



County Hall  
Cardiff  
CF10 4UW  
Tel: (029) 2087 2000

Neuadd y Sir  
Caerdydd  
CF10 4UW  
Ffôn: (029) 2087 2000

## AGENDA

<b>Committee</b>	LICENSING SUB COMMITTEE
<b>Date and Time of Meeting</b>	WEDNESDAY, 19 OCTOBER 2022, 10.00 AM
<b>Venue</b>	COMMITTEE ROOM 4, COUNTY HALL - MULTI LOCATION MEETING
<b>Membership</b>	Councillor Michael (Chair) Councillors Jenkins and Sattar

### 1 **Declarations of Interest**

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

### 2 **Application for the Grant of a Premises Licence - Roxy Lanes, Queen Street** *(Pages 3 - 42)*

### 3 **Application for the Variation of a Premises Licence - St Mellons Service Station, Newport Road** *(Pages 43 - 76)*

### 4 **Urgent Items (if any)**

**Davina Fiore**  
**Director Governance & Legal Services**

Date: Thursday, 13 October 2022

Contact: Graham Porter,  
02920 873401, [g.porter@cardiff.gov.uk](mailto:g.porter@cardiff.gov.uk)

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CARDIFF COUNCIL  
CYNGOR CAERDYDD

Agenda Item CO.

LICENSING SUB-COMMITTEE: 19 October 2022

**Report of the Head of Regulatory Services**

**Application for Premises Licence - Grant**

**Application No: 077584**

**Name of Premises: Roxy Lanes, First Floor, Queens West, Queen Street, Cardiff, CF10 2AQ**

**Ward: Cathays**

**1. Application**

1.1 An application for the Grant of a Premises Licence has been received from Roxy Leisure Ltd in respect of Roxy Lanes, First Floor, Queens West, Queen Street, Cardiff, CF10 2AQ.

1.2 The applicant has applied for the following:

(1) In respect of the following licensable activities:

- (i) The sale by retail of alcohol for consumption on and off the premises.
- (ii) The provision of regulated entertainment in the form of films (indoors), indoor sport, live music (indoors), recorded music (indoors), dance (indoors) and entertainment of a similar description to music and dance (indoors).
- (iii) The provision of late night refreshment (indoors).

(2) Description of Premises (as stated by applicant):

“Roxy Lanes is a bowling alley with additional gaming and bar facilities”.

(3) Unless otherwise indicated the premises may be open to the public during the following hours and for any hours consequential to the non-standard timings:

Sunday to Wednesday: 10:00 to 01:30  
Thursday to Saturday: 10:00 to 03:30  
On commencement of British Summertime: extended by one hour  
New Year’s Eve: 10:00 until start of permitted hours on New Year’s Day.

(4) To provide licensable activities during the following hours:

(i) The sale by retail of alcohol for consumption on and off the premises:

Sunday to Wednesday: 10:00 to 01:00  
Thursday to Saturday: 10:00 to 03:00  
On commencement of British Summertime: extended by one hour  
New Year’s Eve: 10:00 until start of permitted hours on New Year’s Day.

- (i) The provision of regulated entertainment in the form of films (indoors), indoor sport, live music (indoors), recorded music (indoors), dance (indoors) and entertainment of a similar description to music and dance (indoors).

Sunday to Wednesday: 10:00 to 01:00

Thursday to Saturday: 10:00 to 03:00

On commencement of British Summertime: extended by one hour

New Year's Eve: 10:00 until start of permitted hours on New Year's Day.

- (ii) The provision of late night refreshment (indoors):

Sunday to Wednesday: 23:00 to 01:00

Thursday to Saturday: 23:00 to 03:00

On commencement of British Summertime: extended by one hour

New Year's Eve: 23:00 to 05:00

- 1.3 A site map showing the premises and a plan of that premises can be found in **Appendix A**.

## **Promotion of Licensing Objectives**

- 2.1 The additional conditions proposed by the applicant to meet the licensing objectives are attached to the report and can be found in **Appendix B**.

- 2.2 Also included as **Appendix C** are copies of the Brand Pack and Customer Flow documents as submitted with the application.

## **Relevant Representations**

- 3.1 A representation has been received from South Wales Police. A copy of the representation can be found attached as **Appendix D**.

- 3.2 A representation has been received from the local Ward Councillors. A copy of the representation can be found attached as **Appendix E**.

## **Legal Considerations**

- 4.1 In respect of the application the decision must be taken following consideration of the representations received with a view to promoting the licensing objectives, which are:

Prevention of crime and disorder

Public Safety

Prevention of Public Nuisance

Protection of Children from Harm

- 4.2 In each case the Sub-Committee may make the following determination

a) To grant the application.

b) To modify the conditions of the licence, by altering, omitting or adding to them, where relevant.

c) Reject the whole or part of the application.

- 4.3 All decisions taken by the Sub-Committee must (a) be within the legal powers of the Council and its Committees; (b) comply with any procedural requirement imposed by law; (c) be undertaken in accordance with the procedural requirements imposed by the Council e.g. standing orders and financial regulations; (d) be fully and properly informed; (e) be properly motivated; (f) be taken having

regard to the Council's fiduciary duty to its taxpayers; and (g) be reasonable and proper in all the circumstances.

**5. Issues for Discussion**

- 5.1 The application should be determined and the appropriateness of any conditions on the licence needs to be discussed.

**Helen Picton  
Regulatory Services**

**3<sup>rd</sup> October 2022**

# **APPENDIX A**

## **Site Map & Plan**



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CHIEF EXECUTIVE

Neuadd y Sir, Glanfa'r Iwerydd  
CAERDYDD CF10 4UW  
Tel: 029 20872088

County Hall, Atlantic Wharf  
CARDIFF CF10 4UW  
Tel: 029 20872087

**Cyngor Caerdydd**

**Cardiff Council**



**Title**

Scale: 1:2000

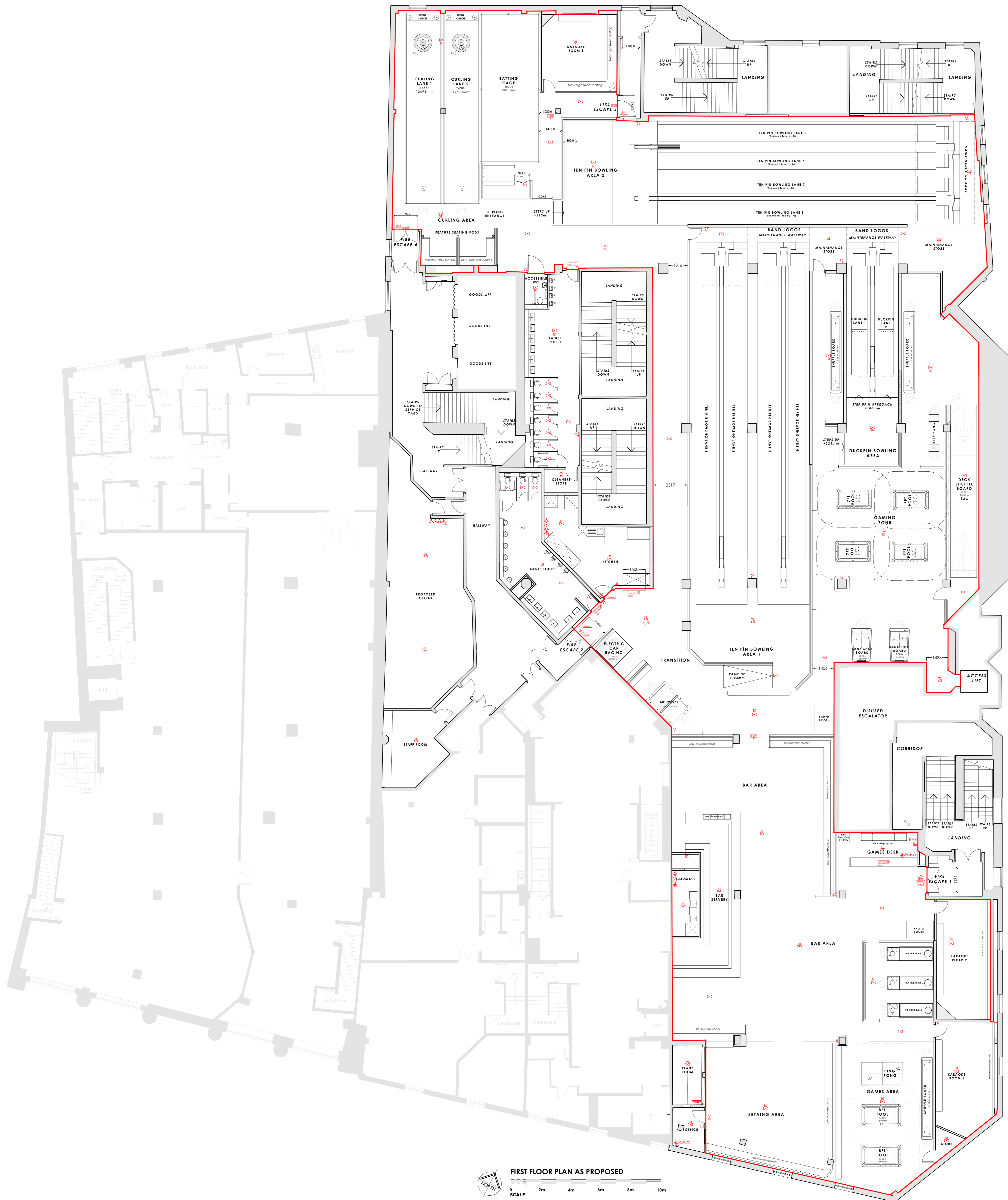
Date: 3/10/2022 at 12:54 PM

Coordinates:

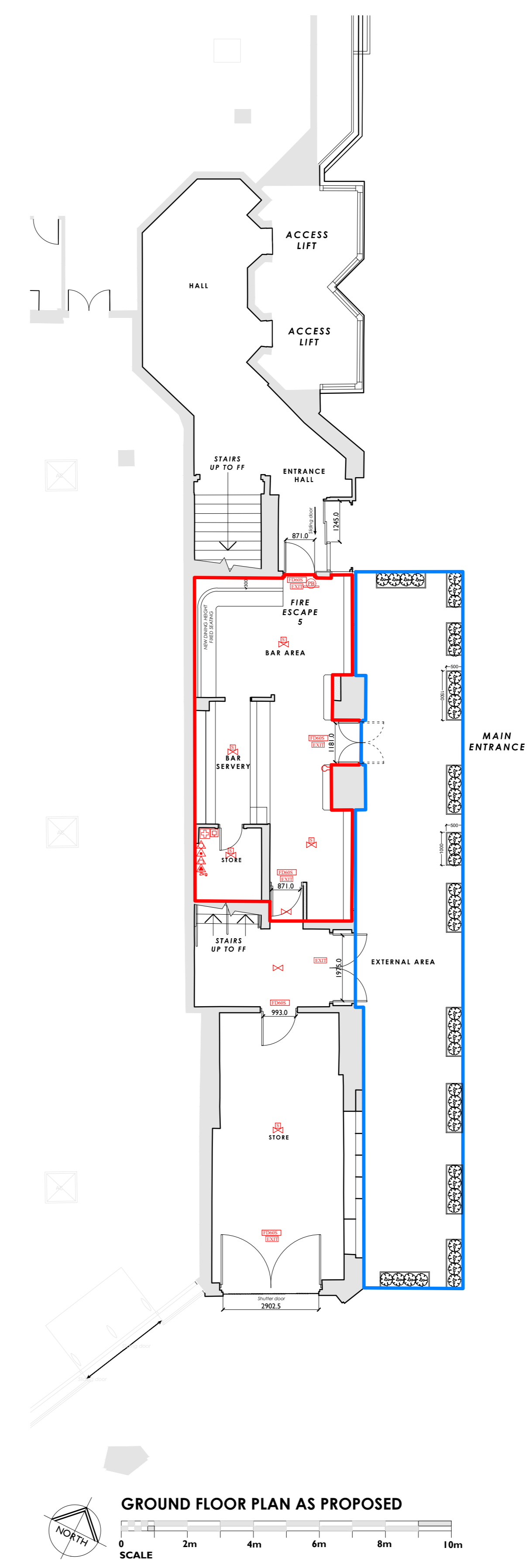
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**Ordnance Survey 100023376 (2014).**



FIRST FLOOR PLAN AS PROPOSED  
SCALE 1:100 @ A0



GROUND FLOOR PLAN AS PROPOSED  
SCALE 1:100 @ A0

AREA DENOTES LICENSABLE ACTIVITIES	
AREA DENOTES FOR CONSUMPTION ONLY	
<b>KEY TO LICENSING SYMBOLS (Note Existing fittings are marked 'EP')</b>	
	Emergency Lighting Luminaire
	Illuminated emergency exit sign (directional)
	Break Glass Fire Alarm Manual call point
	Fire alarm electronic sounder
	Fire alarm control panel
	Fire alarm zero-beacon
	30-minute fire resistant solid core door
	30-minute fire resistant door with self-closing device
	one-hour fire resistant solid core door with smoke seal
	Wet Chemical (Flat Fights) Fire Extinguisher
	Foam Fire Extinguisher
	9L Water Fire Extinguisher
	6L Hydropro Fire Extinguisher
	Fire Blanket
	Dry Powder Fire Extinguisher
	2kg or 5kg Carbon Dioxide Fire Extinguisher
	9L T-Class Fire Extinguisher
	Vision panel in door
	escape emergency push bar/push on door
	First Aid kit box

Items shown on this plan which are not required by the Plans Regulations are for illustrative purposes only and do not form part of the license. These items may be moved at the discretion of the License Holder. The current location of the fire safety equipment and other safety equipment is as shown. These items may be moved from time to time with agreement of the Fire Officer or after the risk assessment.

	Rev	Description	By	Date
<b>INVENTIVE DESIGN ASSOCIATE</b> ARCHITECTURE & INTERIOR DESIGN				
57 Station Road, Cheadle Hulm, Stockport, Greater Manchester SK8 7AU Company Reg No: 925141				
<b>ROXY LANES</b> ROXY LANES LTD, 1ST FLOOR, QUEENS WES QUEEN STREET, CARDIFF, CF10 2AQ <b>PROPOSED LICENSING PLAN</b>				
DRAWN	AK	DATE	18/07/22	DRAWING NO.
SCALE	1:100 @ A0	REV.	-	2130 - 502

0161 428 0310  
office@inventiveda.com  
www.inventiveda.com  
@inventiveda



# **APPENDIX B**

## **Operating Schedule**

*Continued from previous page...*

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

1. All licensable activities authorised by this licence shall be ancillary to the main function as a bowling alley and competitive socialising venue.

Please also see b), c), d) and e) below.

b) The prevention of crime and disorder

2. A CCTV system will be installed to a standard agreed with the South Wales Police. This standard being that there will be coverage of all licensable areas used by the public (excluding toilets) including entrances and exits and any outside area used by customers. Images will be kept for a minimum of 31 days and produced to an authorised member of South Wales Police upon demand when the premises are open to the public and within a reasonable time when the premises are closed. There will be sufficient staff training to facilitate the above.

3. SIA registered door staff will be employed at the premises in accordance with a written risk assessment carried out by the premises. A copy of the risk assessment shall be kept on the premises and made available to the police and other responsible authorities on request.

The risk assessment shall be reviewed on a six monthly basis. In addition:

The Premises Licence Holder will as a rule employ a minimum of 3 SIA licensed door supervisors from 20:00 hours until premises closes on Thursday, Friday and Saturday nights. However, should the number of customers within the venue be less than 200 after 20:00 hours on Thursday, Friday and Saturday nights, the Premises Licence Holder will employ 2 SIA licensed door supervisors.

For Sunday to Wednesday the need for Door Supervisors will be risk assessed regularly by the Premises Licence Holder and only door supervisors registered with the Security Industry Authority (SIA) will be employed.

4. SIA registered door staff will ensure the dispersal of all patrons from the premises at the end of the trading day, if employed.

5. On those days designated by South Wales Police as major event days in the City Centre and Bay areas of Cardiff, no less than four (4) SIA registered door supervisors will be employed at the premises from either 16:00 hours that day or no less than two hours before the commencement of the event, whichever is earlier, until closure of the premises.

6. There shall be a minimum of one body worn camera device in use at the premises whenever SIA licensed door staff are on duty. The body worn devices shall be capable of recording video (images) and sound. Recorded images shall be stored for a minimum of 31 days and shall be produced to a police employee on the provision of satisfactory identification in a readily playable format, immediately upon request when the premises are open to the public and at all other times as soon as reasonably possible subject to data protection legislation. There will be sufficient trained staff to facilitate the above.

7. SIA Licensed door staff shall each carry an internal radio to allow communication between themselves and management.

8. A register of door supervisors shall be kept at the premises. The register shall show the full name and SIA registration number of each door supervisor, stating the start and end duty times from each door supervisor. The register shall be kept by the DPS for a minimum of 6 months and will be made available to a police employee on request.

9. SIA door supervisors must wear Hi- Vis vests whilst on duty.

10. The premises shall operate a drug safe scheme. A dedicated register shall be kept in which any drugs deposited in the drug safe are recorded. This register shall be cross referenced with the incident book.

11. The designated premise supervisor will be an active member of the Cardiff Licensees Forum.

12. The premises will operate a South Wales Police / Cardiff Council approved radio system.

*Continued from previous page...*

13. No dancefloor to be available at the premises.

14. An incident book will be kept and maintained at the premises at all times.

This book will record the following;

(i) All crimes reported at the venue

(ii) Any ejections of patrons

(iii) Any disorder on the premises

(iv) Any visit by representatives of a relevant authority or emergency service

(v) Any failure of the CCTV system

It shall be made available on request to a police officer

15. On days classified as major event days by South Wales Police, all drinks will be dispensed into non glass vessels, with the exceptions being hot drinks (ceramics) unless otherwise agreed with the police in writing on request made no less than 14 days before such event.

16. A dispersal policy will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each nights trading session do so quickly and quietly.

17. Consumption of alcohol on the ground floor will only be for seated customers, there will be no vertical drinking.

18. The internal capacity for customers will be limited to 450 persons, not including the Outside Area. There will be a minimum of 315 seats at all times the premises is operating.

Beer Pong Specific Conditions

19. All tables for use of "Beer Pong" must be booked at reception via a member of staff or via an on-line booking that will be verified by a member of staff upon entry.

20. A Beer Pong 'session' will be limited to 60 minutes. Sessions will be limited to one session per group, multiple sessions will not be permitted.

21. There will be a maximum of 10 persons per Beer Pong table.

22. All persons participating in "Beer Pong" will be monitored for behaviour and intoxication levels by trained staff before and during the game.

23. On days classified as major event days by South Wales Police "Beer Pong" tables will not be in use.

24. There will be no-more than three Beer Pong tables at the premises.

25. For Beer Pong only drinks are limited to closed containers, no spirits are allowed to be sold for purpose of Beer Pong.

26. Live Sport viewing condition to be agreed with South Wales Police

c) Public safety

27. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.

28. The licensee shall ensure that drinks glasses and any other glass receptacles are prevented from being taken off the premises.

29. Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risks of scalds and burns to them.

d) The prevention of public nuisance

*Continued from previous page...*

30. Clear and legible notices will be displayed at the exits requesting patrons to leave the premises having regard to the needs of local residents, in particular emphasising the need to refrain from shouting.

31. During regulated entertainment after 23:00 hrs all external doors and windows to be fixed closed except for access and egress.

32. Terminal hour for use and Consumption of alcohol in the external area highlighted as blue on the premises plan document no 2130 - 502 shall be conducted in-line with the street furniture pavement licence.

e) The protection of children from harm

33. At all times that the premises is operating under the licence, the Premises Licence Holder shall ensure that its staff operate a Challenge 25 Policy to minimise the risk of alcohol being sold to underage customers. This policy shall provide that before any sale of alcohol any person who appears to be under the age of 25 will be required to produce photo ID in the form of a passport, driving licence, UK Military card, PASS )or similar) card to prove that he/she is over the age of 18. Posters advertising the Challenge 25 and proof of age policies shall be displayed in prominent places in the premises. The premises licence holder shall arrange staff training in relation to underage sales.

34. All staff involved in the sale of alcohol shall be trained to record refusals of sales of alcohol in a refusals log (whether written or electronic)

35. No persons under the age of 18 permitted on the premises after 20:00 hours.

**Section 19 of 21**

**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

# **APPENDIX C**

**Further application information  
(Brand Pack and Customer Flow)**



***Roxy Lanes  
Cardiff Licensing  
Information Pack***

# *The Team*

*We are professionals at PLAY*



# ROXY

LEISURE LTD

*Here is a link to  
our Roxy Lanes  
Leeds Video:*

[VIDEO HERE](#)



# What We Do


# What we do ...

- Roxy Leisure is one of the leading operators in the UK of competitive socialising
- We have 3 brands, Roxy Ball Room, Roxy Lanes & King Pins
- We opened our first site in December 2013 in Leeds
- We are 11 sites strong spread across many major UK cities with strong growth planned to circa 20 sites by the end of 2023
- We are opening 4 new Roxy Ball Room & Lanes sites this year in Edinburgh, Sheffield, Bristol (Union Street) and a 2<sup>nd</sup> site in Birmingham.
- Our offering differs from other competitive socialising businesses by having multiple gaming activities under one roof including bowling, pool, ping pong, ice curling and shuffleboard to name a few
- Roxy Ball Room is strictly over 18s, [Roxy Lanes](#) allows under 18s in until 6pm and King Pins always welcomes families.



# What we do ...

- The corporate world love us for events and socialising.
- We are welcomed by police and licensing over other leisure businesses due to our impeccable health & safety records.
- We operate in many CIP/CIZ areas across England.
- 50% of total revenue is made up from gaming revenue
- 12% of total revenue is made up from food
- 75% of our custom is pre booked in advance allowing us to vet our customers rather than just being a circuit drinking stop off.
- As our main focus is gaming there is very little 'vertical drinking' with all emphasis being put on competitive socialising. Our business is to sell gaming hours.
- 75% of our floor space is taken with gaming areas / tables
- Our demographics are evenly split with 50% men and women



**ROXY**  
**ARE PROFESSIONALS**  
**AT PLAY**  
**WHO BRING THE**  
*playground to*  
**THE BAR**

# Floor Plan





# Location

1st Floor

Queen St / The Friary

Page 22



THE  
SOCIETY

NO ONE IS  
SAFE  
US

WATCH NOW | NETFLIX

blowUPmedia

Superdrug

INTERSPORT  
DW SPORTS STORES

INTERSPORT  
DW SPORTS STORES





For more information please contact:

██████████  
██████████



## Customer Flow

**75% of our customers pre book.**

1. Customer makes a booking online for their activity and receives a confirmation email with all the details they need for the booking including terms and conditions such as age policy.
2. On the day, the customer is greeted at a reception/booking desk and taken to their activity.
3. The customer is shown a quick rundown of how the activity works by Roxy staff and initial drinks orders are taken.
4. The customer starts their activity and have three options to order food and drink
  - a) Order to table system using the customer's smart phone
  - b) Bar service for walk up
  - c) Waiter / waitress who is always on hand
5. Towards the end of the booking the customer will be told how much time they have remaining on their activity. At the end of their booking Roxy staff will either;
  - a) Assist the customer onto their next booking activity if they have booked another
  - b) Find availability for the customer to continue activities if they haven't made any other pre booking
  - c) Show the customer a seated area for food/drinks
  - d) The customer is welcome to remain in the bar area for as long as they like pre and post their booked activity
6. The customer receives a checkout email allowing them to leave feedback on their visit.

**Approximately 5% of customers use Roxy purely as a place to eat and drink, approximately 95% book in for an activity either in advance or at the reception within the venue.**



# **APPENDIX D**

## **South Wales Police Representation**

## Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)

**From:**  
**Sent:** 27 September 2022 10:54  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Cc:**  
**Attachments:** Roxy Lanes Application  
Roxy Lane copyendorsed.docx

**\*\*\* Warning: This email contains a Microsoft Office (Word, Excel, PowerPoint) or Adobe PDF attachment. Although this email has been scanned for threats, please think before opening attachments from unrecognised senders.**

**Rhybudd: Mae'r e-bost hwn yn cynnwys atodiad Microsoft Office (Word, Excel, PowerPoint) neu PDF Adobe. Er bod yr e-bost hwn wedi'i sganio ar gyfer unrhyw fygythiadau, meddylwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. \*\*\***

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Good morning,

Please find attached endorsed Premise License Application for Roxy Lanes for your attention. If you have any further questions please do not hesitate to contact me.

Kind regards  
Mike



**Michael Stone**

**Cwnstabl 4813 | Constable 4813**

**Adran Drwyddedu | Licensing Department**

**Gorsaf Yr Heddlu Bae Caerdydd | Cardiff Bay Police Station**

### Ymateb nad yw'n Argyfwng \ Non-Emergency Response

Oes angen i chi siarad â'r heddlu ond nid oes angen ymateb brys arnoch? Gallwch roi gwybod am fater drwy ein gwefan <https://www.south-wales.police.uk>, anfon neges breifat atom drwy gyfrif Facebook neu Twitter swyddogol Heddlu De Cymru, neu ffonio 101. Gallwch ddefnyddio 101 i roi gwybod am achosion nad ydynt yn rhai brys i unrhyw heddlu yng Nghymru a Lloegr. Mewn argyfwng, ffoniwch 999 bob amser.

**URhS Caerdydd a'r Fro**  
Gorsaf Heddlu Bae Caerdydd,  
Stryd James, Bae,  
Caerdydd CF10 5EW  
Teliffon: 01656 869211  
Mewn argyfwng ffoniwch **999**  
Fel arall, ffoniwch **101**  
Gwefan: [www.heddlu-de-cymru.police.uk](http://www.heddlu-de-cymru.police.uk)

**Cardiff & Vale BCU**  
Cardiff Bay Police Station,  
James Street, Cardiff Bay  
CF10 5EW  
Telephone: 01656 869211  
In an emergency always dial **999**  
for non-emergencies dial **101**  
Website: [www.south-wales.police.uk](http://www.south-wales.police.uk)

SWYDDOGOL - OFFICIAL

**Licensing Department,  
Cardiff Bay Police Station,  
James Street,  
Cardiff,  
CF10 5EW.**

**26<sup>th</sup> September 2022**

**Roxy Lanes,  
First Floor,  
Queens West,  
Queen Street,  
Cardiff.  
CF10 2AQ**

**APPLICATION FOR THE VARIATION OF A PREMISES LICENCE UNDER THE LICENSING ACT 2003.**

**"Roxy Lanes, First Floor, Queens West, Queen Street, Cardiff. CF10 2AQ"**

I have caused enquiries into this application and make the following representation that I wish to be considered when deciding on the licensable activity and conditions for this licence.

You as the applicant has applied for a premises licence for a competitive socialising venue, Roxy Lanes which is situated at First floor, Queens West, Queen Street, Cardiff, the old JJB Sports shop, above Superdrug. The application is to allow the sale of alcohol for consumption on and off the premises as follows;

Sunday to Wednesday 10:00 – 01:00 hours

Thursday to Saturday 10:00 – 03:00 hours

On commencement of British Summertime: extended by 1 hour

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

South Wales Police welcomes receiving correspondence in Welsh and English.  
Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



New Years Eve: Until the start of permitted hours on New Years Day

The provision of regulated entertainment in the form of films, indoor sport, live music, recorded music, performance of dance and anything of a similar description (all indoors only);

Sunday to Wednesday 10:00 – 01:00 hours

Thursday to Saturday 09:00 – 03:00 hours

On commencement of British Summertime: extended by 1 hour

New Years Eve: Until the start of permitted hours on New Years Day

The provision of late night refreshment (indoors);

Sunday to Wednesday 23:00 – 01:00 hours

Thursday to Saturday 23:00 – 03:00 hours

On commencement of British Summertime: extended by 1 hour

New Years Eve: Until the start of permitted hours on New Years Day

Roxy Lanes have 11 sites across many UK Cities with plans to grow to 20 sites by the end of 2023. Their offering differs from other competitive socialising businesses by having multiple gaming activities under one roof including bowling, pool, ping pong, ice curling and shuffleboard to name a few.

50% of total revenue is made up from gaming revenue

12% of total revenue is made up from food

75% of custom is pre booked in advance allowing them to vet customers rather than being a circuit drinking stop off.

Main focus is gaming there is very little “vertical drinking” with all emphasis being put on competitive socialising. 75% of floor space is taken with gaming areas / tables. Demographics are evenly split 50% men and women.

The venue will consist of the following games;

8 x Ten Pin Bowling Lanes

2 x Duck Pin Bowling Lanes

2 x Ice Curling Lanes

1 x Baseball batting cage

6 x Pool Tables

1 x Ping Pong Table

3 x Shuffleboards

2 x Bank Shot Shuffleboards

3 x Karaoke Rooms

3 x Basketball Machines

Opening times of the premise:

Sunday to Thursday 09:00 – 23:30 hours

Friday and Saturday 09:00 – 00:00 hours

Measures offered by yourselves as the applicant in support of the application:

Opening times of the premise:

Sunday to Wednesday 10:00 – 01:30 hours

Thursday to Saturday 10:00 – 03:30 hours

Measures offered by the applicant in support of the application:

1. All licensable activities authorised by this licence shall be ancillary to the main function as a bowling alley and competitive socialising venue.

**Prevention of Crime and Disorder:**

2. A CCTV system shall be installed to an agreed standard as approved by South Wales Police and it shall be maintained and operated at all times when the premises are open to the public. The system will cover all areas of the premises where the public have access (excluding toilets) including all entrances and exits and any external areas associated with the premises. The images will be kept for a minimum of 31 days and shall be produced to a police employee in a readily playable format immediately upon request when the premises are open to the public and at all other lines as soon as reasonably practicable. There will be sufficient trained staff to facilitate the above.



3. SIA registered door staff will be employed at the premises in accordance with a written risk assessment carried out by the premises. A copy of the risk assessment shall be kept on the premises and made available to the police and other responsible authorities on request.

The risk assessment shall be reviewed on a six monthly basis. In addition:

The premises License Holder will as a rule employ a minimum of 3 SIA Licensed door supervisors from 20:00 hours until premises closes on Thursday, Friday and Saturday nights. However, should the number of customers within the venue be less than 200 after 20:00 hours on Thursday, Friday and Saturday nights, the premises License Holder will employ 2 SIA licensed door supervisors.

For Sunday to Wednesday the need for door supervisors will be risk assessed regularly by the premises license holder and only door supervisors registered with the Security Industry Authority (SIA) will be employed.

4. SIA registered door staff will ensure the dispersal of all patrons from the premises at the end of the trading day, if employed.

5. On those days designated by South Wales Police as major event days in the City Centre and Bay areas of Cardiff, no less than four (4) SIA registered door supervisors will be employed at the premises from either 16:00 hours that day or no less than two hours before the commencement of the event, whichever is earlier, until closure of the premises.

6. There shall be a minimum of one body worn camera device in use at the premises whenever SIA licensed door staff are on duty. The body worn devices shall be capable of recording video (images) and sound. Recorded images shall be stored for a minimum of 31 days and shall be produced to a police employee on the provision of satisfactory identification in a readily playable format, immediately upon request when the premises are open to the public and at all other times as soon as reasonably possible subject to data protection legislation. There will be sufficient trained staff to facilitate the above.

7. SIA Licensed door staff shall each carry an internal radio to allow communication between themselves and management.

8. A register of door supervisors shall be kept at the premises. The register shall show the full name and SIA registration number of each door supervisor, stating the start and end duty times



from each door supervisor. The register shall be kept by the DPS for a minimum of 6 months and will be made available to a police employee on request.

9. SIA door supervisors will wear Hi – Vis vests whilst on duty.
10. The premises shall operate a drug safe scheme. A dedicated register shall be kept in which any drugs deposited in the drug safe are recorded. This register shall be cross referenced with the incident book.
11. The designated premise supervisor will be an active member of the Cardiff Licensees Forum.
12. The premises will operate a South Wales Police / Cardiff Council approved radio system.
13. No dancefloor to be available at the premises
14. An incident book will be kept and maintained at the premises at all times.

This book will record the following;

- (i) All crimes reported at the venue
- (ii) Any ejections of patrons
- (iii) Any disorder on the premises
- (iv) Any visit by representatives of a relevant authority or emergency service
- (v) Any failure of the CCTV system

It shall be made available on request to a police officer

15. On days classified as major event days by South Wales Police, all drinks will be dispensed into non glass vessels, with the exceptions being hot drinks (ceramics) unless otherwise agreed with the police in writing on request made no less than 14 days before such event.

16. A dispersal policy will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each nights trading session do so quickly and quietly.



17. Consumption of alcohol on the ground floor will only be for seated customers, there will be no vertical drinking.
18. The internal capacity for customers will be limited to 450 persons, not including the Outside Area. There will be a minimum of 315 seats at all times the premises is operating.
19. All tables for use of "Beer Pong" must be booked at reception via a member of staff or via an on-line booking that will be verified by a member of staff upon entry.
20. A Beer Pong "session will be limited to 60 minutes. Sessions will be limited to one session per group, multiple sessions will not be permitted.
21. There will be a maximum of 10 persons per Beer Pong table.
22. All persons participating in "Beer Pong" will be monitored for behaviour and intoxication levels by trained staff before and during the game.
23. On days classified as major event days by South Wales Police "Beer Pong" tables will not be in use.
24. There will be no more than three (3) Beer Pong tables at the premises.
25. For Beer Pong only, drinks are limited to closed containers, no spirits are allowed to be sold for the purpose of Beer Pong.
26. Live sport viewing condition to be agreed with South Wales Police.

**Public Safety:**

27. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.  
South Wales Police welcomes receiving correspondence in Welsh and English.  
Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.





28. The licensee shall ensure that drinks glasses and any other glass receptacles are prevented from being taken off the premises.

29. Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risks of scalds and burns to them.

**The Prevention of public nuisance:**

30. Clear and legible notices will be displayed at the exits requesting patrons to leave the premises having regard to the needs of local residents, in particular emphasising the need to refrain from shouting.

31. During regulated entertainment after 23:00 hours all external doors and windows to be fixed closed except for access and egress.

32. Terminal hour for use and consumption of alcohol in the external area highlighted as blue on the premises plan document no 2130 – 502 shall be conducted inline with the street furniture pavement licence.

**Prevention of children from harm:**

33. At all times that the premises is operating under the licence, the Premises Licence Holder shall ensure that its staff operate a Challenge 25 Policy to minimise the risk of alcohol being sold to underage customers. This policy shall provide that before any sale of alcohol any person who appears to be under the age of 25 will be required to produce photo ID in the form of a passport, driving licence, UK Military card, PASS (or similar) card to prove that he/she is over the age of 18. Posters advertising the Challenge 25 and proof of age policies shall be displayed in prominent places in the premises. The premises licence holder shall arrange staff training in relation to underage sales.

34. All staff involved in the sale of alcohol shall be trained to record refusals of sales of alcohol in a refusals log (whether written or electronic)

35. No persons under the age of 18 permitted on the premises after 20:00 hours.



## CONCLUSION

South Wales Police wish to object to the grant of this application under the Licensing Objectives;

### **Prevention of Crime and Disorder**

### **Prevention of public nuisance**

There is a disproportionate amount of crime, disorder and nuisance associated with alcohol in the City Centre and surrounding areas, including that of local street drinkers.

However, should the committee be minded to agree to this application, South Wales Police ask that the following additional conditions are attached to the premise licence.

If the applicant is in agreement with these conditions then South Wales Police would then automatically withdraw their objection.

### **Hours agreed for the sale of alcohol:**

Sunday to Wednesday 10:00 – 01:00 hours

Thursday to Saturday 10:00 – 03:00 hours

On commencement of British Summertime: extended by 1 hour

New Years Eve: Until the start of permitted hours on New Years Day

### **The provision of regulated entertainment in the form of films, indoor sport, live music, recorded music, performance of dance and anything of a similar description (all indoors only);**

Sunday to Wednesday 10:00 – 01:00 hours

Thursday to Saturday 09:00 – 03:00 hours

On commencement of British Summertime: extended by 1 hour

New Years Eve: Until the start of permitted hours on New Years Day

### **The provision of late night refreshment (indoors);**

Sunday to Wednesday 23:00 – 01:00 hours

Thursday to Saturday 23:00 – 03:00 hours

On commencement of British Summertime: extended by 1 hour



New Years Eve: Until the start of permitted hours on New Years Day

- 1) All licensable activities authorised by this licence shall be ancillary to the main function as a bowling alley and competitive socialising venue.
- 2) A CCTV system shall be installed to an agreed standard as approved by South Wales Police and it shall be maintained and operated at all times when the premises are open to the public. The system will cover all areas of the premises where the public have access (excluding toilets) including all entrances and exits and any external areas associated with the premises. The images will be kept for a minimum of 31 days and shall be produced to a police employee in a readily playable format immediately upon request when the premises are open to the public and at all other times as soon as reasonably practicable. There will be sufficient trained staff to facilitate the above.
- 3) SIA registered door staff will be employed at the premises in accordance with a written risk assessment carried out by the premises. A copy of the risk assessment shall be kept on the premises and made available to the police and other responsible authorities on request.

The risk assessment shall be reviewed on a six monthly basis. In addition:

- 4) The Premises License Holder will employ a minimum of (3) SIA licensed door supervisors from 20:00 hours until premises closes on Thursday, Friday and Saturday nights and / or any nights when the licensable activities continue past 00:00 hours
- 5) SIA registered door staff will ensure the dispersal of all patrons from the premises at the end of the trading day.
- 6) On those days designated by South Wales Police as major event days in the City Centre and Bay areas of Cardiff, no less than four (4) SIA registered door supervisors will be employed at the premises from either 16:00 hours that day or no less than two hours before the commencement of the event, whichever is earlier, until closure of the premises.
- 7) There shall be a minimum of one body worn camera device in use at the premises whenever SIA licensed door staff are on duty. The body worn devices shall be capable of recording video (images) and sound. Recorded images shall be stored for a minimum of 31 days and shall be produced to a police employee on the provision of satisfactory identification in a readily playable



format, immediately upon request when the premises are open to the public and at all other times as soon as reasonably possible subject to data protection legislation. There will be sufficient trained staff to facilitate the above.

- 8) SIA Licensed door staff shall each carry an internal radio to allow communication between themselves and management.
- 9) SIA door supervisors will wear Hi – Vis vests whilst on duty.
- 10) A register of door supervisors shall be kept at the premises. The register shall show the full name and SIA registration number of each door supervisor, stating the start and end duty times from each door supervisor. The register shall be kept by the DPS for a minimum of 6 months and will be made available to a police employee on request.
- 11) The premises shall operate a drug safe scheme. A dedicated register shall be kept in which any drugs deposited in the drug safe are recorded. This register shall be cross referenced with the incident book.
- 12) The designated premise supervisor will be an active member of the Cardiff Licensees Forum.
- 13) The premises will operate a South Wales Police / Cardiff Council approved radio system.
- 14) No dancefloor to be available at the premises
- 15) An incident book will be kept and maintained at the premises at all times.

This book will record the following;

- (i) All crimes reported at the venue
- (ii) Any ejections of patrons
- (iii) Any disorder on the premises
- (iv) Any visit by representatives of a relevant authority or emergency service
- (v) Any failure of the CCTV system

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. South Wales Police welcomes receiving correspondence in Welsh and English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



It shall be made available on request to a police officer

16) On days classified as major event days by South Wales Police, all drinks will be dispensed into non glass vessels, with the exceptions being hot drinks (ceramics) unless otherwise agreed with the police in writing on request made no less than 14 days before such event.

17) No live sports will be screened at the premises (if live sport to be screened then it will be conditioned appropriately)

18) Consumption of alcohol on the ground floor will only be for seated customers, there will be no vertical drinking.

19) A dispersal policy will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each nights trading session do so quickly and quietly.

20) At all times that the premises is operating under the licence, the Premises Licence Holder shall ensure that its staff operate a Challenge 25 Policy to minimise the risk of alcohol being sold to underage customers. This policy shall provide that before any sale of alcohol any person who appears to be under the age of 25 will be required to produce photo ID in the form of a passport, driving licence, UK Military card, PASS (or similar) card to prove that he/she is over the age of 18. Posters advertising the Challenge 25 and proof of age policies shall be displayed in prominent places in the premises. The premises licence holder shall arrange staff training in relation to underage sales.

21) All staff involved in the sale of alcohol shall be trained to record refusals of sales of alcohol in a refusals log (whether written or electronic)

22) No striptease, no nudity and all persons to be decently attired at all times.

23) No persons under the age of 18 permitted on the premises after 20:00 hours.

24) During regulated entertainment after 23:00 hours, all external doors and windows to be closed except for access and egress.

25) The internal capacity for customers will be limited to 450 persons, not including the Outside Area. There will be a minimum of 315 seats at all times the premises is operating.



- 26) All tables for use of “Beer Pong” must be booked at reception via a member of staff or via an on-line booking that will be verified by a member of staff upon entry.
- 27) A Beer Pong “session will be limited to 60 minutes. Sessions will be limited to one session per group, multiple sessions will not be permitted.
- 28) There will be a maximum of 10 persons per Beer Pong table.
- 29) All persons participating in “Beer Pong” will be monitored for behaviour and intoxication levels by trained staff before and during the game.
- 30) On days classified as major event days by South Wales Police “Beer Pong” tables will not be in use.
- 31) There will be no more than three (3) Beer Pong tables at the premises.
- 32) For Beer Pong only, drinks are limited to closed containers, no spirits are allowed to be sold for the purpose of Beer Pong.

If you wish any further information then please contact Police Licensing Officer Michael Stone at the Cardiff Bay Police Station .

Yours faithfully,

*Jeff Lewis*

Acting Chief Inspector 2107

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. South Wales Police welcomes receiving correspondence in Welsh and English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



# **APPENDIX E**

## **Ward Councillors Representation**

## **Barker, Kirstie**

---

**From:** Mackie, Norma (Cllr)  
**Sent:** 20 September 2022 13:29  
**To:** Barker, Kirstie  
**Subject:** Licensing Act 2003: Application for the grant of a Premises Licence - Roxy Lanes, First Floor, Queens West, Queen Street, Cardiff, CF10 2AQ  
**Attachments:** Licensing Objection Queen Street.docx

Hi Kirstie

Please find attached our objection to the above Licensing Application.

Regards

Norma

**Y Cynghorydd / Councillor Norma Mackie**  
**Yr Aelod Cabinet dros Wasanaethau Cymdeithasol (Gwasanaethau Oedolion)**  
**Cabinet Member for Social Services (Adult Services)**  
**Cyngor Caerdydd | Cardiff Council**



## **Licensing Act 2003: Application for the grant of a Premises Licence - Roxy Lanes, First Floor, Queens West, Queen Street, Cardiff, CF10 2AQ**

I am writing on behalf of myself, Cllr Weaver and Cllr Merry to object to this application as we feel quite strongly that the loss of another retail outlet, in favour of another licenced outlet, from one of our main shopping streets is detrimental to Queen Street and to Cardiff.

We recognise that following COVID retailers have struggled to encourage customers back to the shops but the loss of another retail outlet will further discourage shoppers to come to Cardiff. Cardiff with Queen Street at it's heart, is well known through Wales and England as a great place to shop and bus loads come from as far as Plymouth to do their Christmas shopping. We are at risk of losing many visitors and shoppers to the City if we continue to allow more shops to become licensed premises.

Granting this application will give the green light to other applications and this will have a knock-on effect to other businesses such as cafés and restaurants and other shops as customers will be inclined to shop elsewhere or online.

The City Centre is subject to a Cumulative Impact Policy which is in place to limit the number of licensed premises in the area as a means of ensuring promotion of the Licensing Objectives and a further licensed premises in the middle of Queen Street, which will attract stag and hen parties and late-night drinking etc, will not promote those objectives. Shoppers are likely to be exposed to more intoxicated people with the anti-social behaviour that brings, putting off more people and especially families from coming to Queen Street and creating more work for the police and other services.

Cardiff now has sufficient licensed activity outlets, with a number of new venues being allowed to open over the last 2 years, this should stop and time should be given to try and encourage more shopping outlets to take over premises that are closing.

We do not want to create another St Mary Street, with all the antisocial behaviour it brings, and that is what we will achieve if we continue to allow more licensed premises on Queen Street.

We object to this application on the grounds that it will not promote the Licensing Objectives of the prevention of:

Crime and Disorder

Public Safety

Public Nuisance and

The protection of children from harm.

Regards

*nmackie*

Cllr Norma Mackie and on behalf of Cllrs Sarah Merry and Chris Weaver  
Cathays Councillors

CARDIFF COUNCIL  
CYNGOR CAERDYDD

Agenda Item CO.

LICENSING SUB-COMMITTEE: 19 October 2022

Report of the Head of Regulatory Services

Application for Premises Licence - Variation

Application No: 077681

Name of Premises: St Mellons Service Station, Newport Road, Old St Mellons, Cardiff, CF3 5UG

Ward: Pontprennau and Old St Mellons

1. **Application**

1.1 An application to vary a Premises Licence has been received from D.K Forecourts Limited in respect of St Mellons Service Station, Newport Road, Old St Mellons, Cardiff, CF3 5UG.

1.2 The applicant has applied for the following:

To extend the hours permitted for the sale of alcohol for consumption off the premises as follows:

Monday to Sunday: 24 hours a day

1.3 Unless otherwise indicated the premises may currently be open to the public during the following hours and for any hours consequential to the non-standard timings:

Monday to Sunday: 06:00 to 22:00

The sale by retail of alcohol for consumption off the premises is permitted:

Monday to Sunday: 07:00 to 22:00

1.4 A site map showing the premises can be found in **Appendix A**.

2. **Promotion of Licensing Objectives**

2.1 The conditions proposed by the applicant to meet the licensing objectives are attached to the report and can be found in **Appendix B** along with a copy of the current licence conditions.

3. **Relevant Representations**

3.1 A representation has been received from South Wales Police and an agreement has been reached. The objection has therefore been withdrawn. A copy of the original representation and the subsequent amendment and agreement can be found attached as **Appendix C**.

3.2 Representations have been received from local residents. Copies of the representations can be found attached as **Appendix D**.

#### **4. Legal Considerations**

4.1 In respect of the application the decision must be taken following consideration of the representations received with a view to promoting the licensing objectives, which are:

Prevention of crime and disorder  
Public Safety  
Prevention of Public Nuisance  
Protection of Children from Harm

4.2 In each case the Sub-Committee may make the following determination

- a) To grant the application.
- b) To modify the conditions of the licence, by altering, omitting or adding to them, where relevant.
- c) Reject the whole or part of the application.

4.3 All decisions taken by the Sub-Committee must (a) be within the legal powers of the Council and its Committees; (b) comply with any procedural requirement imposed by law; (c) be undertaken in accordance with the procedural requirements imposed by the Council e.g. standing orders and financial regulations; (d) be fully and properly informed; (e) be properly motivated; (f) be taken having regard to the Council's fiduciary duty to its taxpayers; and (g) be reasonable and proper in all the circumstances.

#### **5. Issues for Discussion**

5.1 The application should be determined and the appropriateness of any conditions on the licence needs to be discussed.

**Helen Picton  
Regulatory Services**

**3<sup>rd</sup> October 2022**

# **APPENDIX A**

## **Site Map**



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CHIEF EXECUTIVE

Neuadd y Sir, Glanfa'r Iwerydd  
CAERDYDD CF10 4UW  
Tel: 029 20872088

County Hall, Atlantic Wharf  
CARDIFF CF10 4UW  
Tel: 029 20872087

**Cyngor Caerdydd**

**Cardiff Council**



**Title**

Scale: 1:1500

Date: 3/10/2022 at 14:35 PM

Coordinates:

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**Ordnance Survey 100023376 (2014).**

# **APPENDIX B**

## **Operating Schedule and Current Licence Conditions**

**Continued from previous page...**

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.

**Section 16 of 18**

**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.

b) The prevention of crime and disorder

- CCTV that is able to capture images without any blind spot, particularly outside under conditions of low lighting will be fitted in the premises. Images will be retained for a period of at least 31 days and will be made available to any of the responsible authorities to view or copies produced on request. If for any reason the CCTV hard drive needs to be replaced the previous/old hard drive will be kept on site for a minimum of 31 days and made immediately available to any of the responsible authorities on request

c) Public safety

- The management will take part in local neighbourhood watch or similar schemes

d) The prevention of public nuisance

- A list of persons that cause issues will be maintained by the premises and the management will not serve alcohol or tobacco products to these individuals at any time. This list can be populated by the management or any other responsible authorities.
- Between the hours of midnight and 0500 all transactions shall be made by way of a night hatch.

e) The protection of children from harm

- A Challenge 25 policy will be operated by the premises with notices informing customers of the policy. The only forms of acceptable identification shall be a photographic driving licence, a valid passport, a recognised form of photographic identification incorporating the PASS logo. Notices will be displayed in the premises stating this
- All staff with a responsibility for supplying or selling alcohol shall be vigilant in preventing adults buying alcohol on behalf of persons who are under 18 and will refuse such sales where they suspect that this may be about to occur.
- An Incident/Refusals Book will be maintained at the premises and made available to any of the appropriate authorities on request



## **Annex 1 - Mandatory Conditions**

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

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

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

- (1) A CCTV system shall be installed to a standard agreed with South Wales Police. It will be maintained and operated at all times the premises are open to the public. The system shall cover all licensable areas to which the public have access (excluding toilets). Images shall be kept for a minimum of 31 days. The images shall be produced to a Police employee or authorised Officer of Cardiff Council Licensing in a readily playable format immediately upon request when the premises are open and at all other times as soon as reasonably practical. There will be sufficient staff training to facilitate the above.
- (2) All staff will be fully trained in their responsibilities with regard to the sale of alcohol and will be retrained every six months with recorded training records kept for inspection.
- (3) Only photographic ID is accepted (passport, driving licence, proof of age card with PASS hologram). Anyone who appears to be under the age of 25 is challenged to provide ID. If the customer is unable to provide identification then no sale is made. No ID, no sale.
- (4) Any staff member who may be under the age of 18 must call a senior staff member to take over the sale and complete the transaction.
- (5) If it is known that a customer intends to purchase alcohol to provide to minors then that sale will be refused. All refused sales will be recorded in a refusals book which will be made available for inspection by Police or Licensing Officers of the Council on request.

*Helen Picton*

**Helen Picton  
Shared Regulatory Services**

28 August, 2018

# **APPENDIX C**

## **Police Representation and subsequent agreement**

**Barker, Kirstie**

---

**From:**  
**Sent:** 08 September 2022 14:39  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Cc:**  
**Subject:** St Mellons Service Station  
**Attachments:** St Mellons Service Station Variation Signed.docx

**\*\*\* Warning: This email contains a Microsoft Office (Word, Excel, PowerPoint) or Adobe PDF attachment. Although this email has been scanned for threats, please think before opening attachments from unrecognised senders.**

**Rhybudd: Mae'r e-bost hwn yn cynnwys atodiad Microsoft Office (Word, Excel, PowerPoint) neu PDF Adobe. Er bod yr e-bost hwn wedi'i sganio ar gyfer unrhyw fygythiadau, meddylwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. \*\*\***

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Good afternoon,

Please see attached SWP Representations for the above premise variation.

Many thanks,



William Tapper BA (Hons), PGDIP

Cwnstabl Yr Heddlu | Police Constable

Adran Drwyddedu | Licensing Department

Gorsaf yr Heddlu Bae Caerdydd | Cardiff Bay Police Station



### Ymateb nad yw'n Argyfwng \ Non-Emergency Response

Oes angen i chi siarad â'r heddlu ond nid oes angen ymateb brys arnoch? Gallwch roi gwybod am fater drwy ein gwefan <https://www.south-wales.police.uk>, anfon neges breifat atom drwy gyfrif Facebook neu Twitter swyddogol Heddlu De Cymru, neu ffonio 101. Gallwch ddefnyddio 101 i roi gwybod am achosion nad ydynt yn rhai brys i unrhyw heddlu yng Nghymru a Lloegr. Mewn argyfwng, ffoniwch 999 bob amser.

Do you need to speak to the police but don't require an emergency response? You can make a report via our website <https://www.south-wales.police.uk>, send us a private message via an official South Wales Police Facebook or Twitter account, or call 101. 101 can be used to report a non-emergency to any force in Wales and England. In an emergency always dial 999.

**URhS Caerdydd a'r Fro**  
Gorsaf Heddlu Bae Caerdydd,  
Stryd James, Bae,  
Caerdydd CF10 5EW  
Telffon: 01656 869211  
Mewn argyfwng ffoniwch **999**  
Fel arall, ffoniwch **101**  
Gwefan: [www.heddlu-de-cymru.police.uk](http://www.heddlu-de-cymru.police.uk)

**Cardiff & Vale BCU**  
Cardiff Bay Police Station,  
James Street, Cardiff Bay  
CF10 5EW  
Telephone: 01656 869211  
In an emergency always dial **999**  
for non-emergencies dial **101**  
Website: [www.south-wales.police.uk](http://www.south-wales.police.uk)

SWYDDOGOL – OFFICIAL

Police Licensing Department  
Cardiff Bay Police station.  
James Street,  
Cardiff.  
CF10 5EW.

08<sup>th</sup> September 2022

St Mellons Service Station  
Newport Road  
Old St Mellons  
Cardiff  
CF3 5UG

**APPLICATION FOR A PREMISES VARIATION. THE LICENSING ACT 2003;**

**St Mellons Service Station, Newport Road, Old St Mellons, Cardiff, CF3 5UG**

To whom it may concern,

I have caused enquiries to be made into this application. The application advises that this premise will be a convenience store attached to a petrol station that wishes to sell alcohol 24 hours a day.

The application seeks the following licensable activity;

1. The sale by retail of alcohol for consumption off the premises:  
**Monday to Sunday: 24 Hours a Day**

The applicant has been spoken to and the application has been discussed. As a result of this consultation, I now make the following representations on behalf of South Wales Police.

At this time, South Wales Police object to the grant of a new premises licence as applied for under the following licensing objectives, namely those of;

The Prevention of Crime and Disorder.

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. South Wales Police welcomes receiving correspondence in Welsh and English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



The Prevention of Public Nuisance.

The protection of Children from Harm.

However, should the applicant agree to the below representations deemed to be appropriate and proportionate to support the licensing objectives, then the Police will automatically withdraw their request for a hearing before the Licensing Committee.

## **POLICE REPRESENTATIONS.**

1. A CCTV system shall be installed to a standard as approved by South Wales Police and maintained and operated, at all times the premises are open to the public. The system will cover all internal areas of the premises {Excluding toilets} where the public have access including all entrances and exits and any external areas associated with the premises. The images shall be kept for a minimum of 31 days and shall be produced to a Police employee in a readily playable format immediately upon request when the premises are open and at all other times as soon as reasonably practicable. There will be sufficient trained staff to facilitate the above.

2. The premises will operate a Challenge 25 policy. This policy will be brought to the attention of customers by the use of appropriate signage. Challenge 25 notices will be displayed in prominent positions in the premises. The only form of identification recognised will be photographic identification cards such as driving licence, passport or proof of age scheme cards.

3. An incident book shall be kept at the premises and maintained on site, for a period of twelve months. It shall be made available on request to an authorised officer of the local authority or a member of police staff, which will record the following:

- All crimes reported to the venue
- Any complaints received (of a Criminal or Licensing nature)
- Any incidents of disorder
- Any refusal of the sale of alcohol
- Any visit by a representative of a relevant authority or a member of the emergency services.
- Any failures of the CCTV system.

4. All sales of alcohol for consumption off the premises shall be in manufacturer sealed containers only.

5. An incident log will be maintained at the premises. Each entry shall carry the day, date, and time that each report was made. It will record the following;

- All crimes reported to the venue
- All complaints received directly by the premise of a criminal or licensing nature

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. South Wales Police welcomes receiving correspondence in Welsh and English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



All incidents of disorder of which the premise are aware.  
All visits by a responsible authority, or emergency service.  
Any refusals of alcohol sales  
Price and quantity of alcohol refused  
Reason for refusal of alcohol sale

The log shall be available for inspection at the premises by the police or an authorised officer of the council. The DPS shall use best endeavours to ensure that all incidents are logged on the day of the incident.

6. Staff authorised to carry out Licensable Activity shall receive initial training in relation to age-related sales, sales to intoxicated persons and age challenge procedures prior to being allowed to work at the premises. Refresher training shall be conducted every 12 months. The DPS shall keep records of such training for a period of at least 18 months.

7. The entrance door to the shop will be closed to customers between the hours of 22:00 and 05:00. Any sales between these hours will be made through the night window.

8. There will be no sales of any multipacks of beer/cider/lager that exceed the amount of 6 cans/bottles.

9. There will be no sales/supplies of beers, ales, lagers or ciders with an ABV over 6%.

10. Any unmixed spirits offered for sale will be stored behind the service counter only.

11. There will be no display of alcohol withing 2m of any entrance or exit.

Yours faithfully,

R Haines CI4705

Chief Inspector R. Haines.

**COPY TO:**

Dan Cook  
Operations Manager,  
Licensing and Strategic Services.  
Cardiff City Council.  
City Hall,  
Cardiff.  
CF10 3ND



**Barker, Kirstie**

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**From:**  
**Sent:** 26 September 2022 14:06  
**To:** Tapper,William swp6414  
**Cc:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Re: Premises Licence Variation - St Mellons Service Station, Newport Road

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Dear Mr Tapper,  
Thank you for your email and thank you for reconsidering this.  
I can confirm that I have discussed this with my client and we are happy to accept these conditions.  
Thank you

Best Regards,

**Naga Rajesh** BSc(Hons), ACP  
Licensing Consultant

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**From:** Tapper,William swp6414  
**Date:** Monday, 26 September 2022 at 08:38  
**To:** Naga Rajesh  
**Cc:** licensing@cardiff.gov.uk <licensing@cardiff.gov.uk>  
**Subject:** RE: Premises Licence Variation - St Mellons Service Station, Newport Road

Goo Morning,

Apologies for my delayed response, I have just returned from annual leave.

In relation to condition 7, we would be willing to amend the condition to 2300hrs in line with similar premises in the area and across Cardiff. The wording would therefore be as follows:

***7. The entrance door to the shop will be closed to customers between the hours of 23:00 and 05:00. Any sales between these hours will be made through the night window.***

In relation to condition 8, I propose the following amendments:

***8. Between the hours of 23:00 and 05:00 there will be no sales of any multipacks of beer/cider/lager that exceed the amount of 6 cans/bottles. There will be no sale of single cans or bottles of beer/cider/lager at any time.***

Please let me know if you are in agreement with the above.

Kind regards



William Tapper BA (Hons), PGDIP

Cwnstabl Yr Heddlu | Police Constable

Adran Drwyddedu | Licensing Department

Gorsaf yr Heddlu Bae Caerdydd | Cardiff Bay Police Station

Symudol/Mobile: 07970 161437



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**From:** Naga Rajesh

**Sent:** 20 September 2022 08:48

**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu) <licensing@cardiff.gov.uk>

**Cc:** Tapper, William swp6414

**Subject:** Re: Premises Licence Variation - St Mellons Service Station, Newport Road

Dear Licensing,

I just noticed that you were not included in my last communication with Mr Tapper (Police Licensing). Please see the email below,

Best Regards,

**Naga Rajesh** BSc(Hons), ACP  
Licensing Consultant

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**From:** Naga Rajesh

**Date:** Friday, 9 September 2022 at 08:55

**To:**

**Cc:** Scott Williams

**Subject:** Premises Licence Variation - St Mellons Service Station, Newport Road

Dear Mr Tapper,

Thank you for the last email to my client, I'm dealing with the above application on behalf of my client, the current licence holder.

We went through your proposed conditions (attached) in detail and we are happy to accept almost all of them. However, could you kindly reconsider the following two conditions please?

***7. The entrance door to the shop will be closed to customers between the hours of 22:00 and 05:00. Any sales between these hours will be made through the night window.***

Could you kindly amend the night hatch sales from midnight to 5.00 am? This is only because during summer months and some other busy periods, we do get some extra customers between 22.00 & midnight. This might create unnecessary delays and some practical issues.

***8. There will be no sales of any multipacks of beer/cider/lager that exceed the amount of 6 cans/bottles.***

We are planning to expand the shop floor with more grocery lines. The customers who buy multipacks along with their groceries are not the usual trouble makers. Also, as per your proposed condition, we are not going to sell beers above 6% ABV, this will deter the trouble makers. We can also, if you wish, Avoid the sale of **single cans of beer**, this is the another measure which keeps the trouble makers away. But completely avoiding multipacks with more



than 6 cans or bottles will remove some of our product lines from the shelves as we do get some boxes with more than 6 bottles & cans.

Therefore could you please kindly reconsider these two conditions.

Thank you

Best Regards,

**Naga Rajesh** BSc(Hons), ACP  
Licensing Consultant

#### Ymateb nad yw'n Argyfwng\ Non-Emergency Response

Oes angen i chi siarad â'r heddlu ond nid oes angen ymateb brys arnoch? Gallwch roi gwybod am fater drwy ein gwefan <https://www.south-wales.police.uk>, anfon neges breifat atom drwy gyfrif Facebook neu Twitter swyddogol Heddlu De Cymru, neu ffonio 101. Gallwch ddefnyddio 101 i roi gwybod am achosion nad ydynt yn rhai brys i unrhyw heddlu yng Nghymru a Lloegr. Mewn argyfwng, ffoniwch 999 bob amser.

Do you need to speak to the police but don't require an emergency response? You can make a report via our website <https://www.south-wales.police.uk>, send us a private message via an official South Wales Police Facebook or Twitter account, or call 101. 101 can be used to report a non-emergency to any force in Wales and England. In an emergency always dial 999.

#### Cymorth Iaith Gymraeg\Welsh Language Support

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

South Wales Police welcomes receiving correspondence in Welsh and English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

#### Ymwadiad Heddlu De Cymru\South Wales Police Disclaimer

Gallai defnyddio neu ddatgelu'r neges e-bost hon heb awdurdod fod yn anghyfreithlon. Gallwch weld ein datganiad cyfrinachedd yn: <https://www.south-wales.police.uk/cy-GB/heddluoedd/heddlu-de-cymru/ardaloedd/amdanom-ni/amdanom-ni/datganiad-cyfrinachedd-e-bost/>.

Unauthorised use or disclosure of this email may be unlawful. View our confidentiality statement at <https://www.south-wales.police.uk/police-forces/south-wales-police/areas/about-us/about-us/email-confidentiality-statement/>.

# **APPENDIX D**

## **Other persons representations**

**Barker, Kirstie**

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**From:**  
**Sent:** 12 September 2022 12:35  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Cc:** Littlechild, Peter (Cllr); Williams, Joel (Cllr)  
**Subject:** Application for Variation of a Premises License: D.K. Firecourts Limited

As a local resident to the Texaco Garage in Old St Mellons, I would like to register my concerns regarding their application for 24hr opening and alcohol license.

Having previously lived near a 24 hr garage, I am aware of the problems of late night noise and nuisance caused by gatherings of the younger generation. Set between 2 roundabouts, I am sure it will also attract and become a late night race track.

With a local Tesco being within walking distance of the garage. There is no need for the garage to be open longer than the existing opening times.

As the residence of old St Mellons are of a more mature age, a granting of this license, I think will be most unwelcome.

Regards

Sent from my iPhone

## Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)

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**From:** Clerk | Old St Mellons Community Council  
**Sent:** 28 September 2022 09:44  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Cc:** Cllr Dianne Rees  
**Subject:** Application for Variation of a Premises Licence - D.K Forecourts Limited

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Dear Sir/Madam,

The Community Council of Old St Mellons is aware of serious local concern with the above application. The garage, known locally as the Texaco Garage is situated close to domestic properties. Extending the operating hours to 24 hours with alcohol sold throughout that time would cause noise and light pollution nuisance throughout night hours and is likely to result in an increase in incidences of antisocial behaviour in the area: An extension of opening hours and license to sell alcohol will only exacerbate an ongoing problem at the premises and surrounding area of littering and vermin.

The Community Council is concerned that if successful this application will have a detrimental effect on the community and urges the Licensing Authority to reject the application.

*Kind Regards*

*Clerk to the Council  
Old St. Mellons Community Council, Cardiff*

*Old St. Mellons Community Council is a small organisation which normally meets only once per month, does not meet in August, and has only one Clerk who works part-time on **Monday, Tuesday, Wednesday & Thursday**. While we try to respond promptly to all correspondence, our limited resources mean that there may be some delay.*

*Privileged/Confidential Information may be contained in this message. If you are not the addressee indicated in this message (or responsible for delivery of the message to such person), you may not copy or deliver this message to anyone. In such case, you should destroy this message and kindly notify the sender by reply email. Please advise immediately if you or your employer does not consent to Internet email for messages of this kind. Opinions, conclusions, and other information in this message that do not relate to the official business of Old St. Mellons Community Council shall be understood as neither given nor endorsed by it. All e-mails sent to or from this address will be processed by OSMCC and may be subject to scrutiny by someone other than the addressee.*

27<sup>th</sup> September 2022

Your ref: PL/JW/LC

DK Forecourts Limited (Texaco Garage)

Variation of Licence.

1. I object to the extension of opening hours of the above garage for the sale of alcohol. However, I do not object to the sale of domestic goods and fuel during any extended hours.
2. The grounds for objection are:
  - a. There are several public houses in the area, which is more than sufficient.
  - b. The facility to get more alcohol after normal closing time could lead to misbehaviour and drink driving –as patrons from the public houses get more alcohol after closing hours.
  - c. Misbehaviour could escalate to criminal behaviour in an area where there are several old/ elderly people.

Yours sincerely,

Cllr. Peter Littlechild,  
Members Room,  
County Hall,  
Cardiff,  
CF10 4UW

Your ref: PL/JW/LC

*Dear Councillor Littlechild,*

**Re: Application for Variation of a Premises Licence: D.K Forecourts Ltd.**

Thank you for your letter of 9 September 2022.

Both my wife and I are appalled at the prospect of a change of licence to allow 24 hour trading including, specifically, the supply and sale of alcohol, at the premises known as The Texaco Garage.

Having lived a matter of **50 meters from this petrol station for 37 years**, we have seen the steady deterioration of that area encompassing the junction between Newport Road and Old Newport Road in terms of increasing dumping of rubbish, much of which is a variety foodstuff packaging, which emanates, largely, from purchases made at the garage shop.

Additionally, the garage is something of a magnet for youngsters many of whom buy various types of foodstuff who, sadly, discard wrappings etc on the road. This invariably blows down Old Newport road leaving an unsightly mess which is often scavenged for by many of the Corvidae family of birds (Rooks etc.)

In light of this continuing deterioration of the area, I want to place on record our vehement opposition to this ludicrous concept of '24 Hours of trading' at the Texaco Garage.

**Cont./.... 2**

Furthermore, that the concept of providing a service merely on the premise that it might prove helpful as 'A Corner Shop' facility should one need a pint of milk at 11:15pm, par exemple, is puerile nonsense.

More importantly however is the prospect of drivers visiting the garage in the late evening or early morning in search of alcoholic beverages before driving off to – possibly – drink them whilst having charge of a motor vehicle.

In light of the foregoing therefore, I reiterate our vehement opposition to this ludicrous application for Variation of a Premises Licence for '24 Hours of trading' at the Texaco Garage.

Yours faithfully

## Barker, Kirstie

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**From:**  
**Sent:** 13 September 2022 15:33  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** D.K.Forecourts Limited./ Texaco Garage.

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

I would like to express my grave concerns if the proposal by the above mentioned goes ahead for the sale of Alcohol Monday to Friday 24 hours a day.

We in Old St.Mellons and in particular in Melrose Close where i live and a 3 minute walk to the Garage, we already get a lot of youngsters hanging around and making a lot of noise with their motorbikes and not to mention the litter they leave behind. Referring to the sale of 'corner shop goods', in my opinion and of other locals, the garage isnt always open for selling shop goods or petrol so not very reliable either

I hope you will look at this not only for the locals who all have cars and can drive to tesco if need be but i feel selling alcohol will bring trouble and for the police to have to deal with it all.

Many thanks.



## **Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)**

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**From:**  
**Sent:** 27 September 2022 18:59  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Application for Variation of a premises Licence: DK Forecourts Ltd

Your Ref:PL/JW/LC

Dear Sirs

As a local resident of Melville Avenue, Old St Mellons and within close proximity to the 'Texaco Garage' St Mellons I wish to raise my concerns of the garage wishing to extend it's opening hours to 24 hours a day.

Having lived in the locality for many years it would be obvious to say that the average age of the residences within a few 100 yards of the garage is 50 plus. The need to service the local residences with the purchase of alcohol, provisions and petrol after 10pm would be zero and are more likely to be tucked up in bed after this time.

However, the attraction for young people to buy alcohol and gather around the area the 'garage' after closing time at the local pubs and throughout the night could appear very appealing to continue their socialising and with the close proximity to the St Mellons Estate where unsavoury characters are known to roam the area. Not only could this become intimidating for residence walking in the area it could also lead to increased vandalism. There is also the possibility to congregate in the grounds of the Business Park increasing the security risk to the adjoining houses and an increase work load and costs for the security staff to monitor the area.

The passing traffic on Newport Road after 10pm is minimal, so passing traffic that is likely to just pop in for petrol and at the same time need to purchase provisions and alcohol does not warrant the 'garage' to remain open after 10pm and would not warrant an extension to 24 hours a day. I would be interested to know if a study has been carried out to justify the need for the extension of the openinghours.

During the summer months it was very hit and miss if the garage would be open on a day to day basis and now they have the man power to open it 24 hours a day 7 days week. The grass in the grounds of the garage was uncut throughout the summer and the increase in foot fall could also increase the rubbish that would then need to be cleared by the Council and in turn would increase the locals Council Tax.

I welcome your comments.

Kind regards

Sent from [Mail](#) for Windows

**From:**  
**Sent:** 12 September 2022 11:42  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Ref:--PL/JW/LC

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Thanks for the letter of 9/9/22.

With reference to the premises licence application made by D.K.Forecourts Ltd known as the Texaco Garage ,Newport Road Old St. Mellons.

The fuel station does sell some 'corner shop' goods which is mostly to those buying fuel and staff from Eastern business park and pupils from St. John's school not so much local residents.

Old Newport Road alongside the garage does have a habit of being a dumping area for empty alcohol bottles and various rubbish from their customers and attracts vermin , not what local residents want .

As for allowing the garage to sell alcohol 24hrs a day I must say that I and my wife oppose the idea and the application for the extended licence.

Enough noise along with bad language can be heard during daytime ,the comings and goings overnight cannot be tolerated, it is after all a residential area.

I oppose the application by D.K. Forecourts.

## Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)

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**From:** 12 September 2022 14:29  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Application for variation of a premises licence:D.K.Forecourts Ltd.

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

I would ask you Cardiff Council to refuse this licence. I am concerned about the alcohol being ready available 24 hrs a day 7 days a week. This would encourage more people to drink in a time when government guidelines are recommending people drink less. I am also concerned about the extra litter that will be on our streets. Our local councillors have already approached the garage to advise them about litter that is encouraging rats and other vermin.

Regards

[Sent from Yahoo Mail on Android](#)

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**From:**  
**Sent:** 14 September 2022 12:24  
**To:**  
**Cc:** Licensing (Licensing Regulatory) / Trwyddedu  
(Rheoleiddio Trwyddedu); Williams, Joel (Cllr)  
**Subject:** Re: Texaco garage, Newport Road, St Mellons.

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Hello

Understood.

Can you please add this to my objection letter of 12th September :

*"Overnight opening is against Council Policies : refer to to Planning Permission conditions for 16/02113/MNR."*

Thanks,

On Tue, 13 Sept 2022 at 15:34,

wrote:

Dear

is away from the office today so I have picked this up in her absence. Planning and Licensing are separate regulatory regimes so whilst the current Planning Permission may restrict timings it is possible that they will seek to amend the Planning Permission if they are successful in getting their Premises Licence varied. The statutory guidance issued under Section 182 of the Licensing Act 2003 ([9.41](#)) states "the decision of the licensing authority will not exempt an applicant from the need to apply for building control approval, planning permission or both of these where appropriate".

Therefore, if you wish to object to the variation I would do so on the assumption that they will get seek the relevant Planning Permission if it is granted (although you may also be able to object to that planning application if they do).

I hope this helps. I'm happy to answer any follow up queries.

Kind regards,

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn sicrhau ein bod yn cyfathrebu â chi yn yr iaith o'ch dewis, boed yn Saesneg, yn Gymraeg neu'n ddwyieithog cyhyd â'n bod yn ymwybodol o'ch dewis. Cysylltwch â 029 20871651/ [trwyddedu@caerdydd.gov.uk](mailto:trwyddedu@caerdydd.gov.uk) i nodi dewis iaith. Os na fyddwn yn derbyn eich dewis iaith, byddwn yn parhau i gyfathrebu â chi yn unol â'r weithdrefn bresennol. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in English or Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or in Bilingual format as long as we know which you prefer. Please contact 029 20871651/ [licensing@cardiff.gov.uk](mailto:licensing@cardiff.gov.uk) to register your language choice. If we do not receive your language choice, we will continue to correspond with you in accordance with current procedure. Corresponding in Welsh will not lead to any delay.

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**From:**

**Sent:** 12 September 2022 12:12

**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu) <[licensing@cardiff.gov.uk](mailto:licensing@cardiff.gov.uk)>

**Cc:** Williams, Joel (Cllr)

**Subject:** Texaco garage, Newport Road, St Mellons.

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Councillor Joel Williams has sent us details of the proposed licensing change to 24/7.

We object most strongly to this.

It is unnecessary : Tesco keeps extended hours and there is a 24 hour off-licence barely half a mile away in Castleton.

The Garage is already a source of nuisance : planning conditions are regularly breached regarding the car wash; litter is a permanent problem as are the rats that live off the litter and unsealed rubbish bins on the forecourt. Increased sales over extended hours will make this worse.

Noise will be a problem : on warm nights, we sleep with our bedroom window open and that window is less than 50 metres from the forecourt. Current hours are not a problem but ongoing activity through the small hours (not forgetting the forecourt Tannoy, car alarms and thumping music) will be intolerable. You should not be contemplating the licensing of a source of noise overnight in what is essentially a residential area.

For these reasons we urge you to reject this application.

Kind Regards,

## Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)

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**From:**  
**Sent:** 27 September 2022 23:01  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Application for Variation of a Premises Licence - D.K Forecourts Limited

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

To Whom it may concern,

I am writing to you today in regard to the application for Variation of a Premises Licence for D.K Forecourts Limited.

As a resident of the local area for over 28 years and a proud member of the local community council, I would like to express how I think this decision will be detrimental to the local residents of the Texaco Garage.

In the letter from the council posted through my door you state that you have already been "informed that some residents are concerned about the prospect of the Texaco being able to be open 24 hours a day and serve alcohol throughout this time". You also state "Conversely we are aware residents may be supportive of this application as the Texaco sells a number of 'corner shop' goods.

These are entirely different matters and should be treated as such.

Firstly, you have been contacted by local residents with genuine and real concern for their local community and the effect this will have on their everyday life. Now compare that to the fact that nobody in the locally petitioned area has asked for nor wants this licensing change, that's clear in your own wording "we are aware residents **MAY** be supportive".

Secondly, the requirement of local residents being able to buy corner shop goods 24 hours per day is not solved by approving a 24 hour alcohol licence. The fact that the current operating hours of the Texaco Garage are 6am-10pm shows that there is no demand for such goods or service.

Furthermore, as per my conversation with my local councillor, only the residents living behind the garage - (Melville Avenue, Melrose Close and Old Newport Road) were informed of this potential change to licence.

Therefore I would ask the Licensing Authority - why have they only surveyed such a small sample of the local residents? This clearly will have an impact much further afield and those residents have a right to know.

As there is already an ongoing problem with littering and vermin on the premise and its surrounding areas, an increase in opening hours and footfall would just simply exacerbate these problems.

The change in licence will undoubtedly attract anti-social behaviour and gatherings at the garage and its surrounding areas. In particular the open land attached to the business park, which sits directly behind residents of Melville Avenue. The local residents' age demographic is older and they shouldn't feel intimidated around their neighbourhood.

In summary, I urge the Licensing Authority to reject this application and listen to the local residents that have lived in this area for many years. They have every right to have their voices heard just like I am voicing mine to you now. The Texaco Garage has been there since before I moved here in 1994. There has been no demand for alcohol then and there isn't now.

Kind Regards,

## Barker, Kirstie

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**From:**  
**Sent:** 12 September 2022 12:03  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Re : Application for variation of a premises licence: D.K. Forecourts Limited

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Your ref PL/JW/LC

I am mainly concerned about the increased litter in the form of alcoholic drink cans and bottles that are already discarded along the fence of the petrol station with Old Newport Road.

I have on innumerable occasions gone picking up the rubbish left and there are obviously regulars who leave for example an empty vodka bottle in a plastic bag and four partially drunk lager cans.

More worryingly is what I can only describe as "drug paraphernalia" in the form of rolled up aluminium foil that bears scorch marks.

The problem is going to be that being open 24 hours is only going to lead to more anti-social behaviour here.

I don't have any confidence at all that making it a condition of the licence that the staff pick up the litter would result in that actually happening often enough to make a difference (would need to be daily).



**Barker, Kirstie**

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**From:**  
**Sent:** 14 September 2022 09:23  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Your Ref: PL/JW/LC

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Hi

**Ref: Application for Variation of a Premises Licence: D.K. Forecourts Limited**

With reference to the above, we live directly across the road from the Texaco garage on Newport Road.

Both [redacted] and I object strongly to the proposal to extend the hours permitted for the sale of alcohol for consumption off the premises to 24 hours a day. We both feel there is absolutely no need for this and that the current licence in place for sale of alcohol is more than sufficient. Extending through the night could encourage the appearance of anti-social behaviour plus the road is already very noisy, and we can hear the daily comings and goings of the garage from our house as it is. We feel that encouraging further potential traffic and noise throughout the night is not something we support.

Kind Regards

## Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)

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**From:**  
**Sent:** 27 September 2022 10:52  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Variation of Premises Licence: D.K. Forecourts Limited  
**Attachments:** Garage Opening Times.docx

**\*\*\* Warning: This email contains a Microsoft Office (Word, Excel, PowerPoint) or Adobe PDF attachment. Although this email has been scanned for threats, please think before opening attachments from unrecognised senders.**

**Rhybudd: Mae'r e-bost hwn yn cynnwys atodiad Microsoft Office (Word, Excel, PowerPoint) neu PDF Adobe. Er bod yr e-bost hwn wedi'i sganio ar gyfer unrhyw fgythiadau, meddyliwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. \*\*\***

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Dear Sir/Madam,  
Please find attached a letter of objection concerning the above premises.  
Yours faithfully,

26<sup>th</sup> September 2022

Your ref: PL/JW/LC

DK Forecourts Limited (Texaco Garage)

Variation of Licence.

1. We object to the extension of opening hours of the above garage for the sale of alcohol.  
However, we do not object to the sale of domestic goods and fuel during any extended hours.
2. The grounds for objection are:
  - a. There are several public houses in the area, which is more than sufficient.
  - b. The facility to get more alcohol after normal closing time could lead to misbehaviour and drink driving –as patrons from the public houses get more alcohol after closing hours.
  - c. Misbehaviour could escalate to criminal behaviour in an area where there are several old/ elderly people.

Yours sincerely,

**Barker, Kirstie**

---

**From:**

12 September 2022 18:55

**To:**

Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)

**Subject:**

RE: Application for Variation of a Premises Licence: D K Forecourts Limited

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

To whom in my concern,

I am writing to you in response to the letter I received on the 12th September 2022 in regards to the variations of hours at DK Forecourts better known as the Texaco on Newport Road. The application is proposing an extension of hours to 24 hours whereby alcohol can be purchased. As a resident of Old Newport Road I find the proposed extension of hours unacceptable to the neighbouring community. I fear that if alcohol can be purchased around the clock that it will hinder the peace and quiet that we are used. If the Texaco garage is open to sell alcohol 24 hours it could invite anti- sociable behaviour in a quiet residential part of Old St. Mellons. I would be most grateful if my concerns could be addressed whilst considering the licencing application for extended hours.

I look forward to your response.

Kind regards,