
From: Adrian Curtis < >
Sent: 15 June 2016 16:08
To: 'Ben Reader'; Licensing; David Kennedy; 'Talib Hussain'
Cc: 'BILLY Q CLUB';
Subject: The Monastery 173-175 High Street- Hearing 22nd June 2016 @10am
Attachments: TEN's Monestry Venue 2016.pdf; EHO plan re agreed condition..pdf; Noise Control overview Feb 2016.doc; FULL PREMISES OPERATIONAL PLAN - prepared pre application Monestry Digbeth.doc

Dear All,

A hearing is necessary for this application- unless the police are prepared to withdrawal their objection?

As the police objection refers to the "potential for Public Nuisance", it must be noted by all parties that detailed discussions and many meetings were had with BCC EHO (prior to the application and during) in this regard and agreement was reached. The agreement was that only the internal areas of the actual old Monastery building were to be licensed for Regulated Entertainment and as a small part of the sought licensed area was not fully enclosed a specific condition was agreed which reads:-

The ground floor and second floor areas shown hatched blue on the attached plan will not be used for Regulated Entertainment until such time as adequate mitigation measures are undertaken to a standard agreed by Birmingham City Council, Environmental Health, so as not to cause a public nuisance.

Please find attached some documents that we intend to refer to at the hearing on 22nd June 2016.

We intend to call 2 witnesses at the hearing and I will provide their details in due course. They will give evidence from experience of previous very late events held under TEN's at these premises and evidence regarding the prevention of Public Nuisance and Crime and Disorder.

It should also be noted by all parties that PC Reader was present at the first pre-application meeting held at WMFS HQ and no objection was made to the 24 hour planned application, but we do accept that the Police veto clause was agreed at 6am and not 6.30 am which is contained in the application. We therefore are fully prepared to reduce the veto time to the agreed 6am.

Please can i ask the Licensing office to provide details of all the previous TEN's prior to 2016 at the premises, as this information is not available in a formal format, as the licensing public register only holds details for the current year.

Regards

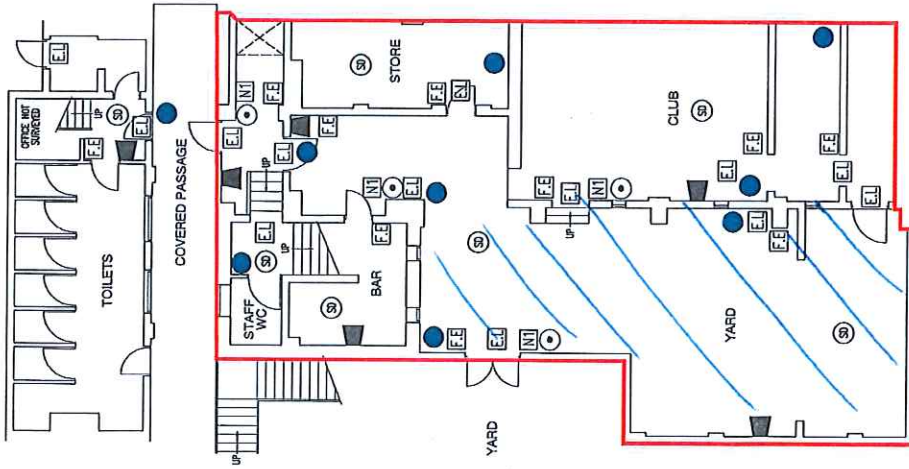
Adrian

Adrian Curtis
Solicitor & Partner

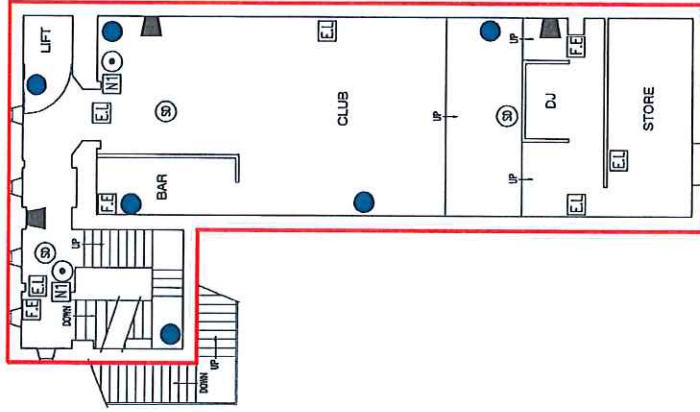
Kenneth Curtis & Co.
Solicitors

KENNETH CURTIS & CO

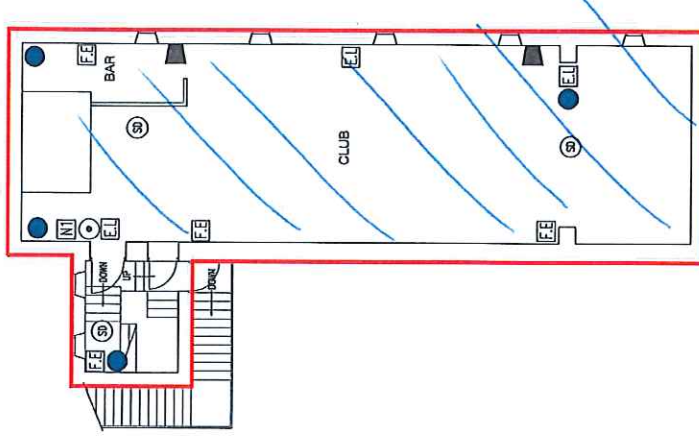
Contractor must visit the site and be responsible for taking and checking all relevant dimensions



GROUND FLOOR PLAN



FIRST FLOOR PLAN



SECOND FLOOR PLAN

- EL EMERGENCY LIGHTING WITH BURNING WAX SYMBOL IN DIRECTION OF NEAREST ESCAPE
- NI DENOTES GENERAL NOTICE IN CASE OF FIRE
- FE DENOTES FIRE EXTINGUISHER
- SD DENOTES FIRE ALARM CALL POINT
- CCV DENOTES SMOKE DETECTOR TO BE INTERLINKED TO CALL POINTS AND OTHER DETECTORS
- CCV CAMERA



Floor Plans

Club Rooms Ltd
173 – 174 High Street, Digbeth
Birmingham
Proposed premises licence

date Nov 2015 scale 1:100 @ A2

dwg 29915/101

Architectural Services &
Development Consultants
45 Bath Street, Sedgeley
Dudley, West Midlands, DY1 1LS
Telephone: 01902 887440 Mobile: 07730378600
Email: info@complete-design.co.uk
Web: www.complete-design.co.uk

EMITTING NOISE CONTROL MEASURES

OBJECTIVE

1. Prevention of Public Nuisance
2. State of the Art Acoustics

Firstly it is very important that a clear understanding of **how sound works** in a room before considerations for sound emitting can be implemented, and different rooms will have different factors.

- the Monastery has 2foot thick brick walls
- windows to be bricked up
- Rockwall Insulation between floors
- Installation of sound diffusors
- Installation of sound reflectors

Like most rooms the Monastery consists of 4 flat walls and flat ceiling which sound bounces off and creates 2 types of sound from the source

1. Reflected Sound
2. Direct Sound

Reflected sound takes longer and causes destructive sound interference – this is where MOST regulated venues get this wrong and push the sound levels higher to combat the destructive sound interference but not realizing this only

1. Sound pressure level increased – Causing public nuisance
2. Greater Destructive sound

The installation of Absorbers acts a hole in the wall causing less reflection – less destructive sound but by having only absorbers the human ear finds this dull so that is why we are installing **Curve Surface Diffusors** – these reduce the strength of the sound wave and scatters the waves into different directions and also smooth's out destructive sound interferences.

Room Acoustics are greatly improved with the combination of Absorbers and Diffusors, which in turn has a vast input in control measures of noise emitting the building.

Regular checks have been carried to the nearest resident which (High St Deritend) and have confirmed that **NO** public nuisance is carried out from the Monastery in all the times have been open. (Weekly Tens from 29th October 2015) also references to this can be acquired.

FULL PREMISES OPERATIONAL PLAN

Premises name: **Monastery**

Address: 173 Digbeth High Street
Deritend
Birmingham
B12 0LD

Operating company: Global Entertainments & Music
Ltd

Address: 212 Corporation Street
Birmingham
B4 6QB

Signed on behalf operator:

Name/Position;

Dated:

DESCRIPTION OF PREMISES, USAGE AND GENERAL OPERATION

The Monastery is a large general entertainment venue, comprising of several public rooms of various sizes including railway arches yard areas. Two entrances' are available for individual or contemporaneous usage. The site is multi-purpose, offering flexible use for a variety of functions and events large and small, including;

- CONCERTS
- BUSINESS CONFERENCES
- SOCIAL FUNCTIONS
- NIGHT CLUB/DANCE EVENTS
- INDOOR SPORTING EVENTS
- GENERAL ENTERTAINMENT
- THEATRE PRODUCTIONS
- EDUCATIONAL PROGRAMS
- WORKSHOPS
- MICRO BUSINESS PODS (CONCESSIONS)

Additionally, THE MONASTERY is committed to providing services, which will be of benefit to the whole community. In addition to being an entertainment venue, it offer's facilities for education workshops and mount exhibitions showcasing local talent from all social and ethnic backgrounds.

The operating company fully understands its responsibility to promote the four licensing objectives via its operational plan i.e.:

- PREVENT CRIME AND DISORDER
- PUBLIC SAFETY
- PROTECTION OF CHILDREN FROM HARM
- PREVENTION OF PUBLIC NUISANCE

The plan reflects the nature of the premises, the type and time of events/entertainment being provided together with associated risk. The premises have the facility to use two separate entrances dependant on the number of patrons attending and the required rooms to be accessed. It has the facility to ensure that areas/rooms not being used will remain "sterile" at that time. There has been a State of the art CCTV system installed and it will be constantly recording whilst the premises is open.

All events that require them will be subject to individual risk assessments. Lodging said reports with the police at the required time and working together concerning any identified risk.

Where the presence of door supervisors is necessary a wholly independent company who will be fully SIA registered and only SIA registered staff will be used in appropriate numbers identified by risk assessments will provide them. In addition to, but not performing the duties of, doors supervisors, certain events will need the provision of stewards within the premises.

The Monastery will have a zero tolerance attitude to drugs, operating a drugs policy in strict compliance with the local police drugs policy and will also conform to current BIRMINGHAM CITY COUNCIL STATEMENT OF LICENSING POLICY.

1) DOOR STAFF

ISSUE

OPERATIONAL POLICY

1) NUMBERS

1) Where risk assessment/local policing policy dictates that door staff are required, the numbers utilised will be in compliance with local police policy AND in compliance with independent risk assessment.

2) TRAINING/REGISTRATION

2) Security provider will be registered with S.I.A. Only fully trained and S.I.A. registered staff will be used at the venue. Whilst not directly employed by the Monastery, door staff has a pivotal role in promoting the 4 licensing objectives for which the premises operator bears responsibility. Any individual door supervisor will only be permitted to perform duty at the premises with the approval of the Monastery.

3) DRESS & IDENTIFICATION

3) Door staff will be smart and well presented, being clearly identifiable both at entrances and exits within the premises. When performing duties at entrances/exits or outside the premises. Their S.I.A. badges will be worn in armbands clearly visible and they will advise venue management of their S.I.A. registered number upon request. High visibility jackets worn on the entrance doors

4) PROMOTION OF LICENSING OBJECTIVES

4) i) Any queue forming outside the premises will be monitored by door staff to prevent nuisance and to give early identification of individuals or groups who will not be permitted access to the premises

ii) Individuals who are drunk, disorderly or both will not be permitted access to the premises.

iii) Search facilities including metal scanners will be available at entrance(s) when identified as necessary by risk assessment. The persons suspected of being unlawfully in possession of drugs would be searched. Door staff will understand that only the Police have the right to search without consent BUT any person declining to be searched by door staff will not be granted access to the premises.

iv) Door staff will strictly enforce and comply with Zero Tolerance drugs policy.

v) Door staff will be sited throughout the interior of the premises as dictated by risk assessment. They will identify and prevent disorderly behaviour, ensuring the departure of patrons from the premises who are drunk, disorderly or both. They will apprehend and offender suspected of criminal activity, placing them in "sterile" detention areas provided for this purpose and notifying the police.

DOOR STAFF CONTINUED

ISSUE

OPERATIONAL POLICY

4). CONTINUED

vi) The number of patrons entering and leaving the premises will, when dictated by risk assessment, be constantly monitored to ensure that the number of patrons within the venue is known and complies with any restrictions.

vii) Conduct of patrons leaving the premises will be monitored to minimise potential nuisance. Similarly, conduct of general public in the vicinity will be monitored and the police will be advised of any inappropriate behaviour/unlawful activity.

5) QUEING

5) Management policy is to keep queuing to an absolute minimum.

2) CLOSED CIRCUIT TV SYSTEM

ISSUE

OPERATIONAL POLICY

1) TYPE OF SYSTEM

1) State of the art system installed. It complies with requirements of Police/Home office in its ability to digitally store images of evidential value

2) LOCATION & NUMBER OF CAMERAS

2) Location, number and type of cameras will be agreed by West Police (licensing).

i) Fixed camera will be placed on the outside of the premises at each entrance with the ability to monitor any queue. Cameras will be sited within each entrance to permit facial image of each person entering the venue to be seen and recorded. Similar cameras will be strategically placed throughout the premises.

ii) Number of cameras and their location within premises will ensure there are no "blackspots" permitting unlawful activity being observed. Coverage will include all rooms, passageways and other areas to which the public have access.

3) USE OF IMAGES BY OTHER PARTIES

3) Digital recording equipment ensuring all images are capable of being downloadable in format required by other parties e.g. police.

3) COMMUNICATION EQUIPMENT

ISSUE

OPERATIONAL POLICY

1) NATURE OF SYSTEM

i) Personal radios will be provided by club management. When present on site, door staff will be provided with personal radios permitting their being able to communicate with each other, their management on site and the venue management.

ii) The site will have its own "operations room", able to act as communications hub for the venue. Radio checks will be undertaken before usage. Batteries will be regularly charged to permit proper usage. Spare radios will be available in case of breakdown.

2) SYSTEM REQUIREMENT

2) to permit rapid internal response to any issue/potential issue e.g. disorder, criminality or medical emergency. To permit notification to police of any issue requiring their attendance. To permit notification of police/other local venues of intelligence re. Activity of individuals or groups at or near venue.

4) FIRST AID FACILITIES

ISSUE

OPERATIONAL POLICY

WELFARE OF STAFF & PATRONS

i) Appropriate members and numbers of staff first aid trained

ii) In addition to first aid boxes being strategically placed within premises, a properly equipped room devoted solely to first aid provision is available at the premises.

iii) If dictated by event risk assessment, fully trained and qualified paramedic will be present on premises.

5) DRINKING POLICY

ISSUE

OPERATIONAL POLICY

1) CHILDREN &

UNDERAGE DRINKING 1) Protection of Children from harm:

Monastery will NOT permit unaccompanied children under the age of 18 to be present on premises exclusively or primarily used for supply of alcohol for consumption on those premises under the authorisation of a premises licences. In any case of doubt, patron will be required to produce photographic identification confirming identity and age.

- i) The premises will no allow children (under 18) unaccompanied in the venue between the hours of midnight and 5am
- ii) All events in the day will be subject to a risk assessment, which will detail all child provisions and may be subject to children being excluded from the event.

2) EXCESSIVE DRINKING

2) There will be no encouragement of excessive drinking by irresponsible sale of cheap or promotional drinks.

3) AVAILABILITY OF SOFT DRINKS & WATER

3) Soft drinks and water will be readily available to all patrons.

4) DRUNKENNESS

4) i) Patrons who appear to be drunk before entering the venue will not be granted access.
ii) Patrons who appear drunk when on the premises will not be served any further alcohol. If necessary, the first aid room can be utilised to assist with the care of drunken individuals. Ambulance will be summoned as appropriate.

5) GLASSWARE

5) Where dictated by Risk assessment, glassware for drinks will not be used at events. Polycarbonate cups will be utilised or disposable ware.

6) DRUGS POLICY

ISSUE

1) GENERAL DRUGS ISSUE

2) COMPLIANCE WITH LOCAL POLICING DRUGS POLICY

3) DISCOURAGEMENT OF DRUG ABUSE

OPERATIONAL POLICY

1) The Monastery has an absolute “zero tolerance” in relation to the misuse of drugs. This fact will be emphasised by signage at premises and within any promotional literature.

2) FULL COMPLIANCE:

- i) Persons suspected of being in possession of unlawful drugs will be asked to submit to a search prior to entering the premises. If they decline a search they will not be granted access.
- ii) Any person within premises suspected of being in possession of unlawful drugs will be asked to submit to a search. If they decline, they will be removed from the premises.
- iii) Any “minor” possession (as per guidelines, i.e. non dealing quantity) discovered under these circumstances will lead to suspect drugs being seized and patron refused entry.
- iv) If dealing quantity is discovered, the individual will be detained and the police called.
- v) Where individuals are suspected of being involved in drug dealing but no evidence is available, best efforts will be made to identify the individual and intelligence passed on to the police.
- vi) Seized drugs will be logged and stored in compliance with local police policy. Locked in a secure box and given to WMP to be destroyed

- 3) i) within promotional literature and club signage
- ii) non level surfaces in toilet areas where possible.
- iii) Regular visits and inspection of toilets.

7) INCIDENT HANDLING

ISSUE

OPERATIONAL POLICY

1) RECORDING OF INCIDENTS

1) an incident register will be maintained. It will be kept in the "operations room" and any noteworthy incident will be immediately fully logged. All entries will be clearly legible and show specific time of occurrence. Register will be made available to all interested parties, permitting their extraction of any appropriate detail.

2) POLICE LIASON

2) Regular liaison with police will be encouraged to ensure cross-reference of venue related incidents. CCTV down loaded of incidents

3) TRAINING DOCUMENTS

3) All documentation relating to training of staff and/or persons involved in the Monastery shall be kept on the premises for inspection by any regulatory body or at it's head office. Staff trained on alcohol sales; challenge policy e.g. c21; observations of drugs; drunkenness; incident reporting; refusals register;

8) The Prevention of Public Nuisance

ISSUE

The Monastery recognises that Birmingham is a diverse city containing many areas of mixed use where residents live alongside commercial and entertainment developments also within the close proximity, therefore the Monastery will addresses properly noise control and will monitor and liaise with relevant departments implanting Risk Assessments.

9) Compliance

ISSUE

Operational Policy

1) Common Acts of Law

Fully compliant

2) Licensing Act 2003

Fully compliant

3) Birmingham City Council Statement of Licensing Policy

Fully compliant

4) Fire Safety Order

Fully compliant



Licensing Public Register Report

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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	173 - 175 HIGH STREET
Premises Address	173 - 175 High Street Deritend Birmingham B12 0LD
Premises Type	CHURCH BUILDING
Applicant Name	HITESH CHAUHAN
Event Start Date	31/12/2015
Event End Date	01/01/2016
Event Type	VOID EVENT 3
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none">▪ 31/12/2015 - 22:00 - 23:59▪ 01/12/2016 - 00:00 - 06:00

3. Events

Date	Event Description
19/11/2015	Application Received


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2. Activities
3. Events

1. Licence

Premises Name	173 - 175 HIGH STREET
Premises Address	173 - 175 High Street Deritend Birmingham B12 0LD
Premises Type	CHURCH BUILDING
Applicant Name	HITESH CHAUHAN
Event Start Date	27/02/2016
Event End Date	28/02/2016
Event Type	REGULATED ENTERTAINMENT WITH DJS
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none"> ▪ The sale by retail of alcohol ▪ The provision of regulated entertainment ▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none"> ▪ 27/02/2016 - 22:00 - 23:59 ▪ 28/02/2016 - 00:00 - 06:00

3. Events

Date	Event Description
12/02/2016	Application Received

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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	173 - 175 HIGH STREET
Premises Address	173 - 175 High Street Deritend Birmingham B12 0LD
Premises Type	CHURCH BUILDING
Applicant Name	HITESH CHAUHAN
Event Start Date	05/03/2016
Event End Date	06/03/2016
Event Type	VOID EVENT
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none">▪ 05/03/2016 - 22:00 - 23:59▪ 06/03/2016 - 00:00 - 06:00

3. Events

Date	Event Description
19/02/2016	Application Received



Licensing Public Register Report

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1. Licence
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3. Events

1. Licence

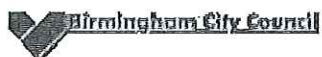
Premises Name	173 - 175 HIGH STREET
Premises Address	173 - 175 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	HITESH CHAUHAN
Event Start Date	12/03/2016
Event End Date	13/03/2016
Event Type	REGULATED ENTERTAINMENT WITH DJS
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none">▪ 12/03/2016 - 22:00 - 23:59▪ 13/03/2016 - 00:00 - 06:00

3. Events

Date	Event Description
26/02/2016	Application Received



Licensing Public Register Report

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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	173 HIGH STREET
Premises Address	173 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	HITESH CHAUHAN
Event Start Date	19/03/2016
Event End Date	20/03/2016
Event Type	REGULATED ENTERTAINMENT WITH DJS
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment
Activity Hours	<ul style="list-style-type: none">▪ 19/03/2016 - 22:00 - 23:59▪ 20/03/2016 - 00:00 - 06:00

3. Events

Date	Event Description
10/03/2016	Application Received



Licensing Public Register Report

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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	173 HIGH STREET
Premises Address	173 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	HITESH CHAUHAN
Event Start Date	26/03/2016
Event End Date	27/03/2016
Event Type	REGULATED ENTERTAINMENT WITH DJS
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none"> ▪ The sale by retail of alcohol ▪ The provision of regulated entertainment
Activity Hours	<ul style="list-style-type: none"> ▪ 26/03/2016 - 22:00 - 23:59 ▪ 27/03/2016 - 00:00 - 10:00

3. Events

Date	Event Description
10/03/2016	Application Received


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1. Licence
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3. Events

1. Licence

Premises Name	173 HIGH STREET
Premises Address	173 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	HITESH CHAUHAN
Event Start Date	02/04/2016
Event End Date	03/04/2016
Event Type	REGULATED EVENT WITH DJ
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none"> ▪ The sale by retail of alcohol ▪ The provision of regulated entertainment
Activity Hours	<ul style="list-style-type: none"> ▪ 02/04/2016 - 22:00 - 23:59 ▪ 03/04/2016 - 00:00 - 06:00

3. Events

Date	Event Description
22/03/2016	Application Received

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1. Licence

Premises Name	173 HIGH STREET
Premises Address	173 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	HITESH CHAUHAN
Event Start Date	09/04/2016
Event End Date	10/04/2016
Event Type	REGULATED EVENT WITH DJ
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none">▪ 09/04/2016 - 22:00 - 23:59▪ 10/04/2016 - 00:00 - 06:00

3. Events

Date	Event Description
24/03/2016	Application Received



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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	ARCH 2
Premises Address	15 Lower Trinity Street Birmingham B9 4AG
Premises Type	UNDER RAILWAY ARCH
Applicant Name	HITESH CHAUHAN
Event Start Date	16/04/2016
Event End Date	17/04/2016
Event Type	REGULATED EVENT WITH DJ
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment
Activity Hours	<ul style="list-style-type: none">▪ 16/04/2016 - 14:00 - 23:59▪ 17/04/2016 - 00:00 - 06:00

3. Events

Date	Event Description
24/03/2016	Application Received



Licensing Public Register Report

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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	173 HIGH STREET
Premises Address	173 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	HITESH CHAUHAN
Event Start Date	16/04/2016
Event End Date	17/04/2016
Event Type	REGULATED EVENT WITH DJ
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none">▪ 16/04/2016 - 22:00 - 23:59▪ 17/04/2016 - 00:00 - 07:00

3. Events

Date	Event Description
04/04/2016	Application Received



Licensing Public Register Report

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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	173 HIGH STREET
Premises Address	173 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	HITESH CHAUHAN
Event Start Date	23/04/2016
Event End Date	24/04/2016
Event Type	REGULATED EVENT WITH DJ
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none">▪ 23/04/2016 - 22:00 - 23:59▪ 24/04/2016 - 00:00 - 06:30

3. Events

Date	Event Description
04/04/2016	Application Received



Licensing Public Register Report

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1. Licence
2. Activities
3. Events

1. Licence

Premises Name	173 HIGH STREET
Premises Address	173 High Street Deritend Birmingham B12 0LD
Premises Type	OLD MONASTERY
Applicant Name	MANOJ CHAUHAN
Event Start Date	30/04/2016
Event End Date	01/05/2016
Event Type	REGULATED WITH DJ
Status	Granted

2. Activities

Activities Applied For	<ul style="list-style-type: none">▪ The sale by retail of alcohol▪ The provision of regulated entertainment▪ The provision of late night refreshment
Activity Hours	<ul style="list-style-type: none">▪ 30/04/2016 - 22:00 - 23:59▪ 01/05/2016 - 00:00 - 06:30

3. Events

Date	Event Description
14/04/2016	Application Received