé has held its current license for four years without any incidents and continues to uphold strict compliance with licensing objectives. The premises is monitored 24/7 with eight CCTV cameras, four positioned internally and four externally, ensuring full surveillance at all times. The Challenge 25 policy is actively enforced, with clear signage displayed at the entrance in two locations. There is also an internal Challenge 25 sign. Staff are trained to request ID for alcohol sales. Noise levels are closely monitored to ensure they do not cause disturbances to park visitors or nearby residents. These measures ensure that alcohol sales remain responsible and do not negatively impact the surrounding environment.

license hours requested
mon- fri 09:30 - 22:00

Continued from previous page...

sat 09:00- 22:00
sunday 09:30 - 22:00
please remove condition 2 of Annex 3 to allow on - off license activities

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will the schedule to provide plays be subject to change if this application to vary is successful?

Yes No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will the schedule to provide films be subject to change if this application to vary is successful?

Yes No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

Yes No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide live music be subject to change if this application to vary is successful?

Yes No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

Yes No

Continued from previous page...

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

- Yes No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

- Yes No

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PROVISION OF LATE NIGHT REFRESHMENT

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

- Yes No

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SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Continued from previous page...

THURSDAY

Start	<input type="text" value="09:30"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="09:30"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="09:00"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="09:30"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption?

- On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

Continued from previous page...

Provide 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 etc gambling machines etc.

None

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations.

For example (but not exclusively) where the activity will occur on additional days during the summer months.

n/a

Continued from previous page...

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed above, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

n/a

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

none. I am just seeking to change the hours from which i can serve alcohol along with the ability to serve off-supplies going forwards.

- I have enclosed the premises licence
 I have enclosed the relevant part of the premises licence

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

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LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

The objectives will be promoted using posters and signage on the premises. Customers will also be informed by staff about them. This will be reinforced with regular staff training and effective business management throughout. CCTV is already in place to assist. Any further steps required will be adopted.

b) The prevention of crime and disorder

The prevention of crime and disorder will be supported by the existing CCTV system, which records any incidents that may arise. These recordings can be reviewed and are stored for 30 days. Alcohol will only be served to customers who also order food for consumption on and off the premises. Anyone who appears to be under the influence will be refused service. The Challenge 25 policy will be enforced, requiring anyone who appears under 25 to present valid proof of ID.

c) Public safety

A fire risk assessment is in place, and all necessary control measures have been implemented. All exit doors are easily operable and checked regularly to ensure they remain functional. Fire doors are maintained, kept unobstructed, and effectively self-closing. Access for emergency vehicles is provided and kept clear at all times. Adequate arrangements are in place to accommodate disabled access. First aid equipment and materials are available on the premises. All safety

Continued from previous page...

certificates are current and properly maintained. Free drinking water is available to customers while the premises is open. Seating is provided for all customers dining on the premises.

d) The prevention of public nuisance

Notices are displayed to remind customers to be considerate of the residential neighborhood. Any person causing a nuisance will be asked to leave and refused further service. If necessary, details of individuals causing continuous disturbances will be recorded and shared with the relevant enforcement authorities.

e) The protection of children from harm

We will provide ongoing, adequate staff training to ensure effective and responsible management of the business at all times. There will be a strict policy of not selling alcohol to any person who does not provide an acceptable form of photo ID when requested. We will protect children from early exposure to strong language, sexual expletives, adult entertainment, drinking alcohol, drug taking, gambling, and violence.

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NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

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:
 - o a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
 - o 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.
 - o 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.
 - o 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.
 - o 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:
 - o 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.
 - o 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.
 - o 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.

Continued from previous page...

- 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:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o 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;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o 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.

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PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Variation Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

100.00

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Continued from previous page...

Address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

DECLARATION

I/WE UNDERSTAND THAT 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

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/sutton/change-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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.

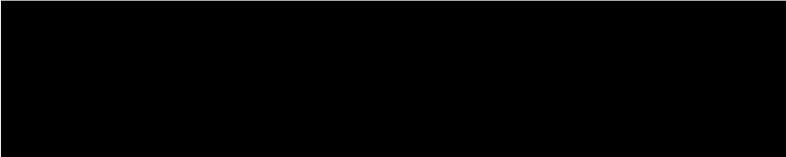
OPERATING SCHEDULE CHEAM PARK CAFÉ 2025

THE PREMISES

The café seats approx. Sixty internal covers and a hundred external covers. All fire exits are in place for this capacity, with signage throughout the property.

The café operates Monday - Sunday 08:30 - 19:00. The licensing hours will be Sunday - Friday 09:30 – 19:00 (last orders 18:30). Saturday 8:30 – 19:00.

The only licensable activity will be the on-site sale of alcohol by retail with food.



Staff training and regular retraining to ensure the 4 objectives are always met.

Age verification policy - adopted by DPS and implemented by all staff.

Vigilance both inside/outside of premises CCTV will enable full monitoring.

No sales of alcohol to any person who is inebriated (staff training to ensure appropriate measures to deal with situations).

This will be reinforced with regular staff training & effective business management throughout. CCTV is already in place to assist and any further steps required will be adopted.

CCTV cover entrance/exits. Also covers all seating areas internal and external.

CCTV operates 24/7 to record any incidents that may arise. These records can be checked and are stored for 30 days. These recordings can be shared with Enforcement Agencies should the need arise.

Alcohol will only be served to customers who also order food for consumption on the premises.

Anyone who appears to be under the influence will refused service.

Challenge 21 & proof of ID bearing D.O.B & Holograph mark (signage at the tills). Acceptable I.D to include, current Passport, Driving License or Pass Accredited ID Card (all current). No proof of ID, no sale.

All staff to be trained & refresher training every 6 months with a signed record of training kept.

Zero Drug tolerance & all staff given basic drug awareness training.

No under 18s to collect Alcohol.

Awareness & display of small measures availability

Free potable water available

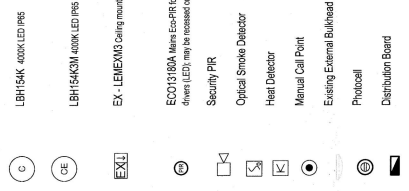
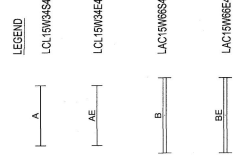
Staff must be aged 18+ to sell alcohol.

No irresponsible alcohol promotions will be undertaken.

No low-cost alcohol sales to be undertaken.

Fire risk assessment in place and implemented necessary control measures. All exit doors are easily operable and checked regularly. All fire doors are unobstructed and self-closing. Access is provided for emergency vehicles and kept clear.

DO NOT SCALE

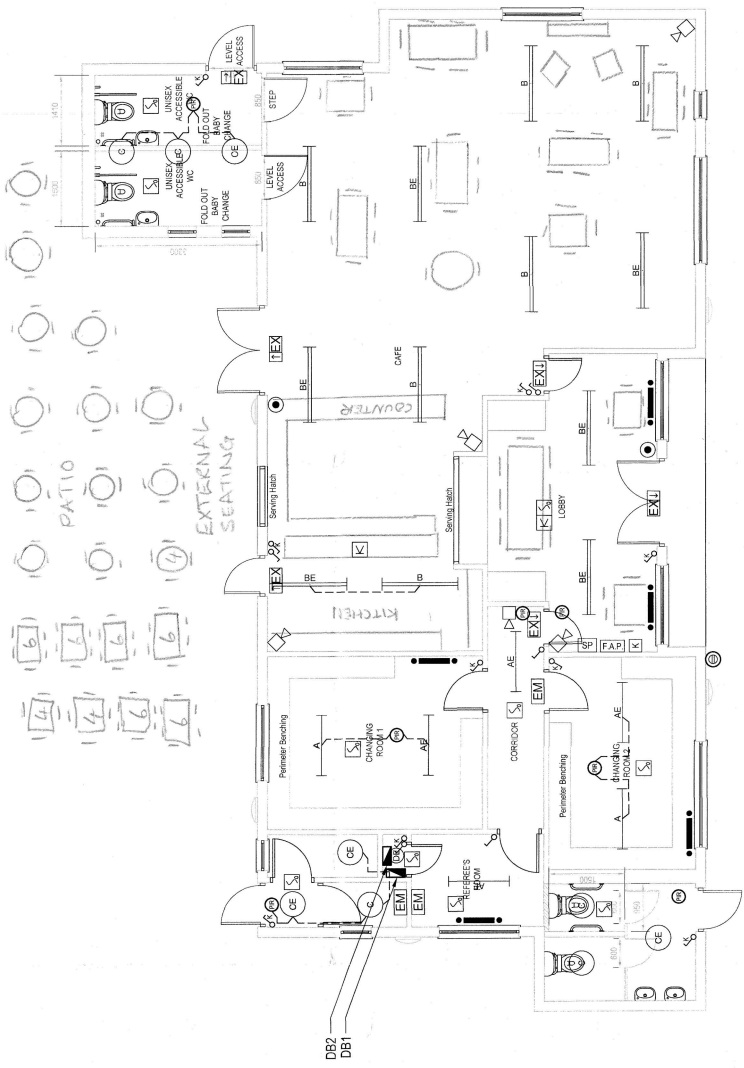
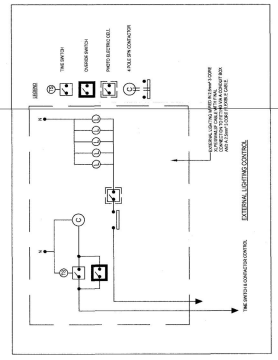


DB No.2

NO.	DESCRIPTION	QTY	UNIT	REMARKS
1	15W 16S 40 LUMINA LED PHS 3W4 4000K	1	EA	
2	15W 16S 40 EMERGENCY LUMINA LED PHS 3W4 4000K	1	EA	
3	15W 06S 40 LUMINA LED TUBE 6TW	1	EA	
4	15W 06S 40 LUMINA LED TUBE 6TW	1	EA	

DB No.1

NO.	DESCRIPTION	QTY	UNIT	REMARKS
1	15W 16S 40 LUMINA LED PHS 3W4 4000K	1	EA	
2	15W 16S 40 EMERGENCY LUMINA LED PHS 3W4 4000K	1	EA	
3	15W 06S 40 LUMINA LED TUBE 6TW	1	EA	
4	15W 06S 40 LUMINA LED TUBE 6TW	1	EA	



NOTES

- DO NOT SCALE FROM THIS DRAWING
- ALL MEASUREMENTS ARE IN MILLIMETRES UNLESS STATED OTHERWISE
- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE SPECIFICATION AND ALL RELEVANT ARCHITECTURAL, ELECTRICAL, MECHANICAL AND STRUCTURAL DRAWINGS
- FOR DETAILS OF FITTINGS AND EQUIPMENT REFER TO THE OPERATION & MAINTENANCE MANUAL

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION
 In addition to the hazards listed in the specification with the scope of work detailed on this drawing, note the following:
CONSTRUCTION
MAINTENANCE/CLEANING
DECOMMISSIONING/DEMOLITION
 It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement.

AS INSTALLED
ATKINS
 Woodcote Grove
 Ashley Road
 Surrey
 KT18 5BW
 Tel: +44 (0)1372 728640
 Fax: +44 (0)1372 728640
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 www.atkinsglobal.com

SUCCONI

CHEAM PAVILION
PROPOSED LIGHTING, FIRE ALARM & SECURITY LAYOUT

Scale	1:50	1:100	1:200	1:400	1:800	1:1600
Drawn	JM	JM	JM	JM	JM	JM
Checked	JM	JM	JM	JM	JM	JM
Date	30.10.14	30.10.14	30.10.14	08.11.14	08.11.14	08.11.14
Drawn By	JM	JM	JM	JM	JM	JM
Checked By	JM	JM	JM	JM	JM	JM
Project No	5123669-ATK-Z1-00-PL-E-0002					