



20<sup>th</sup> February 2024.

**To:** Councillors Phil Barnett, Vera Barnett, Jo Day, Sam Dibas, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Andy Moore and Tony Vickers

**Substitutes:** All remaining Members of the Council

Dear Councillor,

You are summoned to attend a meeting of the **Planning & Highways Committee** on **Monday 26<sup>th</sup> February 2024 at 7:30 pm.**

The meeting will be held in the Council Chamber, Town Hall, Market Place, Newbury, RG14 5AA. The meeting is open to the press and public and will be streamed via Zoom: [Click here to join the meeting.](#)

**Tracy Predeth**  
**Locum Chief Executive Officer**

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### **AGENDA.**

- 1. Apologies**
- 2. Declarations of Interest and Dispensations**  
**To receive** any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.
- 3. Minutes (Appendix 1)**  
**3.1 To approve** the minutes of a meeting of the Planning & Highways Committee held on Monday 29<sup>th</sup> January 2024.  
**3.2** Officer's report on actions from previous meeting.
- 4. Questions and Petitions from Members of the Public**  
Questions, in writing, must be with the Locum CEO by 2pm on Friday 23<sup>rd</sup> February 2024.

Town Hall, Market Place, Newbury, RG14 5AA

☎ (01635) 35486      ✉ [towncouncil@newbury.gov.uk](mailto:towncouncil@newbury.gov.uk)  
☎ (01635) 40484      🌐 [www.newbury.gov.uk](http://www.newbury.gov.uk)  
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Making Newbury a Town  
we can all be proud of.

**5. Members' Questions and Petitions**

Questions, in writing, must be with the Locum CEO by 2pm on Friday 23<sup>rd</sup> February 2024

**6. Sandleford Park East**

**To Receive** a presentation updating the committee on the currently status of Sandleford Park East application.

**7. Schedule of Planning Applications (Appendix 2)**

**To Comment** on the planning applications listed at the attached schedule.

**8. Applications for Prior Approval (Appendix 3)**

**To comment**, if relevant, on prior approval applications listed at the attached schedule.

**9. Licensing Application (Appendix 4)**

**To Comment** on the licensing application received.

**10. Update from The Western Area Planning Committee**

*Councillor Tony Vickers*

**To Receive** an update on any relevant business from the Western Area Planning Committee.

**11. Forward Work Programme for Planning & Highways Committee (Appendix 5)**

**To Note** and to agree any other items that Members resolve to add to the Forward Work Programme.

**MINUTES OF A MEETING OF THE PLANNING AND HIGHWAYS COMMITTEE HELD IN THE COUNCIL CHAMBER, NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON MONDAY 29<sup>th</sup> JANUARY AT 7.30PM.**

**PRESENT**

Councillors, Nigel Foot, David Harman, Roger Hunneman, Pam Lusby-Taylor (substitute), Ian Jee, Elizabeth O'Keeffe (substitute), David Marsh and Andy Moore (Chairman)

**In Attendance**

Kym Heasman, Corporate Services Officer

**103. APOLOGIES**

Councillor Phil Barnet, Vera Barnett (Pam Lusby Taylor - substitute), Jo Day, Sam Dibas, Vaughan Miller (Elizabeth O'Keeffe - substitute) and Tony Vickers.

**104. DECLARATIONS OF INTEREST**

The Corporate Services Officer declared that Councillors Nigel Foot and David Marsh are also Members of West Berkshire Council, which is declared as a general interest on their behalf and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council business.

The Corporate Services Officer made the following statement on behalf of Councillor Nigel Foot and David Marsh who are also Members of West Berkshire Council's Licensing Committee "I wish to make it clear that any comments I may make tonight are only being made in relation to the formulation of the Town Council's view and is not in any way prejudging the way that I may vote when any application is considered by West Berkshire District Council. At that time, I will weigh up all the evidence."

**104. MINUTES**

**PROPOSED:** Councillor Roger Hunneman

**SECONDED:** Councillor Nigel Foot

**RESOLVED:** That the minutes of the meeting of the Planning & Highways Committee held on Monday 8<sup>th</sup> January 2024, be approved, and signed by the Chairperson.

**105. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC**

There were no questions or petitions from members of the public.

**106. MEMBERS' QUESTIONS AND PETITIONS**

There were no questions or petitions from members of the committee.

**107. SCHEDULE OF PLANNING APPLICATIONS**

Resolved that the observations recorded at Appendix 1 to these minutes be submitted to the planning authority.

Councillor Nigel Foot abstained on the vote in relation to case no. 9, ref no. 23/02782/FULMAJ, 20 - 28A Pound Street Newbury for Archel Homes

**108. SCHEDULE OF PRIOR APPROVAL APPLICATIONS**

Resolved that the observations recorded at Appendix 2 to these minutes be submitted to the planning authority.

**109. SCHEDULE OF LICENSING APPLICATIONS**

It was agreed that the following observation be submitted:

- **Premises Licence ref: 23635 (NEW)** – Delphic Brewing and Taproom, East Barn, Former Motorist Discount Centre, Mayors Lane, Newbury, Berkshire, RG14 5DR

Applicant: Delphic Brewing Company Ltd

No Objection/comment: Consideration be taken that the times on the license are in line with other Town Centre Premises.

**110. UPDATE FROM THE WESTERN AREA PLANNING COMMITTEE**

There was no Meeting of the WAP since the last committee meeting. Members requested that the question be asked as to why these meetings are not taken place, considering the applications are backlogged to come to WAP.

**111. UPDATE FROM THE NEIGHBOURHOOD DEVELOPMENT PLAN STREERING GROUP**

Members received and noted and update from Councillor Nigel Foot.

**112. FORWARD WORK PROGRAMME FOR PLANNING AND HIGHWAYS COMMITTEE MEETINGS 2023/24**

The Forward work Programme was received and noted by the committee.

**THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 21.26 HRS**

**CHAIRPERSON**

**PLANNING AND HIGHWAYS COMMITTEE MEETING  
SCHEDULE OF PLANNING APPLICATIONS – RESOLUTIONS**

| <b>RUNNING ORDER</b> | <b>RESOLUTION</b>   | <b>APPLICATION NUMBER</b>              | <b>LOCATION AND APPLICANT</b>  | <b>PROPOSAL</b>  |
|----------------------|---|--|--|--|
| 1                    | No Objection  | <a href="#"><u>23/02866/LBC</u></a>    | 49 Shaw Road, Newbury for Dr Henry Kennedy                                   | Replacement of ground floor rear door and windows from wooden, single glazed to UPVC double glazed.  |
| 2                    | No objection subject to flood risk assessment being carried out.  | <a href="#"><u>23/02666/FUL</u></a>    | Newbury Business Park London Road Newbury for Heptagon Industries Ltd.       | Change of use to vehicle rental premises (Sui Generis) to include the erection of a modular cabin and provision of 10 parking spaces.  |
| 3                    | No Objection  | <a href="#"><u>23/02894/LBC</u></a>    | 51 Shaw Road Newbury for Ms Suzanne Kenney                                   | Replacement of ground floor rear door and windows from wooden, single glazed to UPVC double glazed.  |
| 4                    | Objection / Comment:<br>1. Flooding considerations<br>2. Over Development and wrong for the area<br>3. Poor drainage. | <a href="#"><u>24/00042/FULMAJ</u></a> | Hambridge Lake Hambridge Road Newbury for Mr Steve Hamilton                  | Construction of 5 holiday chalets and clubhouse with access from Hambridge Road, parking, footpaths, fishing stations, bin / cycle stores and landscaping.   |
| 5                    | No Objection  | <a href="#"><u>24/00066/HOUSE</u></a>  | Foscote Lodge Donnington Square Newbury for Mr & Mrs J O'Sullivan            | Proposed part single storey/ part two-storey rear extension, with associated alterations.  |
| 6                    | No Objection as long it is compliant with the lighting standards.   | <a href="#"><u>23/02798/ADV</u></a>    | Aldi London Road Newbury for Aldi Stores Limited                             | The application seeks consent for the erection of: One vinyl film logo applied to glass of the entrance lobby (Sign A). One new internally illuminated wall hanging sign mounted to the face of the building (Sign B). One vinyl film opening times panel and image (Sign C) |
| 7                    | Support.  | <a href="#"><u>23/02923/REG3</u></a>   | Northcroft Leisure Centre Northcroft Lane Newbury for West Berkshire Council | Demolition of existing single storey fitness suite located to the front of the Leisure centre and first floor conservatory. New double storey extension in place of the demolished building. Reconfiguration and   |

|    |   |                                 |   |  |
|----|---|---------------------------------|---|--|
|    |   |                                 |   | refurbishment of internal spaces. New infill wall between existing Lido out building and the new extension. Reconfiguration of existing flat roof to accommodate potential future Photovoltaic panels.   |
| 8  | <p>Objection / comment:</p> <p>On the same grounds as, previous comments submitted for application 19/00995/FULD:</p> <p>Objection / comment: Members felt that is an overdevelopment of the area, and that the original hedge should be retained to protect the wildlife.</p>  | <a href="#">23/02915/FUL</a>    | Battery End Hall, Battery End, Newbury for Prudential Properties.               | One 4 bed two storey dwelling with parking, cycle and refuse storage.(Re-submission of Approval 19/00995/FULD without any amendments)  |
| 9  | <p>Objection Comment:</p> <p>Member objected on the following grounds:</p> <ul style="list-style-type: none"> <li>- Overdevelopment of the area</li> <li>- Limited parking not enough for number of units.</li> <li>- Lacking in amenity space</li> <li>- There is unbalanced mix of flats to houses.</li> <li>- Waste water infrastructure is already a problem in that area – so may not be able to cope with additional houses/flats of that scale.</li> </ul> | <a href="#">23/02782/FULMAJ</a> | 20 - 28A Pound Street Newbury   | Demolition of existing buildings (including former Jewson's site); existing dwellings 26 and 28 Pound Street; and, 28a Pound Street, Newbury Bathroom Store) and erection of 100 no. residential dwellings alongside access works, landscaping, open space, drainage and other associated works. |
| 10 | <p>Objection/Comment:</p> <ul style="list-style-type: none"> <li>- Agree with highways objection.</li> <li>- Overdevelopment</li> </ul>   | <a href="#">23/02924/OUT</a>    | Land Rear Of 14 Clifton Road Accessed by Russell Road Newbury for Margaret Nunn | Outline application for proposed new residential dwelling on land to the rear of 14 Clifton Road, accessed off of Russell Road, with associated amenity and parking including parking space for 14 Clifton Road and rear access to amenity of 14 Clifton Road.                                   |

|  |   |  |  |   |
|--|---|--|--|---|
|  | <ul style="list-style-type: none"><li>- Development is not compliant with the Parking policy.</li></ul> |  |  | Matters to be considered: Access, Layout and Scale. |
|--|---|--|--|---|

## APPLICATION FOR PRIOR APPROVAL

| RUNNING ORDER | RESOLUTION   | APPLICATION NUMBER              | LOCATION AND APPLICANT   | PROPOSAL   |
|---------------|--------------|---------------------------------|--|--|
| 1             | No Objection | <a href="#">23/02850/PASOL</a>  | West Berkshire Community Hospital<br>Rookes Way Thatcham for Berkshire Healthcare NHS Foundation Trust | Application to determine if prior approval is required for a proposed: Berkshire Healthcare NHS foundation Trust is seeking planning permission for the installation of Solar PV arrays at their West Berkshire Community Hospital Site. Berkshire Healthcare NHS foundation Trust have identified potential for the installation of a solar PV array at West Berkshire Community Hospital. The Trust is currently undertaking a feasibility study to establish the technical and economic viability of the solar PV array being installed on the rooftop of the Community Hospital. This rooftop array is estimated to generate peak power of 340kWp. |
| 2             | No Objection | <a href="#">24/00027/PASSHE</a> | 31 Cresswell Road Newbury for Bichthu Dieu   | Application to determine if prior approval is required for a proposed Larger Home Extension: Single storey rear extension. Dimensions 3.60m from rear wall, 2.70m maximum height, 2.40m eaves height.  |



**Planning and Highways Committee Meeting  
Schedule of Planning Applications to be considered.**

**Monday 26<sup>th</sup> February 2024**

| <b>Running Order</b> | <b>Ward</b>   | <b>Application Number</b>       | <b>Location and Applicant</b>   | <b>Proposal</b>  |
|----------------------|---------------|---------------------------------|---|--|
| 1.                   | CLAY HILL     | <a href="#">24/00140/FUL</a>    | 15 Cresswell Road, Newbury for BPC Property Limited                               | Proposed new 3no bedroom detached dwelling with 2no. parking spaces for cars, cycle storage, bin storage and private amenity on land adjacent to the donor property no.15 Cresswell Road, Newbury, Berkshire, RG14 2PQ   |
| 2.                   | SPEENHAMLAND  | <a href="#">24/00043/FUL</a>    | 30 Donnington Square, Newbury for Mr Jack Tribble                                 | Retrospective application of new UPVC windows.   |
| 3.                   | SPEENHAMLAND  | <a href="#">24/00170/HOUSE</a>  | 14 Linden Close, Newbury for Mr & Mrs Burden                                      | Proposed two storey side annexe for family use ancillary to the main dwelling.   |
| 4.                   | SPEENHAMLAND  | <a href="#">24/00219/FUL</a>    | Newbury Lawn Tennis Club Poplar Place Newbury for Newbury Tennis Club             | Section 73 Variation of Condition 5 (Floodlighting) of previously approved application 16/03368/FUL - Section 73 Variation of Condition 5 - (Floodlighting) of previous application 15/03380/FUL - Variation of Condition Extension of floodlighting from two tennis courts to all four courts.  |
| 5.                   | SPEENHAMLAND  | <a href="#">24/00248/HOUSE</a>  | 20 Castle Grove Newbury for Mr & Mrs Theodore                                     | Retrospective: Outbuilding at rear of existing garage.   |
| 6.                   | 24/00185/COND | <a href="#">24/00185/COND</a>   | Gandlake House London Road Newbury for Envision Contracting Ltd                   | Application for Approval of Details Reserved by Conditions 3 and 4 (2) and (3) of planning permission 22/00725/PACOU Application to determine if prior approval is required for a proposed: Change of use from offices (Use Class E (G)(i) to dwellinghouses (Use Class C3), to provide 8 self-contained flats.  |
| 7.                   | WASH COMMON   | <a href="#">24/00144/HOUSE</a>  | 1 Sutherlands Newbury for Mrs Sarah Wernham.                                      | Demolition of linked garage and gym; Erection of single-storey wraparound extension creating a self-contained annex; Annex comprises 1no bedroom, kitchenette/dining/living space, bathroom, WC and storage. Creation of additional off-road parking space.  |
| 8.                   | WASH COMMON   | <a href="#">23/01585/OUTMAJ</a> | Sandleford Park West New Warren Farm Warren Road Newbury for Donnington New Homes | Outline application for the phased delivery of up to 360 dwellings; demolition of Warren House and other buildings; widening of Warren Road to provide access through to Andover Road to the west; emergency access via Kendrick Road; provision of open space; drainage, walking, cycling, green and other associated infrastructure, including 40% affordable housing provision. All matters to be |

|     |   |                                 |   |   |
|-----|---|---------------------------------|---|---|
|     |   |                                 |   | reserved, except for access into the site for vehicles, pedestrians and cycles along the Warren Road corridor.  |
| 9.  | WASH COMMON<br><b>Adjacent Parish<br/>Amended Plans</b> | <a href="#">23/01361/FULMAJ</a> | Land North of Spring Gardens Andover Drove Wash Water Newbury for Calleva Community Energy Ltd. | The installation and operation of a solar farm with ancillary equipment including inverter and substation house, security cameras, deer fence, new highway access and landscaping scheme. |
| 10. | WEST FIELDS   | <a href="#">23/01423/FUL</a>    | Phoenix House, 9 London Road, Newbury for Magnolia Homes Ltd & Santorini Holdings               | The Change of Use from offices (Use Class E) to provide 15 residential units (Use Class C3) with associated works.  |
| 11. | WEST FIELDS   | <a href="#">23/01424/LBC</a>    | Phoenix House, 9 London Road, Newbury for Magnolia Homes Ltd & Santorini Holdings               | The Change of Use from offices (Use Class E) to provide 15 residential units (Use Class C3) with associated works.  |
| 12. | WEST FIELDS   | <a href="#">23/01666/FULMAJ</a> | 17 Bartholomew Street Newbury for Eden Retirement   | Erection of a part four and part five storey 68 bed care home (class c2) with access and parking provisions (existing office building to be demolished)                                   |
| 13. | WEST FIELDS   | <a href="#">24/00190/LBC</a>    | St Nicolas House West Mills Newbury for St Nicolas Church Newbury                               | Replace hardwood window sills on North and East elevations which are rotten. We want to replace like for like - no variations.  |

**Application for Prior Approval**  
**Monday 26<sup>th</sup> February 2024**

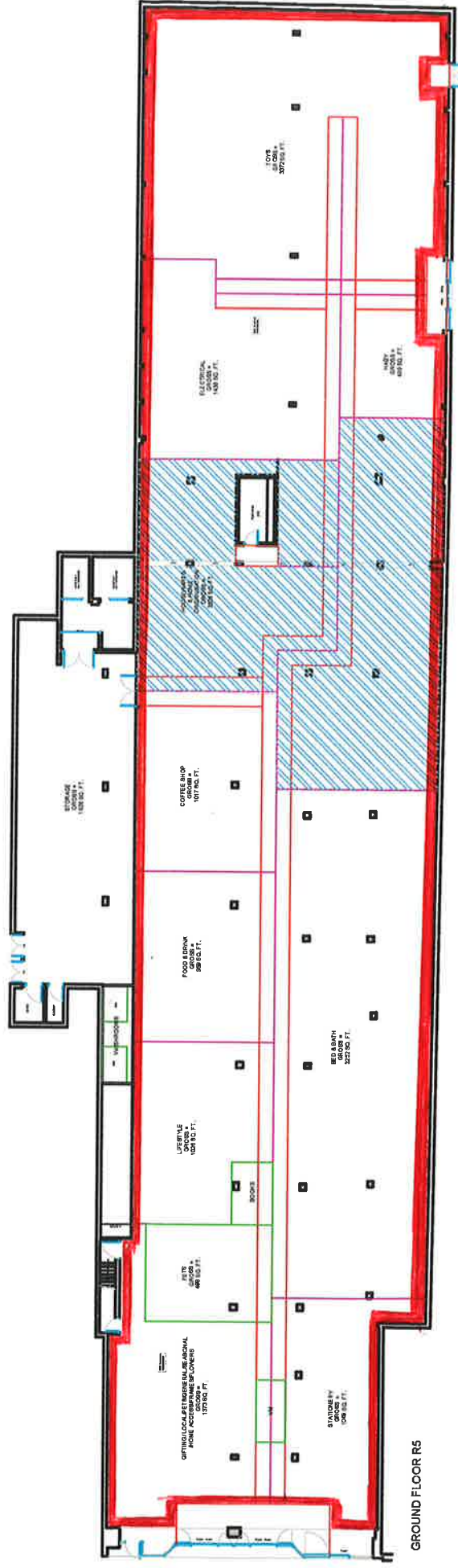
These are applications for Prior Approval under the 2013 amendments to Permitted Development. Because West Berkshire Council are required to inform nearby residents and display a public notice, West Berkshire Council is notifying the Parish / Town Council of the proposals in case interested parties should contact us. However, **we are not required to comment**, and the decision can only be taken based on the criteria set out in The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013 [SI 2013No1101]. **Please be aware NTC are not allocated plans for us to consider**, but on-line details are available via the Application Number link.

| Running Order | Ward        | Application Number             | Location and Applicant                     | Proposal  |
|---------------|-------------|--------------------------------|--|---|
| 1.            | EAST FIELDS | <a href="#">24/00133/PASHE</a> | 53 Queens Road Newbury for Mr & Mrs Howson | Application to determine if prior approval is required for a proposed Larger Home Extension: Single storey rear extension. Dimensions 6m from rear wall, 2.5m maximum height, 2.20m eaves height. |

**Planning and Highways Committee Meeting  
Schedule of Licensing Applications**

**Monday 26<sup>th</sup> February 2024**

| <b>Licence</b>  | <b>Applicant(S)</b>                               | <b>Premises</b>  |
|---|---|--|
| Licensing Act 2003 (Premises<br>Licences & Club Premises<br>Certificates) Regulations 2005<br>Premises Licence – <b>New</b><br><br>Ref: 23825 | <b>Applicant:</b><br>Camp Hopson<br>(Newbury) Ltd | <b>Location:</b> 13 Northbrook Street, Newbury, Berkshire, RG14 1DJ<br><br><b>Proposal:</b> New Premises Licence<br><br><b>Supply of Alcohol (on and off sales only)</b><br><b>Monday to Saturday 09:00 to 21:00</b><br><b>Sunday 10:30 to 16:30</b> |



13 NORTHBROOK STREET  
NEWBURY RG14 1DJ

## Application for a premises licence to be granted under the Licensing Act 2003

### Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We **CAMP HOPSON (NEWBURY) LTD**

*(Insert name(s) of applicant)*

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

|  |         |          |          |
|--|---------|----------|----------|
| Postal address of premises or, if none, ordnance survey map reference or description |         |          |          |
| 13 NORTHBROOK STREET   |         |          |          |
| Post town  | NEWBURY | Postcode | RG14 1DJ |

|   |               |
|---|---------------|
| Telephone number at premises (if any)   | 01635 523 523 |
| Non-domestic rateable value of premises | £ 150,000     |

### Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

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

|     |     |   |  |                             |
|-----|-----|---|--|-----------------------------|
|     | iii | as an unincorporated association or   |  | please complete section (B) |
|     | iv  | other (for example a statutory corporation)   |  | please complete section (B) |
| c)  |     | a recognised club   |  | please complete section (B) |
| d)  |     | a charity   |  | please complete section (B) |
| e)  |     | the proprietor of an educational establishment  |  | please complete section (B) |
| f)  |     | a health service body   |  | please complete section (B) |
| g)  |     | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales   |  | please complete section (B) |
| ga) |     | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England |  | please complete section (B) |
| h)  |     | the chief officer of police of a police force in England and Wales  |  | please complete section (B) |

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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



**(A) individual applicants** (fill in as applicable)

|  |     |                           |             |                                |  |
|--|-----|---------------------------|-------------|--------------------------------|--|
| Mr   | Mrs | Miss                      | Ms          | Other Title (for example, Rev) |  |
| Surname  |     |                           | First names |                                |  |
| Date of birth  |     | I am 18 years old or over |             | Please tick yes                |  |
| Nationality  |     |                           |             |                                |  |
| Current residential address if different from premises address |     |                           |             |                                |  |
| Post town  |     |                           |             | Postcode                       |  |

|  |  |
|--|--|
| <b>Daytime contact telephone number</b>  |  |
| <b>E-mail address (optional)</b>   |  |
| Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information) |  |
|  |  |

**Second individual applicant (if applicable)**

|   |     |                   |                    |                                      |  |
|---|-----|-------------------|--------------------|--------------------------------------|--|
| Mr  | Mrs | Miss              | Ms                 | Other Title<br>(for example,<br>Rev) |  |
| <b>Surname</b>  |     |                   | <b>First names</b> |                                      |  |
| <b>Date of birth</b>  |     | I am 18 years old |                    | Please tick yes or                   |  |
| over  |     |                   |                    |                                      |  |
| <b>Nationality</b>  |     |                   |                    |                                      |  |
| Current residential address if different from premises address  |     |                   |                    |                                      |  |
| Post town   |     |                   |                    | Postcode                             |  |
| <b>Daytime contact telephone number</b>   |     |                   |                    |                                      |  |
| <b>E-mail address (optional)</b>  |     |                   |                    |                                      |  |
| Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information) |     |                   |                    |                                      |  |
|   |     |                   |                    |                                      |  |

**(B) Other applicants**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or



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

|   |   |
|---|---|
| Name  | CAMP HOPSON (NEWBURY) LTD                 |
| Address   | 472-488 BRIXTON ROAD<br>LONDON<br>SW9 8EH |
| Registered number (where applicable)  | 9231806                                   |
| Description of applicant (for example, partnership, company, unincorporated association etc.) | LIMITED COMPANY                           |
| Telephone number (if any)   | 0208 739 0509                             |
| E-mail address (optional)   | TANYAJAMES@MORLEYSTORES.CO.UK             |

### Part 3 Operating Schedule

When do you want the premises licence to start?

|    |    |        |
|----|----|--------|
| DD | MM | YYYY   |
| 1  | 8  | 032024 |

If you wish the licence to be valid only for a limited period,  
DD MM YYYY when do you want it to end?

|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|

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

Camp Hopson is a general Department Store offering a broad range of products including furniture in the Newbury Town Centre.

Camp Hopson's normal trading hours are Monday-Saturday 09:00 to 17:30 on Sunday 10:30 to 16:30. We have applied until 21:00 in sections J and L to cover ad-hoc late opening / promotional events.

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

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

| Provision of regulated entertainment (please read guidance note 2) |  | Please tick all that apply |
|--|--|----------------------------|
| a)   | plays (if ticking yes, fill in box A)  |                            |
| b)   | films (if ticking yes, fill in box B)  |                            |
| c)   | indoor sporting events (if ticking yes, fill in box C)   |                            |
| d)   | boxing or wrestling entertainment (if ticking yes, fill in box D)  |                            |
| e)   | live music (if ticking yes, fill in box E)   |                            |
| f)   | recorded music (if ticking yes, fill in box F)   |                            |
| g)   | performances of dance (if ticking yes, fill in box G)  |                            |
| h)   | anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) |                            |

|   |   |
|---|---|
| <b><u>Provision of late night refreshment</u></b> (if ticking yes, fill in box I) |   |
| <b><u>Supply of alcohol</u></b> (if ticking yes, fill in box J)                   | ✓ |

In all cases complete boxes K, L and M

# A

| Plays<br>Standard days and timings (please read guidance note 7) |       |        | Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)  | Indoors   |  |
|--|-------|--------|--|---|--|
|  |       |        |  | Outdoors  |  |
| Day  | Start | Finish |  | Both  |  |
| Mon  |       |        |  | <b>Please give further details here</b> (please read guidance note 4) |  |
|  |       |        |  |   |  |
| Tue  |       |        |  |   |  |
|  |       |        |  |   |  |
| Wed  |       |        | <b>State any seasonal variations for performing plays</b> (please read guidance note 5)  |   |  |
|  |       |        |  |   |  |
| Thur   |       |        |  |   |  |
|  |       |        |  |   |  |
| Fri  |       |        | <b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 6) |   |  |
|  |       |        |  |   |  |
| Sat  |       |        |  |   |  |
|  |       |        |  |   |  |
| Sun  |       |        |  |   |  |
|  |       |        |  |   |  |

# B

| Films<br>Standard days and timings (please read guidance note 7) |       |        | Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3) | Indoors   |  |
|--|-------|--------|---|---|--|
|  |       |        |   | Outdoors  |  |
| Day  | Start | Finish |   | Both  |  |
| Mon  |       |        |   | <b>Please give further details here</b> (please read guidance note 4) |  |
|  |       |        |   |   |  |
| Tue  |       |        |   |   |  |
|  |       |        |   |   |  |

|      |  |  |  |
|------|--|--|--|
|      |  |  |  |
| Wed  |  |  | <b><u>State any seasonal variations for the exhibition of films</u></b><br>(please read guidance note 5)   |
|      |  |  |  |
| Thur |  |  |  |
|      |  |  |  |
| Fri  |  |  | <b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6) |
|      |  |  |  |
| Sat  |  |  |  |
|      |  |  |  |
| Sun  |  |  |  |
|      |  |  |  |

## C

|  |       |        |   |
|--|-------|--------|---|
| <b>Indoor sporting events</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Please give further details</u></b> (please read guidance note 4)   |
| Day  | Start | Finish |   |
| Mon  |       |        |   |
|  |       |        |   |
| Tue  |       |        | <b><u>State any seasonal variations for indoor sporting events</u></b><br>(please read guidance note 5)   |
|  |       |        |   |
| Wed  |       |        |   |
|  |       |        |   |
| Thur   |       |        | <b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6) |
|  |       |        |   |
| Fri  |       |        |   |
|  |       |        |   |
| Sat  |       |        |   |

|     |  |  |
|-----|--|--|
|     |  |  |
| Sun |  |  |
|     |  |  |

## D

|  |       |        |  |          |  |
|--|-------|--------|--|----------|--|
| <b>Boxing or wrestling entertainments</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)  | Indoors  |  |
|  |       |        |  | Outdoors |  |
|  |       |        |  | Both     |  |
| Day  | Start | Finish |  |          |  |
| Mon  |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4)   |          |  |
|  |       |        |  |          |  |
| Tue  |       |        |  |          |  |
|  |       |        |  |          |  |
| Wed  |       |        | <b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)  |          |  |
|  |       |        |  |          |  |
| Thur   |       |        |  |          |  |
|  |       |        |  |          |  |
| Fri  |       |        | <b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6) |          |  |
|  |       |        |  |          |  |
| Sat  |       |        |  |          |  |
|  |       |        |  |          |  |
| Sun  |       |        |  |          |  |
|  |       |        |  |          |  |

## E

|  |   |          |  |
|--|---|----------|--|
| <b>Live music</b><br>Standard days and timings (please read guidance note 7) | <b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3) | Indoors  |  |
|  |   | Outdoors |  |

| Day  | Start | Finish |  | Both |  |
|------|-------|--------|--|------|--|
| Mon  |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4)   |      |  |
|      |       |        |  |      |  |
| Tue  |       |        |  |      |  |
|      |       |        |  |      |  |
| Wed  |       |        | <b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)  |      |  |
|      |       |        |  |      |  |
| Thur |       |        |  |      |  |
|      |       |        |  |      |  |
| Fri  |       |        | <b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6) |      |  |
|      |       |        |  |      |  |
| Sat  |       |        |  |      |  |
|      |       |        |  |      |  |
| Sun  |       |        |  |      |  |
|      |       |        |  |      |  |

F

| Recorded music<br>Standard days and<br>timings (please read<br>guidance note 7) |       |        | <b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3) | Indoors  |  |
|---|-------|--------|---|----------|--|
| Day   | Start | Finish |   | Outdoors |  |
|   |       |        |   | Both     |  |
| Mon   |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4)  |          |  |
|   |       |        |   |          |  |
| Tue   |       |        |   |          |  |
|   |       |        |   |          |  |
| Wed   |       |        | <b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)                         |          |  |
|   |       |        |   |          |  |
| Thur  |       |        |   |          |  |
|   |       |        |   |          |  |

|     |  |  |  |
|-----|--|--|--|
|     |  |  | <b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)</u></b> |
| Fri |  |  |  |
|     |  |  |  |
| Sat |  |  |  |
|     |  |  |  |
| Sun |  |  |  |
|     |  |  |  |

**G**

|   |       |        |   |          |  |
|---|-------|--------|---|----------|--|
| <b>Performances of dance</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)  | Indoors  |  |
|   |       |        |   | Outdoors |  |
|   |       |        |   | Both     |  |
| Day   | Start | Finish |   |          |  |
| Mon   |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4)  |          |  |
|   |       |        |   |          |  |
| Tue   |       |        |   |          |  |
|   |       |        |   |          |  |
| Wed   |       |        | <b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)  |          |  |
|   |       |        |   |          |  |
| Thur  |       |        |   |          |  |
|   |       |        |   |          |  |
| Fri   |       |        | <b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6) |          |  |
|   |       |        |   |          |  |
| Sat   |       |        |   |          |  |
|   |       |        |   |          |  |
| Sun   |       |        |   |          |  |
|   |       |        |   |          |  |

# H

|  |       |        |   |          |  |
|--|-------|--------|---|----------|--|
| <b>Anything of a similar description to that falling within (e), (f) or (g)</b><br>Standard days and timings (please read guidance note 7) |       |        | Please give a description of the type of entertainment you will be providing  |          |  |
| Day  | Start | Finish | <b>Will this entertainment take place indoors or outdoors or both – please tick</b><br>(please read guidance note 3)  | Indoors  |  |
| Mon  |       |        |   | Outdoors |  |
|  |       |        |   | Both     |  |
| Tue  |       |        | <b>Please give further details here</b> (please read guidance note 4)   |          |  |
|  |       |        |   |          |  |
| Wed  |       |        |   |          |  |
|  |       |        |   |          |  |
| Thur   |       |        | <b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b><br>(please read guidance note 5)   |          |  |
|  |       |        |   |          |  |
| Fri  |       |        |   |          |  |
|  |       |        |   |          |  |
| Sat  |       |        | <b>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6) |          |  |
|  |       |        |   |          |  |
| Sun  |       |        |   |          |  |
|  |       |        |   |          |  |

# I

|  |  |          |  |
|--|--|----------|--|
| <b>Late night refreshment</b><br>Standard days and timings (please read guidance note 7) | <b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3) | Indoors  |  |
|  |  | Outdoors |  |



| Day  | Start | Finish |  | Both |  |
|------|-------|--------|--|------|--|
| Mon  |       |        | <u>Please give further details here</u> (please read guidance note 4)  |      |  |
|      |       |        |  |      |  |
| Tue  |       |        |  |      |  |
|      |       |        |  |      |  |
| Wed  |       |        | <u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)   |      |  |
|      |       |        |  |      |  |
| Thur |       |        |  |      |  |
|      |       |        |  |      |  |
| Fri  |       |        | <u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6) |      |  |
|      |       |        |  |      |  |
| Sat  |       |        |  |      |  |
|      |       |        |  |      |  |
| Sun  |       |        |  |      |  |
|      |       |        |  |      |  |

J

| Supply of alcohol<br>Standard days and<br>timings (please read<br>guidance note 7) |       |        | <u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 8) | On the premises  |   |
|--|-------|--------|--|------------------|---|
|  |       |        |  | Off the premises |   |
| Day  | Start | Finish |  | Both             | ✓ |
| Mon  | 09:00 | 21:00  | <u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 5)     |                  |   |
|  |       |        |  |                  |   |
| Tue  | 09:00 | 21:00  |  |                  |   |
|  |       |        |  |                  |   |
| Wed  | 09:00 | 21:00  |  |                  |   |
|  |       |        |  |                  |   |
| Thur   | 09:00 | 21:00  |  |                  |   |

|     |       |       |   |
|-----|-------|-------|---|
|     |       |       | <b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6) |
| Fri | 09:00 | 21:00 |   |
|     |       |       |   |
| Sat | 09:00 | 21:00 |   |
|     |       |       |   |
| Sun | 10:30 | 16:30 |   |
|     |       |       |   |

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):**

**Name** ALEXANDER STEPHEN DOUGLAS JONES

**K**

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).**

**L**

|  |              |               |  |
|--|--------------|---------------|--|
| <b>Hours premises are open to the public</b><br><b>Standard days and timings (please read guidance note 7)</b> |              |               | <b><u>State any seasonal variations</u></b> (please read guidance note 5)  |
| <b>Day</b>   | <b>Start</b> | <b>Finish</b> |  |
| Mon  | 09:00        | 21:00         |  |
|  |              |               |  |
| Tue  | 09:00        | 21:00         |  |
|  |              |               |  |
| Wed  | 09:00        | 21:00         |  |
|  |              |               |  |
| Thur   | 09:00        | 21:00         |  |
|  |              |               |  |
| Fri  | 09:00        | 21:00         | <b><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u></b> (please read guidance note 6) |
|  |              |               |  |
| Sat  | 09:00        | 21:00         |  |
|  |              |               |  |
| Sun  | 10:30        | 16:30         |  |
|  |              |               |  |

**M**

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

- a) **General – all four licensing objectives (b, c, d and e)** (please read guidance note 10)

Training of all staff to meet all four licensing objectives paying particular attention to not selling alcohol to underage - clear "Challenge 25", plus till system to remind staff to "Challenge 25". CCTV providing good coverage of all Retail Areas. Quality Training Records and Logs, including Alcohol training in induction to take place prior to selling such products; the lawful selling of age restricted products and refusing the sale of alcohol to a person who is drunk. A annual retrain to all staff. Security tagging, Loss Prevention team to patrol and monitor area/tagging.

**b) The prevention of crime and disorder**

The Loss Prevention team are on-site during all trading hours. CCTV use in all Retail Areas. Staff will be well trained to not to sell alcohol to drunk, intoxicated or disorderly customers. Radio Link system in place to communicate throughout the Store. The Sale of alcohol is restricted to allow only items that reasonably fall within the description; seasonal gift sets, mulled wine, Christmas/Winter Ale, seasonal combination such as wine and flowers, craft beers, specialty spirits and liqueurs, sparkling wine. Lockable storage area. Tagging of all items, tagging monitor set up and reviewed daily by the Loss Prevention team. Area to be manned throughout trading hours.

**c) Public safety**

Loss Prevention team are on-site during all trading hours. CCTV use in all Retail areas where products will be sold.

Lighting to external areas.

Log book recording any incident or declined sales.

Refusal log at the till point.

The Store will be maintained in good order at all times.

**d) The prevention of public nuisance**

In-Store banning system.

Customers will not be admitted out of Store trading hours.

All perimeter doors are monitored to prevent drunk, intoxicated or disorderly customers from entering.

Access control system in place.

**e) The protection of children from harm**

Suitable and sufficient signage advertising the "Challenge 25" policy will be displayed in prominent locations in the area where there is the sale of alcohol. The premises will operate a "Challenge 25" policy whereby any person attempting to buy alcohol who appears to be under 25 years of age, will be asked for photographic ID to prove their age. Implement "Challenge 25" scheme for all alcohol sales. Keep robust training records of sale of alcohol training - including ID requirements, age establishment. Log book of incident declined sales.

**Checklist:**

**Please tick to indicate agreement**

payment ref:  
CPQX - QROL - BMK7  
07.02.2024

|   |   |                               |   |
|---|---|-------------------------------|---|
| • | I have made or enclosed payment of the fee.   | Band E New App<br>07 fee t635 | ✓ |
| • | I have enclosed the plan of the premises.   |                               | ✓ |
| • | I have sent copies of this application and the plan to responsible authorities and others where applicable.   |                               | ✓ |
| • | I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.  |                               | ✓ |
| • | I understand that I must now advertise my application.  |                               | ✓ |
| • | I understand that if I do not comply with the above requirements my application will be rejected.<br>[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15). |                               | ✓ |

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

#### Part 4 – Signatures (please read guidance note 11)

**Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.**

|                    |   |
|--------------------|---|
| <b>Declaration</b> | <ul style="list-style-type: none"> <li>[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in</li> </ul> |
|--------------------|---|

|           |   |
|-----------|---|
|           | <p>the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul> |
| Signature | <i>James</i>  |
| Date      | 14/02/2024  |
| Capacity  | COMPANY SECRETARY   |

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.**

|           |  |
|-----------|--|
| Signature |  |
| Date      |  |
| Capacity  |  |

|  |                   |          |          |
|--|-------------------|----------|----------|
| <p>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)</p> <p>TANYA JAMES<br/>MORLEYS STORES LIMITED<br/>16 ST. GEORGES ROAD</p> |                   |          |          |
| Post town  | WIMBLEDON, LONDON | Postcode | SW19 4DP |
| Telephone number (if any)  | 0208 739 0509     |          |          |
| <p>If you would prefer us to correspond with you by e-mail, your e-mail address (optional)</p> <p>TANYAJAMES@MORLEYSTORES.CO.UK</p>  |                   |          |          |

## Newbury Town Council

Forward Work Programme for Planning and Highways Committee: 4 December 2023.

**Standing Items on each (ordinary meeting) agenda:**

1. Apologies
2. Declarations of Interests and Dispensations
- 3.1 Approval of Minutes of previous meeting
- 3.2 Officer's report on actions from previous meeting
4. Questions/Petitions from members of the Public
5. Questions/Petitions from Members of the Council
6. Schedule of Planning Applications
7. Schedule of Prior Approval Applications (if any)
8. Schedule of Licensing Applications (if any)
9. Schedule of Appeal Notifications (if any)
10. Schedule of Appeal Decisions (if any)
11. Neighbourhood Development Plan – Update (if any)
12. The Western Area Planning Committee – Update

|  |   |
|--|---|
| At the first Committee meeting after the annual meeting of the Council | Election of Chair/ Deputy   |
|  | Approval of ToRs and memberships of Working Groups  |
| June/September/December/March (Quarterly)                              | Updates on Section 215 of the Town and Country Planning Acts.   |
| Each November  | Review of KPI's for Planning and Highways Committee   |
|  | Send Budget and Strategy proposals to RFO   |
| At a future date   | To identify potential and existing public rights of way and actions which might be taken to enhance these (see minutes 06.11.2023)                        |
| <b>2023</b>  |   |
| 9 October  | Updates on Section 215 of the Town and Country Planning Acts.   |
|  | Review of Planning Applications consultation arrangements   |
| 6 November   | Sharon Bayne, Director of Blackwood Bayne Ltd will make a presentation to this committee regarding West Berkshire Rights of Way Improvement Plan (ROWIP). |
|  | Eagle Quarter   |
| 4 December   | Strategy proposals  |
| <b>2024</b>  |   |
| 29 January   | To relist the Local plan Examination for the January meeting of the Committee, having regard to any further developments at the Planning Authority.       |
| 25 March   | Flood and Drainage Forum  |