

## **LICENSING SUB-COMMITTEE**

**Date and Time:-** Tuesday 19 August 2025 at 10.00 a.m.

**Venue:-** Rotherham Town Hall, The Crofts, Moorgate Street,  
Rotherham. S60 2TH

**Membership:-** Councillors Hughes (Chair), Garnett and Jones.

The items which will be discussed are described on the agenda below and there are reports attached which give more details.

Rotherham Council advocates openness and transparency as part of its democratic processes.

Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair or Governance Advisor of their intentions prior to the meeting.

### **AGENDA**

- 1. To determine whether the following items should be considered under the categories suggested in accordance with Part 1 of Schedule 12A (as amended March 2006) of the Local Government Act 1972**
- 2. To determine any item(s) which the Chair is of the opinion should be considered later in the agenda as a matter of urgency**
- 3. Consideration of an application (made in accordance with s.51 of the Licensing Act 2003) for the review of the Premises Licence issued to Hepworth Drive Off Licence Store Limited, Hepworth Drive Off Licence Store, 22 Hepworth Drive, Aston, Sheffield S26 2BG (Pages 3 - 45)**



**JOHN EDWARDS,  
Chief Executive.**

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**Hearing Procedure - Review**

1. The Chairperson of the Licensing Sub Committee will introduce the Committee and ask officers to introduce themselves.
2. The Chairperson of the Licensing Sub Committee will ask the following parties to introduce themselves:
  - i. **the applicant ( the Police)** and any witnesses they wish to call.
  - ii. **any person who has made representations** and any witnesses they wish to call.
  - iii. **the licence holder**, together with any person representing them and any witnesses they wish to call.
3. The Licensing Officer will introduce the report and provide any updates.
  - i. Questions solely concerning the report can be asked by Members, the applicant, persons making representations and the licence holder.
4. The Chairperson of the Licensing Sub Committee will then invite:
  - a. **the applicant ( the Police)** to present their application and call any witnesses.
  - b. **any person who has made representations** to present their representations and call any witnesses.
  - c. **the licence holder** to respond to the application, and representations, and call any witness.

**Questions** - Members of the Sub Committee, followed by the applicant, any person who has made representations, and the licence holder may ask questions of all person's listed in 4 above and any person who have given evidence on their behalf as a witness.

5. **The applicant ( the Police) will then be given the opportunity to sum** up the application.
6. **The licence holder will then be given the opportunity to sum up**
7. The public hearing will then be concluded, and the Sub Committee will go into closed session, together with the Councils Solicitor and the Clerk to the meeting.
8. The decision of the Licensing Committee will be given in accordance with the requirements of the Licensing Act 2003 and regulations made thereunder.

**Note:**

- At any time throughout the hearing Members of the Licensing Sub Committee may request legal advice from the Council's Solicitor. Any advice sought during closed session will be included in the notice setting out the decision.
- The Committee Hearing will be held in public unless and in accordance with relevant Regulations the Licensing Sub Committee determine that the public should be excluded.

### **Committee Name and Date of Committee Meeting**

Licensing Sub-Committee – 19<sup>th</sup> August 2025 at 10:00 hours (10am)

### **Report Title**

Consideration of an application (made in accordance with s.51 of the Licensing Act 2003) for the review of the Premises Licence issued to Hepworth Drive Off Licence Store Limited, Hepworth Drive Off Licence Store, 22 Hepworth Drive, Aston, Sheffield S26 2BG

### **Report Author**

Diane Kraus, Principal Licensing Officer, Community Safety and Street Scene.  
Telephone 01709 289536

### **Report Summary**

On the 30<sup>th</sup> May 2025 an application was made by the Chief Constable of South Yorkshire Police for the review of the Premises Licence issued to Hepworth Drive Off Licence Store Limited in respect of Hepworth Drive Off Licence Store (previously known as Comrades Convenience Store), 22 Hepworth Drive, Aston, Sheffield S26 2BG

The application seeks the revocation of the Premises Licence.

Representations in support of the application, and the recommendation that the Premises Licence is revoked, have been received from Public Health, Rotherham Safeguarding Children Partnership, and the Licensing Authority.

Further details on the application and the representations to it can be found within the body of this report.

### **Recommendations**

1. That the Licensing Sub-Committee considers the information contained within this report (and associated appendices) along with any additional information presented at the hearing and subsequently determines the application that has been made.
2. The Licensing Sub-Committee should inform the Licensing Manager of the decision in accordance with the requirements of the Licensing Act 2003 and Regulations made thereunder.

### **List of Appendices Included**

- Appendix 1 Premises Licence (P0932)
- Appendix 2 Location Plan
- Appendix 3 Application under consideration
- Appendix 4 Representations in support of the Review Application.
- Appendix 5 Additional evidence provided by South Yorkshire Police .

### **Background Papers**

Rotherham MBC Statement of Licensing Policy 2020 -2025  
(Available at [www.rotherham.gov.uk/licensing](http://www.rotherham.gov.uk/licensing))

Revised guidance issued under sec. 82 of the Licensing Act 2003, February 2025  
(Available at <https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>)

### **Council Approval Required**

No

### **Exempt from the Press and Public**

No

**Consideration of an application (made in accordance with s.51 of the Licensing Act 2003) for the review of the Premises Licence issued to Hepworth Drive Off Licence Store Limited in respect of the premises known as Hepworth Drive Off Licence Store (previously known as Comrades Convenience Store), 22 Hepworth Drive, Aston, Sheffield S26 2BG**

**1. Background**

- 1.1 The premises were first licensed by the Council under the Licensing Act 2003 in March 2014. .
- 1.2 The Licence was transferred to the current holder, Hepworth Drive Off Licence Store Limited, on 11th December 2018. A search of Company House records show that Hepworth Drive Off Licence Store Limited was incorporated July 2018 at that Mr Thomas MANI PALATHU PARAMBIL was one of two director at this time; and has been the sole director of the Company since July 2019 onwards.
- 1.3 On the 6<sup>th</sup> June 2025 the Licence holder made an application for a minor variation of the Licence. This application sought to add the steps set out in the Police and Licensing Enforcement joint action plan as management controls to the Annex 2 of the Licence. The minor variation application was granted on 17<sup>th</sup> June 2025.
- 1.4 An application to vary the Designated Premises Supervisor (DPS) was made on 8<sup>th</sup> July 2025. This application sought to remove the existing DPS , who had been named on the Licence as the DPS since its first grant in 2014, making Mr Thomas MANI PALATHU PARAMBIL the DPS with immediate effect.
- 1.5 A copy of the current Premises Licence held Hepworth Drive Off Licence Store Limited is attached at Appendix 1. This Licence authorises the sale of alcohol, for consumption off the premises, on:
  - each of the days Monday to Saturday between 7.30am and 8.30pm; and
  - Sunday between 9.30am and 8.30pm.
- 1.6 The opening hours of the premises, as stated on the Premises Licence, match the hours authorised for the sale of alcohol.
- 1.7 The Premises is subject to the mandatory licensing conditions and the offered conditions set out in Annex 1 and 2 of the Premises Licence ( see Appendix 1)..

**2. Key Issues**

Location of the Premises

- 2.1 A location plan of the premises is attached at Appendix 2.

The application

- 2.2 On 30<sup>th</sup> May 2025 an application was made by the Chief Constable of South Yorkshire Police to review the Premises,. A copy of this application is attached at Appendix 3.
- 2.3 The application seeks the revocation of the Premises Licence on the grounds that the Licence holder has failed to promote the licensing objectives of: :
- prevention of crime and disorder; and
  - protection of children from harm.
- 2.4 A copy of the application was served on the Licence holder, Mr Sangar Mohammad, by post and by email on the 26<sup>th</sup> October 2023. In addition, on the same date, a copy was hand delivered to him at the premises.
- 2.5 The Licence holder, Mr Sangar Mohammad, has been made aware that a possible outcome of the review is that the Sub Committee may decide to revoke his Licence and advised to seek independent legal advice and support.

Consultation

- 2.6 Consultation on the application has been carried out on the application in accordance with all statutory requirements and the Council's procedure. There is a prescribed period of 28 days following the submission of an application during which time representations in relation to the application may be submitted.
- 2.7 At the end of the prescribed period, representations in support of the review application have been lodged on behalf of three of the Responsible Authorities, namely Public Health, Rotherham Safeguarding Children Partnership, and the Licensing Authority.
- 2.8 Arrangements were made for the application to be heard by the Sub-Committee on 30<sup>th</sup> July 2025. This date was within the 20 working day deadline prescribed by licensing regulations. However, the day immediately before the hearing date the Licence holders representative withdrew. Given this, South Yorkshire Police were asked, and agreed, for an extension of time to allow the Licence holder to secure alternative representation.
- 2.9 The applicant, Licence Holder and Responsible Authorities have been invited to the hearing today. All parties attending, will be given the opportunity to address the Sub-Committee in relation to the matters raised in the application and the representations to it.



- 2.10 The Licence holder has been informed that unless there is good reason not to, the Sub- Committee, may decide to consider the application in their absence.
- 2.11 Members of the Sub-Committee should give full consideration of the issues raised in the application and the representations, the Licence holders response to the application and representations, together any supporting evidence provided by any party prior to the date of the hearing. Documentary evidence provided on the day of the hearing should only be considered with the consent of all parties.

#### Representation from the Responsible Authorities

- 2.12 Representations in support of the review application have been submitted by Public Health, Rotherham Safeguarding Children Partnership, and the Licensing Authority. A copy of the representations, which all support the recommendation that the Premises Licence is revoked, are attached at Appendix 4.

#### Additional Evidence

- 2.13 South Yorkshire Police have provided additional evidence in support of their application, a copy of which is attached at Appendix 5.
- 2.14 Any additional evidence supplied prior to the hearing date will be circulated to the Sub Committee and all relevant parties. Additional evidence supplied on the day of the hearing may only be considered by the Sub Committee with the consent of all parties.

### **3. Options available to the Licensing Sub-Committee**

- 3.1 A Licensing Authority must carry out its functions under the Licensing Act with a view to promoting the licensing objectives:
- the prevention of crime and disorder
  - public safety
  - the prevention of public nuisance
  - the protection of children from harm
- 3.2 In considering this matter, the Sub Committee should take into account any representations or objections that have been received from responsible authorities or other persons, together with any representations made by the Licence holder. In reaching the decision, regard must also be had to relevant provisions of the national guidance and the Council's licensing policy statement.
- 3.3 In relation to this application, the options available to the Committee are to:

- modify the conditions of the premises licence (which includes adding new conditions or any alteration or omission of an existing condition);
- exclude a licensable activity from the scope of the licence;
- remove the designated premises supervisor;
- suspend the licence for a period not exceeding three months;
- revoke the licence.

- 3.4 The Sub Committee may decide that the review does not require it to take any further steps appropriate to promoting the licensing objectives. In addition, there is nothing to prevent the Sub Committee from issuing an informal warning to the Licence holder and/or to recommend improvement within a particular period of time. Such informal warnings are regarded as an important mechanism for ensuring that the licensing objectives are effectively promoted, and any such warnings should be issued in writing to the Licence holder.
- 3.5 However, where responsible authorities such as the Police or Environmental Health Officers have already issued warnings requiring improvement – either orally or in writing – that have failed as part of their own stepped approach to address concerns, the Sub Committee should not merely repeat that approach and should take this into account when considering what further action is appropriate. Similarly, Sub Committee may take into account any civil immigration penalties which a licence holder has been required to pay for employing an illegal worker.
- 3.6 In deciding which of these powers to invoke, it is expected that Sub Committee should so far as possible seek to establish the cause or causes of the concerns that the representations identify. The remedial action taken should generally be directed at these causes and should always be no more than an appropriate and proportionate response to address the causes of concern that instigated the review.
- 3.7 For example, the Sub Committee should be alive to the possibility that the removal and replacement of the designated premises supervisor may be sufficient to remedy a problem where the cause of the identified problem directly relates to poor management decisions made by that individual.
- 3.8 Equally, it may emerge that poor management is a direct reflection of poor company practice or policy, and the mere removal of the designated premises supervisor may be an inadequate response to the problems presented. Indeed, where subsequent review hearings are generated by representations, it should be rare merely to remove a succession of designated premises supervisors as this would be a clear indication of deeper problems that impact upon the licensing objectives.
- 3.9 The Sub Committee should also note that modifications of conditions and exclusions of authorised activities may be imposed either permanently or for a temporary period of up to three months. Temporary changes or suspension of

the Licence for up to three months could have a financial impact and would only be expected to be pursued as an appropriate means of promoting the licensing objectives or preventing illegal working. So, for instance, a Licence could be suspended for a weekend as a means of deterring the holder from allowing the problems that gave rise to the review to happen again. However, it will always be important that any detrimental financial impact that may result from the Sub Committees decision is appropriate and proportionate to the promotion of the licensing objectives and for the prevention of illegal working. But where premises are found to be trading irresponsibly, the licensing authority should not hesitate, where appropriate to do so, to take tough action to tackle the problems at the premises and, where other measures are deemed insufficient, to revoke the certificate.

3.10 All licensing determinations should be considered on the individual merits of the application. The Sub |Committees determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve. Findings on any issues of fact should be on the balance of probability.

3.11 It is important that the Sub Committee give comprehensive reasons for its decisions in anticipation of any appeals. Failure to give adequate reasons could itself give rise to grounds for an appeal.

#### **4. Timetable and Accountability for Implementing this Decision**

4.1 Any decision made by the Licensing Sub-Committee does not have effect until:

- the end of the period given for appealing against the decision; or
- if the decision is appealed, until the appeal is disposed of.

4.2 An appeal may be lodged by either the applicant, Licence holder or a party to the hearing that has made a relevant representation.

4.3 Parties to the hearing must be informed of the decision within 5 working days of the hearing (or within 5 working days from the last day of the hearing if it takes place over multiple days).

#### **5. 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 of the costs incurred. The impact of these additional costs (if any) will therefore need to be met from within existing revenue budgets.

## **6. Legal Advice and Implications**

- 6.1 A Council Solicitor will be in attendance at the hearing to provide appropriate legal advice to the Licensing Sub-Committee in relation to specific aspects of the application / hearing, however the advice below is generally applicable to all applications.
- 6.2 Hearings under the Licensing Act 2003 operate under the Licensing Act 2003 (Hearings) Regulations 2005 (as amended).
- 6.3 In accordance with Regulation 18 of the Licensing Act 2003 (Hearings) Regulations 2005, the authority may take into account documentary or other information produced by a party in support of their application, representations or notice either before the hearing or, with the consent of all parties, at the hearing.
- 6.4 The Sub Committee may accept hearsay evidence and it will be a matter for the Licensing Sub-Committee to attach what weight to it that they consider appropriate. Hearsay evidence is evidence of something that a witness neither saw nor heard but has heard or read about.
- 6.5 The Secretary of State's guidance to the Licensing Act 2003 is provided to licensing authorities in relation to the carrying out of their functions under the 2003 Act. It also provides information to magistrates' courts hearing appeals against licensing decisions and has been made widely available for the benefit of those who run licensed premises, their legal advisers and the general public. It is a key medium for promoting best practice, ensuring consistent application of licensing powers across England and Wales and for promoting fairness, equal treatment, and proportionality.
- 6.6 Section 4 of the 2003 Act provides that, in carrying out its functions, a licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182. The guidance is therefore binding on all licensing authorities to that extent. However, the guidance cannot anticipate every possible scenario or set of circumstances that may arise and, as long as licensing authorities have properly understood this guidance, they may depart from it if they have good reason to do so and can provide full reasons.
- 6.7 In addition to the above, members are reminded that all decisions must be taken in accordance with the Council's Statement of Licensing Policy (adopted 3<sup>rd</sup> June 2020).

- 6.8 Departure from the guidance and / or Statement of Licensing Policy could give rise to an appeal or judicial review, and the reasons given will then be a key consideration for the courts when considering the lawfulness and merits of any decision taken.

## **7. Risks and Mitigation**

- 7.1 The statutory requirements in relation to the consideration of this application are detailed in this report. It is essential that the Sub-Committee act in accordance with these statutory provisions and take account of statutory guidance.
- 7.2 Failure to do this exposes the Council to significant risk of legal challenge, the consequences of which could result in financial and / or reputational damage to the Council.
- 7.3 Members are therefore urged to fully consider the information in this report when making a decision regarding this application, and to ensure that any decision made is justifiable, proportionate, and based on the promotion of one or more of the Licensing Objectives.
- 7.4 Council officers are present at the meeting today and can provide additional advice to members of the Sub-Committee should this be required. In addition, a copy of the statutory guidance and Statement of Licensing Policy is available for members to review should they wish to do so.

## **8. Accountable Officer(s)**

Diane Kraus , Principal Licensing Officer, Policy & Administration

This report is published on the Council's website.

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# Licensing Act 2003 Premises Licence

**P0932**

## Part 1 - Premises Details

### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### Hepworth Drive Off Licence Store

22 Hepworth Drive, Aston, Sheffield, South Yorkshire, S26 2BG.

Telephone 0114 3275256

### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- the sale by retail of alcohol

### THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
The sale by retail of alcohol for consumption OFF the premises only	Monday to Saturday	7:30am	8:30pm
	Sunday	9:30am	8:30pm

### THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday to Saturday	7:30am	8:30pm
Sunday	9:30am	8:30pm

### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- The sale by retail of alcohol for consumption OFF the premises only

## Part 2

### NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Hepworth Drive Off Licence Store Limited Company

22 Hepworth Drive, Sheffield, South Yorkshire, S26 2BG.  
Telephone 07838480029

### REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Hepworth Drive Off Licence Store Limited Company

11467574

### NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Thomas Mani Palathu PARAMBIL

22 Orchid Cresnet, Sheffield, S5 6GL.

**Licensing Act 2003  
Premises Licence**

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PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR  
WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence No. SY07324PER

Issued by Sheffield



# Licensing Act 2003 Premises Licence

**P0932**

## ANNEXES

### Annex 1

### Mandatory Conditions

#### Mandatory conditions where licence authorises supply of alcohol

The licence is granted subject to the Mandatory conditions for sale of alcohol as set out in the Licensing Act 2003 as amended by the Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010 and Order 2014.

1. No supply of alcohol may be made under the Premises Licence -
  - (a) At a time when there is no Designated Premises Supervisor in respect of the Premises Licence; or
  - (b) At a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made, or authorised by a person who holds a Personal Licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
  - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises.
    - a) games or other activities which require or encourage, or are designed to require or encourage, individuals to -
      - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
      - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
    - b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
    - c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
    - d) selling or supplying alcohol in association with promotional posters or flyers on, or in the

# Licensing Act 2003

## Premises Licence

**P0932**
**ANNEXES continued ...**

vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5.
  - (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
  - (2) The designated premises supervisor in relation to the premises licences must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
  - (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:-
    - (a) a holographic mark or
    - (b) an ultraviolet feature.
6. The responsible person shall ensure that -
  - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -
    - (i) beer or cider: ½ pint;
    - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml; and
  - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
  - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

**Minimum Drinks Pricing**

# Licensing Act 2003

## Premises Licence

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**ANNEXES continued ...**

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1 -
  - (a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
  - (b) "permitted price" is the price found by applying the formula -
 
$$P = D + (D \times V)$$

Where -

    - (i) P is the permitted price
    - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
    - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
  - (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
    - (i) The holder of the premises licence
    - (ii) The designated premises supervisor (if any) in respect of such a licence, or
    - (iii) The personal licence holder who makes or authorises a supply of alcohol under such a licence;
  - (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
  - (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from the paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

## Licensing Act 2003 Premises Licence

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### ANNEXES continued ...

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

#### **If the Premises Licence has conditions in respect of Door Supervision [except theatres, cinemas, bingo halls and casinos]**

1. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:
  - (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
  - (b) be entitled to carry out that activity by virtue of section 4 of the Act.
2. But nothing in subsection (1) requires such a condition to be imposed:
  - (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or
  - (b) in respect of premises in relation to:
    - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
    - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
3. For the purposes of this section:
  - (a) “security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and
  - (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

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

1. A Challenge 25 Policy shall be in operation at the premises. This Policy shall require any person who appears to be under the age of 25 to provide ID prior to being served alcohol. Acceptable forms of ID are a:
  - a. Passport;

## Licensing Act 2003 Premises Licence

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### ANNEXES continued ...

- b. UK photo driving licence; or
  - c. military ID card.
2. Staff shall log all refusals and challenges made under the Challenge 25 Policy in a bound book. This log must show:
  - a. the date the refusal/challenge is made;
  - b. the name of the member of staff who made the refusal/challenge; and
  - c. if refused, whether fake ID was seized.
3. The DPS shall check the Challenge 25 log at least once a week, and sign and date each check.
4. The Challenge 25 log shall be kept on the premises and shall be available for inspection upon request of the Police or an authorised officer of the Licensing Authority.
5. Signs shall be displayed inside the premises that advertise that the premises operates "Challenge 25".
6. A bound incident book shall be maintained, in which the following shall be recorded:
  - a. All incidents of crime and disorder occurring at the premises; and
  - b. Details of when the Police are called.
7. The incident book shall be kept on the premises and shall be available for inspection upon request by the Police or an authorised officer of the Licensing Authority.
8. The DPS shall check the incident book at least once a week, and sign and date each check.
9. The CCTV system installed at the premises shall:
  - a. be maintained fully at all times;
  - b. make and retain clear images; and
  - c. show an accurate date and time that the images were made.
10. All CCTV images shall be retained for a period of not less than 31 days.
11. CCTV images shall be immediately made available for review upon request of the Police or an authorised officer of the Licensing Authority.
12. A copy of a CCTV image shall be provided within 24 hours upon request of the Police or an authorised officer of the Licensing Authority.
13. A record of each member of staff who is authorised to sell alcohol shall be kept on the premises. This record shall include the staff members full name, address, and date of birth.

## Licensing Act 2003 Premises Licence

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### ANNEXES continued ...

14. All staff shall receive training on induction, and year thereafter, on:
  - a. operation of 'Challenge 25';
  - b. types of acceptable ID;
  - c. method of recording refusals;
  - d. refusing sales of alcohol to persons who appear to be drunk;
  - e. preventing proxy sales; and
  - f. how to review the CCTV system if requested.
15. Staff training shall be recorded, and this record shall be kept of the premises and shall, on request, be made available for inspection by the Police or an authorised officer of the Licensing Authority.
16. The licence holder shall fit an intruder alarm at the premises.
17. The licence holder shall store excess stock away from the customer area.
18. The licence holder shall ensure that lighting is installed around the exterior of the premises.
19. The licence holder shall ensure that steps are taken to stop noise nuisance, light pollution and litter.
20. The licence holder shall ensure that there are two bins kept on site.

**Annex 3**      **Conditions attached after a Hearing of Licensing Authority**

None.

**Annex 4**      **Plans**

## Licensing Act 2003 Premises Licence Summary P0932

### Premises Details

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

##### Hepworth Drive Off Licence Store

22 Hepworth Drive, Aston, Sheffield, South Yorkshire, S26 2BG.

Telephone 0114 3275256

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- the sale by retail of alcohol

#### THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
The sale by retail of alcohol for consumption OFF the premises only	Monday to Saturday	7:30am	8:30pm
	Sunday	9:30am	8:30pm

#### THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday to Saturday	7:30am	8:30pm
Sunday	9:30am	8:30pm

#### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- The sale by retail of alcohol for consumption OFF the premises only

#### NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Hepworth Drive Off Licence Store Limited Company

22 Hepworth Drive, Sheffield, South Yorkshire, S26 2BG.

#### REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Hepworth Drive Off Licence Store Limited Company

11467574

#### NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

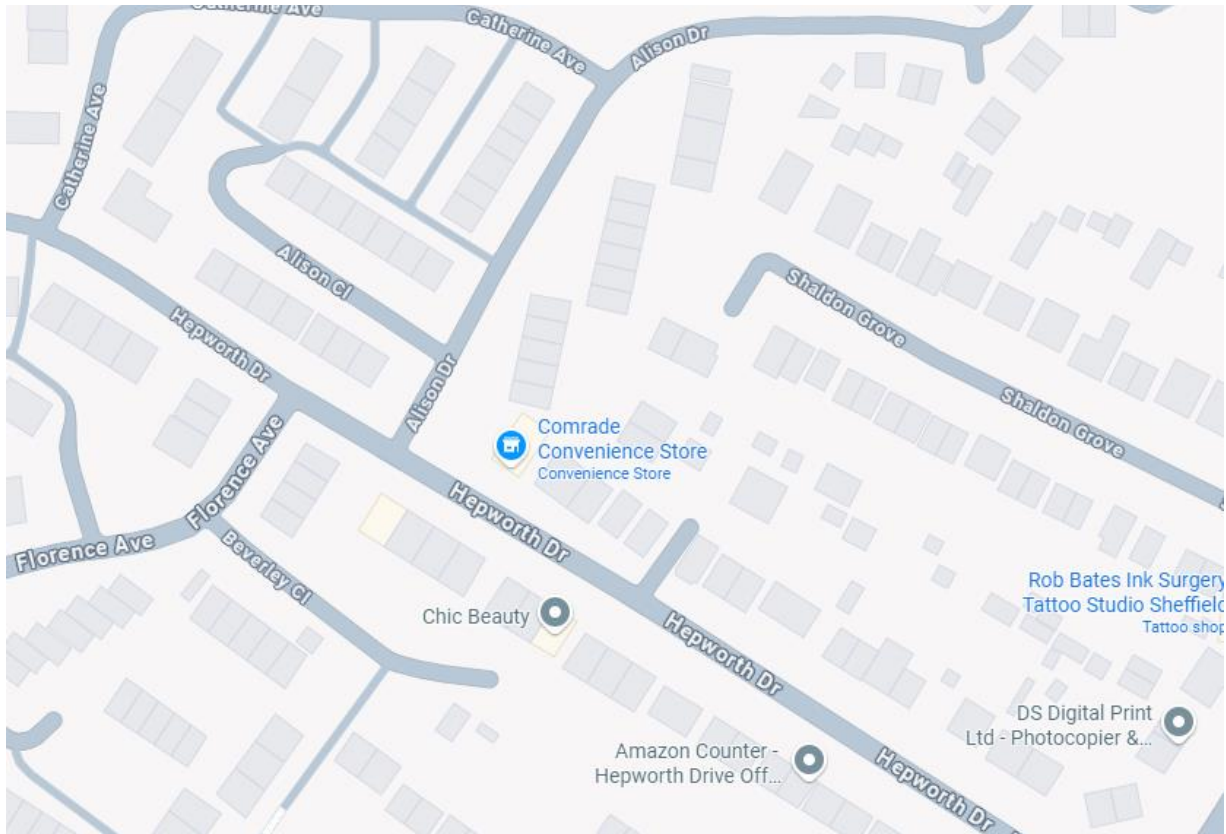
Thomas Mani Palathu PARAMBIL

#### STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

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## APPENDIX 2





## APPENDIX 2



**APPENDIX 3**

*[Insert name and address of relevant licensing authority and its reference number (optional)]*

**Application for the review of a premises licence or club premises certificate under the  
Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form.  
If you are completing this form by hand please write legibly in block capitals. In all cases ensure 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, Jo Belton, (for and behalf of the Chief Constable, South Yorkshire police)**

*(Insert name of applicant)*

**apply for the review of a premises licence under section 51 / apply for the review of a club premises certificate under section 87 of the Licensing Act 2003 for the premises described in Part 1 below (delete as applicable)**

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

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

**Hepworth Drive Off Licence Store (known as Comrades Convenience Store)**

**22 Hepworth Drive, Aston**

**Post town  
SHEFFIELD**

**Post code (if known)  
S26 2BG**

**Name of premises licence holder or club holding club premises certificate (if known)**

**Hepworth Drive Off Licence Store Limited Company  
(sole Company Director is Thomas MANI PALATHU PARAMBIL)**

**Number of premises licence or club premises certificate (if known)**

**P0932**

**Part 2 - Applicant details**

I am

Please tick ✓ yes

1) an individual, body or business which is not responsible authority (please read guidance note 1, and complete (A) or (B) below)

2) a responsible authority (please complete (C) below)

✓

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

**APPENDIX 3****(A) DETAILS OF INDIVIDUAL APPLICANT** (fill in as applicable)

Please tick ✓ yes

Mr

Mrs

Miss

Ms

Other title  
(for example, Rev)**Surname****First names**

Please tick ✓ yes

**I am 18 years old or over****Current postal  
address if  
different from  
premises address****Post town****Post Code****Daytime contact telephone number****E-mail address  
(optional)****(B) DETAILS OF OTHER APPLICANT**

Name and address

Telephone number (if any)

E-mail address (optional)

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

Name and address

**Chief Constable of South Yorkshire Police  
c/o Jo Belton, Rotherham Police Licensing Officer  
Licencing Dept  
Main Street, Rotherham S60 1QY**

Telephone number (if any)

E-mail address (optional)

**Rotherham liciencing@southyorks.pnn.police.uk****This application to review relates to the following licensing objective(s)**

Please tick one or more boxes ✓

- 1) the prevention of crime and disorder
- 2) public safety
- 3) the prevention of public nuisance
- 4) the protection of children from harm

✓

✓

## **APPENDIX 3**

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

**This review is brought on due to the failure of the licence holder to promote the following licensing objectives:**

- **The prevention of crime and disorder; and**
- **The protection of children from harm**

**The premises first came to the attention of the South Yorkshire Police in October 2021 when it failed a test purchase.**

**Allegations that underage sales of alcohol were continuing at the premises led to a second test purchase being conducted on the 2nd March 2022. On this occasion the test was passed, and the sale refused.**

**On the 6th April 2022 the Police received intelligence from a concerned parent, who reported that their 13 year old daughter purchased alcohol at the premises.**

**The premise was retested on the 23rd August 2022 and again on the 13th November 2023 and passed both times.**

**However, on the 20<sup>th</sup> November 2024 the premise failed a test purchase and sold alcohol to a volunteer cadet**

**The premises also failed the next test purchase which was carried out on the 19th March 2025.**

**Following the two most recent failed test purchases, and in accordance with the good practice set out in the statutory guidance, issued under section 182 of the Licensing Act 2003, every effort has been made to work with the sole Director of the Company that holds the Licence Mr Thomas MANI PALATHU PARAMBI.**

**On 31<sup>st</sup> March 2025 an action plan was hand delivered to the premises by the Council's Licensing Officer. Each management control set out in the action plan was discussed with Mr MANI PALATHU PARAMBI in person.**

**Mr MANI PALATHU PARAMBI was also told to expect further test purchase.**

**Further information to support Mr MANI PALATHU PARAMBI to achieve compliance with the measures set out in the action plan was posted to him on the 4<sup>th</sup> April 2025.**

**On the 13th May 2025 the premise was retested and failed again. This was the third failure in a 6 month period.**

**Following the latest failed test purchase the Police Licensing Officer visited the premises on the 21st May 2025 and met with Mr MANI PALATHU PARAMBI and the premises Designated Premises Supervisor, Mr SREEKUMAR VARAKIL JANARDANAN.**

**The Police Licensing Officer could clearly see that no steps had been taken to put in place the improved management controls set out in the action plan, which was still in an envelope it had been delivered in.**

## **APPENDIX 3**

The Licence holder has proved unwilling to being about required improvements and failed promote the Licensing objectives of preventing crime and disorder and protecting children from harm.

Given this the Chief Constable of South Yorkshire Police e is seeking a review of the Premises Licence, with the recommendation that the Premises Licence is REVOKED.

## **APPENDIX 3**

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

**APPENDIX 3**

Please tick ✓ yes

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

**No**

If yes please state the date of that application

Day	Month	Year

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

**N/A**

Please tick ✓ yes

- I have sent copies of this form and enclosures to the responsible authorities and the premises licence holder or club holding the club premises certificate, as appropriate ✓
- I understand that if I do not comply with the above requirements my application will be rejected ✓

**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.**

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

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

Signature

*Jo Belton***On behalf of the Chief Constable of South Yorkshire Police**

.....

Date

**30<sup>th</sup> May 2025**Capacity **Rotherham Police Licensing Officer**

.....

**Contact name (where not previously given) and postal address for correspondence associated with this application** (please read guidance note 6)

**Jo Belton, Rotherham Police Licensing Officer**  
**Licensing Dept**  
**Main Street**

**Post town**  
**Rotherham**

**Post Code**  
**S60 1QY**

**Telephone number (if any)**

**If you would prefer us to correspond with you using an e-mail address your e-mail address (optional)**



## **APPENDIX 3**

### **Notes for Guidance**

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

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## **Appendix 4**

### **Representations in Support of the Review Application**

#### ***1. Public Health***

**From:** Rachel-PH Copley <Rachel-ph.Copley@rotherham.gov.uk>

**Sent:** 04 June 2025 13:45

**To:** Diane Kraus <Diane.Kraus@rotherham.gov.uk>; Licensing <Licensing@rotherham.gov.uk>

**Subject:** FW: Application to Review Premises Licence - HEPWORTH DRIVE OFF LICENCE (known as Comrades Convenience Store), 22 HEPWORTH DRIVE, ASTON, SHEFFIELD S26 2BG

**Public Health have reviewed the information supplied by South Yorkshire Police and agree that the license for this premise should be revoked.**

**I have attached the scorecard of our public health related evidence backing up the objective 'protecting children from harm':**

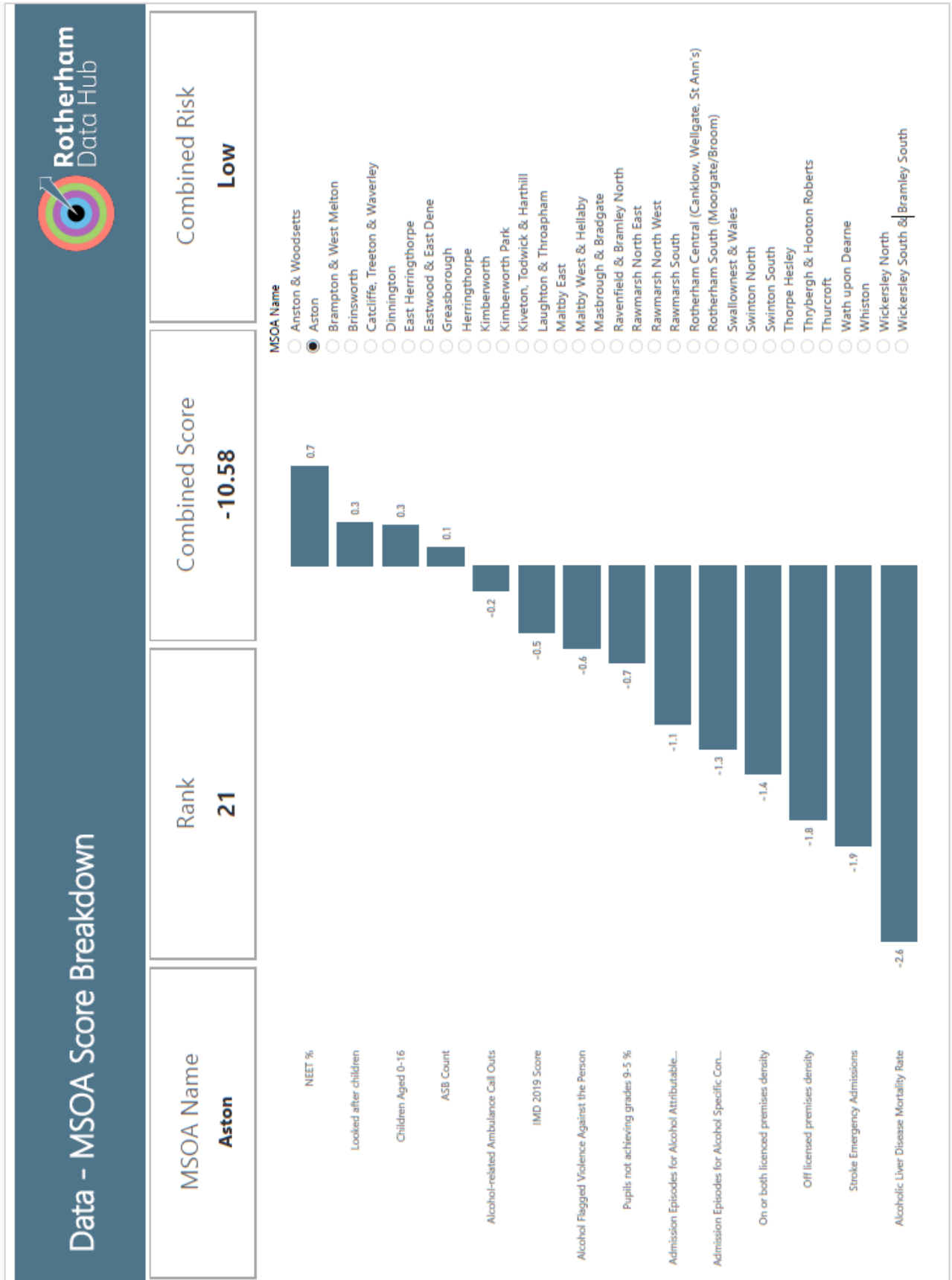
- **This area has a higher than local authority average for looked after children**
- **This area has a higher than local authority average for Children not in employment, education or training (NEET %)**
- **This area has a higher than local authority average for Antisocial Behaviour**

**Failure of multiple test purchases shows a disregard for the protection of children from harm, and this is particularly concerning in an area with high levels of vulnerable children and young people. Therefore, this premise should not have an alcohol license.**

Rachel Copley  
Public Health Practitioner  
Adult Care, Housing and Public Health Directorate  
Rotherham Metropolitan Borough Council

Phone : 01709 222103 | ext. 12103  
Visit our website: <https://www.rotherham.gov.uk>

## Appendix 4



## Appendix 4

Scorecard

Postcode Search

Search

DN11 0EZ

DN11 9PS

DN11 9RG

Rotherham Data Hub

MSOA Name

Aston

Rank

21

Score

-10.58

Combined Risk

Low

A 'Combined Risk Score' has been calculated for each MSOA from a combination of weighted indicators based on 2011 MSOA boundaries. In addition to the overall weighted risk rank to the left, the cards below give the value, relative rank (compared to all Rotherham MSOA) and Z-Score for each indicator.

Although an MSOA may have higher risk score, this does not mean the MSOA is high risk in general, only that it is higher risk relative to the Rotherham average. Z scores indicate how far the indicator deviates from the average; a score of 0 is the mean average, scores of 3 and higher (or -3 and lower) indicate where a value is an outlier. 'Weighted Value' where shown indicated the relative level, when the weighted Z-Scores indicators across Rotherham are divided into Quantiles.

Indicator	Indicator Value	Weighted Value	Indicator Rank	Z Score
Admission Episodes for Alcohol Attributable Conditions (Narrow)	107.60	Low	21	-0.37
Admission Episodes for Alcohol Specific Conditions	13.88	Low	21	-0.42
Alcoholic Liver Disease Mortality Rate	0.00	Very Low	20	-0.87
Alcohol-related Ambulance Call Outs	203	High	12	-0.06
Stroke Emergency Admissions	88.20	Very Low	29	-0.97
IMD 2019 Score	26.75	Medium	16	-0.23
Off licensed premises density	0.68	Low	26	-0.59
On or both licenced premises density	1.02	Low	22	-0.48
Children Aged 0-16	21.3%	High	12	0.28
Looked after children	9.57	High	9	0.30
NEET %	5.1%	High	9	0.69
Pupils not achieving grades 9-5 %	39.4%	Low	24	-0.67
ASB Count	142	High	12	0.06
Alcohol Flagged Violence Against the Person	Low		24	-0.57

## **Appendix 4**

### ***2. Rotherham Safeguarding Children Partnership***

**From:** Lee Durrant <[Lee.Durrant@rotherham.gov.uk](mailto:Lee.Durrant@rotherham.gov.uk)>

**Sent:** 27 June 2025 11:14

**To:** Diane Kraus <[Diane.Kraus@rotherham.gov.uk](mailto:Diane.Kraus@rotherham.gov.uk)>

**Cc:** Alan Pogorzelec <[Alan.Pogorzelec@rotherham.gov.uk](mailto:Alan.Pogorzelec@rotherham.gov.uk)>

**Subject:** RE: Application to Review Premises Licence - HEPWORTH DRIVE OFF LICENCE (known as Comrades Convenience Store), 22 HEPWORTH DRIVE, ASTON, SHEFFIELD S26 2BG

**I would support the position that the licence is revoked due to repeated failed test purchases and no evidence of standards improving. The licensee's behaviour as evidenced is undermining the licensing objective of protecting children from harm.**

**Lee Durrant**

*Service and Business Manager - Rotherham Safeguarding Children Partnership  
Safeguarding, Quality and Learning  
Children and Young People Service  
Rotherham Metropolitan Borough Council  
1st Floor,  
Riverside House, Main Street  
Rotherham  
S60 1AE*

*01709 334516*

## Appendix 4

### 3. Licensing Authority

Regeneration & Environment  
Community Safety and Street Scene  
Licensing Service  
Riverside House, Main Street, Rotherham, S60 1AE



Direct Line: (01709) 254955  
Email: [alan.pogorzelec@rotherham.gov.uk](mailto:alan.pogorzelec@rotherham.gov.uk)

My Reference: AP/REVIEW/P0028

Your Reference:

Please ask for: Alan Pogorzelec

Date: 30<sup>th</sup> June 2025

Mrs Diane Kraus  
Principal Licensing Officer (Policy & Administration)

Dear Mrs Kraus

**RE: Licensing Authority Representations - Review Premises Licence (No. P0932)  
HEPWORTH DRIVE OFF LICENCE (known as Comrades Convenience Store),  
22 HEPWORTH DRIVE, ASTON, SHEFFIELD S26 2BG**

I am writing to make representation on behalf of the Licensing Authority to the application, made by South Yorkshire Police, for the review of the Premises Licence (No. P0932) issued in respect of the above mentioned premises.

The Licensing Authority considers that the Licence holder, Hepworth Drive Off Licence Store Limited, of which Mr Thomas MANI PALATHU PARAMBIL is the sole Director, has failed to promote the licensing objectives of preventing crime and disorder and protecting children from harm.

On 31st March 2025 an action plan was hand delivered to the premises by the Council's Licensing Enforcement Officers. This plan, a copy of which is attached as Annex A to this letter, sets out the steps needed to be put in place to bring about improvement and prevent further failed test purchases.

Officers met directly with Mr Mani Palathu Parambil and went through the Action Plan with him, explaining in detail what steps needed to be taken; and that he needed to vary the Licence in order to make the recommended management controls a condition of the Licence.

Following this visit, on 4<sup>th</sup> April 2025, an email was sent to Mr Mani Palathu Parambil, providing him with supporting documentation to enable compliance with the Action Plan

Despite this assistance Mr Mani Palathu Parambil chose not to take any action, resulting in the third failed test purchase.

The Licensing Authority is satisfied that the Licence holder is unable, or unwilling, to put in place and adhere too, the measures necessary to promote the licensing objectives of preventing crime and disorder and protecting children from harm.

The Licensing Authority supports the recommendation made by South Yorkshire Police that the Licence is revoked.

Yours sincerely |

A handwritten signature in purple ink, appearing to read "Pogorzelec".

Alan Pogorzelec  
Licensing Manager

## Appendix 4

### Annex A

#### ACTION PLAN

1. **Put in place with immediate effect the management controls detailed below.**
2. **Make a minor variation application so as to add the management control as conditions to the Licence:**
  - a) Adopt a Challenge 25 Policy. The Policy shall require that any person who appears to be under the age of 25 must provide ID prior to being served alcohol.
    - i. Acceptable forms of ID are:
    - ii. a passport;
    - iii. a UK photo driving licence; or
    - iv. a military ID card.
  - b) Record all refusals made under the Challenge 25 Policy. Refusals/Challenges made must be logged in a bound book. This log must show:
    - i. date of refusal/challenge made;
    - ii. member of staff who made the refusal; and
    - iii. if refused, whether fake ID was seized.
  - c) DPS to check the Challenge 25 refusal log at least once a week, and sign and date each check.
  - d) The Challenge 25 log shall be kept on the premises and shall be available for inspection upon request of the Police or an authorised officer of the Licensing Authority.
  - e) Signs shall be displayed inside the premises that advertise that the premises operates "Challenge 25".
  - f) A bound incident book shall be maintained, in which the following shall be recorded:
    - i. All incidents of crime and disorder occurring at the premises; and
    - ii. Details of when the Police are called.
  - g) The incident book shall be kept on the premises and shall be available for inspection upon request by the Police or an authorised officer of the Licensing Authority.
  - h) DPS to check the incident book at least once a week, and sign and date each check.
  - i) The CCTV system installed at the premises, shall:
    - i. be maintained fully at all times;
    - ii. make and retain clear images; and
    - iii. show an accurate date and time that the images were made.
    - iv. be accessible to staff, Police or an authorised officer of the Licensing Authority.
  - j) All CCTV images shall be retained for a period of not less than 31 days.



## **Appendix 4**

k) CCTV images shall be immediately made available for review upon request of the Police or an authorised officer of the Licensing Authority.

l) A copy of a CCTV image shall be provided within 24 hours upon request of the Police or an authorised officer of the Licensing Authority.

m) A record of each member of staff who is authorised to sell alcohol shall be kept on the premises. This record shall include the staff members full name, address, and date of birth.

n) All staff shall receive training on induction and year thereafter, on:

- i. operation of 'Challenge 25';
- ii. types of acceptable ID;
- iii. method of recording refusals;
- iv. refusing sales of alcohol to persons who appear to be drunk;
- v. preventing proxy sales;

vi. how to review the CCTV system if requested.

o) Staff training shall be recorded, records shall be kept of the premises and shall, on request, be made available for inspection by the Police or an authorised officer of the Licensing Authority

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## Appendix 5

**From:** Jo Belton <[Jo.Belton@southyorkshire.police.uk](mailto:Jo.Belton@southyorkshire.police.uk)>  
**Sent:** 25 July 2025 17:18  
**To:** Diane Kraus <[Diane.Kraus@rotherham.gov.uk](mailto:Diane.Kraus@rotherham.gov.uk)>  
**Subject:** Hepworth Drive

Dear Mr Kraus

The following additional evidence is submitted in support of the application was made by the Chief Constable of South Yorkshire Police for the review of the Premises Licence issued to Hepworth Drive Off Licence Store Limited in respect of Hepworth Drive Off Licence Store (22 Hepworth Drive, Aston, Sheffield S26 2BG).

On Tuesday 22<sup>nd</sup> July 2025 at approximately 10:50 hours I visited the premises to carry out a Licence compliance inspection. At the time of this inspection there was a single member of staff working, Ms Lauren Gale. I found the shop to be operating in non-compliance with the following conditions:

Condition 2 of Annex 2 of the Licence

Staff shall log all refusals and challenges made under the Challenge 25 Policy in a bound book. This log must show:

- a. the date the refusal/challenge is made;
- b. the name of the member of staff who made the refusal/challenge;
- and
- c. if refused, whether fake ID was seized

**Non-compliance – refusals were being logged but not challenges**

Condition 3 of Annex 2 of the Licence

The DPS shall check the Challenge 25 log at least once a week, and sign and date each check

**Non-compliance – no DPS checks recorded in Challenge 25 log**

Condition 8 of Annex 2 of the Licence

The DPS shall check the incident book at least once a week, and sign and date each check

**Non-compliance – no DPS checks recorded in incident book**

Conditions 9. of Annex 2 of the Licence

The CCTV system installed at the premises shall:

- a. be maintained fully at all times;
- b. make and retain clear images; and
- c. show an accurate date and time that the images were made.

## Appendix 5

**Non-Compliance of condition 9a – Staff member unable to access the CCTV at the time of the visit. Told this was due to a faulty mouse and that DPS was aware of the fault**

**As not able to access system, unable to ascertain compliance with conditions 9b and 9c**

Conditions 10 of Annex 2 of the Licence

All CCTV images shall be retained for a period of not less than 31 days.

**Unable to ascertain compliance with condition 10**

Conditions 11 of Annex 2 of the Licence

CCTV images shall be immediately made available for review upon request of the Police or an authorised officer of the Licensing Authority.

**Non-compliance – unable to review CCTV images**

Conditions 13 of Annex 2 of the Licence

A record of each member of staff who is authorised to sell alcohol shall be kept on the premises. This record shall include the staff members full name, address, and date of birth.

**Non-compliance – no record available.**

Conditions 14 of Annex 2 of the Licence

All staff shall receive training on induction, and year thereafter, on:

- a. operation of 'Challenge 25';
- b. types of acceptable ID;
- c. method of recording refusals;
- d. refusing sales of alcohol to persons who appear to be drunk;
- e. preventing proxy sales; and
- f. how to review the CCTV system if requested.

**Unable to ascertain compliance with condition 14 – member of staff on duty said she had been trained but no record of this.**

Conditions 15 of Annex 2 of the Licence

Staff training shall be recorded, and this record shall be kept of the premises and shall, on request, be made available for inspection by the Police or an authorised officer of the Licensing Authority.

**Non-compliance – no record available (shown a book that had some training questions in, but no signed training record maintained)**

The above evidence demonstrates that the Licence holder is unwilling, or unable, to operate the premises in a manner that promotes the licensing objectives and supports the recommendation of the Chief Constable of South Yorkshire Police that the Premises Licence is revoked.

## Appendix 5

I would also mention that at the time of my visit the exterior of the shop was like a building site, creating a hazard for people entering and exiting the shop.

Yours sincerely

**Jo Belton**

**Rotherham Licensing Enforcement Officer**

South Yorkshire Police

Licensing Department

Rotherham District

Riverside House

Main Street

S60 1AE

[Jo.belton@southyorks.police.co.uk](mailto:Jo.belton@southyorks.police.co.uk)

T: 01709 832154 (Int: 722154)

M: 07919 300353

[southyorks.police.uk](http://southyorks.police.uk)

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