



---

---

## LICENSING SUB-COMMITTEE

Meeting to be held on: **24 September 2021 2.00P.M**

Meeting to be held at: **Walsall Council House, Leicester Street, Walsall, WS1 1PT**

Accessible via: <https://www.youtube.com/user/walsallcouncil>

**MEMBERSHIP:** Councillor P Kaur  
Councillor Samra  
Councillor Sears



# **A G E N D A**

## **PART I - PUBLIC SESSION**

1. Appointment of Chair
2. Welcome
3. Apologies
4. Declarations of Interest
5. Application for a Premises Licence under Section 17 of the Licensing Act 2003 in respect of Cobra Creative Studios, Unit 21, Owen Road Industrial Estate, Willenhall, Walsall, WV13 2PY.





## **Schedule 12A to the Local Government Act, 1972 (as amended)**

### **Access to information: Exempt information**

#### **Part 1**

#### **Descriptions of exempt information: England**

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes:
  - (a) to give any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.
8. Information being disclosed during a meeting of a Scrutiny and Performance Panel when considering flood risk management functions which:
  - (a) Constitutes a trades secret;
  - (b) Its disclosure would, or would be likely to, prejudice the commercial interests of any person (including the risk management authority);
  - (c) It was obtained by a risk management authority from any other person and its disclosure to the public by the risk management authority would constitute a breach of confidence actionable by that other person.



## The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

### Specified pecuniary interests

The pecuniary interests which are specified for the purposes of Chapter 7 of Part 1 of the Localism Act 2011 are the interests specified in the second column of the following:

Subject	Prescribed description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by a member in carrying out duties as a member, or towards the election expenses of a member.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Regulations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority:</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	<p>Any tenancy where (to a member's knowledge):</p> <p>(a) the landlord is the relevant authority;</p> <p>(b) the tenant is a body in which the relevant person has a beneficial interest.</p>
Securities	<p>Any beneficial interest in securities of a body where:</p> <p>(a) that body (to a member's knowledge) has a place of business or land in the area of the relevant authority; and</p> <p>b) either:</p> <p>(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>



# Appointment of Chair

# Welcome

# Apologies

# Declarations of Interest



## Agenda Item 5

# Cobra Studios

**Information to accompany notice of hearing**

**Rights of a Party**

- Subject to Regulations 14(2) and 25 \*, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.
- At the hearing, a party shall be entitled to -
  - (a) in response to a point upon which the Authority has given notice to a party that it will want clarification, give further information in support of their application, representations or notice (as applicable);
  - (b) if given permission by the Authority, question any other party; and
  - (c) address the Authority.

(\* Regulation 14(2) states “The Licensing Authority may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking place in public.” Regulation 25 states “The Authority may require any person attending the hearing who, in their opinion, is behaving in a disruptive manner to leave the hearing and may -

- (a) refuse to permit that person to return; or
- (b) permit him to return only on such conditions as the Authority may specify.

but such person may, before the end of the hearing, submit to the Authority in writing any information which they would have been entitled to give orally had they not been required to leave”).

**Non-attendance of a party at the hearing**

- (1) If a party has informed the Authority that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated, fails to attend or be represented at a hearing, the Authority may -
  - (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date; or
  - (b) hold the hearing in the party’s absence.

- (3) Where the Authority holds the hearing in the absence of a party, the Authority shall consider at the hearing the application, representations or notice made by that party.
- (4) Where the Authority adjourns the hearing to a specified date, it must forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

### **Procedure to be followed at the hearing**

- At the beginning of the hearing, the Authority shall explain to the parties the procedure that will be followed and shall consider any request by a party for permission for another person to appear at the hearing.
- The hearing will usually be conducted in public, although the Sub-Committee may exclude the public from all or part of a hearing where it is considered expedient.
- The hearing will take the form of a discussion led by the Authority and cross-examination will not normally be permitted unless the Authority considers that cross-examination is required for it to consider the representations, application, or notice, as the case may require.
- The hearing will proceed as follows:-
  1. The Chair to open the meeting, introducing Members and officers to all parties, members of the public, explain the nature of the application and the procedure to be followed.
  2. The applicant or their representative; relevant Authorities or their representatives; objectors or their representative to introduce themselves to the Sub-Committee.
  3. The Chair to ensure everyone has a full copy of documents for the hearing and to deal with any preliminary issues that may affect the hearing, for example, an application for an adjournment to consider fresh or late evidence.
  4. The Licensing Officer to tender a report to the Sub-Committee, outlining the application, any relevant representations and relevancies to the Local Authority licensing policy statement and statutory guidance.
  5. The Sub-Committee or other parties to seek points of clarification from the Licensing Officer on his report, if necessary.
  6. The responsible Authorities, or their representatives, to make relevant representations in relation to the application.
  7. The applicant and other interested parties to ask questions of the responsible Authorities in relation to their representations.
  8. Sub-Committee Members to ask relevant questions of the responsible Authorities in relation to their representations.
  9. Interested parties to be invited, if they wish to, to make relevant representations to the Sub-Committee.
  10. The applicant or person representing them to ask questions of the interested parties in relation to their representations.

11. Sub-Committee Members to ask relevant questions of the interested parties in relation to their representations.
12. The applicant, or their representative, to present their case to the Sub-Committee.
13. The responsible Authorities, or their representatives, to ask questions of the applicant.
14. The interested parties, or their representative, to ask questions of the applicant.
15. The Sub-Committee to ask questions of the applicant.
16. The Chair to invite any parties making representations, and the applicant, to briefly summarise their case, if they wish.
17. The Chair will check that the parties have said all that they wish to.
18. The Sub-Committee will then decide on the matter in private and all persons, except the legal advisor and the Committee administrator, will withdraw from the hearing.
19. All the parties will then be recalled and the decision of the Sub-Committee will be delivered, including any conditions placed on the licence (if granted) and the licensing objective that they relate to.

### **Determinations**

- In most cases, the Sub-Committee will make a determination at the conclusion of the hearing. In all cases, the determination will be in writing, giving reasons for the decision.
- The Sub-Committee will consider its final decision in private, accompanied by the Legal Officer and the Committee Clerk. Any legal advice given to Members of the Sub-Committee will be repeated by the Legal Officer to the parties when the decision is announced publicly.

**Action following receipt of notice of hearing**

- (1) A party shall give to the Authority, within the period of time provided for in the following provisions of this Regulation, a notice stating -
  - (a) whether he intends to attend or be represented at the hearing;
  - (b) whether he considers a hearing to be unnecessary.
- (2) In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in Paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the Authority in relation to the application, representations or notice of the party making the request.
- (3) In the case of a hearing under -
  - (a) Section 48(3)(a) (cancellation of interim authority notice following police objection); or
  - (b) Section 105(2)(a) (counter notice following police objection to temporary event notice),

the party shall give the notice no later than one working day before the day or the first day on which the hearing is to be held.
- (4) In the case of a hearing under -
  - (a) Section 167(5)(a) (review of Premises Licence following Closure Order);
  - (b) Paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence);
  - (c) Paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing Club Certificate); or
  - (d) Paragraph 26(3)(a) of Schedule 8 (determination of application by holder of Justices Licence for grant of Personal Licence),

the party shall give the notice no later than two working days before the day or the first day on which the hearing is to be held.
- (5) In any other case, the party shall give the notice no later than five working days before the day or the first day on which the hearing is to be held.

### **Right to dispense with hearing if all parties agree**

- (1) An Authority may dispense with holding a hearing if all persons required by the Act to agree that such a hearing is unnecessary, other than the Authority itself, have done so by giving notice to the Authority that they consider a hearing to be unnecessary.
- (2) Where all the persons required by the Act to agree that a hearing is unnecessary have done so in accordance with Paragraph (1), the Authority, if it agrees that a hearing is unnecessary, must forthwith give notice to the parties that the hearing has been dispensed with.

### **Withdrawal of representations**

A party who wishes to withdraw any representations they have made may do so -

- (a) by giving notice to the Authority no later than 24 hours before the day or the first day on which the hearing is to be held; or
- (b) orally at the hearing.

- oOo -

**LICENSING SUB-COMMITTEE**  
**ORDER OF PROCEEDINGS**

1. Introductions.
2. Licensing Officer to present report outlining the application, relevant representations and relevance to the Local Authority licensing policy statement and statutory guidance.
3. Questions to the Licensing Officer from the Sub-Committee or other parties.
4. The responsible Authorities to make relevant representations in relation to the application.
5. The applicant, interested parties and Sub-Committee to ask questions of the responsible Authorities.
6. Interested parties to make representations.
7. The applicant, responsible Authorities and Sub-Committee to ask questions of the interested parties.
8. The applicant to present their case.
9. Responsible Authorities, interested parties and Sub-Committee to ask questions of the applicant.
10. All parties to briefly summarise their case.
11. The Chair to check that all parties have said all they wish to.
12. The Sub-Committee to deliberate in private, all persons except the Legal Adviser and Committee Administrator, to withdraw from the hearing.
13. All parties to be recalled and advised of the Sub-Committee's decision and inform parties in regard to the right of appeal to the Magistrates Court under Section 181 of the Licensing Act 2003

- oOo -





**REPORT OF THE DIRECTOR OF RESILIENT COMMUNITIES TO THE**

**LICENSING SUB – COMMITTEE**

**24 SEPTEMBER 2021**

**APPLICATION FOR A PREMISES LICENCE UNDER SECTION 17 OF THE**

**LICENSING ACT 2003**

**Cobra Creative Studios  
Unit 21, Owen Road Industrial Estate  
Willenhall  
Walsall  
WV13 2PY**

**1. Summary of Report**

- 1.1. The purpose of this report is for the Licensing and Safety Sub-Committee to determine an application made under Section 17 of the Licensing Act 2003 for a new premises licence in respect of Cobra Creative Studios, Unit 21, Owen Road Industrial Estate, Willenhall, WV13 2PY.
- 1.2. The application was submitted by Ian Rushton (JL Licence and Retail), on behalf of Cobra Creative Studios (the applicant).
- 1.3. During the consultation period the licensing authority received representations to the application from responsible authorities.

**2. Recommendations**

- 2.1 Members are to consider the application and determine whether the application can be granted as applied for, granted with modifications or conditions or the application may be refused.

**3. Background Information**

- 3.1. The application for a premises licence, attached as **Appendix 1**, was received by the Licensing Authority on 29 July 2021.
- 3.2. A summary of the licensed activities and times applied for is provided in the table below:

<b>Licensable Activities</b>	<b>Days</b>	<b>From</b>	<b>To</b>
Provision of plays (Indoors)	Monday to Sunday	10:00	05:00
Provision of Films (Indoors)	Monday to Sunday	10:00	05:00
Indoor Sporting Events	Monday to Sunday	10:00	05:00
Provision of Boxing or Wrestling Entertainments (Indoors)	Monday to Sunday	10:00	05:00
Live Music (Indoors & Outdoors)	Monday to Sunday	10:00	05:00
Recorded Music (Indoors & Outdoors)	Monday to Sunday	00:00	00:00
Performance of Dance (Indoors & Outdoors)	Monday to Sunday	10:00	05:00
Anything Similar to Live, Recorded Music or Performance of Dance (Indoors & Outdoors)	Monday to Sunday	10:00	05:00
Supply of Alcohol for (consumption On & Off the premises) Outdoor	Monday to Sunday	10:00	05:00
Late Night Refreshment (Indoors)	Monday to Sunday	23:00	05:00
Public Opening Times	Monday to Sunday	00:00	00:00

- 3.3 Vanessa Sinclair has been nominated as the Designated Premises Supervisor.
- 3.4 A street map of the locality is attached as **Appendix 2**.
- 3.5 In accordance with the prescribed application criteria specified in the Licensing Act 2003, the application was served on all statutory 'responsible authorities'.

- 3.6 The Licensing Act 2003 specifies that new premises licence applications must be advertised in the following ways:
- a) by way of a blue site notice displayed on the premises for a statutory consultation period of 28 consecutive days, starting the day after the application is complete and valid;
  - b) by the publication of a licensing notice placed in a newspaper circulating within the area of the premises, by the tenth working day of the consultation period; and
  - c) the Licensing Authority must advertise the application on its website for the duration of the consultation period.
- 3.7 This combination of requirements ensures that ‘other persons’, regardless of their status or geographic proximity to the premises, are aware that an application for a premises licence has been made and of their right and opportunity to comment, should they wish to do so.
- 3.8 The blue notice was displayed and the newspaper notice published in accordance with the requirements of the Licensing Act 2003.
- 3.9 Any responsible authority, or other person, may submit a representation to the Licensing Authority however, only relevant representations, received during the advertised consultation period, may be considered when determining the application.

#### **4. Representations**

##### **4.1. Representations from Responsible Authorities**

The Licensing Authority received the following responses to the consultation from responsible authorities:

##### West Midlands Fire Service

On the 12<sup>th</sup> August 2021, West Midlands Fire Service submitted a representation to the grant of the premises licence on the grounds of public safety. A copy of the representation is attached as **Appendix 3**.

##### Community Protection

On 23 August 2021 the Community Protection Team commented that there are no comments to make on the application in regards to licensing authority or public nuisance, however the applicants were advised to take advice from Walsall Building Control to ensure checks have taken place in terms of change of use. A copy of the response is attached as **Appendix 4**.

#### West Midlands Police

On 25 August 2021 the Police Licensing Officer confirmed that West Midlands Police object to the grant of the premises licence as they believe that all 4 licensing objectives will be undermined. A copy of the representation is attached as **Appendix 5**.

#### Children's Services

On the 26 August 2021, Children's Services responded to say they have no comments/concerns in relation to this application. A copy of the response is attached as **Appendix 6**.

#### Environmental Health

On the 25 August 2021, Environmental Health responded to say that they have no representations concerning this application. A copy of the response is attached as **Appendix 7**.

#### Other responsible authorities

No comments were received from any other responsible authorities in relation to this application.

#### **4.2. Representations from 'other persons'**

The Licensing Authority have not received any representations from 'other persons'.

#### **5. Cumulative Impact Policy**

- 5.1. The premises does not fall within the councils' cumulative impact area, therefore the cumulative impact policy does not apply to this application.

#### **6. Walsall Council Licensing Policy**

- 6.1. **Appendix 8** is a link to Walsall Council's Statement of Licensing Policy.

#### **7. Resource Considerations**

- 7.1. **Financial:** Application fees are set by central government and are non-refundable. The Licensing Authority would have to cover the cost of any successful appeals made to magistrate's court.
- 7.2. Any decision taken by the Licensing Authority may be appealed to the Magistrates' Court. The Licensing Authority would have to bear the costs of defending such an appeal.
- 7.3. **Legal:** Licensing Act 2003, section 10 (4) (i) states:  
*"Arrangements may not be made under subsection (1) or (2) for the discharge by an officer of—  
(a) any function under—*

*(i) section 18(3) (determination of application for premises licence where representations have been made)”.*

Any representations received must be relevant to the likely effect on the promotion of the licensing objectives in respect of the application received, namely: Prevention of Crime and Disorder, Public Safety, Prevention of Public Nuisance, Protection of Children from Harm. Representations which are not relevant must be rejected.

- 7.4. The Licensing Authority upon receipt of relevant representations and only if it is considered to be appropriate to promote the licensing objectives may consider attaching additional conditions, modifying existing conditions as given in the operating schedule, or to reject the application.
- 7.5. Any conditions further imposed by the committee must be appropriate and should be tailored to the size, style, characteristics and activities taking place at the premises. They should not be merely aspirational and should not go further than what is needed for that purpose.
- 7.6. Walsall Council has stated that at all times the Licensing Authority will try to strike a fair balance between the benefits to the community of a licensed venue and the risk of disturbance to local residents.
- 7.7. The Licensing Sub Committee must have due regard to the licensing authorities licensing policy statement and the statutory guidance issued under section 182 of the Licensing Act 2003.

## **8. Section 182 Guidance:**

- 8.1. The section 182 guidance issued under the licensing act 2003 states: “Licensing authorities should look to the police as the main source of advice on crime and disorder.”
- 8.2. The need for licensed premises 14.19 - There can be confusion about the difference between the “need” for premises and the “cumulative impact” of premises on the licensing object “Need” concerns the commercial demand for another pub or restaurant or hotel and is a matter for the planning authority and for the market. This is not a matter for a licensing authority in discharging its licensing functions or for its statement of licensing policy.
- 8.3. 14.42 The absence of a CIA does not prevent any responsible authority or other person making representations on an application for the grant or variation of a licence on the grounds that the premises will give rise to a negative cumulative impact on one or more of the licensing objectives, However, in each case it would be incumbent on the person making the representation to provide relevant evidence of cumulative impact.

- 8.4. Paragraph 9.4. A representation is “relevant” if it relates to the likely effect of the grant of the licence on the promotion of at least one of the licensing objectives.

## **9. Relevant Representations**

- 9.1. In determining whether a representations is ‘relevant’, and may therefore be taken into account, the Sub-Committee must have regard to Sections 18(6) and 18(7) of the Licensing Act 2003, which state:

- 9.2. 18 (6) For the purposes of this section, “relevant representations” means representations which—
- (a) are about the likely effect of the grant of the premises licence on the promotion of the licensing objectives;
  - (b) meet the requirements of subsection (7);
  - (c) if they relate to the identity of the person named in the application as the proposed premises supervisor, meet the requirements of subsection (9); and
  - (d) are not excluded representations by virtue of section 32 (restriction on making representations following issue of provisional statement).

18 (7) the requirements of Section 18 subsection (7), referenced above, are—

- (a) that the representations were made by a responsible authority or other person] within the period prescribed under section 17(5)(c);
- (b) that they have not been withdrawn; and
- (c) in the case of representations made by a person who is not a responsible authority , that they are not, in the opinion of the relevant licensing authority, frivolous or vexatious

### **9.3. Licensing Objectives**

The Licensing Objectives are:

- The prevention of crime and disorder;
- The prevention of public nuisance;
- The protection of children from harm; and
- Public Safety.

- 9.4. For example, a representation from a local businessperson about the commercial damage caused by competition from new licensed premises would not be relevant. On the other hand, a representation by a businessperson that nuisance caused by new premises would deter

customers from entering the local area, and the steps proposed by the applicant to prevent that nuisance were inadequate, would be relevant.

- 9.5. In other words, representations should relate to the impact of licensable activities carried on from premises on the objectives. For representations in relation to variations to be relevant, they should be confined to the subject matter of the variation.
- 9.6. There is no requirement for a responsible authority or other person to produce a recorded history of problems at premises to support their representations, and in fact this would not be possible for new premises.
- 9.7. Conditions should be targeted on deterrence and preventing crime and disorder including the prevention of illegal working in licensed premises (see paragraph 10.10). For example, where there is good reason to suppose that disorder may take place, the presence of closed-circuit television (CCTV) cameras both inside and immediately outside the premises can actively deter disorder, nuisance, anti-social behaviour and crime generally.

Some licence holders may wish to have cameras on their premises for the prevention of crime directed against the business itself, its staff, or its customers. But any condition may require a broader approach, and it may be appropriate to ensure that the precise location of cameras is set out on plans to ensure that certain areas are properly covered and there is no subsequent dispute over the terms of the condition.

- 9.8. The 2003 Act enables licensing authorities and responsible authorities, through representations, to consider what constitutes public nuisance and what is appropriate to prevent it in terms of conditions attached to specific premises licences and club premises certificates. It is therefore important that in considering the promotion of this licensing objective, licensing authorities and responsible authorities focus on the effect of the licensable activities at the specific premises on persons living and working (including those carrying on business) in the area around the premises which may be disproportionate and unreasonable. The issues will mainly concern noise nuisance, light pollution, noxious smells and litter.
- 9.9. Applicants have the opportunity to demonstrate how they intend to promote the licensing objectives through the operating schedule, section 8.41 of the guidance states: "in completing an operating schedule, applicants are expected to have regard to the statement of licensing policy for their area.

They must also be aware of the expectations of the licensing authority and the responsible authorities as to the steps that are appropriate for the promotion of the licensing objectives, and to demonstrate knowledge of their local area when describing the steps they propose

to take to promote the licensing objectives. Licensing authorities and responsible authorities are expected to publish information about what is meant by the promotion of the licensing objectives and to ensure that applicants can readily access advice about these matters. However, applicants are also expected to undertake their own enquiries about the area in which the premises are situated to inform the content of the application”.

9.10. Applicants are, in particular, expected to obtain sufficient information to enable them to demonstrate, when setting out the steps they propose to take to promote the licensing objectives, that they understand:

- the layout of the local area and physical environment, including crime and disorder hotspots, proximity to residential premises and proximity to areas where children may congregate;
- any risk posed to the local area by the applicants’ proposed licensable activities; and
- any local initiatives (for example, local crime reduction initiatives or voluntary schemes including local taxi-marshalling schemes, street pastors and other schemes) which may help to mitigate potential risks.

9.11. Applicants are expected to provide licensing authorities with sufficient information in this section to determine the extent to which their proposed steps are appropriate to promote the licensing objectives in the local area. Applications must not be based on providing a set of standard conditions to promote the licensing objectives and applicants are expected to make it clear why the steps they are proposing are appropriate for the premises.

9.12. Licensing authorities are best placed to determine what actions are appropriate for the promotion of the licensing objectives in their areas. All licensing determinations should be considered on a case-by-case basis. They should take into account any representations or objections that have been received from responsible authorities or other persons, and representations made by the applicant or premises user as the case may be.

9.13. The authority’s determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve.

9.14. The 2003 Act requires that licensing conditions should be tailored to the size, type, location and characteristics and activities taking place at the premises concerned. Conditions should be determined on a case-by-case basis and standardised conditions which ignore these individual aspects should be avoided. For example, conditions should not be used to implement a general policy in a given area such as the use of CCTV, polycarbonate drinking vessels or identity scanners where they would not be appropriate to the specific premises.



9.15. The Licensing Sub Committee may grant the application as requested, grant with additional/modified conditions attached to the premises licence or reject the application.

9.16. Where the applicant, responsible authority, or other persons is aggrieved by the decision of the Licensing Authority, appeal is to Magistrates Court where the reasonableness or otherwise of the decision will be tested.

**10. Staffing issues:**

None arising from this report.

**11. Citizen Impact**

11.1. Residents or businesses ('Other Persons') within the licensing authorities' area are able to submit 'relevant representations'

**12. Community Safety**

12.1. Issues raised in relation to potential public safety are addressed by committee through the decision making process.

**13. Environmental Impact**

13.1. Nothing arising from this report.

**14. Performance and Risk Management Issues**

14.1. Nothing arising from this report.

**15. Equality Implications**

15.1. Nothing arising from this report.

**16. Consultation**

16.1. Consultation/advertising is carried out in accordance with prescribed statutory regulation.

**17. Associated Papers**

Appendix 1 – Application.

Appendix 2 – Location Plan.

Appendix 3 – Representation from West Midlands Fire Service

Appendix 4 – Response from Community Protection

Appendix 5 – Representation from West Midlands Police

Appendix 6 – Response from Walsall Children's Services

Appendix 7 – Response from Environmental Health

Appendix 8 – Link to Statement of Licensing Policy

**18. Contact Officer**

Sayful Alom, Team Leader (Licensing), [Sayful.alom@walsall.gov.uk](mailto:Sayful.alom@walsall.gov.uk)

# Application Appendix 1

\* required information

**Section 1 of 21**

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

\* First name

COBRA CREATIVE STUDIOS LTD

\* Family name

COBRA CREATIVE STUDIOS LTD

\* E-mail

Main telephone number

Include country code.

Other telephone number

☐ Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

☒ Applying as a business or organisation, including as a sole trader  
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

Is the applicant's business registered in the UK with Companies House?

☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

12815771

Business name

COBRA CREATIVE STUDIOS LTD

If the applicant's business is registered, use its registered name.

VAT number

-

Put "none" if the applicant is not registered for VAT.

Legal status

Private Limited Company

*Continued from previous page...*

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Agent Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

- ☒ An agent that is a business or organisation, including a sole trader
- ☐ A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

**Agent Business**

Is your business registered in the UK with Companies House? ☐ Yes ☒ No

Note: completing the Applicant Business section is optional in this form.

Is your business registered outside the UK? ☐ Yes ☒ No

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Agent Business Address**

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address    ☐ OS map reference    ☐ Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

## Section 3 of 21

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

### Confirm The Following

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

## Section 4 of 21

### NON INDIVIDUAL APPLICANTS

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

#### Non Individual Applicant's Name

Name

#### Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

LIMITED COMPANY

### Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

### Contact Details

E-mail

Telephone number

Other telephone number

\* Date of birth

\* Nationality

Add another applicant

## Section 5 of 21

### OPERATING SCHEDULE

When do you want the premises licence to start?  /  /   
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end  /  /   
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

Cobra Creative Studios is a multi-purpose recording studios and 'event space' located within a warehouse situated on an industrial estate, away from residential properties.

The property has 2 floors and includes a music studio which can be used for recording vocals, making music/videos, a 'white room' room used for photography and filming, a small bar on the ground floor, an office, a warehouse space, and a bar/



*Continued from previous page...*

common room on the first floor.

The premises will be available for a wide variety of different events, activities and functions which are booked in advance. The business aims to promote a wide range of creativity, especially in relation to different types of music.

Please note that whilst the premises are likely to be open each day, it is not going to be a traditional/normal bar in the sense that the general public will not be able to turn up just for a night out/drink.

Given the expected variety of events that may take place, this licence application seeks to allow the premises to have as much flexibility as possible to cover a wide range of events and licensable activities, moving forward.

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

## Section 6 of 21

### PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

☒ Yes ☐ No

### Standard Days And Timings

#### MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

#### TUESDAY

Start

End

Start

End

#### WEDNESDAY

Start

End

Start

End

#### THURSDAY

Start

End

Start

End

#### FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of a play take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

LOCAL GROUPS, FOR EXAMPLE, BOOKING THE STUDIOS TO STAGE PRODUCTIONS/PLAYS/DRESS REHEARSALS

State any seasonal variations for performing plays

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the performance of a play at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 7 of 21

PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

*Continued from previous page...*

TUESDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="01:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="10:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the exhibition of films take place indoors or outdoors or both?

☒ Indoors      ☐ Outdoors      ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

LOCAL GROUPS, FOR EXAMPLE, MAKING A BOOKING TO SHOW A FILM OR VIDEO PRESENTATION

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

Continued from previous page...

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

Start

End

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

Start

End

End

WEDNESDAY

Start

Start

End

End

THURSDAY

Start

Start

End

End

FRIDAY

Start

Start

End

End

SATURDAY

Start

Start

End

End

SUNDAY

Start

Start

End

End

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

*Continued from previous page...*

THE STUDIOS COULD BE USED/HIRED OUT FOR INDOOR SPORTING EVENTS SUCH AS DARTS, SNOOKER , POOL ETC.

State any seasonal variations for indoor sporting events

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for indoor sporting events at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 9 of 21

### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

☒ Yes ☐ No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

*Continued from previous page...*

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the boxing or wrestling entertainment take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

THE STUDIO COULD BE USED/HIRED OUT TO PROVIDE SUCH ENTERTAINMENTS SUCH AS BOXING, MIXED MARTIAL ARTS, KICKBOXING, SIMILAR DEMONSTRATIONS ETC.

State any seasonal variations for boxing and wrestling entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the boxing or wrestling entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 10 of 21

### PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

☒ Yes ☐ No

### Standard Days And Timings

Continued from previous page...

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of live music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not  
exclusively) whether or not music will be amplified or unamplified.

Live music events and performances in front of an audience. Also, live music performed on site and live streamed to the  
public via social media platforms.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End



*Continued from previous page...*

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Recorded music at various events.

The playing of recorded music from artistes using the recording studios - the music may be played to a small audience, 'listening' parties etc.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 12 of 21

### PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

☒ Yes ☐ No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

*Continued from previous page...*

WEDNESDAY

Start  End

Start  End

THURSDAY

Start  End

Start  End

FRIDAY

Start  End

Start  End

SATURDAY

Start  End

Start  End

SUNDAY

Start  End

Start  End

Will the performance of dance take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

The performance of dance may come in different forms - dance rehearsals, recording of a dance video, people dancing as a part of an event or a music video, local groups performing etc.

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing anything similar to live music, recorded music or performances of dance?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

Start

End

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

Start

End

End

WEDNESDAY

Start

Start

End

End

THURSDAY

Start

Start

End

End

FRIDAY

Start

Start

End

End

SATURDAY

Start

Start

End

End

SUNDAY

Start

Start

End

End

Give a description of the type of entertainment that will be provided

*Continued from previous page...*

Will this entertainment take place indoors or outdoors or both?

☐ Indoors                      ☐ Outdoors                      ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 14 of 21

### LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☒ Yes                      ☐ No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Continued from previous page...

THURSDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="05:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the provision of late night refreshment take place indoors or outdoors or both?

☐ Indoors      ☐ Outdoors      ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Provision of hot food and drinks at some events

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

## SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No

### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

☐ On the premises ☐ Off the premises ☒ Both

If the sale of alcohol is for consumption on  
the premises select on, if the sale of alcohol  
is for consumption away from the premises  
select off. If the sale of alcohol is for  
consumption on the premises and away  
from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

**Name**

First name

Family name

Date of birth

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

*Continued from previous page...*

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

## Section 16 of 21

### ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

The premises will be used for music video/film creation/photoshoots etc and there will be occasions when actors/models/dancers may wear clothes which may be revealing, and /or they may be in their underwear etc. Children of course will not be allowed access to such events.

## Section 17 of 21

### HOURS PREMISES ARE OPEN TO THE PUBLIC

#### Standard Days And Timings

##### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

##### TUESDAY

Start

End

Start

End

##### WEDNESDAY

Start

End

Start

End

##### THURSDAY

Start

End

Start

End

##### FRIDAY

Start

End

Start

End

##### SATURDAY

Start

End

Start

End



Continued from previous page...

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 21

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

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

PLEASE SEE ATTACHED

b) The prevention of crime and disorder

PLEASE SEE ATTACHED

c) Public safety

PLEASE SEE ATTACHED

d) The prevention of public nuisance

PLEASE SEE ATTACHED

*Continued from previous page...*

e) The protection of children from harm

PLEASE SEE ATTACHED

**Section 19 of 21**

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

*Continued from previous page...*

**Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

**Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is A British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

*Continued from previous page...*

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

*Continued from previous page...*

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

**Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

*Continued from previous page...*

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

**Section 21 of 21**

**PAYMENT DETAILS**

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00\*

Band E - £125001 and over £635.00\*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

190.00

**DECLARATION**

*Continued from previous page...*

I/WE UNDERSTAND IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT. IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/walsall/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

**IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED**



OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

Licensing Act 2003

Designated Premises Supervisor – consent form

I VANESSA SINCLAIR  
(full name of prospective premises supervisor)

Of [redacted]  
(home address of prospective premises supervisor)

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

**NEW PREMISES LICENCE APPLICATION**

by COBRA CREATIVE STUDIOS LTD (name of applicant)

Relating to premises licence number NEW for

COBRA CREATIVE STUDIUS, UNIT 21 OWEN ROAD INDUSTRIAL ESTATE,  
WILLENHALL, WALSALL, WV13 2PY  
(name and address of premises to which this application relates)

And any premises licence to be granted or varied in respect of this application made by

COBRA CREATIVE STUDIOS LTD  
(name of applicant)

concerning the supply of alcohol at

COBRA CREATIVE STUDIUS, UNIT 21 OWEN ROAD INDUSTRIAL ESTATE,  
WILLENHALL, WALSALL, WV13 2PY  
(name and address of premises to which this application relates)

I also confirm that I am entitled to work in the United Kingdom and currently hold a personal licence, details of which I set out below.

**Personal licence number** 12113

**Issuing Authority** BIRMINGHAM CITY COUNCIL  
(name, address and telephone number of the Authority who issued the personal licence, if any)

**Signed..** [redacted]

**Name (print)** VANESSA SINCLAIR

**Date** 17/7/2021

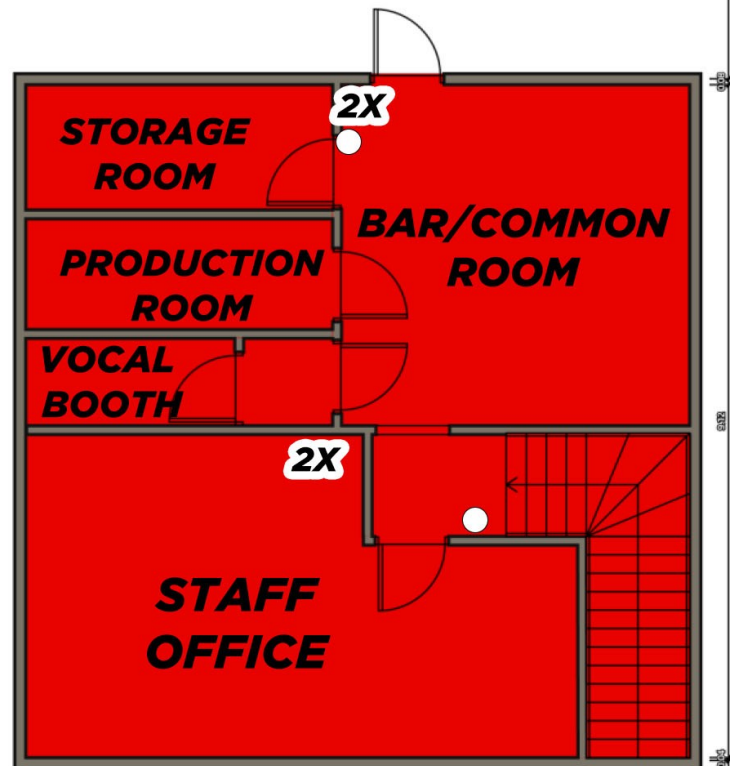
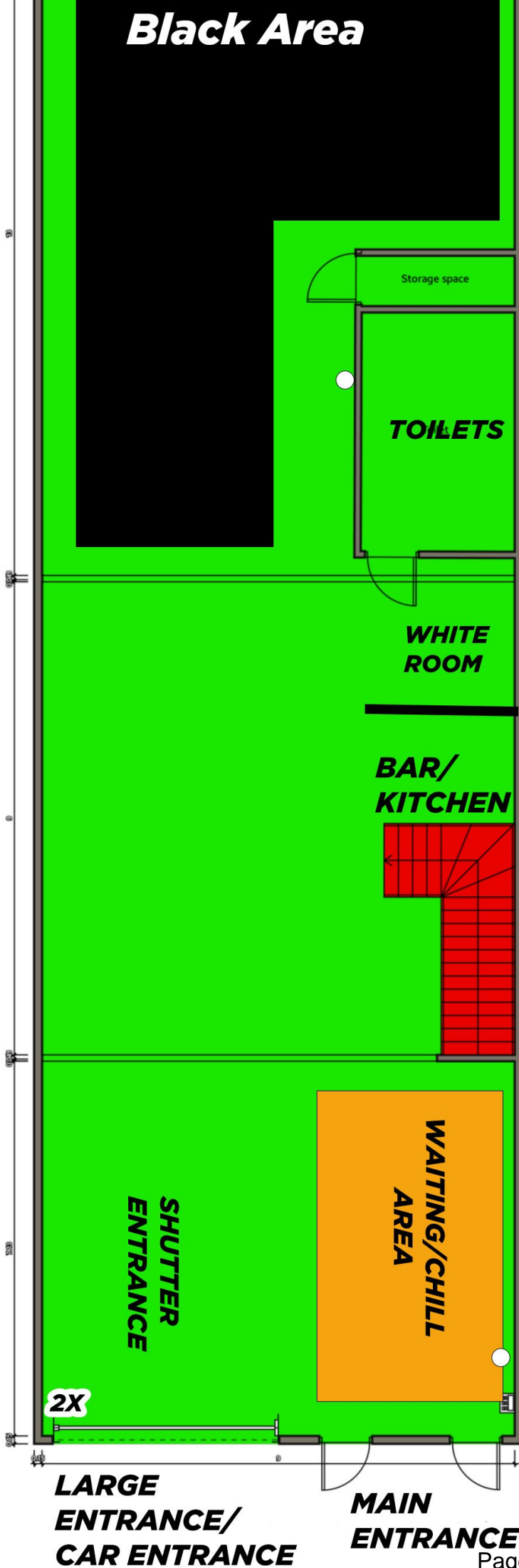
**Black Area**

# COBRA STUDIOS SITE PLAN

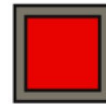
**3,060 SQUARE FOOT, THE FULL  
AREA FOR DOWN STAIRS**

**BAR/COMMON ROOM 308  
SQUARE FOOT**

**832 SQUARE FOOT  
UPSTAIRS FULL AREA**



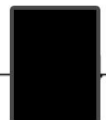
**VISUAL AREA  
WHITE ROOM, BAR**



**UPSTAIRS  
STUDIO, COMMON ROOM  
OFFICE**



**MAIN ENTRANCE/CHILL  
WAITING AREA**



**VISUAL AREA/BLACK  
WALLS/STAGING AREA**

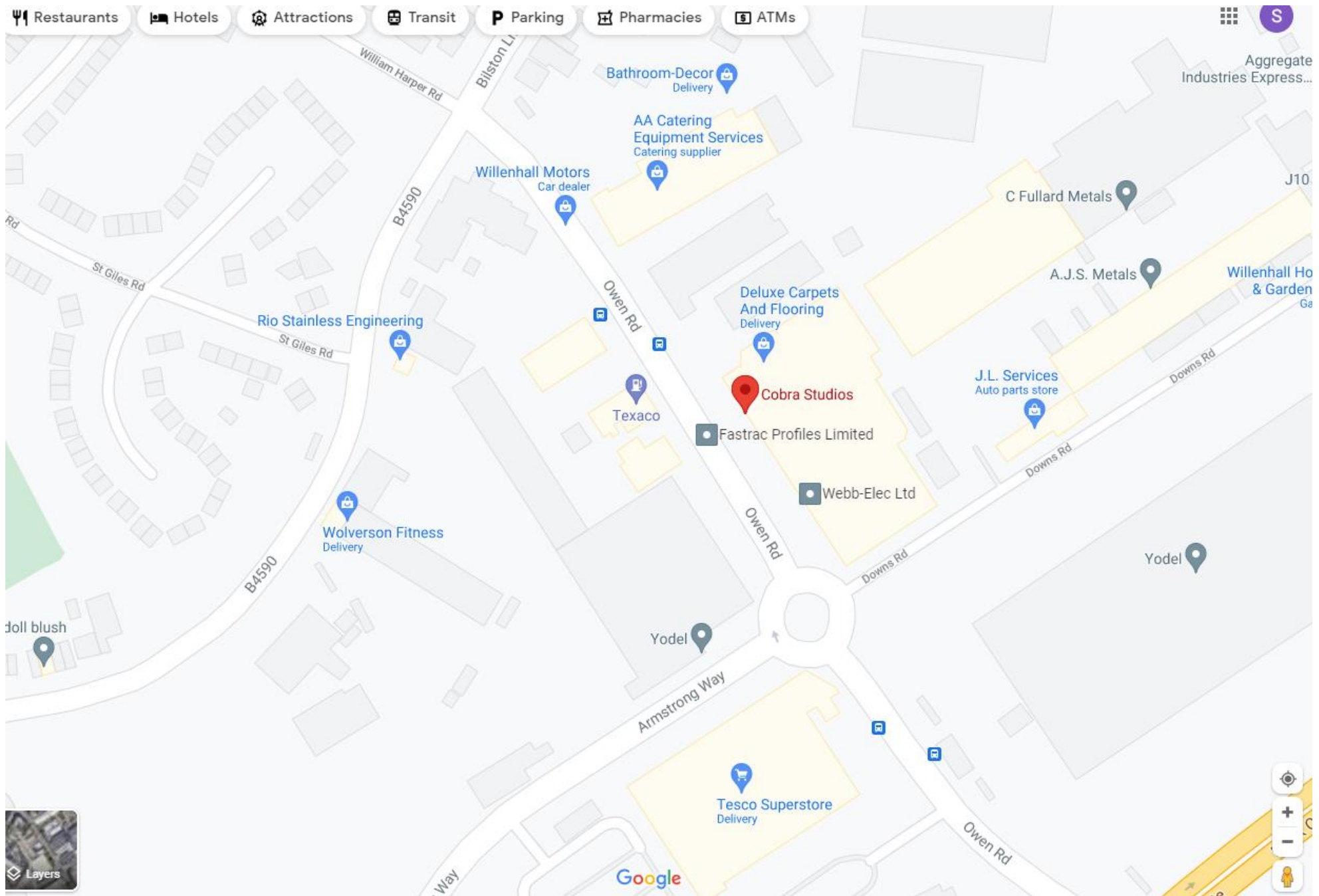
**2X FIRE EXTINGUISHERS**

**CALL POINTS**

# Locality Map

## Appendix 2





# West Midlands Fire Service Appendix 3

**From:** Neil Aston-Baugh [REDACTED]  
**Sent:** 12 August 2021 16:00  
**To:** Licensing  
**Cc:** [REDACTED]  
**Subject:** Fire Authority representation to a premises licence application Public Safety

**CAUTION: This email originated from outside of the council. If you have any doubts do not click links or open attachments. You should never be asked to enter your username and password into an external link.**

OFFICIAL

**Licensing Act 2003**  
**Cobra Creative Studios. Unit 21 , Owen Industrial Estate**  
**WV13 2PY**

I refer to the application for the grant of a premises licence made in respect of the above premises.

I have visited the premises and there are some serious fire safety issues which will affect the Licensing  
Objective of Public Safety if the licence is granted in its current form

- The building does not appear to have undergone building regulations approval for its current use and may not have been assessed for structural suitability and other safety matters.
- The means of escape from the premises in case of fire are inadequate for the proposed use.
- The travel distance to the nearest fire exit is excessive from some areas of the building.
- the means for detecting a fire are not sufficient.
- 

Consequently, The Fire Authority hereby makes representation to the application under the licensing objective of Public Safety.

The Fire Authority will not remove its representation until it has been provided with evidence that suitable remedial works have been carried out and a suitable building regulations application has been made:

Due to the extensive issues the applicant has been advised to remove the application until matters have been resolved.

Should you require any further information or clarification, please do not hesitate to contact me.

*Regards*

*Neil Aston-Baugh*

Fire Safety Officer -LEEPS Team  
Tipton Fire Station  
Alexandra Road  
Tipton  
West Midlands  
DY4 7NZ



Fire Safety Admin Email [firesafety.admin@wmfs.net](mailto:firesafety.admin@wmfs.net)



@WestMidsFire

**WEST MIDLANDS FIRE SERVICE**

Making the West Midlands Safer, Stronger and Healthier

# OUR PLAN

2019 - 2022

---

West Midlands Fire Service

Unless expressly stated otherwise, the information contained in this e-mail is confidential and is intended only for the named recipients. You must not copy, distribute, or take any action or reliance upon it. Any unauthorised disclosure of the information contained in this e-mail is strictly prohibited. If you have received it in error please notify us immediately on 0121 380 6067 or return it to <mailto:postmaster@wmfs.net> and then destroy it.

The information contained in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information is legally exempt from disclosure, the confidentiality of this e-mail and your reply cannot be guaranteed.

Any opinions expressed in this e-mail (including attachments) are those of the author and do not necessarily reflect the opinions of West Midlands Fire Service. Nothing in this e-mail message amounts to a contractual or other legal commitment on the part of West Midlands Fire Service unless confirmed by a communication signed on behalf of the Chief Fire Officer.

West Midlands Fire Service information is available from <http://www.wmfs.net>

This footnote also confirms that this e-mail message has been swept for the presence of computer viruses but does not guarantee that it is free from viruses and you should check all e-mail and attachments with your own anti-virus systems.

OFFICIAL



# Community Protection

## Appendix 4

## Sayful Alom

---

**From:** Sarah Heath  
**Sent:** 23 August 2021 12:18  
**To:**



**Subject:** RE: New Premises Licence Application - Cobra Creative Studios

Hi

We have met with the applicant in relation to this application and advised them to take advice from building control at walsall council to ensure that the premises has under gone the relevant checks with building control in terms of the change of use.

There are no comments to make on this application from a community protection point of view in regards to the licensing authority or public nuisance.

Regards

Sarah

Sarah Heath-Marshall ICA QA(RCO)

**Please note** that all advice given concerning the Coronavirus and the pandemic is correct at the point of this email being sent, in line with government guidelines at the time. Where documentation has been provided by you although we may make comments or suggestions, please be aware that enforcement agencies cannot validate or in any way approve your document or risk assessments. It is the recipient's responsibility to keep up to date with the changing guidelines surrounding Covid-19. Such advice can be found at [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus) or [www://go.walsall.gov.uk/covid-19-information](http://www://go.walsall.gov.uk/covid-19-information) or [www.hse.gov.uk/coronavirus/working-safely/index.htm](http://www.hse.gov.uk/coronavirus/working-safely/index.htm). Alternatively you can contact the the department by email at: [Covid19reporting@walsall.gov.uk](mailto:Covid19reporting@walsall.gov.uk) for Covid-19: advice and complaints. **Although you may have responded to a request for information or in answer to a specific complaint, the authority may still choose to make unannounced inspection(s) to premises to check ongoing compliance with the relevant legislation (e.g. Coronavirus compliance and/or health and safety).**

Community Protection Officer  
Community ProtectionTeam  
Walsall Council  
2nd floor Zone 2H Civic centre  
Darwall Street  
Walsall  
WS1 1TP



Website: [www.walsall.gov.uk](http://www.walsall.gov.uk)

*For the latest information regarding COVID-19 including service disruptions and how to get help visit [https://go.walsall.gov.uk/covid-19\\_information](https://go.walsall.gov.uk/covid-19_information)*

**Disclaimer: IF THIS EMAIL IS MARKED PRIVATE OR CONFIDENTIAL - PLEASE RESPECT CONFIDENTIALITY AND DO NOT SHARE OR FORWARD IT TO ANYONE ELSE WITHOUT THE EXPRESS CONSENT OF THE AUTHOR.** The information in this message should be regarded as confidential and is intended for the addressee only unless explicitly stated. If you have received this message in error it must be deleted and the sender notified. The views expressed in this message are personal and not necessarily those of Walsall MBC unless explicitly stated. E-mails sent or received from Walsall MBC may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or detect crime. You should also be aware that any email may be the subject of a request under Data Protection, Freedom of Information or Environmental Information legislation and therefore could be disclosed to third parties.

**E-mail Security:** Communication by internet email is not secure as messages can be intercepted and read by someone else. Therefore we strongly advise you not to email any information, which if disclosed to unrelated third parties would be likely to cause harm or distress. If you have an enquiry of this nature please provide a postal address to allow us to communicate with you in a more secure way. If you want us to respond by email you must realise that there can be no guarantee of privacy.

---

**From:** Rapinder Kaur Kler [REDACTED]  
**Sent:** 29 July 2021 16:08

**Subject:** New Premises Licence Application - Cobra Creative Studios

Good Afternoon,

Please find attached new premises licence application for Cobra Creative studios, Unit 21 Owen Road Industrial Estate, Willenhall, WV13 2PY.

The last day of Representations is 26<sup>th</sup> August 2021.

Please do not hesitate to contact me if you have any questions

Kind regards

**Rapinder Kaur Kler (Ruby)**  
**Licensing Officer**

**Resilient Communities**  
**Economy Environment & Communities**  
**Walsall MBC,**  
**Licensing Unit**  
**Civic Centre,**  
**Darwall Street**  
**Walsall,**  
**WS1 1TP**

**Email:** [Licensing@walsall.gov.uk](mailto:Licensing@walsall.gov.uk)  
**Website:** <https://go.walsall.gov.uk/taxis>

***Disclaimer: IF THIS EMAIL IS MARKED PRIVATE OR CONFIDENTIAL - PLEASE RESPECT CONFIDENTIALITY AND DO NOT SHARE OR FORWARD IT TO ANYONE ELSE WITHOUT THE EXPRESS CONSENT OF THE AUTHOR.*** The information in this message should be regarded as confidential and is intended for the addressee only unless explicitly stated. If you have received this message in error it must be deleted and the sender notified. The views expressed in this message are personal and not necessarily those of Walsall MBC unless explicitly stated. E-mails sent or received from Walsall MBC may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or detect crime. You should also be aware that any email may be the subject of a request under Data Protection, Freedom of Information or Environmental Information legislation and therefore could be disclosed to third parties.

***E-mail Security:*** Communication by internet email is not secure as messages can be intercepted and read by someone else. Therefore we strongly advise you not to email any information, which if disclosed to unrelated third parties would be likely to cause harm or distress. If you have an enquiry of this nature please provide a postal address to allow us to communicate with you in a more secure way. If you want us to respond by email you must realise that there can be no guarantee of privacy.

# West Midlands Police

## Appendix 5

**From:** Jennifer Mellor [REDACTED]  
**Sent:** 25 August 2021 15:37  
**To:** Licensing; Environmental Health; Community Protection; firesafety.admin; Ian Rushton  
**Subject:** Notice Of Objection, New Premise License: Cobra Creative Studios

**CAUTION: This email originated from outside of the council. If you have any doubts do not click links or open attachments. You should never be asked to enter your username and password into an external link.**

West Midlands Police object to the grant of a Premise Licence at Cobra Creative Studios.

We believe all four of the licensing objectives will be undermined.

A multi-agency site visit took place on Thursday 12th August.

A number of concerns were raised by responsible authorities during this site visit which undermined the public safety licensing objective. This was based on the physical layout of the proposed building. Further details will be submitted in the full evidence bundle.

Furthermore there are only two toilets in the venue, WMP have been informed by the DPS that temporary toilets would be erected outside when hosting larger events. Having patrons leave the venue to use these facilities will have a further impact on public safety, public nuisance and crime and disorder. This is further aggravated by the timings that have been applied for, increasing the likelihood of public nuisance in the early hours of the morning.

The venue have explained to the responsible authorities that they are asking for a licence that gives them flexibility in what they can host. There is a broad range of activities applied for, long hours and for licensable activity to occur inside and outside of the venue. It is therefore very difficult to determine that the proposed conditions are appropriate to prevent crime and disorder as the operator is so vague about exactly what the operation will look like. A business model has been spoken about but there is no evidence of this.

The premises and location is known to police for police incidents and intelligence is held on police systems which undermines the Crime and Disorder, Public Safety and the Protection of Children from Harm licensing objectives.

We believe building regulations at this location would not permit the types of activity requested. After the multi-agency meeting, a Council Planning visit has been requested which will be conducted on Thursday 26<sup>th</sup> August. The outcome of that meeting and any actions, will be included in the evidence bundle is relevant to our objection.

Full details including photographs, officer statements, redacted intelligence and an Impact Statement from senior officers will be provided prior to the hearing.

Kind regards

Jennifer

Jennifer Mellor  
Walsall Licensing and Regulatory Services Officer  
Walsall Partnership Team  
Walsall Police



**Sign-up** for neighbourhood policing alerts at [www.wmnow.co.uk](http://www.wmnow.co.uk)

**Follow us on social media**

[www.twitter.com/wmpolice](http://www.twitter.com/wmpolice)

[www.facebook.com/westmidlandspolice](http://www.facebook.com/westmidlandspolice)

[www.youtube.com/westmidlandspolice](http://www.youtube.com/westmidlandspolice)

---

This email is intended for the addressee only and may contain privileged or confidential information. If received in error, please notify the originator immediately. Any unauthorised use, disclosure, copying or alteration of this email is strictly forbidden. Views or opinions expressed in this email do not necessarily represent those of West Midlands Police. All West Midlands Police email activity is monitored for virus, racist, obscene, or otherwise inappropriate activity. No responsibility is accepted by West Midlands Police for any loss or damage arising in any way from the receipt or use of this email.

# Children's Services

## Appendix 6



## Sayful Alom

---

**From:** Rebecca Warren  
**Sent:** 26 August 2021 19:13  
**To:** Licensing  
**Subject:** FW: New Premises Licence Application - Cobra Creative Studios  
**Attachments:** Application - 29.07.2021.pdf; Plan - 29.07.2021.pdf; Consent form - 29.07.2021.pdf; Operating Schedule - 29.07.2021.pdf

On review of the application, there are no comments/concerns in relation to this application from children's services.



Regards

**Becky Warren**  
**Group Manager**  
**MASH, Exploitation and Turning Point.**  
Zone 2D, 2nd floor Civic Centre,  
Darwall Street,  
Walsall.  
WS1 1TP



---

**From:** Rapinder Kaur Kler  
**Sent:** 29 July 2021 16:08

**Subject:** New Premises Licence Application - Cobra Creative Studios

Good Afternoon,

Please find attached new premises licence application for Cobra Creative studios, Unit 21 Owen Road Industrial Estate, Willenhall, WV13 2PY.

The last day of Representations is 26<sup>th</sup> August 2021.

Please do not hesitate to contact me if you have any questions

Kind regards

**Rapinder Kaur Kler (Ruby)**  
**Licensing Officer**

**Resilient Communities**  
**Economy Environment & Communities**  
**Walsall MBC,**  
**Licensing Unit**  
**Civic Centre,**  
**Darwall Street**  
**Walsall,**  
**WS1 1TP**

For the latest information regarding COVID-19 including service disruptions and how to get help visit <https://go.walsall.gov.uk/covid-19> information

**Disclaimer: IF THIS EMAIL IS MARKED PRIVATE OR CONFIDENTIAL - PLEASE RESPECT CONFIDENTIALITY AND DO NOT SHARE OR FORWARD IT TO ANYONE ELSE WITHOUT THE EXPRESS CONSENT OF THE AUTHOR.** The information in this message should be regarded as confidential and is intended for the addressee only unless explicitly stated. If you have received this message in error it must be deleted and the sender notified. The views expressed in this message are personal and not necessarily those of Walsall MBC unless explicitly stated. E-mails sent or received from Walsall MBC may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or detect crime. You should also be aware that any email may be the subject of a request under Data Protection, Freedom of Information or Environmental Information legislation and therefore could be disclosed to third parties.

**E-mail Security:** Communication by internet email is not secure as messages can be intercepted and read by someone else. Therefore we strongly advise you not to email any information, which if disclosed to unrelated third parties would be likely to cause harm or distress. If you have an enquiry of this nature please provide a postal address to allow us to communicate with you in a more secure way. If you want us to respond by email you must realise that there can be no guarantee of privacy.

# Environmental Health

## Appendix 7

## Sayful Alom

---

**From:** Philip Kelly  
**Sent:** 25 August 2021 17:24  
**To:** Licensing  
**Cc:** Paul Rooney  
**Subject:** RE: New Premises Licence Application - Cobra Creative Studios

Hi,

With the information currently provided, this department has no representations concerning this application.

Kind regards

Phil Kelly

**Please note:**

**Where** documentation has been provided by you although we may make comments or suggestions, please be aware that enforcement agencies cannot validate or in any way approve your document or risk assessments.

**It** is the responsible person/duty holder's responsibility to keep up to date with the relevant legislation and guidelines to ensure that they are applying the correct legal requirements.

**Please** click on the relevant link depending on the subject you require:

[Government COVID advice](#); or [Walsall Council COVID advice](#); or [HSE COVID advice](#). Alternatively you can contact the the department by email at: [Covid19reporting@walsall.gov.uk](mailto:Covid19reporting@walsall.gov.uk).

[HEALTH AND SAFETY GENERAL ADVICE](#). [FOOD SAFETY GENERAL ADVICE](#). Alternatively you can contact the the department by email at [Environmentalhealth@walsall.gov.uk](mailto:Environmentalhealth@walsall.gov.uk).

**Please also be aware that an officer from the authority may choose to make unannounced visits, where appropriate, to check ongoing compliance with the relevant statutory legislation (e.g. Coronavirus compliance, health and safety and food safety).**

Philip Kelly  
Environmental Health Officer

Economy and the Environment,  
Regulatory Services - Environmental Health,  
Walsall M.B.C.  
Civic Centre,  
Zone 2H  
Darwall Street,  
Walsall,  
WS1 1TP



[Chat with me in teams](#)



[Environmentalhealth@walsall.gov.uk](mailto:Environmentalhealth@walsall.gov.uk)

Website: [www.walsall.gov.uk](http://www.walsall.gov.uk)

**Disclaimer: IF THIS EMAIL IS MARKED PRIVATE OR CONFIDENTIAL - PLEASE RESPECT CONFIDENTIALITY AND DO NOT SHARE OR FORWARD IT TO ANYONE ELSE WITHOUT THE EXPRESS CONSENT OF THE AUTHOR.** The information in this message should be regarded as confidential and is intended for the addressee only unless explicitly stated. If you have received this message in error it must be deleted and the sender notified. The views expressed in this message are personal and not necessarily those of Walsall MBC unless explicitly stated. E-mails sent or received from Walsall MBC may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or detect crime. You should also be aware that any email may be the subject of a request under Data Protection, Freedom of Information or Environmental Information legislation and therefore could be disclosed to third parties.

**E-mail Security:** Communication by internet\_email is not secure as messages can be intercepted and read by someone else. Therefore we strongly advise you not to email any information, which if disclosed to unrelated third parties would be likely to cause harm or distress. If you have an enquiry of this nature please provide a postal address to allow us to communicate with you in a more secure way. If you want us to respond by email you must realise that there can be no guarantee of privacy.



### The Health Switch Awards

A Project for Food Businesses to promote healthier options.

[https://go.walsall.gov.uk/health\\_switch\\_awards](https://go.walsall.gov.uk/health_switch_awards)

---

**From:** Tracey White [REDACTED]  
**Sent:** 29 July 2021 16:53  
**To:** Tracey White [REDACTED]  
**Subject:** FW: New Premises Licence Application - Cobra Creative Studios

---

**From:** Rapinder Kaur Kler [REDACTED]  
**Sent:** 29 July 2021 16:08

[REDACTED]

**Subject:** New Premises Licence Application - Cobra Creative Studios

Good Afternoon,

Please find attached new premises licence application for Cobra Creative studios, Unit 21 Owen Road Industrial Estate, Willenhall, WV13 2PY.

The last day of Representations is 26<sup>th</sup> August 2021.

Please do not hesitate to contact me if you have any questions

Kind regards

**Rapinder Kaur Kler (Ruby)**  
**Licensing Officer**

Resilient Communities  
Economy Environment & Communities  
Walsall MBC,  
Licensing Unit  
Civic Centre,  
Darwall Street  
Walsall,  
WS1 1TP

Email: [Licensing@walsall.gov.uk](mailto:Licensing@walsall.gov.uk)

Website: <https://go.walsall.gov.uk/taxis>

For the latest information regarding COVID-19 including service disruptions and how to get help visit

<https://go.walsall.gov.uk/covid-19> information

**Disclaimer: IF THIS EMAIL IS MARKED PRIVATE OR CONFIDENTIAL - PLEASE RESPECT CONFIDENTIALITY AND DO NOT SHARE OR FORWARD IT TO ANYONE ELSE WITHOUT THE EXPRESS CONSENT OF THE AUTHOR.** The information in this message should be regarded as confidential and is intended for the addressee only unless explicitly stated. If you have received this message in error it must be deleted and the sender notified. The views expressed in this message are personal and not necessarily those of Walsall MBC unless explicitly stated. E-mails sent or received from Walsall MBC may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or detect crime. You should also be aware that any email may be the subject of a request under Data Protection, Freedom of Information or Environmental Information legislation and therefore could be disclosed to third parties.

**E-mail Security:** Communication by internet email is not secure as messages can be intercepted and read by someone else. Therefore we strongly advise you not to email any information, which if disclosed to unrelated third parties would be likely to cause harm or distress. If you have an enquiry of this nature please provide a postal address to allow us to communicate with you in a more secure way. If you want us to respond by email you must realise that there can be no guarantee of privacy.

# Licensing Policy

## Appendix 8

[https://go.walsall.gov.uk/Portals/0/images/importeddocuments/2016\\_licensing\\_policy\\_statement.pdf](https://go.walsall.gov.uk/Portals/0/images/importeddocuments/2016_licensing_policy_statement.pdf)