

# **Licensing Sub-Committee**

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**Tuesday 25 September 2012 at 10.00  
am**

**To be held at the Town Hall, Pinstone  
Street, Sheffield, S1 2HH**

**The Press and Public are Welcome to Attend**

## **Membership**

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**Councillors Clive Skelton (Deputy Chair), Ian Saunders and Philip Wood  
George Lindars-Hammond (Reserve)**

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## **PUBLIC ACCESS TO THE MEETING**

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The Licensing Committee carries out a statutory licensing role, including licensing for taxis and public entertainment.

As a lot of the work of this Committee deals with individual cases, some meetings may not be open to members of the public.

A copy of the agenda and reports is available on the Council's website at [www.sheffield.gov.uk](http://www.sheffield.gov.uk). You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday, or you can ring on telephone no. 2734552.

You may not be allowed to see some reports because they contain confidential information. These items are usually marked \* on the agenda.

If you require any further information please contact Harry Clarke on 0114 273 6183 or email [harry.clarke@sheffield.gov.uk](mailto:harry.clarke@sheffield.gov.uk).

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## **FACILITIES**

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There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

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**LICENSING SUB-COMMITTEE AGENDA  
25 SEPTEMBER 2012**

**Order of Business**

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- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**  
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest**  
Members to declare any interests they have in the business to be considered at the meeting
- 5. Local Government (Miscellaneous Provisions) Act 1982 - Street Trading Consents - Candy Harris**  
Report of the Chief Licensing Officer
- 6. Local Government (Miscellaneous Provisions) Act 1982 - Street Trading Consent - Baseer Mohammed**  
Report of the Chief Licensing Officer

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**ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS**

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The existing Standards regime will be abolished from 1<sup>st</sup> July, 2012 by the Localism Act 2011. From this date, the way that your interests need to be registered and declared will change. Prejudicial and personal interests will no longer exist and they have been replaced by Disclosable Pecuniary Interests (DPIs).

The Act also requires that provision is made for interests which are not Disclosable Pecuniary Interests and requires the Council to introduce a new local Code of Conduct for Members. It is intended that provision will be made in the new Code for dealing with "personal" interests.

The Regulations in relation to Disclosable Pecuniary Interests have only recently been published by the Government and guidance is being developed for circulation to you prior to 1<sup>st</sup> July.

If at all possible, you should try to identify any potential interest you may have before the meeting so that you and the person you ask for advice can fully consider all the circumstances before reaching a conclusion on what action you should take.

Advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email [lynne.bird@sheffield.gov.uk](mailto:lynne.bird@sheffield.gov.uk)

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## SHEFFIELD CITY COUNCIL Committee Report

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**Report of:** Chief Licensing Officer, Head of Licensing

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**Date:** 25<sup>th</sup> September 2012

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**Subject:** Street Trading  
City Centre Small Trading Stalls

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**Author of Report:** Kathy Stockdale – 203 7752

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**Summary:** To consider and allocate two applications for street trading consents to trade in specific city centre locations

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**Recommendations:** That Members consider the applications submitted alongside the Council's "City Centre Street Trading - Small Trading Stalls" qualitative criteria and comments submitted by Development Services and the City Centre Manager.

That Members consider all the information provided by the applicants both in their written application and in person at the Hearing.

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**Background Papers:** Attached documents

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**Category of Report:** OPEN

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**REPORT OF CHIEF LICENSING OFFICER, HEAD OF LICENSING,  
TO THE LICENSING COMMITTEE**

**Ref: 73/12**

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

**Street Trading – City Centre Small Trading Stalls**

**1.0 PURPOSE OF REPORT**

- 1.1 To consider two applications for street trading consents to trade in specific city centre locations.

**2.0 INTRODUCTION**

- 2.1 The Council have power under the provision of the 1982 Act to regulate street trading in the city.
- 2.2 A Street Trading Consent is required to trade on any street (which includes roads, footways, forecourts, or other areas to which the public have access) within the Sheffield City Boundary.
- 2.3 The Licensing Committee at it's meeting of 29<sup>th</sup> January 2002 passed the following resolution:
1. That under the provisions of schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982:
    - (a) all streets (which includes roads, footways, forecourts or other areas to which the public have access) within the Sheffield City boundary, shall be designated consent streets and;
    - (b) such street trading designation shall take effect as from the 1<sup>st</sup> April 2002; and
    - (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.
  2. The effect of this resolution is that from 1<sup>st</sup> April 2002, it will be an offence to engage in street trading in any street or any other place identified in the above resolution without being authorised to do so by consent from the City Council.
- 2.4 A Local Authority may attach conditions to a Street Trading Consent. The conditions may include conditions to prevent obstruction of the street and danger to persons using the street or nuisance or annoyance.
- 2.5 A Street Trading Consent may only be granted for a maximum period of twelve months.
- 2.6 There is no appeal procedure against the refusal or revocation of a consent. An applicant may, however apply for judicial review of the Council's decision.

### **3.0 BACKGROUND**

- 3.1 Working in partnership with the City Centre Management Team and Planning, Licensing presented a report to Committee in August 2011 to encourage more local businesses to trade in the city centre whilst also controlling the type and thereby controlling the quality that is on offer.
- 3.2 A City Centre Qualitative Criteria for Small Trading Stalls was approved (attached at Appendix 'A') and applications were invited from current traders and interested parties.
- 3.3 The fee for each consent has been set at £498.50 per quarter (£1,994 per annum) to trade seven days a week between 7am and 7pm.

### **4.0 THE APPLICATIONS**

- 4.1 The two applications have been submitted by Mrs Harris following vacancies for small scale city centre street trading units. This is to encourage more local businesses to trade in the city centre and to offer a more continental style of trading in certain areas of the city centre.
- 4.2 There is no constraint on the type of goods that can be sold. However, we would like to encourage more traditional goods that would give a more continental style to the City Centre.
- 4.3 A number of pitches have been allocated at a previous meeting, therefore, the location of the remaining pitches are:
- Sheaf Street;
  - Fargate (bottom);
  - Tudor Square;
  - Devonshire Green.
- 4.4 A copy of each application is attached to this report at Appendix 'B'.
- 4.5 A colour plan depicting the proposed locations (although not the exact sites) will be available on the day of the hearing.
- 4.6 Members are to note that the specific location at the site will be agreed in conjunction with the City Centre Management Team and Planning Department.

### **5.0 REASONS FOR REFERRAL**

- 5.1 Applications have been referred to the Licensing Committee for their consideration.
- 5.2 The two applications submitted by Mrs Harris are:
1. Thai Curry – Tudor Square
  2. Chinese Noodles – bottom of Fargate.
- 5.3 Both applications have been copied to Lucy Bond, City Centre & East Team Manager, Development Services and Richard Eyre, City Centre Manager, for their comments. A copy of their comments are attached to the applications at Appendix 'B'.

- 5.4 The applicant, Lucy Bond and Richard Eyre have been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'C'.
- 5.5 A copy of the hearing procedure is attached at Appendix 'D'.

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1 There are no financial implications arising from this report as the Licensing Authority will recover its reasonable costs of administering and enforcing the street trading consent system through consent fees.
- 6.2 Members should note that if any application is referred to the High Court significant legal costs are likely to be incurred. There is no hold over budget within Licensing to cover such costs.

## **7.0 RECOMMENDATIONS**

- 7.1 That Members consider the two applications submitted alongside the Council's "City Centre Street Trading - Small Trading Stalls" qualitative criteria and comments submitted by Development Services and the City Centre Manager.
- 7.2 That Members consider all the information provided by the applicant both in their written application and in person at the hearing.

## **8.0 OPTIONS OPEN TO THE COMMITTEE**

- 8.1 To grant one or both applications.
- 8.2 To defer the matter for further consideration.
- 8.3 To refuse one or both of the street trading applications.

Steve Lonnia  
Chief Licensing Officer  
Head of Licensing  
Business Strategy and Regulation  
Place Portfolio  
Block C Staniforth Road Depot  
Staniforth Road  
Sheffield S9 3HD

12<sup>th</sup> September 2012

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# APPENDIX 'A'

## **Sheffield City Council**

### **CITY CENTRE STREET TRADING**

#### **- Small Trading Stalls**

#### **BACKGROUND**

Street activities are an essential ingredient of a vibrant and lively city, and in Sheffield there is a strong demand for legitimate small scale trading pitches. They also offer an opportunity for small businesses to get started with relatively modest outlay.

The widening of footways offers the opportunity to designate more pitches in locations that will add to the attractiveness of the City Centre. In Orchard Square and Meadowhall 'Barrow' style stalls are used extensively, enhancing the colour and vitality of those places.

This scheme is part of the City Council's campaign to make Sheffield City Centre a more attractive and vibrant place. Set out below is the qualitative criteria which forms the basis on which to test applications for the grant of designated small trading stall Street Trading Consent sites within the City Centre.

### **QUALITATIVE CRITERIA – SMALL TRADING STALLS**

#### **GENERAL DESIGN**

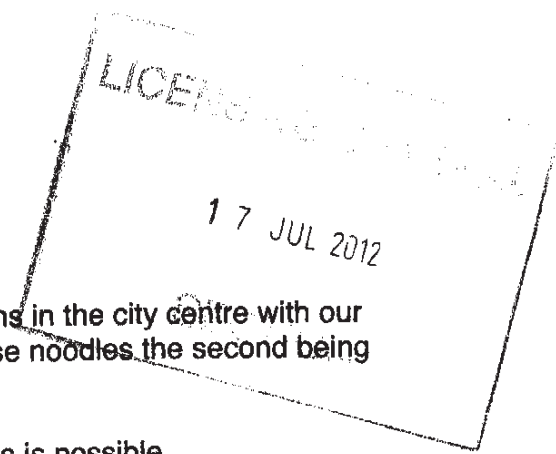
- There will be no motorised vehicles or stalls etc. permitted as part of this scheme.
- All barrows/handcarts must be capable of being moved on and off site by hand and any vehicles used to bring the barrows/handcarts to the site must be parked, loaded and unloaded off site.
- Good display is an important part of the selling process and top quality presentation encourages purchase and benefits the retailer reputation.
- It is in the best interest of traders to produce a high quality design in their barrows/handcarts. The function of the stall is to identify the trader and add vitality and colour to the immediate area, and reflect the quality, cleanliness and order in their operation. The barrow/stall contributes to the appearance of the street for good or bad, so design matters to everyone who uses the street, as well as the operator.
- Sign writing and scrollwork must be finished to a standard acceptable to the City Council.
- The unit must be visually acceptable to the City Council (this will include the Head of Licensing, City Centre Manager and Planning) and be in keeping with the street/area that it is to be located.
- Advertisements on stalls will not be permitted except by permission of the Council in writing and subject to further conditions. The Council shall be the sole judge of what is an acceptable advertisement.
- The Council will reserve the right to not renew any consent where it considers the product(s) offered by the operator are not in keeping with the requirements of the site and the promotion of the City Centre.

- Non functional elements attached to barrows / handcarts, are not acceptable.
- The general design of the barrow/handcart must meet the requirements of the Council for that location.
- Flame retardant 'skirts' are to be used if necessary, so as to obscure the frame, gas bottle etc. They should be designed to 'unify' the barrow/handcart.
- All equipment, tools, gas bottles etc. must be self contained within the stall/handcart etc.
- Bright colours and a sense of fun are encouraged.
- Finished in flame retardant paint.
- A colour photograph or scale illustration of the proposed handcart must be submitted to the Licensing Service as part of the application process.
- No barrow/handcart should have a frontage greater than 3.0 metres or a width greater than 2.0metre.
- Roofs should be no more than 2.5m above ground level.
- Pitched and curved roofs are encouraged.
- Canopies should be high quality with a feeling of 'permanence'. These could be manufactured from either stretched canvas, or woven material, opaque or light metal materials. Clear plastic awning and extensions to the canopy will not be acceptable.
- Canopies must be maintained and cleaned to a high standard.
- Food traders must ensure that any stall design satisfies the requirement of food safely legislation. Staff must be adequately trained in good hygiene (Basic Food Hygiene Certificate and regular on going training) and records of training must be made available on request.
- Best practise of food hygiene must be adopted by the operator. This covers:
  - Personal hygiene
  - Hand washing
  - Ill health
  - Prevention of contamination
  - Temperature control
  - Temperature monitoring
  - Cleaning
  - Storage and stock rotation
  - Procedures in the event of freezer breakdown
  - Site cleanliness
  - Waste disposal
  - Pest control
  - Quality control
  - First aid facilities

# APPENDIX 'B'



8



Dear city council

I have enclosed two application forms for two positions in the city centre with our barrows. the first being far gate street with the chinese noodles the second being tudor square with the thai food.

would prefer to have both units on fargate street if this is possible.

i have also enclosed my portfolio which has some info in there about the different types of barrows we do, but i am only applying for the two which are the dragons noodle bar & thai curry wraps.

i have also enclosed a photograph of the two barrows we would like to use which are up and running. we have been using these barrows at different events and festivals and city centres around the country since last xmas and had very good reports on them.

i have all the relevant documents you need, i am a member of ncass and can email you these documents if you wish to see them. i am registered with doncaster council and have 5 stars for each of the barrows which i can provide documents.

the barrows are made to move if you want to walk with them, they are also made if you want to extend the back to 3 meters and put an awning on the back, this is how it is in the picture, i understand from your letter that you don't want any awnings, this is fine, when awning is off it is 10f x 6f and you can see right through to other side and can be moved along if you push it.

each barrow has trained members of staff and uniforms to match barrow, our food is to the highest standard and our recipes are made fresh on a daily basis.

I'm happy to attend a board meeting to demonstrate how our barrows work .

i would like to be up and running in the town centre by october if this is possible and you like what we have to offer.

any queries please don't hesitate to contact me.

look forward to hearing from you and hope we can work in your city centre.

many thanks

mrs candy harris

C&B Catering @ Food For Thought

**APPLICATION 1**  
**THAI CURRY – TUDOR SQUARE**

**SHEFFIELD CITY COUNCIL**

**Application for the Grant of a Street Trading Consent**

**WARNING**

Paragraph 10(3) of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 gives the following warning:-

“Any person who, in connection with an application ...for a street trading consent, makes a false statement which he knows to be false, in any material respect, or which he does not believe to be true, shall be guilty of an offence.”

**IMPORTANT:** Please read notes attached to this form before completing it.  
Please read the guidance booklets on street trading in Sheffield.  
If you are applying as an Individual or a Partnership, please complete Part A.  
If you are applying as a Limited Company please complete Part B.

<b><u>PART A</u></b>	
<b>1<sup>ST</sup> APPLICANT</b>	<b>2<sup>ND</sup> APPLICANT (if applicable)</b>
(Mr/Mrs/Miss)	(Mr/Mrs/Miss)
Surname..... <b>HARRIS</b> .....	Surname..... .....
.....	.....
First Name..... <b>CANDY</b> .....	First Name..... .....
.....	.....
Home Address..... <b>6 Salsview</b> .....	Home Address..... .....
.....	.....
<b>Fairpark, Eudworth rd</b> .....	.....
.....	.....

Town/ City..... Hatfield  
..... Doncaster

Town/ City.....  
.....

Post Code..... DN7 6HL

Post Code.....

Contact Number..... 07766291578

Contact Number.....

Date of Birth..... 27/03/75  
Age..... 37

Date of Birth.....  
Age.....

**(All Applicants must be over 17 years of age)**

**1<sup>st</sup> Applicant**

**2<sup>nd</sup> Applicant (if applicable)**

Have you ever been convicted of any offence(s)?

Have you ever been convicted of any offence(s)?

YES/NO

YES/NO

**This information is subject to the Rehabilitation of Offenders Act 1974  
(Please also include details of any spent conviction/s)**

If "Yes" please detail them below: (Please continue on a separate sheet if necessary).

**1<sup>st</sup> Applicant**

**Date of Conviction  
Penalty**

**Offence**

.....  
.....  
.....  
.....

**2<sup>nd</sup> Applicant (if applicable)**

Date of Conviction  
Penalty

Offence

.....  
.....  
.....  
.....

I declare that I have checked the information given in this application form and to the best of my knowledge it is correct. I understand that the Local Authority reserve the right to make further enquiries with South Yorkshire Police as a result of this application as they may consider desirable.

1<sup>st</sup> Applicant

2<sup>nd</sup> Applicant

Signature..... *R Harris*

Signature.....

Date..... *16-07-12*

Date.....

**PART B**

Company Details (If applying as a Corporate body)

Name..... *C & B Catering*

Registered Address..... *6 Salsview, Fairpark, Eakwath*

*rd, Hatfield, Doncaster, DN76HL*

Registered Number.....

Description of Applicant.....

....

Contact Number.....

.....

Please provide details of all Directors (including full names, addresses and date of births and details of any convictions), a separate sheet may be used.

.....  
.....  
.....  
.....  
.....

**PART C**

Trading Name (if applicable) *C & B Catering*

Trading Address (if different from overleaf)  
.....  
.....  
.....  
.....

Post Code.....

Telephone Number...*07766291578*

Site to be occupied: (STATIC) *Tudor Square*

.....  
.....  
(Please attach a detailed plan of the exact location of the proposed site)

**MOBILE traders, please indicate CITY WIDE:**

.....  
Tudor Square  
.....

(Please refer to appropriate guidance booklets for specific conditions attached to mobile consents)

**NOTE: Applicants can apply for both a Mobile and Static Consent using the same vehicle.**

**Items to be sold (i.e. Hot Food, Canned Drinks, Hot Drinks, Confectionery, Cold Food, Ice Cream, Fruit & Veg, etc.)**

.....  
Thai Curry Food  
.....  
.....  
.....

**Please specify days of trade:**

.....  
Sunday to Saturday  
.....

**Please specify hours of trade:**

.....  
9-5.30 or longer  
.....

**Details of Vehicle**

Sprinter Van

**Registration Number:**

.....  
DA53 PDX  
.....

**Date of First Registration:**

.....  
29, 10, 2003  
.....

**Last M.O.T/Service:**

.....  
May 15<sup>th</sup> 2012  
.....

Size of Vehicle:

20f

.....  
...

*(Please submit photographs and dimensions of vehicle/stall with this application)*

**How do you propose to dispose of waste from your business?**

take home

If you would like any advice or guidance on this, please see HYPERLINK "http://www.netregs.gov.uk" [www.netregs.gov.uk](http://www.netregs.gov.uk) or contact Environmental Protection on 0114 2037411 for more information on Trade waste Disposal.



**PART D**

**DECLARATION: I,**

**declare that all the information I have given in this application is complete and correct:**

**declare that I am over 17 years of age (in cases of individual Applicants)**

**undertake to comply with the Sheffield City Council Street Trading Consent Conditions;**

**undertake to pay Sheffield City Council the relevant consent fee (when determined) where previously agreed in quarterly instalments in advance whether demanded or not;**

**understand that consents are not transferable; and**

**understand that the Local Authority reserve the right to make further enquiries with South Yorkshire Police as a result of this application as they may consider desirable.**

**understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked**

Signed..... *R Harris* .....

(1<sup>st</sup> Applicant)

Dated..... *16-07-2012* .....

Capacity..... *OWNER* .....

Signed..... .....

(2<sup>nd</sup> Applicant if applicable)

Dated..... .....

Capacity..... .....

**For Office Use Only:**

**DATE RECEIVED:**

.....

**TIME RECEIVED:**

.....

**RECEIPT NUMBER:**

.....

**FEE:**

.....

.....

**OFFICER INITIALS:**

.....

**ACCEPTED? YES / NO -**

**Returned.....**

**NOTES**

The completed form must be returned in an envelope marked CONFIDENTIAL to the address below.

If there is insufficient room on this form to fully answer the questions; or if you wish to make any further statement in support of your application, please do so on a separate sheet of paper and attach it to this form.

The Council is under no obligation whatsoever to grant a consent to any person; you will be notified of the result of this application, as soon as possible.

This form should be completed and returned to the;

**Licensing Services  
Block C  
Staniforth Road Depot  
Staniforth Road  
SHEFFIELD  
S9 3HD**

**Tel: 0114 203772  
Fax: 0114 2735410**

**Email: [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk)**

Or Visit our website: HYPERLINK "<http://www.sheffield.gov.uk>"  
[www.sheffield.gov.uk](http://www.sheffield.gov.uk)

**The Licensing General Section is open from: 9am to 5pm Monday to Friday**

# **APPLICATION 2**

## **CHINESE NOODLES - FARGATE**

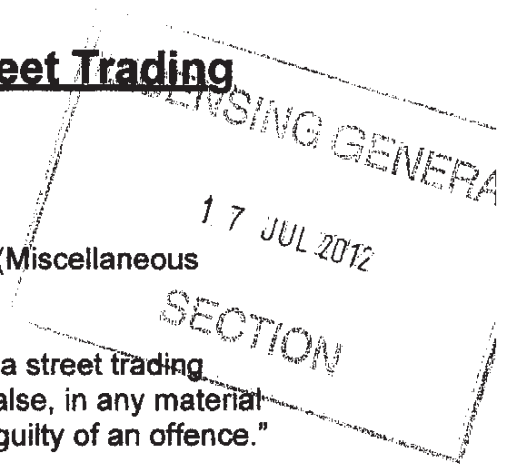
**SHEFFIELD CITY COUNCIL**

**Application for the Grant of a Street Trading  
Consent**

**WARNING**

Paragraph 10(3) of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 gives the following warning:-

"Any person who, in connection with an application ...for a street trading consent, makes a false statement which he knows to be false, in any material respect, or which he does not believe to be true, shall be guilty of an offence."



**IMPORTANT:** Please read notes attached to this form before completing it.  
Please read the guidance booklets on street trading in Sheffield.  
If you are applying as an Individual or a Partnership, please complete Part A.  
If you are applying as a Limited Company please complete Part B.

**PART A**

**1<sup>ST</sup> APPLICANT**

(Mr/Mrs/Miss)

Surname..... **HARRIS** .....

First Name..... **CANDY** .....

Home Address..... **6 SALSVIEW** .....

..... **FAIR PARK, Tudworth rd** .....

**2<sup>ND</sup> APPLICANT (if applicable)**

(Mr/Mrs/Miss)

Surname.....

First Name.....

Home Address.....

Town/ City..... HATFIELD  
..... DONCASTER

Town/ City.....  
.....

Post Code..... DN76HL  
.....

Post Code.....  
.....

Contact Number..... 07766291578

Contact Number.....

Date of Birth..... 27-03-75  
Age..... 37

Date of Birth.....  
Age.....

**(All Applicants must be over 17 years of age)**

**1<sup>st</sup> Applicant**

**2<sup>nd</sup> Applicant (if applicable)**

Have you ever been convicted of any offence(s)?

Have you ever been convicted of any offence(s)?

YES/NO

YES/NO

**This information is subject to the Rehabilitation of Offenders Act 1974 (Please also include details of any spent conviction/s)**

If "Yes" please detail them below: (Please continue on a separate sheet if necessary).

**1<sup>st</sup> Applicant**

**Date of Conviction  
Penalty**

**Offence**

.....  
.....  
.....  
.....

**2<sup>nd</sup> Applicant (if applicable)**

Date of Conviction  
Penalty

Offence

.....  
.....  
.....  
.....

I declare that I have checked the information given in this application form and to the best of my knowledge it is correct. I understand that the Local Authority reserve the right to make further enquiries with South Yorkshire Police as a result of this application as they may consider desirable.

1<sup>st</sup> Applicant

2<sup>nd</sup> Applicant

Signature..... *E. Harris*

Signature.....

Date..... *16-07-12*

Date.....

**PART B**

Company Details (If applying as a Corporate body)

Name..... *C & B Catering*

Registered Address..... *6 Salsview, Fairpark, Eudworth rd*

*hatfield doncaster, DN76HL*

Registered Number.....

Description of Applicant.....

....

Contact Number.....

.....

Please provide details of all Directors (including full names, addresses and date of births and details of any convictions), a separate sheet may be used.

.....

.....

.....

**PART C**

Trading Name (if applicable) C & B Catering

Trading Address (if different from overleaf)

.....

.....

.....

Post Code.....

Telephone Number..... 07766291578

.....

Site to be occupied: (STATIC) Fargate



.....

.....

(Please attach a detailed plan of the exact location of the proposed site)

**MOBILE traders, please indicate CITY WIDE:**

..... Bottom of Fargate Street .....

(Please refer to appropriate guidance booklets for specific conditions attached to mobile consents)

**NOTE: Applicants can apply for both a Mobile and Static Consent using the same vehicle.**

**Items to be sold (i.e. Hot Food, Canned Drinks, Hot Drinks, Confectionery, Cold Food, Ice Cream, Fruit & Veg, etc.)**

..... Chinese Noodles & .....

.....  
.....  
.....

**Please specify days of trade:**

Sunday to Saturday

**Please specify hours of trade:**

9 - 5.30 or longer

**Details of Vehicle**

Sprinter Van

**Registration Number:**

DAS3 PDX

**Date of First Registration:**

DAS3 PDX 29.10.2003

**Last M.O.T/Service:**

May 1st 2012

**Size of Vehicle:**

20f

.....  
...

*(Please submit photographs and dimensions of vehicle/stall with this application)*

**How do you propose to dispose of waste from your business?**

take home

If you would like any advice or guidance on this, please see **HYPERLINK** "<http://www.netregs.gov.uk>" [www.netregs.gov.uk](http://www.netregs.gov.uk) or contact Environmental Protection on 0114 2037411 for more information on Trade waste Disposal.

**PART D**

**DECLARATION: I,**

**declare that all the information I have given in this application is complete and correct:**

**declare that I am over 17 years of age (in cases of individual Applicants) undertake to comply with the Sheffield City Council Street Trading Consent Conditions;**

**undertake to pay Sheffield City Council the relevant consent fee (when determined) where previously agreed in quarterly instalments in advance whether demanded or not;**

**understand that consents are not transferable; and**

**understand that the Local Authority reserve the right to make further enquiries with South Yorkshire Police as a result of this application as they may consider desirable.**

**understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked**

Signed..... *R Harris* .....

Dated..... *16-07-2012* .....

(1<sup>st</sup> Applicant)

Capacity..... *OWNER* .....

Signed..... *R Harris* .....

Dated.....

(2<sup>nd</sup> Applicant if applicable)

Capacity.....

**For Office Use Only:**

**DATE RECEIVED:**  
.....

**TIME RECEIVED:**  
.....

**RECEIPT NUMBER:**  
.....

**FEE:**  
.....  
.....

**OFFICER INITIALS:**  
.....

**ACCEPTED? YES / NO -  
Returned.....**

**NOTES**

The completed form must be returned in an envelope marked CONFIDENTIAL to the address below.

If there is insufficient room on this form to fully answer the questions; or if you wish to make any further statement in support of your application, please do so on a separate sheet of paper and attach it to this form.

The Council is under no obligation whatsoever to grant a consent to any person; you will be notified of the result of this application, as soon as possible.

This form should be completed and returned to the;

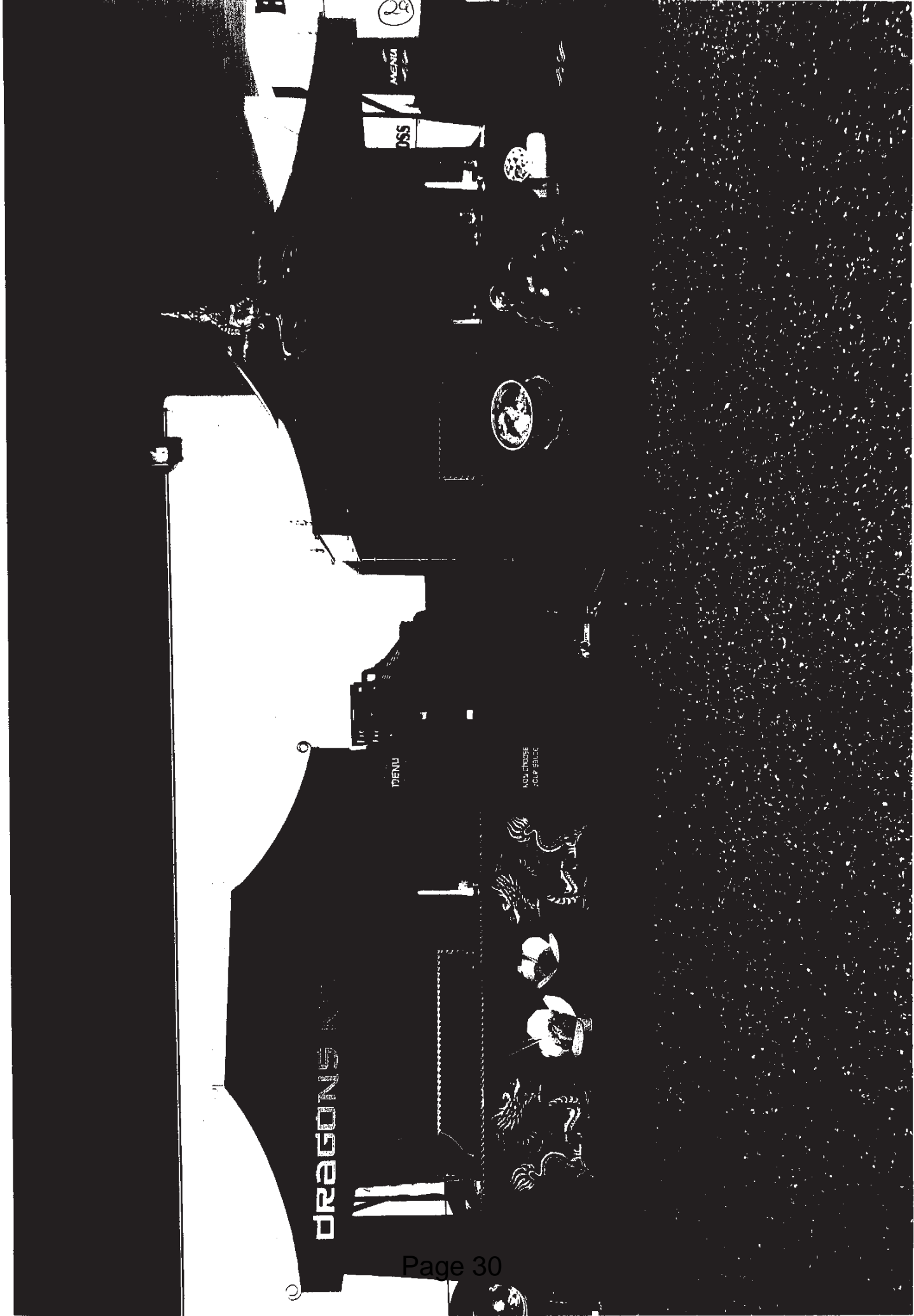
**Licensing Services  
Block C  
Staniforth Road Depot  
Staniforth Road  
SHEFFIELD  
S9 3HD**

**Tel: 0114 203772  
Fax: 0114 2735410**

**Email: [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk)**

Or Visit our website: HYPERLINK "<http://www.sheffield.gov.uk>"  
[www.sheffield.gov.uk](http://www.sheffield.gov.uk)

**The Licensing General Section is open from: 9am to 5pm Monday to  
Friday**



# **COMMENTS REGARDING APPLICATIONS**

**Turley Stephanie (CEX)**

---

**From:** Turner Paul (DEL-H/Way Regs)  
**Sent:** 19 July 2012 10:27  
**To:** Turley Stephanie (CEX)  
**Subject:** RE: Street Trading applications for the city centre

Hi Stephanie,

I note that you have copied City Centre Management Team in to your e-mail. Certainly they are better placed in terms of current activities and events on Fargate and in Tudor Square to comment on this application. However, from a highways view, particularly with regard to Fargate I can confirm that there is a Traffic Regulation Order covering the precinct. For example, delivery vehicles can only drive onto the precinct before and up to 10.00am, by which time they should be removed. In the evening vehicles can only come back onto the area of Fargate after 6.00pm. This is obviously designed to reduce risk to pedestrians from moving vehicles.

There may be scope for relaxation of the Traffic Regulation Order for certain 'one off' cases / events. This is something that Parking Services deal with through their dispensations, although given the amount of pedestrian footfall and the risk to the public it is not always granted.

I trust that this information is of use.

Regards, Paul.

Paul Turner  
Highway Licences  
2-10 Carbrook Hall Road  
Sheffield  
S9 2DB  
Tel : 0114 2736137  
Fax : 0114 2736210

-----Original Message-----

**From:** Turley Stephanie (CEX)  
**Sent:** 17 July 2012 15:53  
**To:** 'sheffield.liquor-licensing@southyorks.pnn.police.uk';  
planningdc@sheffield.gov.uk; Vickers Pete; Turner Paul (DEL-H/Way Regs);  
'DGill@syfire.gov.uk'; City Centre Management Team  
**Subject:** Street Trading applications for the city centre

Please find attached applications for two city centre pitches ( I will send you another photo of the barrows as this one is not clear )

Can I please have your comments by the 14th August. In any case it will go before Licensing Committee for determination.

Regards  
Stephanie

> \_\_\_\_\_  
>  
> Stephanie Turley  
> Licensing Officer  
> Licensing Service, Business Strategy & Regulation, Block C, Staniforth Road Depot,  
> Sheffield, S9 3HD  
>  
>Telephone: 0114 20 37752  
>Fax: 0114 27 35410  
>Email: Stephanie.turley@sheffield.gov.uk  
>Web: www.sheffield.gov.uk



**Stockdale Kathy (CEX)**

---

**From:** Cooper Steve (DEL)  
**Sent:** 12 September 2012 15:29  
**To:** Stockdale Kathy (CEX); Bond Lucy  
**Subject:** RE: City Centre street trading application x2 Candy Harris

Hello Kathy,

I will attend the hearing.

The units themselves are reasonable in appearance although I'm not sure how moveable they will be without a vehicle.

We have some concerns about where the license will be granted for as we have consent sites at the bottom of Fargate and in Tudor Sq (top end near Winter Gardens). The bottom of Fargate is already very congested with the Ice cream van and the Peddlers market !!! and I cant really see how a unit of this size will fit in without causing problems.

Regards

Steve

Steve Cooper

City Centre Resources Manager

City Centre Management Team

2nd Floor

Yorkshire House, Leopold St

Sheffield, S13RT

0114 2736832

07971750722

---

**From:** Stockdale Kathy (CEX)  
**Sent:** 06 September 2012 16:58  
**To:** Cooper Steve (DEL); Pashley Deirdre; Bond Lucy  
**Subject:** City Centre street trading application x2 Candy Harris  
**Importance:** High

Hello,

I am in receipt of two applications circulated to yourselves on 17th July, 2012:

Tudor Square                      Thai Curry Food  
 Bottom of Fargate    Chinese Noodles

I would appreciate your replies no later than 3pm, Thursday 13th September please, as the matter is listed for a hearing on 25th September, 2012 at 10:00am and the information needs to be circulated. You are invited to attend the hearing to enable Members to ask questions if required.

Thank you.

Kathy.

**Kathy Stockdale**

Senior Licensing Officer

Business Strategy and Regulation

Place Portfolio

Sheffield City Council, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.

Telephone: 0114 20 37752

Fax: 0114 20 37750

Email: [kathy.stockdale@sheffield.gov.uk](mailto:kathy.stockdale@sheffield.gov.uk) [www.sheffield.gov.uk](http://www.sheffield.gov.uk)

**Stockdale Kathy (CEX)**

---

**From:** Bond Lucy  
**Sent:** 13 September 2012 16:04  
**To:** Cooper Steve (DEL); Stockdale Kathy (CEX)  
**Subject:** RE: City Centre street trading application x2 Candy Harris

Kathy,

I am not going to make any formal comments as I cannot attend the hearing as I am on leave that week.

I do echo what Steve is saying on the bottom of Fargate - it is very congested and I could only see something really small (like the chestnut seller) fitting in down there - I'll rely on Steve for making that case.

I have to say that it doesn't really seem to fit the 'small barrow' criteria for small traders so I am concerned this could be setting a bit of a precedent if it is allowed.

Lucy

Lucy Bond  
Development Management  
(0114) 273 4556

---

**From:** Cooper Steve (DEL)  
**Sent:** 12 September 2012 15:29  
**To:** Stockdale Kathy (CEX); Bond Lucy  
**Subject:** RE: City Centre street trading application x2 Candy Harris

Hello Kathy,

I will attend the hearing.

The units themselves are reasonable in appearance although I'm not sure how moveable they will be without a vehicle.

We have some concerns about where the license will be granted for as we have consent sites at the bottom of Fargate and in Tudor Sq (top end near Winter Gardens). The bottom of Fargate is already very congested with the Ice cream van and the Peddlers market !!! and I cant really see how a unit of this size will fit in without causing problems.

Regards

Steve

Steve Cooper

City Centre Resources Manager

City Centre Management Team

2nd Floor

Yorkshire House, Leopold St

Sheffield, S13RT

0114 2736832

07971750722



# South Yorkshire Fire & Rescue

WORKING FOR A SAFER SOUTH YORKSHIRE  
Sheffield Technical Fire Safety  
197 Eyre Street  
Sheffield  
S1 3FG

**James Courtney**  
Chief Fire Officer & Chief Executive

Date: 02/08/2012  
Your Ref: e-mail dated 17/07/2012

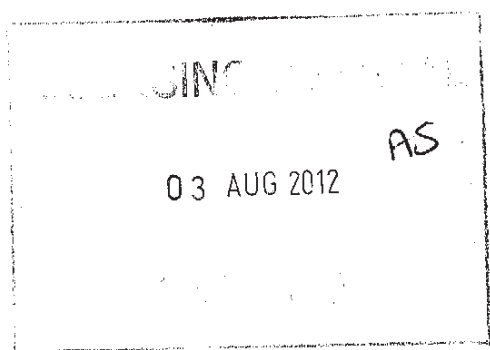
Our Ref: IGM/#280514/W20012/0/726866

This matter is being dealt with by: Mr K Harrison  
Tel Direct line: 0114 2532382  
Email: kharrison@syfire.gov.uk

Fax Direct line: 0114 2532888  
Website: www.syfire.gov.uk

Tel: 0114 2727202  
Fax: 0114 2532888

The Director  
Admin and Legal Department  
Block C  
Staniforth Road Depot  
609 Staniforth Road  
Sheffield  
S9 3GZ



Dear Sir/Madam

**LEGISLATION:**

**Local Government (Miscellaneous Provisions) Act 1982  
Fire & Rescue Services Act 2004**

**USE OF PREMISES:**

**Catering Tent selling Chinese Noodles at Bottom of Fargate Street,  
Sheffield  
and**

**APPLICANT:**

**Catering Tent selling Thai Curry Food at Tudor Square, Sheffield  
Ms Candy Harris, 6 Salsview Fair Park, Tudworth Road, Hatfield,  
Doncaster DN7 6HL**

Your application for street trading will be considered to be satisfactory by South Yorkshire Fire and Rescue provided the following factors are taken into account when siting your vehicle:

- It is advised that care should be taken when positioning vehicles to ensure that the access for emergency vehicles and fire hydrant water supplies are not obstructed.
- It is good practice to provide a fire blanket and a 2KG dry powder extinguisher where catering facilities are being used.
- A Fire Safety Risk Assessment should be conducted.

If you require any further information please contact the officer dealing with this matter.

Yours faithfully

Officer

# APPENDIX 'C'

**SHEFFIELD CITY COUNCIL**

**LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982  
Street Trading – City Centre**

**IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING**

To: Mrs Candy Harris

**LEGISLATION:** Local Government (Miscellaneous Provisions) Act 1982

**LICENCE TYPE:** Street Trading Consent

I refer to the above and your two applications for the grant of a street trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details will be provided in the report to the Committee which will be sent to you in due course. The Licensing Committee has the authority to decide what action to take in relation to each application.

**The Committee has indicated that it expects applicants to attend the meeting.**

The meeting will take place on **Tuesday, 25<sup>th</sup> September, 2012** in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at **10:00 am**.

**PLEASE NOTE:**

I would be grateful if you could confirm that you will be attending the meeting by telephoning the Licensing Office on 0114 2037752.



Date: 5<sup>th</sup> September 2012

.....  
Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

**IMPORTANT: A DECISION IS LIKELY TO BE MADE ON THIS ISSUE WHETHER YOU MAKE REPRESENTATION OR NOT.**

Licensing Service, Business Strategy and Regulation, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD  
Telephone 0114 2037752

**The Licensing Service is open from 9.00am to 5.00pm, Monday to Friday**

**SHEFFIELD CITY COUNCIL**

**LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982  
Street Trading – City Centre**

**IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING**

To: Lucy Bond, Development Services

**LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982**

**LICENCE TYPE: Street Trading Consent**

I refer to the above and two applications for the grant of a street trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details will be provided in the report to the Committee which will be sent to you in due course. The Licensing Committee has the authority to decide what action to take in relation to each application.

**The Committee has indicated that it expects applicants to attend the meeting.**

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**PLEASE NOTE:**

I would be grateful if you could confirm that you will be attending the meeting by telephoning the Licensing Office on 0114 2037752.

Date: 13<sup>th</sup> September 2012

.....  
Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

**IMPORTANT: A DECISION IS LIKELY TO BE MADE ON THIS ISSUE WHETHER YOU MAKE REPRESENTATION OR NOT.**

Licensing Service, Business Strategy and Regulation, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD  
Telephone 0114 2037752

**The Licensing Service is open from 9.00am to 5.00pm, Monday to Friday**

# SHEFFIELD CITY COUNCIL

## LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982 Street Trading – City Centre

### IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING

To: City Centre Manager

**LEGISLATION:** Local Government (Miscellaneous Provisions) Act 1982

**LICENCE TYPE:** Street Trading Consent

I refer to the above and two applications for the grant of a street trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details will be provided in the report to the Committee which will be sent to you in due course. The Licensing Committee has the authority to decide what action to take in relation to each application.

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**PLEASE NOTE:**

I would be grateful if you could confirm that you will be attending the meeting by telephoning the Licensing Office on 0114 2037752.

Date: 13<sup>th</sup> September 2012

.....  
Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

**IMPORTANT: A DECISION IS LIKELY TO BE MADE ON THIS ISSUE WHETHER YOU MAKE REPRESENTATION OR NOT.**

Licensing Service, Business Strategy and Regulation, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD  
Telephone 0114 2037752

**The Licensing Service is open from 9.00am to 5.00pm, Monday to Friday**

# APPENDIX 'D'



## STREET TRADING CONSENT APPLICATION

### SUB-COMMITTEE HEARING PROCEDURE

This procedure has been drawn up to assist those parties attending Street Trading Consent Committee hearings.

1. The Chair of the Licensing Committee will introduce the Committee and ask officers to introduce themselves.
2. The Chair will ask the applicants and interested parties to formally introduce themselves.
3. The Solicitor to the Committee will outline the procedure to be followed at the hearing.
4. Hearing Procedure:-
  - (a) The Licensing Officer will introduce the report.
  - (b) Questions concerning the report can be asked both by Members and the applicant.
  - (c) The applicant/consent holder (or his/her nominated representative) will then be asked to:-
    - (i) detail the application;
    - (ii) provide clarification on the application and respond to the representations made.
  - (d) The Chair of the Licensing Committee will invite Members of the Sub-Committee and all other parties present to put any relevant questions to the applicant and/or his/her representative.
  - (e) Consultees / interested parties will be invited to present their representations or elect a spokesperson (which may be a Councillor) to speak on their behalf. New representations must not be raised.
  - (f) The Chair of the Licensing Committee will invite Members of the Sub-Committee and all other parties present to put any relevant questions to the consultees / interested parties.
  - (g) The consultees / interested parties will be invited to sum up. A maximum of 5 minutes will be allowed.
  - (h) The applicant will be invited to sum up. A maximum of 5 minutes will be allowed.
  - (i) The Licensing Officer will then detail the options.
  - (j) There will then be a private session for Members to take legal advice and consider the application.
  - (k) Once a decision has been reached, all parties will be invited to return. The Sub-Committee's decision and reasons will be announced by the Chair.
  - (l) The Sub-Committee's decision will be confirmed in writing to the applicant and those parties who made representations.

- NB:
- 1) At any time in the Licensing Process Members of the Committee may request legal advice from the Solicitor to the Committee. This advice may be given in open session or in private.
  - 2) The Committee Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.

**There is no right of appeal against the Council's decision to refuse to grant or revoke a Street Trading Consent.**

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**SHEFFIELD CITY COUNCIL  
Licensing Committee Report**

6

---

**Report of:** Chief Licensing Officer, Head of Licensing

---

**Date:** 25<sup>th</sup> September, 2012 at 10:40 am

---

**Subject:** Local Government (Miscellaneous Provisions) Act 1982 – Street Trading Consent

---

**Author of Report:** Kathy Stockdale – 203 7752

---

**Summary:** To consider an application for a Street Trading Consent

---

**Recommendations:** That Members note the content of the report and any further information supplied.

---

**Background Papers:** Attached to this report.

---

**Category of Report:** OPEN

---









**REPORT OF THE CHIEF LICENSING OFFICER,  
HEAD OF LICENSING TO THE LICENSING COMMITTEE**

REF No: 74/12

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

**STREET TRADING**

**CONSENT SITE – Ribston Road, Sheffield S9**

**1.0 PURPOSE OF REPORT**

1.1 To consider an application for the grant of a static street trading consent.

**2.0 INTRODUCTION**

2.1 The Council as a Licensing Authority have power under the provision of the 1982 Act to regulate Street Trading in the City.

2.2 A Street Trading Consent is required to trade on any Street (which includes roads, footways, forecourts, or other areas to which the public have access) within the Sheffield City Boundary.

2.3 The Licensing Committee at it's meeting of 29<sup>th</sup> January 2002 passed the following resolution:

1. That under the provisions of schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982:
  - (a) all streets (which includes roads, footways, forecourts or other areas to which the public have access) within the Sheffield City boundary, shall be designated consent streets and;
  - (b) such street trading designation shall take effect as from the 1<sup>st</sup> April 2002; and
  - (c) all previous designations in relation to street trading will be rescinded as a result of the designation set out above.
2. The effect of this resolution is that from 1<sup>st</sup> April 2002, it will be an offence to engage in street trading in any street or any other place identified in the above resolution without being authorised to do so by consent from the City Council.

2.4 A Local Authority may attach conditions to a Street Trading Consent. The conditions may include conditions to prevent obstruction of the street and danger to persons using the street or nuisance or annoyance.

2.5 A Street Trading Consent may only be granted for a maximum period of twelve months.

2.6 There is no appeal procedure against the refusal or revocation of a consent. An applicant may, however apply for judicial review of the councils decision.

### **3.0 THE APPLICATION**

3.1 The applicant is Mr Baseer Mohammed and a copy of the application is attached at Appendix 'A'.

3.2 The application is to sell fruit, vegetables and cold drinks, on a Friday, 12:00 noon to 16:00pm.

3.3 The applicant would like to trade on Ribston Road, please refer to Appendix 'B' for the details of the proposed site submitted by the applicant and site plan.

3.4 A copy of the Council's City Wide Street Trading Quality Specification is attached at Appendix 'C'.

### **4.0 REASONS FOR REFERRAL**

4.1 Objections to the application have been received from a number of premises, including local businesses.

### **5.0 BACKGROUND**

5.1 Mr Mohammed submitted an application for a static street trading consent on 8<sup>th</sup> August 2012.

5.2 The application and plan was circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Planning and Highways on 8<sup>th</sup> August 2012.

5.3 In addition, Licensing Officers sent notices to local businesses (details of which are attached at Appendix 'D') and erected notices at the site of the proposal. Copies of the notices are attached at Appendix 'E'.

5.4 From the consultations carried out above, objections have been received and are attached to the report at Appendix 'F'.

5.5 The applicant and objectors have been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'G'.

5.6 A copy of the hearing procedure is attached at Appendix 'H'.

### **6.0 FINANCIAL IMPLICATIONS**

6.1 There are no financial implications for the Council arising from this report.

### **7.0 RECOMMENDATIONS**

7.1 That Members consider all the relevant information available and any representations that may be made.

**8.0 OPTIONS OPEN TO THE COMMITTEE**

- 8.1 To grant the Street Trading Consent.
- 8.2 To defer the matter for further consideration.
- 8.3 To refuse the grant of the Street Trading Consent.

Steve Lonnia  
Head of Licensing  
Block C Staniforth Road  
Staniforth Road  
Sheffield  
S9 3HD

13<sup>th</sup> September 2012

**APPENDIX 'A'**



**SHEFFIELD CITY COUNCIL**

**Application for the Grant of a Street Trading Consent**

**WARNING**

Paragraph 10(3) of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 gives the following warning:-

“Any person who, in connection with an application ...for a street trading consent, makes a false statement which he knows to be false, in any material respect, or which he does not believe to be true, shall be guilty of an offence.”

**IMPORTANT:** Please read notes attached to this form before completing it.  
Please read the guidance booklets on street trading in Sheffield.  
If you are applying as an Individual or a Partnership, please complete Part A.  
If you are applying as a Limited Company please complete Part B.

**PART A**

**1<sup>ST</sup> APPLICANT**

(Mr/Mrs/Miss)

Surname..... MOHAMMED

First Name..... BASEER

Home Address..... [REDACTED]

Town/City..... BRADFORD

Post Code..... [REDACTED]

Contact Number..... 07

Date of Birth..... [REDACTED] Age..... 32

**2<sup>ND</sup> APPLICANT (if applicable)**

(Mr/Mrs/Miss)

Surname.....

First Name.....

Home Address.....

Town/City.....

Post Code.....

Contact Number.....

Date of Birth..... Age.....

*(All Applicants must be over 17 years of age)*

**1<sup>st</sup> Applicant**

Have you ever been convicted of any offence(s)?

YES/NO (NO)

**2<sup>nd</sup> Applicant (if applicable)**

Have you ever been convicted of any offence(s)?

YES/NO

This information is subject to the Rehabilitation of Offenders Act 1974  
(Please also include details of any spent convictions)

If "Yes" please detail them below: (Please continue on a separate sheet if necessary).

1<sup>st</sup> Applicant

Date of Conviction	Offence	Penalty
.....	.....	.....
.....	.....	.....

2<sup>nd</sup> Applicant (if applicable)

Date of Conviction	Offence	Penalty
.....	.....	.....
.....	.....	.....

I declare that I have checked the information given in this application form and to the best of my knowledge it is correct. I understand that the Local Authority reserve the right to make further enquiries with South Yorkshire Police as a result of this application as they may consider desirable.

1<sup>st</sup> Applicant

*[Handwritten Signature]*

Signature.....

Date..... 27-07-12

2<sup>nd</sup> Applicant

Signature.....

Date.....

**PART B**

**Company Details (If applying as a Corporate body)**

Name.....

Registered Address.....

Registered Number.....

Description of Applicant.....

Contact Number..... 

Please provide details of all Directors (including full names, addresses and date of births and details of any convictions), a separate sheet may be used.

**PART C**

Trading Name (if applicable) .....

Trading Address (if different from overleaf).....  
.....  
.....

Post Code..... Telephone Number.....

Site to be occupied: (STATIC)..... R1 BOSTON ROAD - wed + fri -

12.00 - 16.00  
(Please attach a detailed plan of the exact location of the proposed site)

MOBILE traders, please indicate CITY WIDE:.....

(Please refer to appropriate guidance booklets for specific conditions attached to mobile consents)

NOTE: Applicants can apply for both a Mobile and Static Consent using the same vehicle.

Items to be sold (i.e. Hot Food, Canned Drinks, Hot Drinks, Confectionery, Cold Food, Ice Cream, Fruit & Veg, etc.)

Fruit and veg + drinks (cold)

Please specify days of trade: ~~MONDAY TO SATURDAY~~ Friday

Please specify hours of trade: ~~10.00 AM Till 7.00 PM~~ 12.00 till 16.00

**Details of Vehicle**

Registration Number: V7 MRP

Date of First Registration:.....

Last M.O.T/Service: 28-07-12

Size of Vehicle: ~~2.8L~~ 2.8L  
(Please submit photographs and dimensions of vehicle/stall with this application)


How do you propose to dispose of waste from your business?



PART D

**DECLARATION: I,**

- declare that all the information I have given in this application is complete and correct;
- declare that I am over 17 years of age (in cases of individual Applicants)
- undertake to comply with the Sheffield City Council Street Trading Consent Conditions;
- undertake to pay Sheffield City Council the relevant consent fee (when determined) where previously agreed in quarterly instalments in advance whether demanded or not;
- understand that consents are not transferable; and
- understand that the Local Authority reserve the right to make further enquiries with South Yorkshire Police as a result of this application as they may consider desirable.
- understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked

Signed.......... Dated..... 27.07.12 .....

(1<sup>st</sup> Applicant)

Capacity.....

Signed..... Dated.....

(2<sup>nd</sup> Applicant if applicable)

Capacity.....

---

**For Office Use Only:**

DATE RECEIVED:..... TIME RECEIVED:.....

RECEIPT NUMBER:..... FEE:.....

OFFICER INITIALS:..... ACCEPTED? YES / NO - Returned.....

**NOTES**

1. The completed form must be returned in an envelope marked CONFIDENTIAL to the address below.
2. If there is insufficient room on this form to fully answer the questions; or if you wish to make any further statement in support of your application, please do so on a separate sheet of paper and attach it to this form.
3. The Council is under no obligation whatsoever to grant a consent to any person; you will be notified of the result of this application, as soon as possible.
4. This form should be completed and returned to the;

**Licensing Services  
Block C  
Staniforth Road Depot  
Staniforth Road  
SHEFFIELD  
S9 3HD**

**Tel: 0114 203772  
Fax: 0114 2735410**

**Email: [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk)**

Or Visit our website: [www.sheffield.gov.uk](http://www.sheffield.gov.uk)

**The Licensing General Section is open from: 9am to 5pm Monday to Friday**

# UK Registration Certificate

Official use only

## 4. Vehicle details

A Registration number **V7 MRP** 2 [A.1] Validation character **1** 3

B Date of first registration **10 12 1999**

[B.1] Date of first registration in the UK **10 12 1999**

D.1 Make **VAUXHALL**

D.2 Type

Variant

Version

D.3 Model **MOVANO DTI 3500 LWB**

D.5 Body type **LUTON VAN**

[X] Taxation class **PRIVATE/LIGHT GOODS (PLG)**

[D.6] Suspension Type

[Y] Revenue weight **3500 KG GROSS**

P.1 Cylinder capacity (cc) **2799 CC**

V.7 CO<sub>2</sub> (g/km)

P.3 Type of fuel **HEAVY OIL**

S.1 Number of seats, including driver

S.2 Number of standing places (where appropriate)

[D.4] Wheelplan **2-AXLE-RIGID BODY**

J Vehicle category

K Type approval number

P.2 Max. net power (kW)

E VIN/Chassis/Frame No. **VN1U9CCK520930826**

P.5 Engine number **2886419**

R.1 Max. permissible mass (exc. m/c)

G Mass in service

Q Power/Weight ratio (kW/kg) (only for motorcycles)

R Colour **WHITE**

O **Technical permissible maximum towable mass of the trailer:**

O.1 braked (kg)

O.2 unbraked (kg)

U **Sound level:**

U.1 stationary (dB(A))

U.2 engine speed (min-1)

U.3 drive-by (dB(A))

V **Exhaust Emissions:**

V.1 CO (g/km or g/kWh)

V.2 HC (g/km or g/kWh)

V.3 NOx (g/km or g/kWh)

V.4 HC+NOx (g/km)

V.5 particulates (g/km or g/kWh)

## 5. Registered keeper

If any details are wrong enter the correct details in section 6, sign section 8, and return to DVLA.

C.4.c - This document is not proof of ownership.

C.1.1 **BASEER MOHAMMED**

C.1.3 **BRADFORD**

I **ACQUIRED VEHICLE ON 03 10 2011**  
 Please write in black ink and CAPITAL LETTERS.

## 6. New keeper or new name/new address details

Please see section 12

Mr 1 Mrs 2 Miss 3 Please tick  the appropriate box **W** 4

Title (for example, Ms, Rev and so on) or business name:

First names: 5

Surname: 6

For company use only DVLA/DVA Fleet number 7

Date of birth (not required by law) 8 Postcode: 9

House No: 10

Address: 11

Post town:

New keeper? If so tick this box:  **K** 12 Date of sale or transfer: 13

Driving licence number of the new keeper (not required by law)

Present mileage (not required by law) 15

**R** 16 **S** 17

## 7. Changes to current vehicle

Only enter corrected or altered details **H** 19

Wheelplan / Body type 20

VIN / Chassis / Frame Number 21

New revenue weight 22 Date of change 23 Cylinder capacity (cc) 24

No. of seats inc. driver 25 No. of standing places 26 Type of fuel 27

Engine number 28

New colour 29 Date of change 30 CLR

Tax class **Y** 31 32

\*The tax class shown in section 4 can only be changed when taxing. Please apply at your nearest DVLA local office.

## 8. Declaration - You MUST sign, date and return this page to DVLA, Swansea, SA99 1BA when you notify any changes.

Registered keeper: I declare that the new details I have given are correct to the best of my knowledge.

New keeper: I declare that this vehicle was sold or transferred to me on the date shown in section 6 and my name and address are correctly shown.

Signature: Date: Signature: Date:

Law: If the vehicle is sold or transferred, both the registered keeper and the new keeper must sign this Certificate.

Official use only - Please do not write below this line.





# Commercial Vehicle Direct

Agents Reference: ULZX05TW01

MMT Centre  
Severn Bridge  
Aust, Bristol  
BS35 4BL

Authorised and Regulated by the Financial Services Authority

Reason for Issue: Mid-Term Adjustment

## Certificate of Motor Insurance

W60

Certificate No:

LDCV10170023798

1. Registration mark of vehicle: v7 mrp
2. Name of policy holder: Mr Zia Ul-Haq
3. Effective date of the commencement of insurance for the purposes of the relevant law: 14:00 hours 6th August 2012
4. Date of expiry of insurance: 23:59 hours 16th July 2013
5. Persons or classes of persons entitled to drive:  
As defined below provided that the person driving holds a licence to drive the vehicle or has held and is not disqualified from holding or obtaining such a licence.

Mr Zia Ul-Haq  
Mr Mohammed Baseer

6. Limitations as to use:  
Use for Social Domestic and Pleasure purposes and Carriage of Goods in connection with the business of the policy holder or policy holder's spouse.

Excluding use for hire and reward (other than for carriage of goods for hire or reward), commercial travelling, or any purpose in connection with the motor trade. Other exclusions include, use for racing, trails, pace-making, competition, rallies, track days, speed tests either on road or track.

We hereby certify that the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Guernsey, the Island of Jersey and the Island of Alderney.

Authenticated by Commercial Vehicle Direct Insurance Services



On behalf of Authorised Insurers

Please note:

Driving other vehicles on a third party only basis is NOT included.  
Southern Rock Insurance Company Limited of Suite 2B, Eurolife Building, 1 Corral Road, Gibraltar. Authorised and regulated by the Financial Services Commission, Gibraltar.  
Advice to third parties - Nothing contained in this certificate affects your right as a third party to make a claim.  
Alyun Insurance Company Limited, P.O. Box 1334, First Floor Grand Ocean Plaza, Ocean Village, Gibraltar. Authorised and regulated by the Financial Services Commission, Gibraltar.

1. This Certificate is not transferable to a new owner of the vehicle.
2. If the insurance is to be suspended or terminated during currency, this certificate must be returned to your broker or to the Underwriters
3. The insurance evidenced by this Certificate of Motor Insurance extends to include the compulsory insurance requirements of any other member of the European Union or any country which the Commission of the European Communities is satisfied has made arrangements to meet the requirements of Article 7(2) of European Communities Directive 72/166/EEC. Please refer to your broker for further information. Important
4. The renewal premium should be paid before the renewal date so that a new certificate of insurance can be issued.
5. The insurers are not obliged to accept the premium if it is paid after the expiry date.

Glass Damage Line: 0800 316 8316	Breakdown Recovery Line:	Customer Services Line: 0845 219 0510
Accident/Claims Line: 0845 219 0512	Page 55	Keeping You on the Move: 0845 873 7832

# MOT Test Certificate



Vehicle & Operator Services Agency

MOT Test Number

848533802292

Make

VAUXHALL

Model

MOVANO

Colour

WHITE

Issuer's name

M. IQBAL

Signature of Issuer

Expiry Date

JULY 27th 2013  
THIRTEEN

Additional Information

to preserve the anniversary of the expiry date the earliest you can present your vehicle for test is 28/06/2013

Want a reminder? Text MOT No. to 66848. Cost £1.50. Subscribing confirms acceptance of T&Cs.

Go to [www.direct.gov.uk/motreminders](http://www.direct.gov.uk/motreminders) for information.

Inspection Authority

LUMB LANE TYRES

UNIT 5

BOWLAND STREET

BRADFORD

BD1 3BW

01274 737123

Test Station

VI05744

Issued

JULY 21st 2012  
(TWELVE) 14:59

## Advisory Information

### Advisory Items

001 Nearside front upper Suspension arm ball joint dust cover deteriorated, but preventing the ingress of dirt [2.4.G.2]

002 Offside front Tyre worn close to the legal limit [4.1.E.1]

003 Nearside rear Anti-roll bar linkage has slight play in a ball joint [2.4.G.2]

004 Oil leak

## About this document

- 1 This document is a receipt style certificate telling you that an MOT Test pass result has been recorded on The Vehicle & Operator Services Agency's (VOSA's) database of MOT Test results; this may be verified at [www.direct.gov.uk/yourmotcheck](http://www.direct.gov.uk/yourmotcheck)
- 2 A test certificate relates only to the condition of the components examined at the time of test. It does not confirm the vehicle will remain roadworthy for the validity of the certificate.
- 3 Check carefully that the details are correct.
- 4 Whilst advisory items listed above do not constitute MOT failure items they are drawn to your attention for advice only.
- 5 For further information about this document please visit [www.direct.gov.uk/mot](http://www.direct.gov.uk/mot) or contact VOSA on 0300 123 9000\*.

An executive agency of the  
Department for  
**Transport**



Suite 401, Sol House  
29 St Katherine's Street  
Northampton NN1 2QZ

**t** 0845 071 0270  
**e** customerservices@simplybusiness.co.uk  
**w** www.simplybusiness.co.uk

Mohammed Baseer  
M Baseer Fruit And Veg  
[Redacted]  
Bradford  
[Redacted]

501

Dear Mr Baseer,

### Your Business Insurance policy

We are pleased to confirm your Business Insurance has been arranged through Simply Business.

Your insurer : Finsbury Insurance Group	Your policy number : [Redacted]
Policy start date : 20/03/2012	Policy end date : 19/03/2013
Your premium : £ 68.90	To make a claim call : 0845 604 9848

Details are also printed on the attached insurance card. Simply detach your card from this letter and fold it in half. Please keep it in a safe place as it will come in handy if you need to make a claim.

Your Policy Schedule document is enclosed with this letter. To get all your insurance documents, including your invoice, all you need to do is login to your secure online account. Type this link into your browser for instructions on retrieving your documents online:

<http://www.simplybusiness.co.uk/download-policy-documents>

If you have any questions about your policy or need to update some information about yourself or your business please call 0845 071 0270 or email: customerservices@simplybusiness.co.uk

Yours sincerely,

Lisa Cochran  
Customer Service Director  
Simply Business

**Introduce a friend  
and we'll send you both  
£25**

[www.simplybusiness.co.uk/refer](http://www.simplybusiness.co.uk/refer)

Enter your friend's name and email address.  
Once they've become a customer, we'll send  
you both a £25 reward

## Your insurance details

Name : Mohammed Baseer  
Company Name : M Baseer Fruit And Veg  
Policy Number : [Redacted]  
Claims Tel Number : 0845 604 9848  
Claims Reference : N/A  
Renewal Date : 19/03/2013

If you have any questions regarding your policy,  
please email customerservices@simplybusiness.co.uk

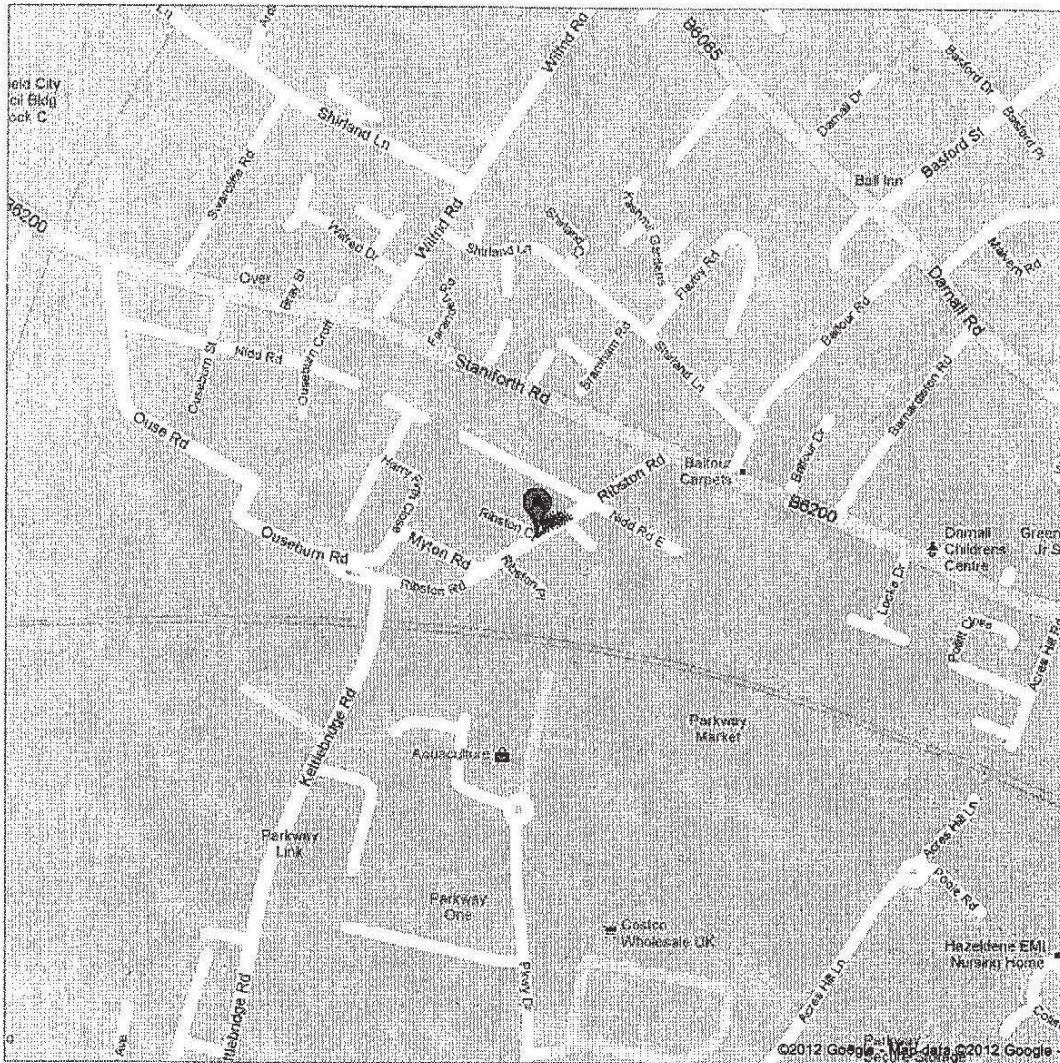
**APPENDIX 'B'**





Address Ribston Rd  
Sheffield, South Yorkshire S9, UK

Ribston Road  
Street trading

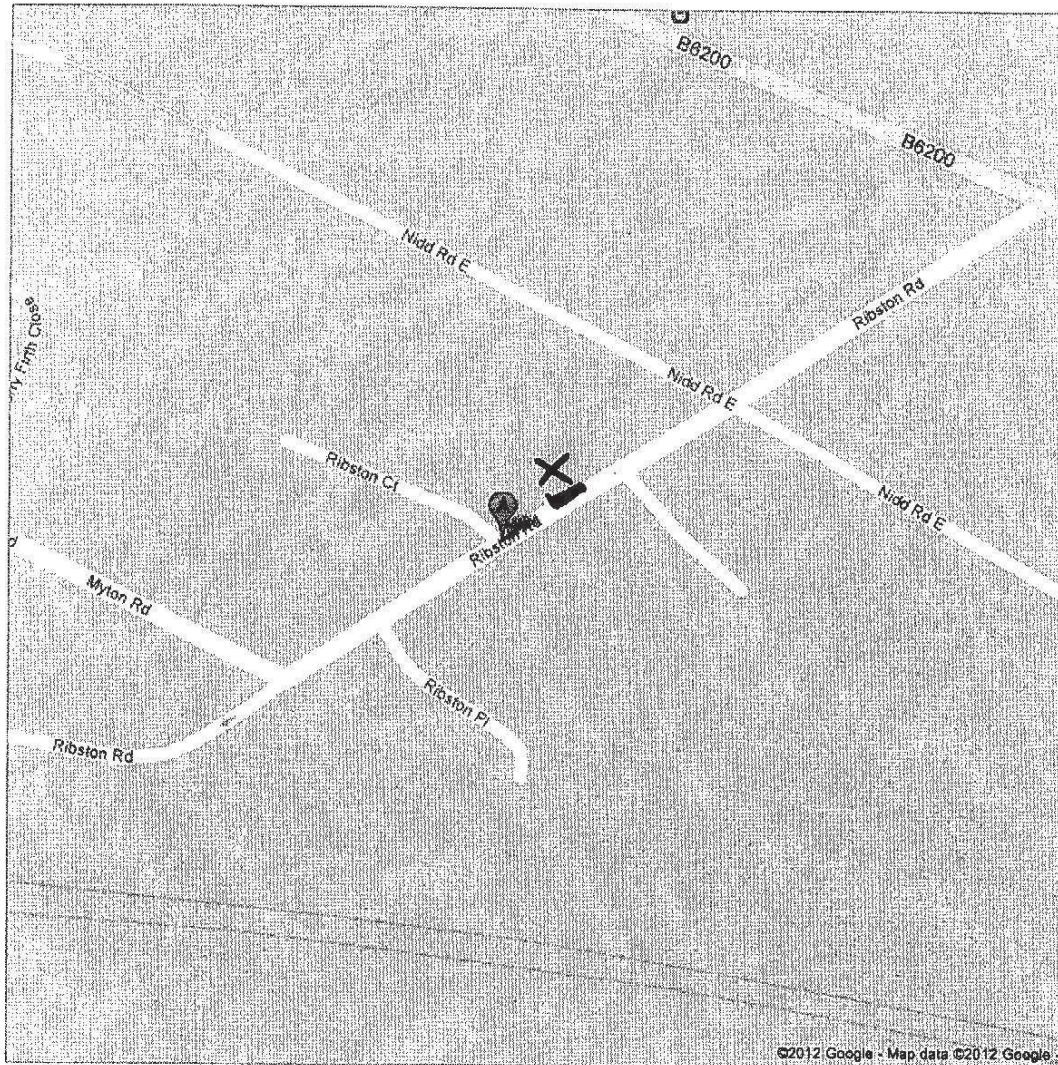




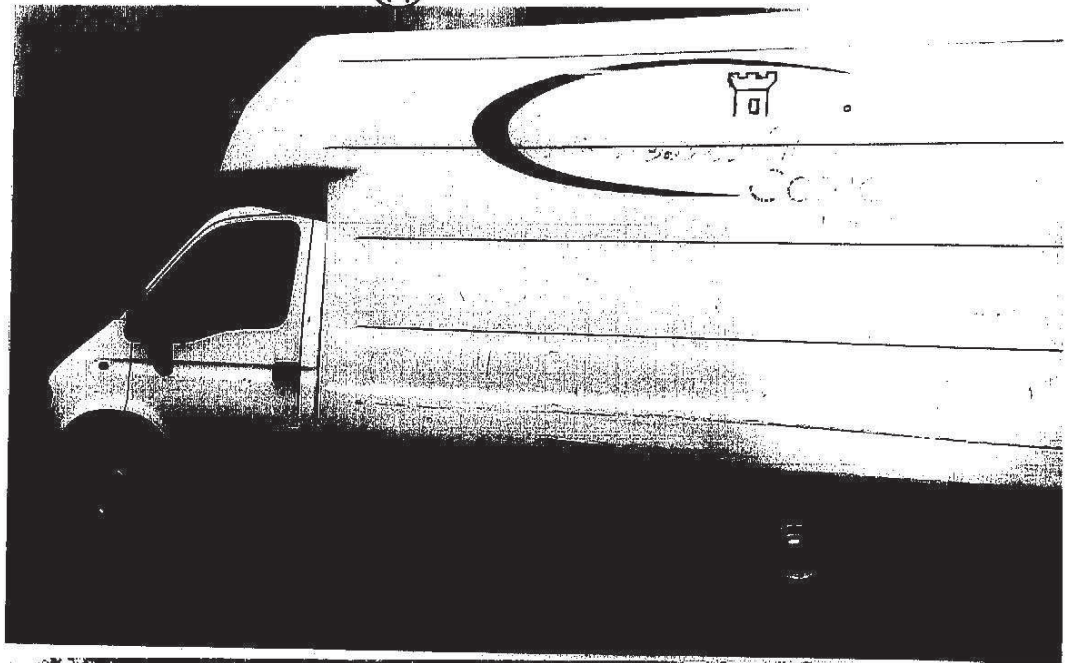


Address **Ribston Rd**  
**Sheffield, South Yorkshire S9, UK**

Ribston Road  
Street Trading







**APPENDIX 'C'**

**CITY WIDE STREET TRADING  
QUALITY SPECIFICATION**  
(This specification does not include the city centre)

**Vehicle Design**

- Good display is an important part of the selling process and top quality presentation encourages purchase and benefits the retailers reputation.
- It is in the best interest of traders to produce a high quality design in their stall.
- The function of the stall is to identify the trader and add vitality and colour to the immediate area, and reflect the quality, cleanliness and order in their operation. The stall contributes to the appearance of the area for good or bad, so design matters to everyone who uses the street, as well as the operator.
- Sign writing and scrollwork must be finished to a standard acceptable to the City Council.
- The unit must be visually acceptable to the City Council.
- Vehicles used to tow trailers must be parked legally at all times.
- Advertisements on stalls will not be permitted except by permission of the Council in writing and subject to further conditions. The Council shall be the sole judge of what is an acceptable advertisement.
- The Council will reserve the right to not renew any consent where it considers the product/s offered by the operator are not in keeping with the requirements of the site.
- The general design of the stall must meet the requirements of the Council for the location and proposed hours or days of trading. A photograph of the actual stall or proposed model must be submitted on application.
- Bright colours and a sense of fun are encouraged.
- Pitched and curved roofs are encouraged.
- Canopies must be maintained and cleaned.
- Non-motorised vehicles (ie carts/barrows) are encouraged in pedestrian areas. For example shopping areas like Woodseats, Hillsborough, etc.

**APPENDIX 'D'**



COMPLETE IF NEAR SHOP POLICY APPLIES

Name and Address of Business / Residential Property address	Nature of Business		
	Sandwich Shop/Café/ Takeaway	Off-Licence selling sandwiches, confectionary etc.	Other (please specify)
S+S Tye Services - NO ISSUES.			Tobacco, fruit veg + confectionary mini supermarket.
Staniforth Mini Market 503 Staniforth Road S9 4RA.			" " ↙
Ali Continental 501 Staniforth Rd S9 3FR.			(- Tobacco). " "
Rassam Day 2day 427-429 Staniforth Rd S9 3FR.			" "
DON VALLEY NEWS. 411 Staniforth Rd S9 3FR.			" "
KHAWAJA BROTHERS. 393 Staniforth Rd S9 3FR.			(- Tobacco). " "
An Amriti Hara Foods 363 Staniforth Rd S9 3FR			" " + Meat.
Desi foods TA Bangala Bazaar. 333 Staniforth Rd S9 3FR			" " + Meat/frozen food

**SHEFFIELD CITY COUNCIL**



**Local Government (Miscellaneous Provisions) Act 1982**  
**Street Trading – Darnall – Ribston Road**

An application has been submitted to Sheffield City Council for a street trading consent by:  
**Baseer Mohammed**

To trade: (goods) **Fruit and Vegetables & cold drinks**

On: **Friday 12:00 to 16:00 hours**

As a local business/person that could potentially be affected by the siting of this vendor, we would like to consult with you to gain your opinion.

Please refer to the attached information - you will note the proposed location of the consent and details of the proposed vehicle.

I would be grateful if you would take a couple of minutes to write any comments below.

If it is more convenient for you, you are welcome to submit your comments by email to [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk). Please ensure all your details and all the traders' details are included in your message.

Any comments you have regarding this application must be received by the Licensing Service by **3<sup>rd</sup> September 2012**

If you have any queries, please contact The Licensing Service on 0114 2037752.

-----  
**Company name and Address:** .....

**Form completed by (please print):** .....

a) I have no comments to make about this application [ ]

b) I have the following comments to make about this application (please detail below)

**Comments:** .....  
.....  
.....  
.....  
.....

**Signed:** ..... **Date:** .....

**Position in company:** .....

**APPENDIX 'E'**



Local Government (Miscellaneous Provisions) Act 1982  
**STREET TRADING**



**Notice is hereby given that:**

An application has been submitted to Sheffield City Council for a street trading consent by:

**Mr Baseer Mohammed.**

To trade: (goods)

**Fruit, Vegetables & Cold Drinks**

On: (days and times)

**Fridays 12:00 until 16:00 hours**

The location of the vehicle:

**Ribston Road, Darnal (as plan below)**

Type of vehicle:

**White Luton Van**



Interested parties may make representations about this application, in writing, to: Licensing Service, Business Strategy & Regulation, Block C, Staniforth Road Depot, Sheffield, S9 3HD by **3<sup>RD</sup> SEPTEMBER 2012.**

For full details and to view a copy of the application please contact the Licensing Service on 0114 2037752.

**APPENDIX 'F'**



**SHEFFIELD CITY COUNCIL**



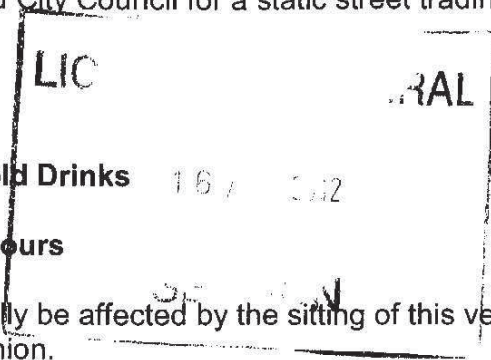
**Local Government (Miscellaneous Provisions) Act 1982**  
**Street Trading – Darnal- Ribston Road**

An application has been submitted to Sheffield City Council for a static street trading consent by:

**Mr Baseer Mohammed**

To trade: (goods) **Fruit and Vegetables & Cold Drinks**

On: (days and times) **Friday 12:00 to 16:00 hours**



As a local business/person that could potentially be affected by the sitting of this vendor, we would like to consult with you to gain your opinion.

Please refer to the attached information - you will note the proposed location of the consent and details of the proposed vehicle.

I would be grateful if you would take a couple of minutes to write any comments below

If it is more convenient for you, you are welcome to submit your comments by email to [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk). Please ensure all your details and all the traders' details are included in your message.

Any comments you have regarding this application must be received by my Licensing Service by **3rd September 2012**.

If you have any queries, please contact the Licensing Service on 0114 2037752. \*

Company/name and address: Rassam Day 2day, [redacted] Stanforth Rd  
89 3fo

Form completed by (please print): Mansoor Alyateal

- a) I have no comments to make about this application
- b) I have the following comments to make about this application (please detail below)

Comments: \_\_\_\_\_

There are many people trading in similarity and any more licenses will affect the businesses in locality. Therefore I object more licenses are affecting us.

Signed: [Signature]

Date: 15/8/12

Position in company: owner/manager

**SHEFFIELD CITY COUNCIL**



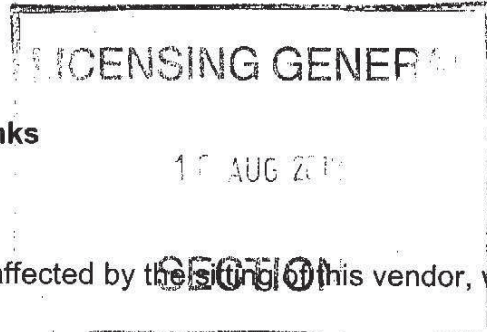
**Local Government (Miscellaneous Provisions) Act 1982**  
**Street Trading – Darnal- Ribston Road**

An application has been submitted to Sheffield City Council for a static street trading consent by:

**Mr Baseer Mohammed**

To trade: (goods) **Fruit and Vegetables & Cold Drinks**

On: (days and times) **Friday 12:00 to 16:00 hours**



As a local business/person that could potentially be affected by the siting of this vendor, we would like to consult with you to gain your opinion.

Please refer to the attached information - you will note the proposed location of the consent and details of the proposed vehicle.

I would be grateful if you would take a couple of minutes to write any comments below

If it is more convenient for you, you are welcome to submit your comments by email to [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk). Please ensure all your details and all the traders' details are included in your message.

Any comments you have regarding this application must be received by my Licensing Service by **3rd September 2012**.

If you have any queries, please contact the Licensing Service on 0114 2037752. ✱

Company/name and address: Staniforth Mini Market. [redacted] Staniforth Rd  
S94RA

Form completed by (please print): Waseem Ali

- a) I have no comments to make about this application
- b) I have the following comments to make about this application (please detail below)

Comments: As a local trader already established on Staniforth Rd,  
The additional license will put hardship on the local traders,  
there are already too many licenses <sup>issued</sup> in similar nature and  
further license will affect our trade and livelihood

Signed: [Signature]

Date: 15/8/12

Position in company: owner



**SHEFFIELD CITY COUNCIL**



**Local Government (Miscellaneous Provisions) Act 1982**  
**Street Trading - Darnal- Ribston Road**

An application has been submitted to Sheffield City Council for a static street trading consent by:

**Mr Baseer Mohammed**

To trade: (goods) **Fruit and Vegetables & Cold Drinks**

On: (days and times) **Friday 12:00 to 16:00 hours**

As a local business/person that could potentially be affected by the sitting of this vendor, we would like to consult with you to gain your opinion.

Please refer to the attached information - you will note the proposed location of the consent and details of the proposed vehicle.

I would be grateful if you would take a couple of minutes to write any comments below

If it is more convenient for you, you are welcome to submit your comments by email to [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk). Please ensure all your details and all the traders' details are included in your message.

Any comments you have regarding this application must be received by my Licensing Service by **3rd September 2012**.

If you have any queries, please contact the Licensing Service on 0114 2037752.

Company/name and address: Desi Foods. TA/BANGALA BAZAAR  
Stamforth Rd. S93FP

Form completed by (please print): Jenni Ali

a) I have no comments to make about this application [ ]

b) I have the following comments to make about this application (please detail below)

Comments: NP DARNAL IN BUNIES  
Since 2000 LAST 3 YEARS  
VAN FOOD SALK GOING TO DOOR  
TO DOOR HOLD PARKING IN THIS STREET FOR  
HIS E.H.S - SOON WE WILL BE OUT OF

Signed: Jenni  
Position in company: Manager

Date: 01/09/2012



**APPENDIX 'G'**

**SHEFFIELD CITY COUNCIL**

**LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982  
Street Trading – Ribston Road**

**IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING**

To: **Mr B Mohammed**  
[Redacted]  
**Bradford**  
[Redacted]

**LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982**

**LICENCE TYPE: Street Trading Consent**

I refer to the above and your application for the grant of a street trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details will be provided in the report to the Committee which will be sent to you in due course. The Licensing Committee has the authority to decide what action to take in relation to each application.

**The committee has indicated that it expects applicants to attend the meeting.**

The meeting will take place on **Tuesday, 25<sup>th</sup> September, 2012** in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at **10:40 am**.

**PLEASE NOTE:**

I would be grateful if you could confirm that you will be attending the meeting by telephoning the Licensing Office on 0114 2037752.



Date: 5<sup>th</sup> September 2012

.....  
Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

**IMPORTANT: A DECISION IS LIKELY TO BE MADE ON THIS ISSUE WHETHER YOU MAKE REPRESENTATION OR NOT.**

Licensing Service, Business Strategy and Regulation, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD  
Telephone 0114 2037752

**The Licensing Service is open from 9.00am to 5.00pm, Monday to Friday**

**SHEFFIELD CITY COUNCIL**

**LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982**

**Street Trading – Ribston Road**

**IMPORTANT: NOTIFICATION OF A COMMITTEE HEARING**

To: **Objector**

**LEGISLATION: Local Government (Miscellaneous Provisions) Act 1982**

**LICENCE TYPE: Street Trading Consent**

I refer to the above and an application for the grant of a street trading consent.

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details will be provided in the report to the Committee which will be sent to you in due course. The Licensing Committee has the authority to decide what action to take in relation to each application.

**The committee has indicated that it expects applicants and objectors to attend the meeting.**

The meeting will take place on **Tuesday, 25<sup>th</sup> September, 2012** in a Committee Room of the Town Hall, Sheffield (Pinstone Street entrance) and you are invited to attend at **10:40 am**.

**PLEASE NOTE:**

I would be grateful if you could confirm that you will be attending the meeting by telephoning the Licensing Office on 0114 2037752.



Date: 5<sup>th</sup> September 2012

.....  
Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

**IMPORTANT: A DECISION IS LIKELY TO BE MADE ON THIS ISSUE WHETHER YOU MAKE REPRESENTATION OR NOT.**

Licensing Service, Business Strategy and Regulation, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD  
Telephone 0114 2037752

**The Licensing Service is open from 9.00am to 5.00pm, Monday to Friday**

**APPENDIX 'H'**



## STREET TRADING CONSENT APPLICATION

### SUB-COMMITTEE HEARING PROCEDURE

This procedure has been drawn up to assist those parties attending Street Trading Consent Committee hearings.

1. The Chair of the Licensing Committee will introduce the Committee and ask officers to introduce themselves.
2. The Chair will ask the applicants and interested parties to formally introduce themselves.
3. The Solicitor to the Committee will outline the procedure to be followed at the hearing.
4. Hearing Procedure:-
  - (a) The Licensing Officer will introduce the report.
  - (b) Questions concerning the report can be asked both by Members and the applicant.
  - (c) The applicant/consent holder (or his/her nominated representative) will then be asked to:-
    - (i) detail the application;
    - (ii) provide clarification on the application and respond to the representations made.
  - (d) The Chair of the Licensing Committee will invite Members of the Sub-Committee and all other parties present to put any relevant questions to the applicant and/or his/her representative.
  - (e) Consultees / interested parties will be invited to present their representations or elect a spokesperson (which may be a Councillor) to speak on their behalf. New representations must not be raised.
  - (f) The Chair of the Licensing Committee will invite Members of the Sub-Committee and all other parties present to put any relevant questions to the consultees / interested parties.
  - (g) The consultees / interested parties will be invited to sum up. A maximum of 5 minutes will be allowed.
  - (h) The applicant will be invited to sum up. A maximum of 5 minutes will be allowed.
    - (i) The Licensing Officer will then detail the options.
    - (j) There will then be a private session for Members to take legal advice and consider the application.
  - (k) Once a decision has been reached, all parties will be invited to return. The Sub-Committee's decision and reasons will be announced by the Chair.
  - (l) The Sub-Committee's decision will be confirmed in writing to the applicant and those parties who made representations.

- NB:
- 1) At any time in the Licensing Process Members of the Committee may request legal advice from the Solicitor to the Committee. This advice may be given in open session or in private.
  - 2) The Committee Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.

**There is no right of appeal against the Council's decision to refuse to grant or revoke a Street Trading Consent.**

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