

# **Licensing Sub-Committee**

**Tuesday 22 August 2017 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**

**Councillors David Barker (Chair), Dawn Dale and George Lindars-Hammond  
Andy Bainbridge (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.

Recording is allowed at Licensing Committee meetings under the direction of the Chair of the meeting. Please see the website or contact Democratic Services for details of the Council's protocol on audio/visual recording and photography at council meetings.

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.

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  
22 AUGUST 2017**

**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 - Application for a Static Street Trading Consent (Barker's Pool)**  
Report of the Chief Licensing Officer
- 6. Local Government (Miscellaneous Provisions) Act 1982 - Street Trading - Application for a Static Street Trading Consent (Fargate)**  
Report of the Chief Licensing Officer
- 7. Local Government (Miscellaneous Provisions) Act 1982 - Street Trading - Application to Vary a Static Street Trading Consent (Fargate)**  
Report of the Chief Licensing Officer

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## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest (DPI)** relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period\* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

\*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority –
  - under which goods or services are to be provided or works are to be executed; and
  - which has not been fully discharged.

- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) –
  - the landlord is your council or authority; and
  - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
  - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
  - (b) either -
    - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
    - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously.

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Audit and Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Gillian Duckworth, Director of Legal and Governance on 0114 2734018 or email [gillian.duckworth@sheffield.gov.uk](mailto:gillian.duckworth@sheffield.gov.uk).

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## SHEFFIELD CITY COUNCIL Committee Report

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<b>Report of:</b>	Chief Licensing Officer, Head of Licensing
<b>Date:</b>	22 <sup>nd</sup> August 2017
<b>Subject:</b>	Street Trading Application for a Static Street Trading Consent
<b>Author of Report:</b>	Clive Stephenson
<b>Summary:</b>	To consider an application for a Static Street Trading Consent at Barkers Pool Sheffield City Centre
<b>Background Papers:</b>	As attached <u><a href="#">Street Trading Policy</a></u>
<b>Category of Report:</b>	OPEN

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

**REF No: 100/17**

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

**STREET TRADING – Steve Lokwa**

**1.0 PURPOSE OF REPORT**

1.1 To consider an application for the grant of a Static Street Trading consent to trade at Barkers Pool.

**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 any consent. An applicant may, however apply for judicial review of the Council's decision.

### **3.0 THE APPLICATION**

3.1 The applicant is a Mr Steve Lokwa copy of the application is attached at Appendix 'A'.

3.2 The application was submitted on 8<sup>th</sup> June 2017.

3.3 The application is to Hot Food and Drinks from a mobile unit Monday to Sunday from 11.00 to 18.00.

3.4 The application was circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Highways and Planning, and City Centre Management. Notices were erected by Licensing Officers at the site advertising the application and notice was also given to shops and anyone that might be affected by the applications within the immediate vicinity.

3.5 Objections have been received by City Centre Management.

### **4.0 REASONS FOR REFERRAL**

4.1 The application has been referred to the Sub-Licensing Committee for their consideration as the Licensing Authority has received objections to the application from the following parties:-

- City Centre Management

A copy of the representation is attached at Appendix 'B'

4.2 Members should consider all the information provided by the applicant both in their written application and in person at the hearing.

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

4.4 A copy of the hearing procedure is attached at Appendix 'D'.

### **5.0 FINANCIAL IMPLICATIONS**

5.1 The Street Trading Policy states that fees will be set and reviewed annually on a full cost recovery basis. The level of fee takes into account the location, duration of consent, the trading hours and articles to be sold as well as the enforcement of terms and conditions.

5.2 Fees for static consents are determined at the grant of the application therefore there are no financial implications arising from this report.

## **6.0 RECOMMENDATIONS**

6.1 That Members consider all the relevant information available, any representations that may be made and our policy.

## **7.0 OPTIONS OPEN TO THE COMMITTEE**

7.1 To grant the application for a Static Street Trading Consent at Barkers Pool.

7.2 To grant the application with amendments.

7.3 To defer the matter for further consideration.

7.4 To refuse the grant of the Static Street Trading Consent .

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

22<sup>nd</sup> August 2017.

# Appendix A

Application and relevant documents

Rec 70584

# Local Government (Miscellaneous Provisions) Act 1982

## Application for a (City Centre – small unit) Street Trading Consent

MCC AI

### Notes to Applicant:

All questions must be answered unless otherwise stated.  
If relevant questions are not answered, the application will be deemed incomplete and returned to the Applicant.

**\*I HEREBY APPLY** to the Sheffield City Council for the grant of a (city centre – small unit) street trading consent.

### A. THE APPLICANT(S)

		1 <sup>st</sup> Applicant (Mr/Mrs/Miss/other)	2 <sup>nd</sup> Applicant (Mr/Mrs/Miss/other)
Q1	Full name(s) of the applicant	Mr Steve Lokwa	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; font-weight: bold; font-size: 1.2em;">LICENSING</p> <p style="text-align: center;">- 8 JUN 2017</p> <p style="text-align: center; font-weight: bold; font-size: 1.2em;">SERVICES</p> </div>
Q2	Applicant(s) permanent private address	[REDACTED], Sheffield, S2 1RA	
Q3	Date of birth	22/02/1992	
Q4	Nationality and place of birth	British, Congo DRC	
Q5	National Insurance No.	[REDACTED]	
Q6	Do you have the legal right to work and live in the UK?	YES Details:	
Q7	Have you ever been refused a street trading consent in this or any other area?	NO Details:	
Q8	Telephone No	[REDACTED]	
Q9	Email address	[REDACTED]	

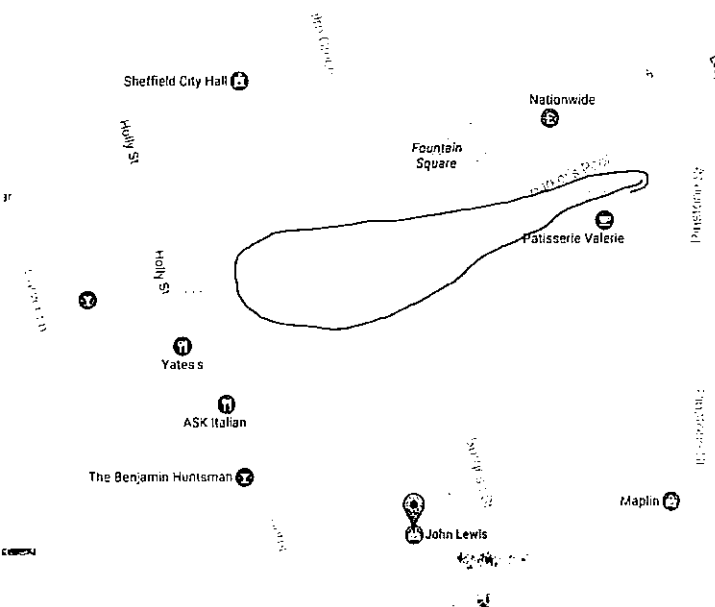
L70584  
£100  
cool

## B. COMPANY DETAILS (if applying as a Corporate body)

A2

Q10	Name	N/A
Q11	Registered address	N/A
Q12	Registered number	N/A
Q13	Telephone number	N/A
Q14	Email address	N/A
Q15	Please provide details of all Directors (names, addresses, dates of birth and details of any convictions). A separate sheet may be used.	N/A

## C. TRADING DETAILS

Q16	Trading Name (if applicable)	Topaz
Q17	Trading address (if different from above) Post Code	██████████ Sheffield, S2 RA
Q18	Site to be occupied	Day hours: 1. Sheffield city centre – Anywhere on Barker's Pool – (Barker's Pool, Sheffield S1 1EP)
		
Q19	Items to be sold (i.e. type of food, jewellery, paintings, etc)	Burgers, Hotdogs, Nachos, Sausages, Chips, Shawarma wraps, Salad and Soft Drinks
Q20	Please specify preferred days of trade:	Monday to Saturday
Q21	Please specify preferred hours of trade:	Day Hours: 11am to 6pm

## D. THE UNIT

A3

Q19	Type: eg barrow / cart, etc.	Towable catering Trailer
Q20	Size of unit (approximate)	Height: 2.5 meters Width: 2 meters Length: 3 meters

## E. CONVICTIONS / CAUTIONS

Q21	Have any of the applicants ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? If the answer is Yes please give full details below:	Applicant 1 No	Applicant 2 N/A
<b>Details of previous convictions and/or cautions</b>			
	<b>Date of Conviction</b>	<b>Court of Conviction</b>	<b>Nature of Offence</b>
	<b>Sentence</b>		
Applicant 1			
Applicant 2			

## F. CHECK LIST

The following documents must be attached with this application:

(tick)

Non refundable fee of £100	✓
Your current passport	✓
Your current drivers licence	✓
One other proof of identity, showing your name and current address (recent utility bill, bank statement etc)	✓
Right to work documentation (if applicable)	N/A
Two (recent and identical) passport size photographs signed and dated on the reverse as a true likeness.	✓
Photographs of the vehicle / unit, front back and rear.	✓
Details of any food hygiene qualifications (unless trading in non food items)	* TBC
If trading in food, confirmation that the business has a food hygiene score rating of 3 or more.	TBC
Confirmation your vehicle meets the quality criteria	TBC
Any further information you may wish to submit in support of your application	✓

Page 12

\* Claire Bower send OK to take application with food hygiene - DO NOT ISSUE WITHOUT RECEIPT FROM 8/10/17



The following documents must be forwarded to us before the grant of your consent:

(tick if enclosed with this application)

A4

The remaining quarterly fee or full annual fee.	
Certificate of insurance in respect of the vehicle / unit	
Public liability insurance (minimum of £2,000,000)	
Written confirmation that the vehicle meets the Council's food safety standards	
Waste management contract	
Declare that you have registered as a food business	

## G. DECLARATION

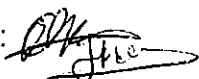
### WARNING

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."

I / We,

- 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)
- declare I understand and will comply with the Sheffield City Council Street Trading Consent Conditions;
- undertake to pay Sheffield City Council the relevant consent fee in advance whether demanded or not;
- understand that consents are not transferable;
- 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; and
- understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked:

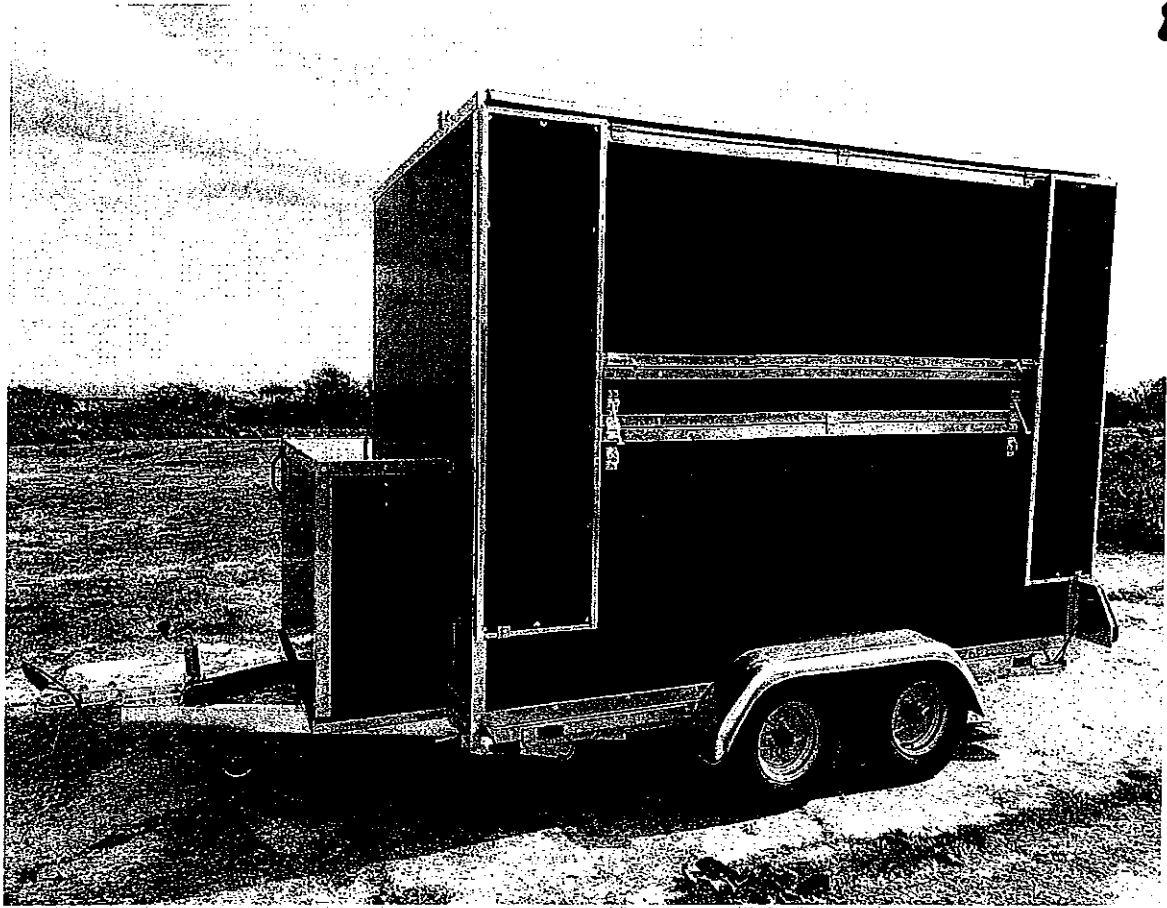
<b>Applicant 1</b> Signature:  Print name: Steve Iokwa Date: 05/06/2017 Capacity: 100%
<b>Applicant 2</b> Signature: N/A Print name: N/A Date: N/A Capacity: N/A

PLEASE NOTE: This is a new business, therefore all of the equipment are still to be purchased on the approval of this application. The images attached are an indication of how the trading unit is going to look like. I do not currently hold a Food hygiene certificate, but if this application were to be successful, I would obtain one before opening the business.

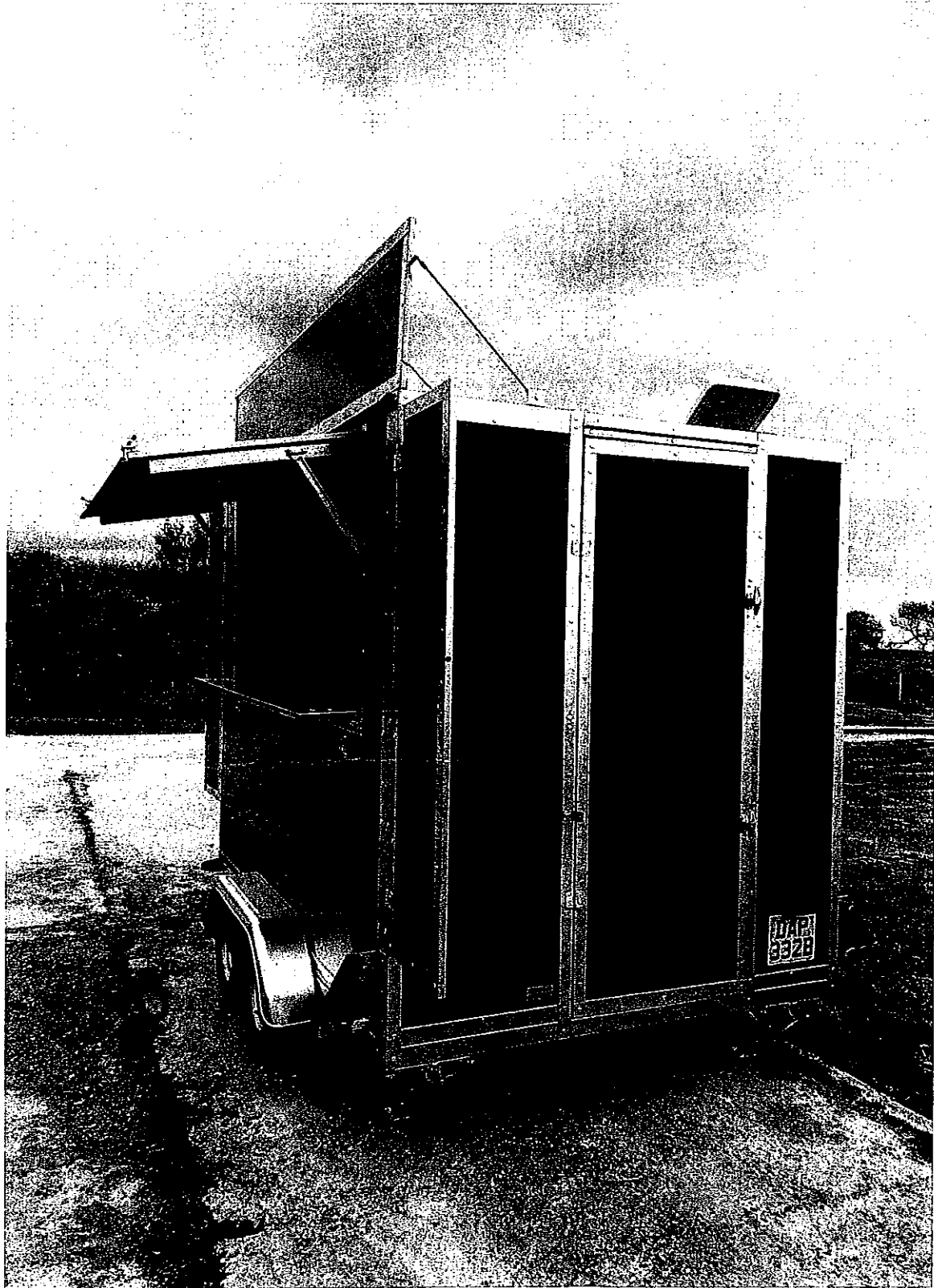
AS

My goal is to start small, and expand as the business grows. The plan is to continuously improve the looks of the trading unit in order to stand out and contribute to the visual looks of my surroundings. If the business is received well by the public, I am aiming to place a few more trading units in different part of the city to create a trademark look with in the city and to build a strong brand that people can trust. Furthermore I am also aiming to open a restaurant with a variety of food once the brand has been established, this will help create more jobs for the people of Sheffield, and add a completely new taste to the city of Sheffield, making our city more attractive to visitors and for the people that live in it.

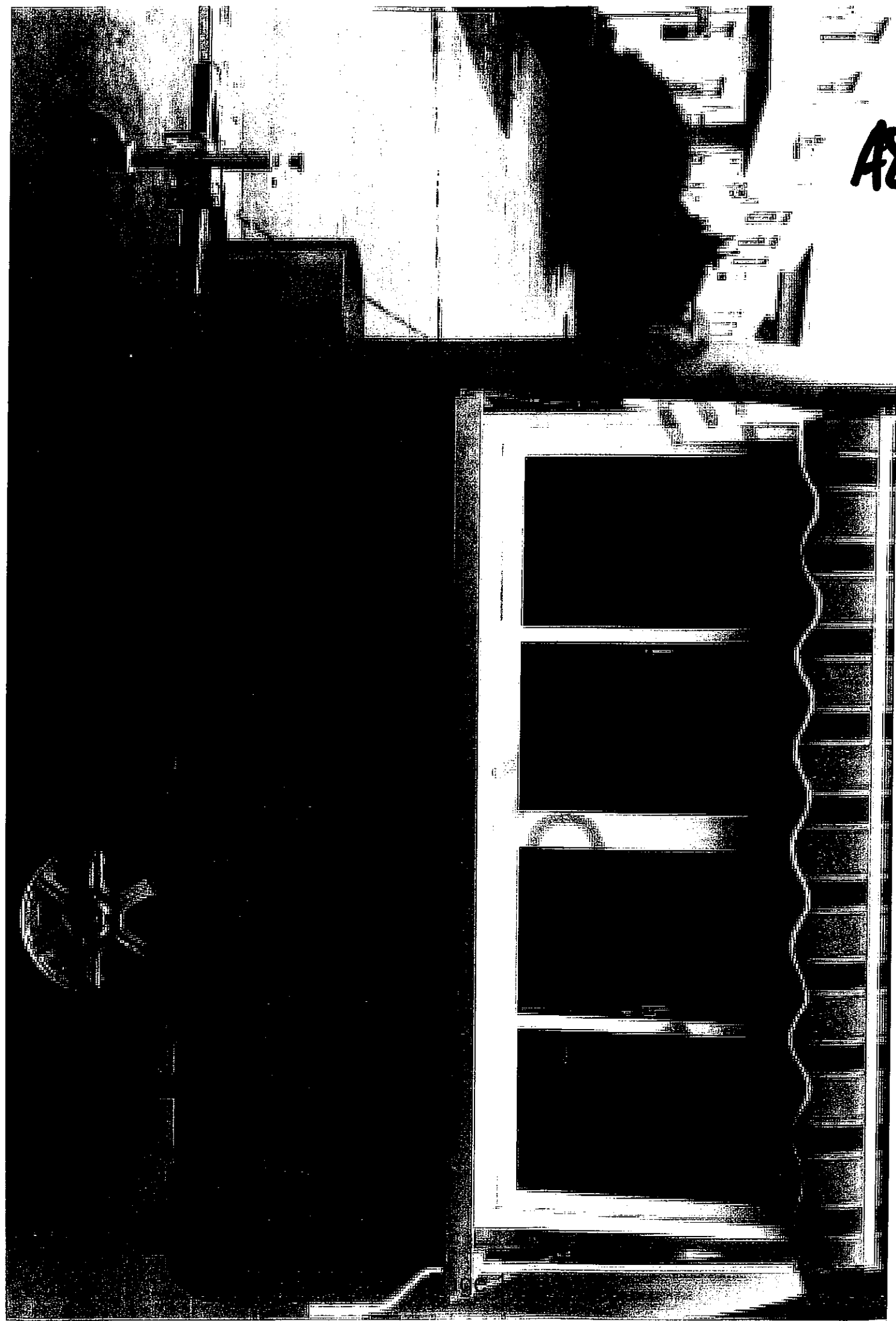
AC



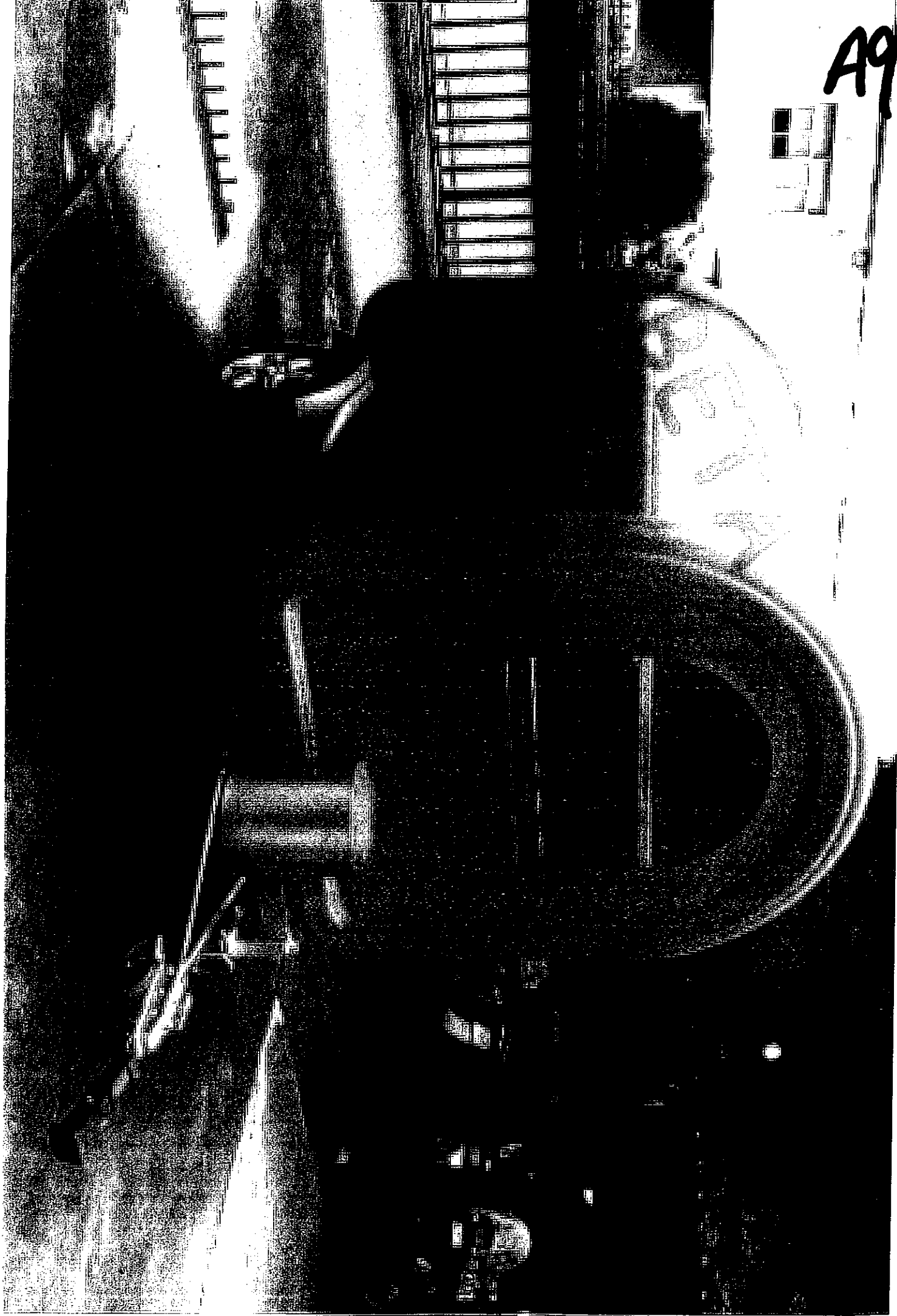
47



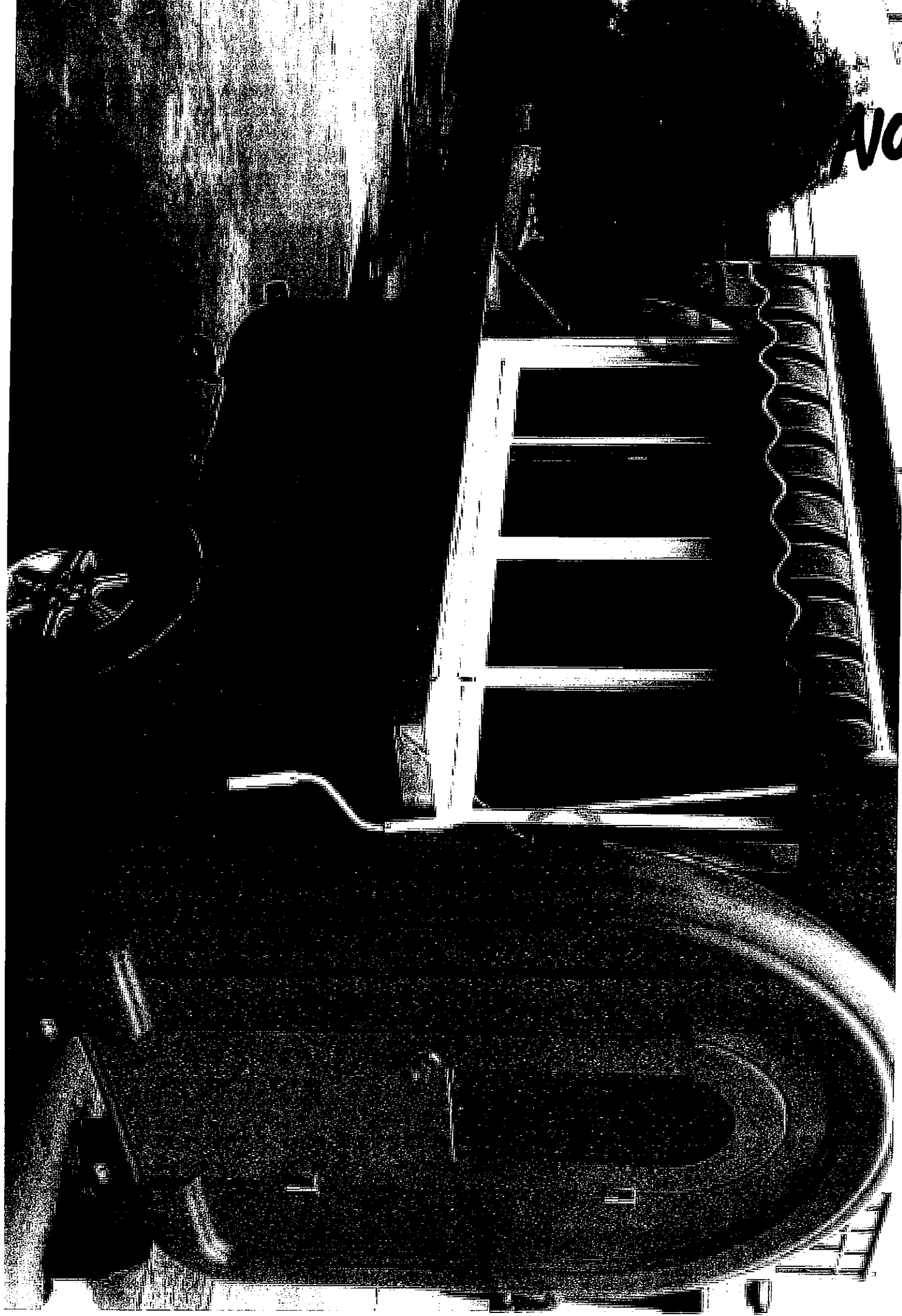
48



A9



No



AK

3m

Floor Plan not to scale



# Appendix B

Objections. No.1

**Crawshaw Michael (CEX)**

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**From:** City Centre Management Team  
**Sent:** 14 June 2017 10:35  
**To:** Crawshaw Michael (CEX); [planningdc@sheffield.gov.uk](mailto:planningdc@sheffield.gov.uk)  
**Cc:** Eyre Richard  
**Subject:** RE: City Centre Street Trading

BI

Hi Michael,

We would object to this based on the quality of the unit, it comes nowhere near the required quality criteria for a prime public realm site, it's a bog standard catering unit.

Regards

Steve

Steve Cooper  
City Centre Resources Manager  
City Centre Management Team  
Sheffield City Council  
Moor Market Management suite  
77 The Moor  
S1 4PF  
01142736832/07971750722

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

**From:** Crawshaw Michael (CEX)  
**Sent:** 14 June 2017 09:45  
**To:** Police Licensing; [SYFRlicensing@syfire.gov.uk](mailto:SYFRlicensing@syfire.gov.uk) ([SYFRlicensing@syfire.gov.uk](mailto:SYFRlicensing@syfire.gov.uk));  
[planningdc@sheffield.gov.uk](mailto:planningdc@sheffield.gov.uk); [highways@sheffield.gov.uk](mailto:highways@sheffield.gov.uk); City Centre Management Team  
**Cc:** 'Cafcass'  
**Subject:** City Centre Street Trading

Good Morning

Please find City Centre Street Trading for Steve Lokwa

Barkers Pool

Last date for comment 6 July 2017

Mick

Michael Crawshaw  
Licensing Analyst & Processing Officer  
Licensing Service, Business Strategy & Regulation Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.  
Telephone 0114 2734264 Fax 01142734073 Email [michael.crawshaw@sheffield.gov.uk](mailto:michael.crawshaw@sheffield.gov.uk) or  
[licensing@sheffield.gov.uk](mailto:licensing@sheffield.gov.uk) [www.sheffield.gov.uk](http://www.sheffield.gov.uk)

**Crawshaw Michael (CEX)**

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B2

**From:** Cooper Steve (DEL)  
**Sent:** 24 July 2017 12:04  
**To:** Crawshaw Michael (CEX)  
**Subject:** RE: Street Trading City Centre

Hi Mick,  
Sorry, I missed this one, Had a look at the new images and the unit is a big improvement with suitable branding it would be fine and we would have no objections.  
Regards  
Steve

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

**From:** Biggin Guy On Behalf Of City Centre Management Team  
**Sent:** 26 June 2017 12:18  
**To:** Cooper Steve (DEL)  
**Subject:** FW: Street Trading City Centre

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

**From:** Crawshaw Michael (CEX)  
**Sent:** 26 June 2017 12:06  
**To:** [SYFRlicensing@syfire.gov.uk](mailto:SYFRlicensing@syfire.gov.uk) ([SYFRlicensing@syfire.gov.uk](mailto:SYFRlicensing@syfire.gov.uk)); [planningdc@sheffield.gov.uk](mailto:planningdc@sheffield.gov.uk); [highways@sheffield.gov.uk](mailto:highways@sheffield.gov.uk); City Centre Management Team  
**Subject:** Street Trading City Centre

Good Afternoon

Steve Lokwa has sent new Street Trading Pictures

Mick

Michael Crawshaw  
Licensing Analyst & Processing Officer  
Licensing Service, Business Strategy & Regulation Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.  
Telephone 0114 2734264 Fax 01142734073 Email [michael.crawshaw@sheffield.gov.uk](mailto:michael.crawshaw@sheffield.gov.uk) or [licensing@sheffield.gov.uk](mailto:licensing@sheffield.gov.uk) [www.sheffield.gov.uk](http://www.sheffield.gov.uk)

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

**From:** Crawshaw Michael (CEX)  
**Sent:** 14 June 2017 09:45  
**To:** Police Licensing; [SYFRlicensing@syfire.gov.uk](mailto:SYFRlicensing@syfire.gov.uk) ([SYFRlicensing@syfire.gov.uk](mailto:SYFRlicensing@syfire.gov.uk)); [planningdc@sheffield.gov.uk](mailto:planningdc@sheffield.gov.uk); [highways@sheffield.gov.uk](mailto:highways@sheffield.gov.uk); City Centre Management Team  
**Cc:** 'Cafcass'  
**Subject:** City Centre Street Trading

Good Morning

Please find City Centre Street Trading for Steve Lokwa

# Appendix C

Invitation to attend

# SHEFFIELD CITY COUNCIL

## LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading Application – Barkers Pool, (Adjacent to Division Street)

### IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Mr Steve Lokwa

[REDACTED]  
Sheffield  
S2 1RA

Email [REDACTED]

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

**LICENCE TYPE:** Street Trading Consent – Barkers Pool.

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

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details are provided in the report enclosed and to the Committee. 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 interested parties and objectors to attend the meeting.**

The meeting in respect of the application will take place on **Tuesday 22<sup>nd</sup> August 2017** in a Committee Room of the Town Hall, Sheffield, S1 2HH (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 2734264.

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

Date: 10<sup>th</sup> August 2017

**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 2734264

**The Licensing Service Reception is open from 10.00am to 4.00pm, Monday to Friday. Telephone calls can be taken from 09:00am to 5:00pm.**

C2

# SHEFFIELD CITY COUNCIL

## LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

### Street Trading – Static Street Trading Application – Barkers Pool IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Steve Cooper  
City Centre Resources Manager  
City Centre Management Team  
Sheffield City Council

Email; [steve.cooper@sheffield.gov.uk](mailto:steve.cooper@sheffield.gov.uk)

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

**LICENCE TYPE:** Street Trading Consent – Barkers Pool.

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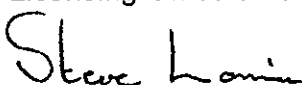
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.....  
Steve Lonnia  
Chief Licensing Officer  
Head of Licensing

Date: 10<sup>th</sup> August 2017.

**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 2734264

**The Licensing Service Reception is open from 10.00am to 4.00pm, Monday to Friday. Telephone calls can be taken from 09:00am to 5:00pm.**

# Appendix D

Hearing Procedure

# STREET TRADING CONSENT APPLICATION

## SUB-COMMITTEE HEARING PROCEDURE

DI

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.**





## SHEFFIELD CITY COUNCIL Committee Report

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<b>Report of:</b>	Chief Licensing Officer, Head of Licensing
<b>Date:</b>	22 <sup>nd</sup> August 2017
<b>Subject:</b>	Street Trading Application for a Static Street Trading Consent
<b>Author of Report:</b>	Clive Stephenson
<b>Summary:</b>	To consider an application for a street trading consent City Centre (Fargate)
<b>Background Papers:</b>	As attached <u><a href="#">Street Trading Policy</a></u>
<b>Category of Report:</b>	OPEN

---

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

**REF No: 101/17**

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

**STREET TRADING – Hot food Pancakes - Fargate**

**1.0 PURPOSE OF REPORT**

1.1 To consider an application for the grant of a Static Street Trading consent to trade at Fargate Sheffield.

**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 any consent. An applicant may, however apply for judicial review of the Council's decision.

### **3.0 THE APPLICATION**

3.1 The applicant is Mr Michael Desmond copy of the application is attached at Appendix 'A'.

3.2 The application was submitted on 29<sup>th</sup> June 2017.

3.3 The application is to serve Pancakes, Monday to Sunday. (no hours of trading have been indicated)

3.4 The application was circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Highways and Planning, and City Centre Management. Notices were erected by Licensing Officers at the site advertising the application and notice was also given to shops and anyone that might be affected by the applications within the immediate vicinity.

3.5 No objections have been received.

### **4.0 REASONS FOR REFERRAL**

4.1 Members should consider all the information provided by the applicant both in their written application and in person at the hearing.

4.2 The applicant has been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'B'.

4.3 A copy of the hearing procedure is attached at Appendix 'C'.

### **5.0 FINANCIAL IMPLICATIONS**

5.1 The Street Trading Policy states that fees will be set and reviewed annually on a full cost recovery basis. The level of fee takes into account the location, duration of consent, the trading hours and articles to be sold as well as the enforcement of terms and conditions.

5.2 Fees for static consents are determined at the grant of the application therefore there are no financial implications arising from this report.

### **6.0 RECOMMENDATIONS**

6.1 That Members consider all the relevant information available, any representations that may be made and our policy.

## **7.0 OPTIONS OPEN TO THE COMMITTEE**

- 7.1 To grant the application for a Static Street Trading Consent at location applied for.
- 7.2 To grant the application with amendments.
- 7.3 To defer the matter for further consideration.
- 7.4 To refuse the grant of the Static Street Trading Consent .

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

22<sup>nd</sup> August 2017.

# Appendix A

Application & Relevant information.

# APPLICATION FOR A STREET TRADING CONSENT

A1

## Grant City Centre

Name of Applicant(s) / Company: *MICHAEL DESMOND*

Address of Applicant: *[REDACTED], SHEFFIELD, S10 2DU*

Date received	<i>27 - 6 - 17</i>	
Payment received	App fee: £ <i>100</i>	Rec No: <i>71097</i>
Site to be occupied	<i>FARGATE</i>	
Days requested to trade	<i>7 DAYS A WEEK</i>	
Times requested to trade <small>*If after 23:00 need a prem lic LA03</small>		
Goods to be sold	<i>PANCAKES</i>	
Plans attached?		
Highways comments attached?		
Planning comments attached?		
Identity docs provided?		
MOT received		Expires:
Public Liability		Expires:
Vehicle insurance		Expires:
Details of vehicle	Vehicle reg:	
Does it meet Qualitative Criteria?		
Applicant photographs attached?		
Do public notices need to be put up?	YES / NO	

If yes: on separate page list names and address of consultees

Date Notices displayed:  
*29 - 6 - 17*

**DATE SENT TO RA'S:** .....

**Comments from RA's:**

South Yorkshire Police ..... SY Fire & Rescue .....

Highways ..... Planning .....

Other .....

If no Issues pass to PLO to set fee: ..... Fee set at (p.a.): .....

Fee and additional information received:

**IF OBJECTIONS – COMMITTEE HEARING**

Date of hearing	
Decision	GRANT / REFUSE
Date of issue	

**Officer(s):**

**Date for comments (28 days)**

*25 - 7 - 17*

A2

Application for a  
(City Centre – small unit) Street Trading Consent

**Notes to Applicant:**

All questions must be answered unless otherwise stated.  
If relevant questions are not answered, the application will be deemed incomplete and returned to the Applicant.

\*I / \*WE HEREBY APPLY to the Sheffield City Council for the grant of a (city centre – small unit) street trading consent.

**A. THE APPLICANT(S)**

		1 <sup>st</sup> Applicant (Mr/Mrs/ <del>Miss</del> /other)	2 <sup>nd</sup> Applicant (Mr/Mrs/Miss/other)
Q1	Full name(s) of the applicant	Michael Fitzgerald Desmond	
Q2	Applicant(s) permanent private address	[REDACTED] Sheffield [REDACTED]	
Q3	Date of birth	[REDACTED]	
Q4	Nationality and place of birth	British (Rotherham)	
Q5	National Insurance No.	[REDACTED]	
Q6	Do you have the legal right to work and live in the UK?	YES / <del>NO</del> Details:	YES / NO Details:
Q7	Have you ever been refused a street trading consent in this or any other area?	<del>YES</del> / NO Details:	YES / NO Details:
Q8	Telephone No	[REDACTED]	
Q9	Email address		

## E. CONVICTIONS / CAUTIONS

A3

Q21	Have any of the applicants ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? If the answer is Yes please give full details below:	Applicant 1 Yes [ ] No [X]	
		Applicant 2 Yes [ ] No [ ]	
<b>Details of previous convictions and/or cautions</b>			
	<b>Date of Conviction</b>	<b>Court of Conviction</b>	<b>Nature of Offence</b>
	<b>Sentence</b>		
	<b>Applicant 1</b>		
	<b>Applicant 2</b>		

## F. CHECK LIST

The following documents must be attached with this application:

(tick)

Non refundable fee of £100	<input checked="" type="checkbox"/>
Your current passport	<input checked="" type="checkbox"/>
Your current drivers licence	<input checked="" type="checkbox"/>
One other proof of identity, showing your name and current address (recent utility bill, bank statement etc)	<input checked="" type="checkbox"/>
Right to work documentation (if applicable)	<input type="checkbox"/>
Two (recent and identical) passport size photographs signed and dated on the reverse as a true likeness.	<input checked="" type="checkbox"/>
Photographs of the vehicle / unit, front back and rear.	<input checked="" type="checkbox"/>
Details of any food hygiene qualifications (unless trading in non food items)	<input checked="" type="checkbox"/>
If trading in food, confirmation that the business has a food hygiene score rating of 3 or more.	<input checked="" type="checkbox"/>
Confirmation your vehicle meets the quality criteria	<input checked="" type="checkbox"/>
Any further information you may wish to submit in support of your application	<input checked="" type="checkbox"/>

The following documents must be forwarded to us before the grant of your consent:

(tick if enclosed with this application)

The remaining quarterly fee or full annual fee.	<input type="checkbox"/>
Certificate of insurance in respect of the vehicle / unit	<input type="checkbox"/>
Public liability insurance (minimum of £2,000,000)	<input type="checkbox"/>
Written confirmation that the vehicle meets the Council's food safety standards	<input type="checkbox"/>
Waste management contract	<input type="checkbox"/>
Declare that you have registered as a food business	<input type="checkbox"/>



Please return the fully completed form and all attachments to:

**Licensing Service,  
Block C, Staniforth Road Depot  
Staniforth Road  
Sheffield  
S9 3HD**

**A4**

The Service is open from 10am to 4pm, Monday to Friday. Telephone (0114) 2734264

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 safety 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
- Food traders must have a minimum food hygiene rating score of 3.



The Licensing Committee

Since 2015 I have been operating Monet's garden a successful flower cycle on Fargate. much as I love selling my flowers I'm afraid it is no longer feasible as working in direct sunlight on Fargate has led to me getting skin cancers on my forehead and face, my GP and surgeon have told me I should no longer do this. Since stopping my flower sales I have been engaged in very heavy work but have been advised to stop this due to more Heart related health issues. My GP agrees that working on my pancake unit will cause me no health issues.

For many years I have owned and operated a much loved local, mobile catering unit (Double Dutch Pancakes) and would like to apply for a static pitch on Fargate as I only do a few events a year. My pancake unit is bespoke, individual and very pleasing on the eye; it is like no other in the country. I have attached photos. We sell a wide range of sweet and savoury pancakes and all our ingredients are cooked fresh to order and sourced locally and one of our pancakes can be bought for as little as two pounds fifty. No one else is selling pancakes in the vicinity and I am no threat to anyone else's livelihood. Chinese People in particular flock to my pancake unit as the sight and smell of my classic pancakes reminds them of home and fills them with Joy, in light of the Chinese community growing so fast in our city and the Chinese student numbers growing massively by the year they are now a very important part of our city's economy and will continue to receive a warm welcome and top quality food at my pancake unit which will light up Fargate , bring culinary joy and a great international feel to our vibrant city centre

I hope the committee can look favourably on my on this application, I am sixty four next and it will be difficult finding alternative work or retraining.

Yours sincerely

Michael Desmond

A7

My pancake unit has been inspected and falls within all mobile catering safety and fire legislation also the committee will see by my photos that my unit is very small which means in the case of an emergency it can be moved off Fargate in a matter of seconds. My public liability ran out last week but I will of course be renewing it if this application is successful. I have enclosed my gas safety certificate and fire risk assessment.

Finally at the expense of sounding vain I am one of South Yorkshire's best Street Traders. I have a gregarious personality and my customer service skills are second to none. I am well aware of equal opportunities legislation; people visiting my Pancake unit are made to feel welcome regardless of age, race, religion, mental/ physical ability or sexual orientation

Michael Desmond

any working for me will  
receive at least The national  
living wage.

**AS**

# DEVONSHIRE GREEN MEDICAL CENTRE

A9

Dr E Allsopp • Dr H Briddon • Dr A O'Rourke • Dr H Burke • Dr K Brown

126 Devonshire Street, Sheffield, S3 7SF

Tel: 0114 272 0255  
Fax 0114 272 8637

03-May-2017

TO WHOM IT MAY CONCERN

Re: Michael Desmond [REDACTED]  
[REDACTED] Sheffield, [REDACTED]  
NHS No: 458 228 4949 Tel No: [REDACTED]

I am writing in support of this patient of ours who has been advised he can no longer do his work with his flower cycle due to the time he has to spend in the sun on Fargate.

He has had a skin cancer lesion removed from his forehead. He has been told that sun exposure has caused this and that he may be at risk of further lesions. He is in full sunlight with no shade with his flower cycle.

He is now going to apply to put his pancake unit on Fargate. I would appreciate any help the Council can give him in these difficult times with his health in support of this business application.

Please let me know if you require any further information.

Yours faithfully,



Dr Elizabeth Allsopp

# DEVONSHIRE GREEN MEDICAL CENTRE

Dr E Allsopp • Dr H Briddon • Dr A O'Rourke • Dr H Burke • Dr K Brown

A10

126 Devonshire Street, Sheffield, S3 7SF

Tel: 0114 272 0255  
Fax: 0114 272 8637

AO/TM

28 March 2017

## To Whom It May Continue

Michael Desmond

[REDACTED]

[REDACTED] Sheffield, [REDACTED]

I recently reviewed Mr Desmond in Surgery and he has requested that I provide you with some medical information regarding his current medical problems.

Currently Mr Desmond works 16hours a week. He is extremely keen to continue working but unfortunately his current work involves quite a lot of manual labour, including lifting. He had a previous fracture of his clavicle in September 2006 and unfortunately this did not heal. As a result he continues to experience pain in his clavicle and also in his left arm.

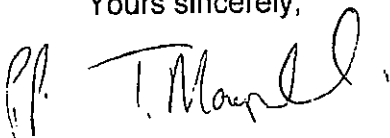
He also known to have cerebrovascular disease and had a stroke affecting his left side in March 1999.

I am currently investigating him for breathlessness and he is awaiting a review with cardiology.

In view of his current medical problems I would be extremely grateful for any support you can offer in terms of assisting him to find alternative work that is more suited to his current needs.

If you require any further information please do not hesitate to contact me.

Yours sincerely,



DR ALICIA O'ROURKE



Northern General Hospital  
Herries Road  
Sheffield  
S5 7AU

0114 271 4315

25 May 2017

MR MICHAEL DESMOND  
15A VICTORIA ROAD  
SHEFFIELD  
S10 2DJ

Dear MR MICHAEL DESMOND

Hospital No: **WJ3117**

NHS No: **4582284949**

The following appointment has been made for you to attend the Diagnostic Cardiology Unit

Hospital: **Northern General Hospital**

Investigation: **24 Hour ECG**

Appointment: **Thursday 15 June 2017 at 9:20 AM**

Please attend the Diagnostic Cardiology Unit which is located in the Chesterman Wing on B floor. Please enter the hospital grounds via the Barnsley Road entrance and turn right onto the main hospital drive. The Chesterman Wing is located at the top of the hill on the left hand side.

You will be expected to return the monitor, as detailed overleaf, to the department on the date specified below, at or before the time stated.

Return appointment date: **Friday 16 June 2017 at 8:45 AM**

Please bring this letter with you.

If you are unable to attend for any reason or would like further information please contact the Diagnostic Cardiology Unit on 0114 2714315 between 8am-6pm Monday-Friday.

If you fail to inform the department that you are unable to attend, no further appointment may be offered.

Yours sincerely,

Diagnostic Cardiology Unit Administrator



Northern General Hospital  
Herries Road  
Sheffield  
S5 7AU

0114 271 4315

25 May 2017

MR MICHAEL DESMOND  
15A VICTORIA ROAD  
SHEFFIELD  
S10 2DJ

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Hospital No: **WJ3117**

NHS No: **4582284949**

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If you fail to inform the department that you are unable to attend, no further appointment may be offered.

Yours sincerely,

Diagnostic Cardiology Unit Administrator

Dr A J G McDonagh  
Consultant Dermatologist  
Sharon Medley:

Secretary to Dr McDonagh 0114 271 3796  
Appointments: 0114 271 2442  
Department Fax Number 0114 271 3763

Our ref: CH/DEH/WJ3117  
NHS No: 458-228-4949  
Clinic Date: 26 April 2017 - Minor Ops Clinic  
Date Typed: 10 May 2017

# Sheffield Teaching Hospitals



**A13**

NHS Foundation Trust

Royal Hallamshire Hospital  
Glossop Road  
Sheffield S10 2JF

Tel: 0114 271 1900

Mr Michael Desmond

[Redacted]  
Sheffield  
S10 2DJ

Dear Mr Desmond

I am pleased to let you know that the basal cell carcinoma on your right forehead has been fully removed with clear margins.

I hope the scar settled satisfactorily.

We will see you as planned to biopsy the little bumps on your right upper lip and right chin in case these are further basal cell carcinomas rather than just spots.

Yours sincerely

**Dr Catherine Holden**

Associate Specialist in Dermatology

cc Dr ES Allsopp  
Devonshire Green Med.ctr.  
126 Devonshire Street  
Sheffield  
South Yorkshire  
S3 7SF

£60  
3100-66  
100  
-----  
170  
135  
85  
2140  
-----  
50



In hospital and in the community  
proud to make a difference



# FOOD HYGIENE RATING

A14



GOOD

## Double Dutch Pancake Bar

Date of hygiene rating

27 March 2014

Authorising signature

Contact details

Sheffield City Council  
Health Protection Service  
2-10 Carbrook Hall Road  
Sheffield  
S9 2DB

Tel: 0114 2735774

For more information about the Food Hygiene Rating Scheme visit [food.gov.uk/ratings](http://food.gov.uk/ratings)

The food hygiene rating shown above reflects the standards found on the date of inspection or visit by the local authority. Ratings are given on a scale from 0 (urgent improvement necessary) up to 5 (very good). The rating is not a guide to food quality.

Sheffield  
City Council



Food  
Standards  
Agency

© 2012 Food Standards Agency

A15

**VIRTUAL**  
COLLEGE

**City & Guilds**  
Accredited

This certificate is presented to

**Michael Desmond**

who has successfully completed the  
training course and assessment in

**Level 2 - Food Safety and Hygiene  
for Retail**

This course covers:

- An Introduction to Food Safety & Hygiene • Impact of Food-Borne Illness
- Understanding Food Law • Food Safety Hazards & Contamination
- Food Preservation, Storage & Temperature Control • Personal Hygiene
- Hygienic Premises & Equipment • HACCP & Summary

Date: 28-Apr-2013

Certificate No: 1147682

Signed: Rosemarie Pearson  
Dr Rosemarie Pearson (Food Specialist)

Signed: LPOD  
Director (Virtual College)



Authorisation Seal



To verify, telephone 01943 605976

The content of this course has been independently certified as conforming to  
universally accepted Continuous Professional Development (CPD) guidelines

Virtual College Ltd | Millard House | Shepperton Way | Witley | GU29 8CD | Tel: 01943 605976 | Fax: 01943 605922  
Company Reg. 3252439 | www.virtual-college.co.uk | elearning@virtual-college.co.uk

Serial No

AAA070224

# SERVICE/MAINTENANCE RECORD

This record can be used to document the outcomes of the checks and tests required by The Gas Safety (Installation and Use) Regulations. Some of the outcomes are as a result of visual inspection only and are recorded where appropriate. Unless specifically recorded no detailed inspection of the flue lining, construction or integrity has been performed. Registered Business/engineer details can be checked at [www.gassaferegister.co.uk](http://www.gassaferegister.co.uk) or by calling 0800 408 5500.



TICK BOXES AS APPROPRIATE

Gas safe is a registered trade mark of HSE and is used under licence.

**Details of Registered Business**  
 Gas Safe Register No 576204  
 Registered Engineer's Name A. VERMANT  
 Gas Safe Register Licence Number 3722132  
 Business CRAS - TECHNICAL LIMITED  
 Address 4 OSBORNE AVENUE  
ASTON, SHEFFIELD  
 Postcode S26 2BS  
 Contact No 07874360010

**Details of Site**  
 Name (Mr/Ms/Miss/Ms) MICHAEL DESMOND  
 Address [REDACTED]  
[REDACTED]  
[REDACTED]  
 Postcode [REDACTED]  
 Contact No [REDACTED]

**Details of Landlord or Agent** (where appropriate)  
 Name (Mr/Mrs/Miss/Ms) [REDACTED]  
 Address [REDACTED]  
 Postcode [REDACTED]  
 Contact No [REDACTED]

**Number of Appliances tested**

Is the appliance safe to use? Yes  No   
 If the answer to above is No complete a Warning/Advisory Record and attach an appropriate Warning label to the appliance/installation.  
 Remedial work required -

Appliance Details		Installation Details	
Type	<u>PANACHE BAR. (VFG)</u>	Is the accommodation rented? (Yes or No)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Manufacturer	<u>DOUBLE DUTCH.</u>	Type of work carried out - Service or Maintenance	<u>SERVICE</u>
Model		Has a gas tightness test been carried out? (Yes or No)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Location		If yes to the above was this a Pass or Fail?	Pass <input checked="" type="checkbox"/> Fail <input type="checkbox"/>
Flue type		Is electrical bonding (where required) satisfactory?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>

**Electronic combustion gas analyser (ECGA) readings - where required**

Has a full strip and clean service been carried out	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Initial ECGA reading	Final ECGA reading
<b>Safety - General</b>				
Ventilation correct (Yes or No)	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
Satisfactory flue flow check	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Satisfactory spillage test	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Chimney & termination correct	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Safety device(s) correct	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Operating pressure (mbar) or heat input (kW)				
<b>Appliance - Satisfactory</b>				
Burner(s)/injector(s)	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Ignition and flame picture	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Heat exchanger	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Electrical connection	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Appliance/system controls	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Fan(s)	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Seals (appliance case etc.)	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Fireplace catchment space	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Closure plate	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Location and stability	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
Return air/plenum	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>		
<b>Defect(s) - Remedial Action Taken/Required*</b>				
<u>SERVICE &amp; SAFETY INSPECTION CARRIED OUT.</u>				
<b>Defect(s) - Remedial Action Taken/Required*</b>				
<u>[REDACTED]</u>				

\* Refer to separate Warning/Advisory Record

Record issued by: Signature [REDACTED]  
 Print Name A. VERMANT  
 Received by: Signature [REDACTED]  
 Date appliance(s)/flue(s) checked 07-06-2016

**ATTENTION**  
 Next safety check due by: 07-06-2017

A17

## DOUBLE DUTCH PANCAKE BAR FIRE RISK ASSESMENT

1. All flammable materials are kept clear of the hotplate cooking area
2. Propane gas bottles are kept upright and secure
3. All equipment has been checked and certified by a registered professional and we have a current valid gas safety inspection certificate.
4. A suitable fire extinguisher is kept to hand at all times









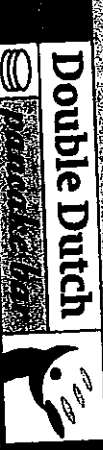
# Hire The Pancake Bar

Healthy, fast food, made with fresh ingredients. Dutch pancakes are perfect for special events.

**C**o-Dutch! Next time you have a special event, address your Dutch party (especially for kids) give everyone a nutritious and tasty treat. Courtesy of Double Dutch, Pancake Bar, which will be wheeled to your premises complete with special pancake bar.

Our menu includes a variety of kinds of fillings, from hand-rolled, pressed, pan-fried, and more. From address, simple and original, to more complex, we have a variety of fillings to choose from. Our menu includes a variety of kinds of fillings, from hand-rolled, pressed, pan-fried, and more. From address, simple and original, to more complex, we have a variety of fillings to choose from.

Our menu includes a variety of kinds of fillings, from hand-rolled, pressed, pan-fried, and more. From address, simple and original, to more complex, we have a variety of fillings to choose from.



Contact Michael Desmond  
0114 266 0829 / 07920 223 518





1  
LICENSING

10 JUL 2017

RECEIVED

**Paul Blomfield MP** **A22**

Member of Parliament for Sheffield Central

Unit 4, Edmund Road Business Centre, 135 Edmund Road, Sheffield S2 4ED

t: 0114 272 2882 e: paul.blomfield.mp@parliament.uk

www.paulblomfield.co.uk twitter: @paulblomfieldmp

Our Ref: LD/DESM01001/01170394

MRC  
07 July 2017

To Whom It May Concern

**Re: Mr Michael Desmond, [REDACTED] Sheffield, [REDACTED]**

Mr Desmond, one of my constituents, has recently applied for a pitch on Fargate for his business Double Dutch Pancakes. Mr Desmond has indicated that he would prefer a pitch at the top of Fargate. Reading his medical reports, I understand that due to his recent skin cancer diagnosis and treatment, his GP has recommended that his new business venture should be in a shaded environment. The Double Dutch Pancakes unit provides the cover he requires.

Mr Desmond has already submitted the application and supporting documents from the medical profession. I trust that the application and evidence provided will be given due and thorough consideration.

Yours faithfully

Paul Blomfield  
MP for Sheffield Central

# Appendix B

Invitation to attend

# SHEFFIELD CITY COUNCIL

B1

## LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading application - Fargate.

### IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Mr Michael Desmond

[REDACTED]  
Sheffield  
[REDACTED]

Email: [REDACTED]

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

**LICENCE TYPE:** Street Trading Consent – Fargate

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

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details are provided in the report enclosed and to the Committee. 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 interested parties and objectors to attend the meeting.**

The meeting in respect of the application will take place on **Tuesday 22<sup>nd</sup> August 2017** in a Committee Room of the Town Hall, Sheffield, S1 2HH (Pinstone Street entrance) and you are invited to attend at **10:45 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 2734264.

*Steve Lonnia*

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

Date: 10<sup>th</sup> August 2017

**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 2734264

**The Licensing Service Reception is open from 10.00am to 4.00pm, Monday to Friday.**

**Telephone calls can be taken from 09:00am to 5:00pm.**

# Appendix C

Hearing Procedure

# 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 Committee Report

---

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

---

**Date:** 22<sup>nd</sup> August 2017

---

**Subject:** Street Trading  
Application to vary a Static Street Trading Consent

---

**Author of Report:** Clive Stephenson

---

**Summary:** To consider an application for a street trading consent  
Fargate

---

**Background Papers:** As attached  
Street Trading Policy

---

**Category of Report:** OPEN

---

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

**REF No: 102/17**

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

**STREET TRADING – Pancakes Fargate**

**1.0 PURPOSE OF REPORT**

1.1 To consider an application for the variation of a Static Street Trading consent to trade at Peace Gardens Sheffield.

**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 any consent. An applicant may, however apply for judicial review of the Council's decision.

### **3.0 THE APPLICATION**

- 3.1 The applicant is Mr Michael Desmond a copy of the application is attached at Appendix 'A'.
- 3.2 The application was submitted on 20<sup>th</sup> June 2017.
- 3.3 The application is vary the current sale of flowers to hot food (pancakes).
- 3.4 The application was circulated, in the usual manner, to South Yorkshire Police, South Yorkshire Fire and Rescue, Highways and Planning, and City Centre Management. Notices were erected by Licensing Officers at the site advertising the application and notice was also given to shops and anyone that might be affected by the applications within the immediate vicinity.
- 3.5 No objections have been received.

### **4.0 REASONS FOR REFERRAL**

- 4.1 Members should consider all the information provided by the applicant both in their written application and in person at the hearing.
- 4.2 The applicant has been invited to attend the Licensing Committee hearing. Copies of the invites are attached at Appendix 'B'.
- 4.3 A copy of the hearing procedure is attached at Appendix 'C'.

### **5.0 FINANCIAL IMPLICATIONS**

- 5.1 The Street Trading Policy states that fees will be set and reviewed annually on a full cost recovery basis. The level of fee takes into account the location, duration of consent, the trading hours and articles to be sold as well as the enforcement of terms and conditions.
- 5.2 Fees for static consents are determined at the grant of the application therefore there are no financial implications arising from this report.

### **6.0 RECOMMENDATIONS**

- 6.1 That Members consider all the relevant information available, any representations that may be made and our policy.

## **7.0 OPTIONS OPEN TO THE COMMITTEE**

- 7.1 To grant the application for to vary the Static Street Trading Consent at location applied for.
- 7.2 To grant the application with amendments.
- 7.3 To defer the matter for further consideration.
- 7.4 To refuse to vary the Static Street Trading Consent.

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

22<sup>nd</sup> August 2017

# Appendix A

Application & Relevant  
Documents

**AI**

**Application to VARY a Street Trading Consent**

**Notes to Applicant**

All questions must be answered unless otherwise stated.  
If relevant questions are not answered, the application will be deemed incomplete and returned to the Applicant.

\*I / \*WE HEREBY APPLY to the Sheffield City Council to VARY a street trading consent (\*delete as appropriate).

**A. THE APPLICANT(S)**

		<b>1<sup>st</sup> Applicant</b> (Mr/Mrs/Miss/other)	<b>2<sup>nd</sup> Applicant</b> (Mr/Mrs/Miss/other)
Q1	Full name(s) of the applicant	Michael Desmond	
Q2	Applicant(s) permanent private address	[Redacted] Sheffield [Redacted]	
Q3	Date of birth	[Redacted]	
Q4	Nationality and place of birth	British STH JUKS	
Q5	Telephone No	[Redacted]	
Q6	Email address	[Redacted]@hotmail.com	

**B. COMPANY DETAILS (if applying as a Corporate body)**

Q7	Name	
Q8	Registered address	
Q9	Registered number	
Q10	Telephone number	
Q11	Email address	

A2

**C. CURRENT CONSENT DETAILS**

Q12	Consent number	ST/C 0007
Q13	Type of consent issued	STATIC / MOBILE / CITY CENTRE SMALL UNIT / SCHOOL / OTHER (please list)
Q14	Current site details (if applicable)	Fergate outside M+S
Q15	Expiry date of consent	30- November 2017

**D. DETAILS OF VARIATION**

Q16	<p>Please note:</p> <ul style="list-style-type: none"> <li>• you cannot change sites on a variation, a new application must be submitted.</li> <li>• Consents are non transferrable, so you cannot add new consent holders on an existing consent.</li> </ul> <p>Tick details of variation, this can be more than one:</p>	
	Change days of trading	
	Change hours of trading	
	Change items to be sold	<input checked="" type="checkbox"/>
	Change of vehicle / unit	<input checked="" type="checkbox"/>
	Other (if other, please specify below)	
	Details:	

Q17	Current details to change	Proposed details of change and reason for that change
	Flowers, to pancakes	<p>I have a well known mobile catering unit (Bubble Nitch Pancakes)</p> <p>I wish to change for health reason's, sun exposure has given me skin cancer</p> <p>I have attached details</p>

A3

**E. CONVICTIONS / CAUTIONS**

Q18	Have any of the applicants ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere?	<b>Applicant 1</b> Yes [ ]      No [ <input checked="" type="checkbox"/> ]		
	If the answer is Yes please give full details below:	<b>Applicant 2</b> Yes [ ]      No [ <input checked="" type="checkbox"/> ]		
<b>Details of previous convictions and/or cautions</b>				
	<b>Date of Conviction</b>	<b>Court of Conviction</b>	<b>Nature of Offence</b>	<b>Sentence</b>
	<b>Applicant 1</b>			
	<b>Applicant 2</b>			

**F. CHECK LIST**

The following documents must be attached with this application: (tick)

Fee on variation application	<input checked="" type="checkbox"/>
3 Photographs of the vehicle / unit if a change of unit showing front, back and side	<input checked="" type="checkbox"/>
If a change of unit, confirm it meets the qualitative criteria	<input checked="" type="checkbox"/>
Any further information you may wish to submit in support of your application	<input checked="" type="checkbox"/>

The following documents must be forwarded to us before the grant of your application:

(tick if enclosed with this application)

Certificate of insurance in respect of the vehicle / unit (if applicable)	
Appropriate vehicle test (if applicable)	
Written confirmation that the vehicle meets the Council's food safety standards	



A4

# G. DECLARATION

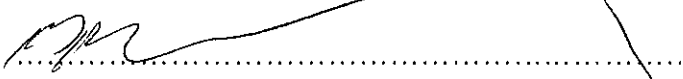
## WARNING

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."

I / We,

- 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)
- declare I understand and will comply with the Sheffield City Council Street Trading Consent Conditions;
- undertake to pay Sheffield City Council the relevant consent fee in advance whether demanded or not;
- understand that consents are not transferable;
- 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; and
- understand that giving false information is an offence and may result in prosecution and / or a street trading consent being refused or revoked:

	<p><b>Applicant 1</b></p> <p>Signature: </p> <p>Print name: <u>Michael Desrua</u></p> <p>Date: <u>20-6-2017</u></p> <p>Capacity: <u>applicant / Proprietor</u></p>
	<p><b>Applicant 2</b></p> <p>Signature: .....</p> <p>Print name: .....</p> <p>Date: .....</p> <p>Capacity: .....</p>

Please read these notes before completing the application form.

- (a) 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 attached to this form.
- (b) None of the information which you supply on (or with) this form will be treated as confidential except where it relates to convictions.
- (c) 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.

AS

Michael Desmond [REDACTED] Sheffield

The Licensing Committee

Since 2015 I have been operating Monet's garden a successful flower cycle on Fargate. much as I love selling my flowers I'm afraid it is no longer feasible as working in direct sunlight on Fargate has led to me getting skin cancers on my forehead and face, my GP and surgeon have told me I should no longer do this. Since stopping my flower sales I have been engaged in very heavy work but have been advised to stop this due to more Heart related health issues. My GP agrees that working on my pancake unit will cause me no health issues.

For many years I have owned and operated a much loved local, mobile catering unit (Double Dutch Pancakes) and would like to apply for a static pitch on Fargate as I only do a few events a year. My pancake unit is bespoke, individual and very pleasing on the eye; it is like no other in the country. I have attached photos. We sell a wide range of sweet and savoury pancakes and all our ingredients are cooked fresh to order and sourced locally and one of our pancakes can be bought for as little as two pounds fifty. No one else is selling pancakes in the vicinity and I am no threat to anyone else's livelihood. Chinese People in particular flock to my pancake unit as the sight and smell of my classic pancakes reminds them of home and fills them with Joy, in light of the Chinese community growing so fast in our city and the Chinese student numbers growing massively by the year they are now a very important part of our city's economy and will continue to receive a warm welcome and top quality food at my pancake unit which will light up Fargate , bring culinary joy and a great international feel to our vibrant city centre

I hope the committee can look favourably on my on this application, I am sixty four next and it will be difficult finding alternative work or retraining.

Yours sincerely

Michael Desmond



My pancake unit has been inspected and falls within all mobile catering safety and fire legislation also the committee will see by my photos that my unit is very small which means in the case of an emergency it can be moved off Fargate in a matter of seconds. My public liability ran out last week but I will of course be renewing it if this application is successful. I have enclosed my gas safety certificate and fire risk assessment.

Finally at the expense of sounding vain I am one of South Yorkshire's best Street Traders. I have a gregarious personality and my customer service skills are second to none. I am well aware of equal opportunities legislation; people visiting my Pancake unit are made to feel welcome regardless of age, race, religion, mental/ physical ability or sexual orientation

Michael Desmond

Anyone working for me  
will receive at least the  
national living wage **A7**

AS

**VIRTUAL**  
COLLEGE

**City & Guilds**  
Accredited

This certificate is presented to

***michael desmond***

who has successfully completed the  
training course and assessment in

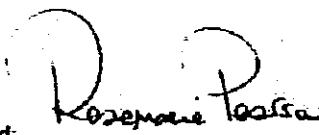
**Level 2 - Food Safety and Hygiene  
for Retail**


This course covers:

- An Introduction to Food Safety & Hygiene
- Impact of Food-Borne Illness
- Understanding Food Law
- Food Safety Hazards & Contamination
- Food Preservation, Storage & Temperature Control
- Personal Hygiene
- Hygienic Premises & Equipment
- HACCP & Summary

Date: 28-Apr-2013

Certificate No: 1147682

Signed:   
Dr Rosemarie Pearson (Food Specialist)

Signed:   
Director (Virtual College)



Authorisation Seal



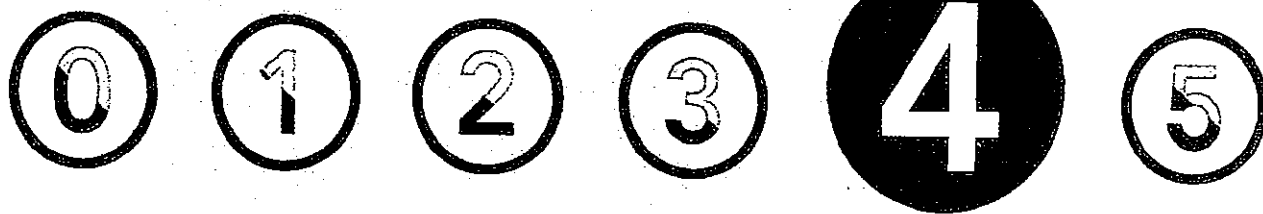
To verify, telephone 01943 605976

The content of this course has been independently certified as conforming to  
universally accepted Continuous Professional Development (CPD) guidelines

Virtual College Ltd | Market House | Stephenson Way | Witley | LS29 8DD | Tel: 01943 605976 | Fax: 01943 605522  
Company Reg 3062439 | www.virtual-college.co.uk | elearning@virtual-college.co.uk

# FOOD HYGIENE RATING

A9



GOOD

## Double Dutch Pancake Bar

Date of hygiene rating

27 March 2014

Authorising signature

Contact details

Sheffield City Council  
Health Protection Service  
2-10 Carbrook Hall Road  
Sheffield  
S9 2DB  
Tel: 0114 2735774

For more information about the Food Hygiene Rating Scheme visit [food.gov.uk/ratings](http://food.gov.uk/ratings)

The food hygiene rating shown above reflects the standards found on the date of inspection or visit by the local authority. Ratings are given on a scale from 0 (urgent improvement necessary) up to 5 (very good). The rating is not a guide to food quality.



# DOUBLE DUTCH PANCAKE BAR FIRE RISK ASSESMENT

A10

1. All flammable materials are kept clear of the hotplate cooking area
2. Propane gas bottles are kept upright and secure
3. All equipment has been checked and certified by a registered professional and we have a current valid gas safety inspection certificate.
4. A suitable fire extinguisher is kept to hand at all times

Serial No  
**AAAG20224**

# SERVICE/MAINTENANCE RECORD

This record can be used to document the outcomes of the checks and tests required by The Gas Safety (Installation and Use) Regulations. Some of the outcomes are as a result of visual inspection only and are recorded where appropriate. Unless specifically recorded no detailed inspection of the flue lining, construction or integrity has been performed. Registered Engineer/engineer details can be checked at [www.gassafetyregister.co.uk](http://www.gassafetyregister.co.uk) or by calling 0800 408 5500.



TICK BOXES AS APPROPRIATE

Gas safe is a registered trade mark of HSE and is used under licence

**Details of Registered Business**

Gas Safe Register No 576204

Registered Engineer's Name A. JENNMAN

Gas Safe Register Licence Number 3722132

Business CRAB - TEANOMIC LIMITED

Address 4 OSBORNE AVENUE  
ASTON, SAREGARD

Postcode S26 2BY

Contact No 07874360010

**Details of Site**

Name (Mr/Ms/Ms/Ms) MICHAEL DESMOND

Address ROBINSON  
SAREGARD

Postcode [REDACTED]

Contact No [REDACTED]

**Details of Landlord or Agent** (where appropriate)

Name (Mr/Mrs/Miss/Ms) \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_

Contact No \_\_\_\_\_

**Number of Appliances tested** \_\_\_\_\_

Is the appliance safe to use? Yes  No

If the answer to above is No complete a Warning/Advisory Record and attach an appropriate Warning label to the appliance/installation.

Remedial work required - \_\_\_\_\_

Appliance Details		Installation Details	
Type	<u>PANUACE BAP. (VRS)</u>	Is the accommodation rented? (Yes or No)	<u>N/A</u> Yes <input type="checkbox"/> No <input type="checkbox"/>
Manufacturer	<u>BOUVE DORTON</u>	Type of work carried out - Service or Maintenance	<u>SERVICE</u> Yes <input type="checkbox"/> No <input type="checkbox"/>
Model		Has a gas tightness test been carried out? (Yes or No)	<u>Yes</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Location		If yes to the above was this a Pass or Fail?	<u>Pass</u> Pass <input checked="" type="checkbox"/> Fail <input type="checkbox"/>
Flue type		Is electrical bonding (where required) satisfactory?	<u>Yes</u> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>

**Electronic combustion gas analyser (ECGA) readings - where required**

Has a full strip and clean service been carried out Yes  No

Safety - General	Initial ECGA reading	Final ECGA reading
Ventilation correct (Yes or No)	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Satisfactory flue flow check	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Satisfactory spillage test	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	<u>SOURCE A SAFETY INSPECTION CARRIED OUT.</u>
Chimney & termination correct	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Safety device(s) correct	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Operating pressure (mbar) or heat input (kW)		

**Appliance - Satisfactory**

Appliance/system controls	Defect(s) - Remedial Action Taken/Required*
Burner(s)/injector(s)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Ignition and flame picture	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Heat exchanger	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Electrical connection	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Appliance/system controls	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Fan(s)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Seals (appliance case etc.)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Fireplace catchment space	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Closure plate	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Location and stability	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Return air/plenum	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

Refer to separate Warning/Advisory Record

Record issued by: Signature [Signature]

Print Name A. JENNMAN

Received by: Signature [Signature]

Date appliance(s)/flue(s) checked 07-06-2016

**ATTENTION**

Next safety check due by: 07-06-2017



# DEVONSHIRE GREEN MEDICAL CENTRE

AD

Dr E Allsopp • Dr H Briddon • Dr A O'Rourke • Dr H Burke • Dr K Brown

126 Devonshire Street, Sheffield, S3 7SF

Tel: 0114 272 0255  
Fax 0114 272 8637

03-May-2017

TO WHOM IT MAY CONCERN

Re: Michael Desmond DoB: [REDACTED]

NHS No: 458 228 4949 Tel No: [REDACTED]

I am writing in support of this patient of ours who has been advised he can no longer do his work with his flower cycle due to the time he has to spend in the sun on Fargate.

He has had a skin cancer lesion removed from his forehead. He has been told that sun exposure has caused this and that he may be at risk of further lesions. He is in full sunlight with no shade with his flower cycle.

He is now going to apply to put his pancake unit on Fargate. I would appreciate any help the Council can give him in these difficult times with his health in support of this business application.

Please let me know if you require any further information.

Yours faithfully,



Dr Elizabeth Allsopp

# DEVONSHIRE GREEN MEDICAL CENTRE

Dr E Allsopp • Dr H Briddon • Dr A O'Rourke • Dr H Burke • Dr K Brown

126 Devonshire Street, Sheffield, S3 7SF

Tel: 0114 272 025  
Fax: 0114 272 8637

AB

AO/TM

28 March 2017

## To Whom It May Continue

Michael Desmond DOB: [REDACTED]  
[REDACTED] Sheffield, [REDACTED]

I recently reviewed Mr Desmond in Surgery and he has requested that I provide you with some medical information regarding his current medical problems.

Currently Mr Desmond works 16hours a week. He is extremely keen to continue working but unfortunately his current work involves quite a lot of manual labour, including lifting. He had a previous fracture of his clavicle in September 2006 and unfortunately this did not heal. As a result he continues to experience pain in his clavicle and also in his left arm.

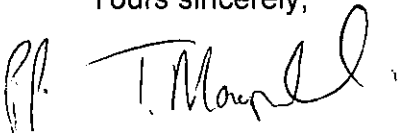
He also known to have cerebrovascular disease and had a stroke affecting his left side in March 1999.

I am currently investigating him for breathlessness and he is awaiting a review with cardiology.

In view of his current medical problems I would be extremely grateful for any support you can offer in terms of assisting him to find alternative work that is more suited to his current needs.

If you require any further information please do not hesitate to contact me.

Yours sincerely,



DR ALICIA O'ROURKE

Northern General Hospital  
Herries Road  
Sheffield  
S5 7AU

**A14**

0114 271 4315

MR MICHAEL DESMOND  
15A VICTORIA ROAD  
SHEFFIELD  
S10 2DJ

25 May 2017

Dear MR MICHAEL DESMOND

Hospital No: **WJ3117**  
NHS No: **4582284949**

The following appointment has been made for you to attend the Diagnostic Cardiology Unit

Hospital: **Northern General Hospital**  
Investigation: **24 Hour ECG**  
Appointment: **Thursday 15 June 2017 at 9:20 AM**

Please attend the Diagnostic Cardiology Unit which is located in the Chesterman Wing on B floor. Please enter the hospital grounds via the Barnsley Road entrance and turn right onto the main hospital drive. The Chesterman Wing is located at the top of the hill on the left hand side.

You will be expected to return the monitor, as detailed overleaf, to the department on the date specified below, at or before the time stated.

Return appointment date: **Friday 16 June 2017 at 8:45 AM**

Please bring this letter with you.

If you are unable to attend for any reason or would like further information please contact the Diagnostic Cardiology Unit on 0114 2714315 between 8am-6pm Monday-Friday.

If you fail to inform the department that you are unable to attend, no further appointment may be offered.

Yours sincerely,

Diagnostic Cardiology Unit Administrator

Dr A J G McDonagh  
Consultant Dermatologist  
Sharon Medley:

Secretary to Dr McDonagh 0114 271 3796  
Appointments: 0114 271 2442  
Department Fax Number 0114 271 3763

Our ref: CH/DEH/WJ3117  
NHS No: 458-228-4949  
Clinic Date: 26 April 2017 - Minor Ops Clinic  
Date Typed: 10 May 2017

# Sheffield Teaching Hospitals



NHS Foundation Trust

Royal Hallamshire Hospital  
Glossop Road  
Sheffield S10 2JF

Tel: 0114 271 1900

AB

Mr Michael Desmond  
15a Victoria Road  
Sheffield  
S10 2DJ

Dear Mr Desmond

I am pleased to let you know that the basal cell carcinoma on your right forehead has been fully removed with clear margins.

I hope the scar settled satisfactorily.

We will see you as planned to biopsy the little bumps on your right upper lip and right chin in case these are further basal cell carcinomas rather than just spots.

Yours sincerely

**Dr Catherine Holden**  
Associate Specialist in Dermatology

cc Dr ES Allsopp  
Devonshire Green Med.ctr.  
126 Devonshire Street  
Sheffield  
South Yorkshire  
S3 7SF

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AG

# Hire The Pancake Bar

Healthy fast food, made with fresh ingredients. Dutch pancakes are perfect for special events

**G**o Dutch! Next time you have a special event such as a birthday party, (especially if it's for kids), give everyone an unusual and tasty treat - courtesy of a Double Dutch Pancake Bar which will be wheeled to your premises, complete with expert pancake maker.

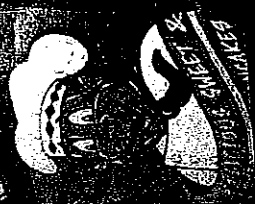
Your guests will be able to drop all kinds of fillings - ham and cheese, cheese, ham and tomato, bacon, cheese, tomato and onion, banana and hot chocolate, banana, pineapple and cinnamon.

The bars are part of a business owned by Martine Verweil. She is from Holland and uses her grandmother's traditional (secret) pancake recipe to create healthy food on the go.

After studying food marketing in England, Martine began experimenting with her own pancake bar. She soon realised that people like the Double Dutch pancake better than the traditional. Martine's customers on the go wanted their pancakes on the go. With her business partner, she decided to offer a variety of crepes by the Double Dutch Pancake Bar. The bars are available in all kinds of sizes and fillings. (Which are the same as those created by the traditional Dutch pancake bar.)

For more details please contact Martine Verweil on 0114 266 0829 / 07920 223 518. Michael Desmond is the number below.

## Double Dutch Pancake Bar



Contact Michael Desmond  
0114 266 0829 / 07920 223 518



Double Dutch  
pancake bar

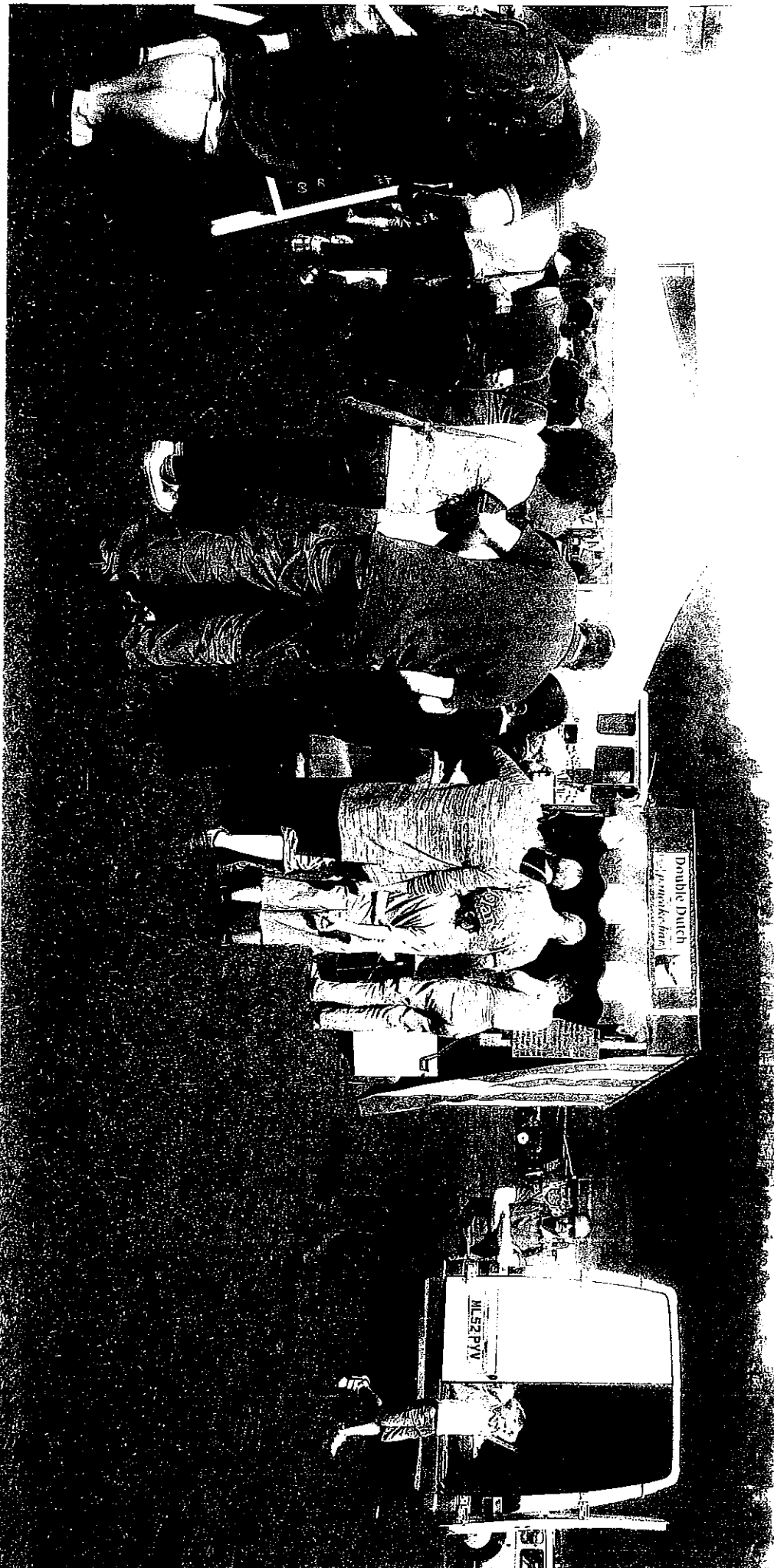
A17



A18



AP9





# Appendix B

Invitation to attend

# SHEFFIELD CITY COUNCIL

**B1**

LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982

Street Trading – Static Street Trading application - Fargate.

## IMPORTANT: NOTIFICATION OF A COMMITTEE MEETING

To: Mr Michael Desmond

[REDACTED]  
Sheffield  
[REDACTED]

Email: [REDACTED]

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

**LICENCE TYPE:** Vary Street Trading Consent – Fargate

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

This matter has been referred to the Licensing Committee of Sheffield City Council for determination. Full details are provided in the report enclosed and to the Committee. 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 interested parties and objectors to attend the meeting.**

The meeting in respect of the application will take place on **Tuesday 22<sup>nd</sup> August 2017** in a Committee Room of the Town Hall, Sheffield, S1 2HH (Pinstone Street entrance) and you are invited to attend at **11:15 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 2734264.

*Steve Lonnie*

.....  
Steve Lonnie  
Chief Licensing Officer  
Head of Licensing

Date: 10<sup>th</sup> August 2017

**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 2734264

**The Licensing Service Reception is open from 10.00am to 4.00pm, Monday to Friday. Telephone calls can be taken from 09:00am to 5:00pm.**

# Appendix C

Hearing procedure

# STREET TRADING CONSENT APPLICATION

## SUB-COMMITTEE HEARING PROCEDURE

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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.**