

Appendix 4

CITATION

Carlton Park Hotel - Revised Premises Licence Proposal Following Representations

To: **Alan, Councillor Taiba Yasseen and all residents**

I hope you are all well and in good health.

Thank you for taking the time to raise your concerns regarding our premises licence application for Carlton Park Hotel. We have carefully considered the representations made by the Licensing Authority, Councillor Yasseen and local residents. Having reviewed those concerns, we accept that our original application was considerably broader than what we actually require to operate the hotel successfully.

We therefore wish to **substantially amend and simplify our application**. Our intention is not to establish Carlton Park Hotel as a nightclub or unrestricted late-night entertainment venue. We simply want to reopen the hotel's pub/bar and restaurant for our hotel guests and the surrounding community and restore Carlton Park to the reputable hotel and hospitality venue it historically was.

Having reviewed the premises licence of our nearby neighbour, **Brentwood Hotel, 114 Moorgate Road, operated by Greene King**, we would like to revise our proposal so that Carlton Park operates on a broadly comparable basis. The neighbouring premises is licensed for alcohol sales from **10:00 until 00:00 Monday to Sunday**, with premises opening until **00:30**, together with indoor live music, recorded music and late-night refreshment within the granted hours.

1. Revised Normal Operating Hours

- **Sale of alcohol - on and off the premises:** Monday to Sunday, 10:00 - 00:00
- **Live music - indoors only:** Monday to Sunday, 10:00 - 00:00
- **Recorded music - indoors only:** Monday to Sunday, 10:00 - 00:00
- **Late-night refreshment - indoors only:** Monday to Sunday, 23:00 - 00:00
- **Premises opening hours:** Monday to Sunday, 10:00 - 00:30

These hours broadly mirror those already granted to the neighbouring Brentwood Hotel/Greene King premises on Moorgate Road. The additional 30 minutes after alcohol sales cease will assist with gradual and orderly dispersal.

2. Seasonal and Non-Standard Hours

We also respectfully request **the same defined seasonal/non-standard extensions currently granted to the neighbouring Brentwood Hotel/Greene King premises:**

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- An additional one hour on every Bank Holiday Friday, Saturday, Sunday and Monday;
- An additional one hour on Maundy Thursday;
- An additional one hour on Christmas Eve;
- An additional one hour on Boxing Day; and
- From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

We are withdrawing the broad and open-ended non-standard hours contained in the original application, including extensions for weddings, private functions, similar events and other unspecified special occasions. A wedding, sporting event or private function will not itself provide an entitlement to extended hours. The only non-standard hours requested are the specific seasonal occasions above.

3. Withdrawal of Other Entertainment Activities

We are prepared to **completely withdraw performances of plays and performances of dance as a separate regulated activity**. We primarily require indoor live music and recorded music alongside the normal operation of the hotel pub/bar and restaurant. Any live or recorded music at Carlton Park will take place indoors only and within the applicable licensed hours.

4. Weddings, Sporting Events and Capacity Limits

Carlton Park has historically operated as a hotel and function venue and we would still like to accommodate weddings, family functions and sporting events. The number of persons attending any wedding, sporting event or other function will be **strictly limited according to the safe capacity of the particular room or function area**.

Our detailed capacity schedule is attached, and we will operate in accordance with those stated capacities.

5. SIA Security for Major Events

For any major wedding, significant sporting event or other event expected to attract substantial attendance, we will arrange for **appropriately licensed SIA security officers** to be present through our partnered security agencies.

Their responsibilities will include admission and capacity control, customer safety, prevention of crime and disorder, monitoring customer behaviour, crowd management and orderly dispersal.

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6. Perimeter and Litter Inspections

After any wedding, sporting event or other significant function, hotel staff will undertake a **perimeter inspection** of the hotel grounds, car parks and areas immediately surrounding the premises. Any litter associated with our premises or customers will be collected and removed promptly.

7. Staff Training and Management

All existing hotel staff are trained in fire safety, health and safety, and emergency and evacuation procedures. Staff training records are attached. For the bar and restaurant operation, we intend to recruit appropriately trained staff locally from Rotherham, creating additional employment opportunities. The Designated Premises Supervisor will be **David John Rittenberg**, who has extensive experience of operating pubs and bars within hotel environments. References can be provided upon request.

8. Age Verification and Protection of Children

We will operate a robust **Challenge 25 policy**. Appropriate photographic proof of age will be required before serving alcohol where a customer's age is in doubt. All relevant staff will be appropriately trained regarding age verification and prevention of underage alcohol sales.

9. Previous Council Placements

The previous Council arrangements were originally facilitated to support the Council and wider community.

Following the incidents and concerns that arose, we have completely stopped accepting general single-occupancy Council placements. The only Council-related accommodation we may accept will be **single vulnerable females and families awaiting permanent housing**, strictly limited to a **maximum of five rooms at any one time at present**. We have listened carefully to residents' concerns and changed our policy accordingly.

10. Separation Between Hotel Accommodation and Licensed Areas

The hotel accommodation section is **separate from the bar, restaurant and function areas**, with the different parts of the premises connected through long corridors. This provides physical separation between customers using hospitality/function facilities and hotel residents wishing to rest.

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11. Parking and Customer Management

Carlton Park Hotel has substantial private on-site parking for hotel guests and customers using the bar, restaurant and function facilities. The parking areas are controlled through an **ANPR camera parking-management system**.

For major events, attendance will be controlled according to the relevant capacity limits and SIA security officers will be provided as outlined above.

12. A Comparable Neighbouring Pub/Hotel Operation

We are **not seeking an unrestricted 2:00am or 4:00am entertainment operation**. We want to restore the hotel pub/bar and restaurant so hotel guests can have a meal and a drink without leaving the hotel and local residents can use and enjoy Carlton Park's facilities. The neighbouring Brentwood Hotel licence provides a useful local comparison for reasonable operating hours and activities on Moorgate Road. We seek a broadly comparable operating framework, including the same clearly defined seasonal extensions, while withdrawing the broad and less-defined extensions in our original application.

13. Working With Our Neighbours

We genuinely want to work with Alan, Councillor Yasseen, the Licensing Authority and our neighbours. Carlton Park was historically a reputable and well-known hotel in Rotherham. **Our goal is to restore Carlton Park to that position and make it an asset to the local community again.** We have listened to the objections and substantially narrowed and clarified what we are requesting. We are prepared to agree clear, proportionate and enforceable conditions concerning capacity, SIA security, age verification, event management and perimeter inspections.

We sincerely hope these amendments provide sufficient reassurance for the Licensing Authority, Councillor Yasseen and residents to reconsider their objections and allow us to move forward constructively.

Summary of Revised Proposal

- Alcohol: 10:00 - 00:00 Monday to Sunday;
- Live music indoors: 10:00 - 00:00 Monday to Sunday;
- Recorded music indoors: 10:00 - 00:00 Monday to Sunday;
- Late-night refreshment indoors: 23:00 - 00:00;
- Premises normally closed by 00:30;
- One additional hour on Bank Holiday Friday, Saturday, Sunday and Monday;
- One additional hour on Maundy Thursday, Christmas Eve and Boxing Day;

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- New Year's Eve/New Year's Day extension consistent with the neighbouring licence;
- No general 2:00am or 4:00am operation and no unspecified special-event extensions;
- No automatic extended hours for weddings, sporting events or private functions;
- No plays and no separate dance-performance permission;
- Defined capacity limits and SIA security for major events;
- Regular perimeter and litter inspections following events;
- Challenge 25, trained staff and ANPR-controlled on-site parking.

Kind regards,

Muhammad Fawad Mansoor

For and on behalf of **Hotel and Resorts Ltd**

Carlton Park Hotel

102-104 Moorgate Road

Rotherham S60 2BG

Appendix 4

CARLTON PARK HOTEL

Event & Licensed Area Capacity Schedule

102-104 Moorgate Road, Rotherham, S60 2BG

Area	Capacity
Event Hall 1	100-150 people
Event Hall 2	75-100 people
Event Hall 3	20-40 people
Bar / Restaurant (seating)	50-60 people

Operational controls

- Attendance at weddings, sporting events and other functions will be limited to the stated capacity of the relevant area.
- All events will take place within the normal licensed operating hours. No extended event hours are proposed.
- SIA-licensed security officers will be present for major events for customer safety, security, capacity control and crowd management.
- A perimeter and litter inspection will be carried out following major events.

Appendix 4

Personal Licence Certificate for Armaghan Mustafa Awan



This is to certify that

ARMAGHAN MUSTAFA AWAN

has been awarded the

BIIAB Level 2 Award for Personal Licence Holders

Qualification No: 603/2468/5 C0012128

Date Achieved: 23 March 2026



A handwritten signature in black ink, appearing to read "Emma Beal".

Emma Beal
Chief Executive
BIIAB Qualifications Limited

ofqual
REGULATED
register.ofqual.gov.uk

Learner Number: AM50000837153 | Certificate Number: 10144516-01-HVRL



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Qualification Transcript

This is to certify that

ARMAGHAN MUSTAFA AWAN

BIIAB Level 2 Award for Personal Licence Holders

has been awarded the following unit credits:

URN	Award Unit Title	Level	Credit	Grade	Award Date
A/616/5204	Legal and Social Responsibilities of a Personal Licence Holder	2	1	Pass	22/03/2026

Emma Beal
Chief Executive
BIIAB Qualifications Limited



Appendix 4

Training Record for Armaghan Mustafa

Certificate of Achievement

This is to certify that
Armaghan Mustafa
has completed a course on
Fire Marshal and Wardens
and achieved 100 % in the assessment

DATE: 30/10/2024
EXPIRY: 30/10/2026

Appendix 4

Certificate of Achievement

This is to certify that
Armaghan Mustafa
has completed a course on
Fire Safety

and achieved 80 % in the assessment

DATE: 30/10/2024
EXPIRY: 30/10/2026

Appendix 4

Certificate of Achievement

This is to certify that
Armaghan Mustafa

has completed a course on

First Aid Appointed Person

and achieved 87 % in the assessment

DATE: 30/10/2024

EXPIRY: 30/10/2026

Appendix 4

Certificate of Achievement

This is to certify that
Armaghan Mustafa
has completed a course on
Health and Safety Awareness
and achieved 90 % in the assessment

DATE: 30/10/2024
EXPIRY: 30/10/2026

Appendix 4

Certificate of Achievement

This is to certify that
Armaghan Mustafa
has completed a course on
UK GDPR and Data Protection
and achieved **90 %** in the assessment

DATE: November 2, 2024

Appendix 4

Training Certificates for Abu Bakar Qureshi

Certificate of Achievement

This is to certify that

Muhammad Abu Bakar Qureshi

has completed a course on

Fire Marshal and Wardens

and achieved 100 % in the assessment

DATE: 14/08/2024

EXPIRY: 14/08/2026

Appendix 4

Certificate of Achievement

This is to certify that

Muhammad Abu Bakar Qureshi

has completed a course on

Fire Safety

and achieved 90 % in the assessment

DATE: 14/08/2024

EXPIRY: 14/08/2026

Appendix 4

Certificate of Achievement

This is to certify that
Muhammad Abu Bakar Qureshi
has completed a course on
Health and Safety Awareness
and achieved 90 % in the assessment

DATE: 16/08/2024
EXPIRY: 16/08/2026

Appendix 4

Certificate of Achievement

This is to certify that

Muhammad Abu Bakar Qureshi

has completed a course on

UK GDPR and Data Protection

and achieved 80 % in the assessment

DATE: August 14, 2024

Appendix 4

Training Certificates for Farjad Ahmed

Certificate of Achievement

This is to certify that

Farjad Ahmed

has completed a course on

Data and Personal Information Security

and achieved 80 % in the assessment

DATE: January 18, 2024

Appendix 4

Certificate of Achievement

This is to certify that
Farjad Ahmed
has completed a course on

Electrical Safety

and achieved 90 % in the assessment

DATE: 18/01/2024
EXPIRY: 17/01/2026

Appendix 4

Certificate of Achievement

This is to certify that

Farjad Ahmed

has completed a course on

Fire Marshal and Wardens

and achieved 80 % in the assessment

DATE: 23/02/2026

EXPIRY: 23/02/2028

Appendix 4

Certificate of Achievement

This is to certify that

Farjad Ahmed

has completed a course on

Fire Safety

and achieved 90 % in the assessment

DATE: 13/08/2026

EXPIRY: 12/08/2028

Appendix 4

Certificate of Achievement

This is to certify that

Farjad Ahmed

has completed a course on

First Aid Appointed Person

and achieved 80 % in the assessment

DATE: 05/03/2026

EXPIRY: 04/03/2028

Appendix 4

Certificate of Achievement

This is to certify that

Farjad Ahmed

has completed a course on

Health and Safety Awareness

and achieved 80 % in the assessment

DATE: 04/03/2026

EXPIRY: 03/03/2028

Appendix 4

Certificate of Achievement

This is to certify that

Farjad Ahmed

has completed a course on

Manual Handling in the Office

and achieved 100% in the assessment

DATE: 21/01/2024

EXPIRY: 20/01/2026

Appendix 4

Training record for Mueez Adil

Certificate of Achievement

This is to certify that

Mueez Adil

has completed a course on

Electrical Safety

and achieved 100% in the assessment

DATE: 21/05/2025

EXPIRY: 21/05/2027

Appendix 4

Certificate of Achievement

This is to certify that

Mueez Adil

has completed a course on

Fire Marshal and Wardens

and achieved 90 % in the assessment

DATE: 28/05/2025

EXPIRY: 28/05/2027

Appendix 4

Certificate of Achievement

This is to certify that

Mueez Adil

has completed a course on

Fire Safety

and achieved 90 % in the assessment

DATE: 22/05/2025

EXPIRY: 22/05/2027



Appendix 4

Certificate of Achievement

This is to certify that

Mueez Adil

has completed a course on

First Aid Appointed Person

and achieved 80 % in the assessment

DATE: 21/05/2025

EXPIRY: 21/05/2027

Appendix 4

Certificate of Achievement

This is to certify that

Mueez Adil

has completed a course on

Health and Safety Awareness

and achieved 80 % in the assessment

DATE: 17/06/2025

EXPIRY: 17/06/2027



Appendix 4

Certificate of Achievement

This is to certify that

Mueez Adil

has completed a course on

UK GDPR and Data Protection

and achieved **80 %** in the assessment

DATE: May 28, 2025