

AGENDA SUPPLEMENT

Licensing/Gambling Hearing

To: Councillors Cuthbertson, Mason and Smalley

Date: Monday, 11 September 2023

Time: 5.30 pm

Venue: The George Hudson Board Room - 1st Floor West Offices (F045)

The Agenda for the above meeting was published on Friday 1 September 2023. The attached additional documents are now available for the following agenda item:

- 6. The Determination of an Application by (Pages 1 - 64)
Roxy Leisure Ltd for A Premises Licence
[Section 18(3) (a)] in respect of Roxy
Ballroom, Stonebow House, The Stonebow,
York, YO1 7NP (CYC-073339)**

This agenda supplement was published on 7 September 2023

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Licensing Hearing 11 September 2023**Roxy Ballroom****Additional documents submitted by Applicant**

- Pre-application liaison with RAs and Poster with Notice (Documents 1&2)
- Letter and Fact Sheet Sent to residents - to show liaison (Document 3).
- Roxy Brochure (Document 4).
- Agreed Noise Management and Dispersal plans. Plus Agreement Reached (Documents 5, 6, 7)
- Meeting Feedback (Documents 8&9)
- Letter from Agent confirming how long premises has been empty (Document 10)
- Correspondence with MP (Document 11)
- Market Hall Premises Licence Summary (Document 12)
- Roxy York Premises Licence (Document 13)

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[Redacted]

From: Christopher [Redacted]
Sent: 26 June 2023 19:41
To: [Redacted], Michael; [Redacted], Helen; [Redacted], Kimberley
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application
Attachments: York Application for a Premises Licence [Redacted]

Evening All,

Please see attached draft premises licence application ahead of our meeting tomorrow.

It is very similar in terms of conditions offered and agreed at the hearing for the Roxy Coppergate premises, that was in the CIA.

I look forward to seeing you at 1400hrs tomorrow.

Many thanks

Chris

Christopher [Redacted]

Woods Whur 2014 Limited
Tel: [Redacted]
Mobile: [Redacted]

[Redacted]
Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

From: Christopher [Redacted]
Sent: 20 June 2023 10:33
To: [Redacted], Michael; [Redacted], Helen; [Redacted]
Kimberley [Redacted]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Thanks all - that is great.

Chris

Christopher [Redacted]

Woods Whur 2014 Limited
Tel: [Redacted]
Mobile: [Redacted]

[Redacted]
Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

From: [Redacted], Michael [Redacted]
Sent: 20 June 2023 10:24
To: Christopher [Redacted], Helen [Redacted]; [Redacted], Kimberley [Redacted]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Hi all

This works for me.

Mike [REDACTED]
Technical Officer

From: Christopher [REDACTED]
Sent: 19 June 2023 17:19
To: [REDACTED], Michael [REDACTED]; [REDACTED], Helen [REDACTED]; [REDACTED]
Kimberley [REDACTED] >
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

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Good Afternoon All,

Shall we say 1400hrs on Tuesday 27 June at the site. If you could please all confirm that this works for you.

Many thanks

Chris

Christopher [REDACTED]

Woods Whur 2014 Limited
Tel: [REDACTED]
Mobile: [REDACTED]

[REDACTED]
Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

From: [REDACTED], Michael [REDACTED]
Sent: 19 June 2023 15:40
To: [REDACTED], Helen [REDACTED]; Christopher [REDACTED]; [REDACTED], Kimberley [REDACTED]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Tuesday works for me after 11:30am onwards...afternoons better.

Mike [REDACTED]
Technical Officer

From: [REDACTED], Helen [REDACTED]
Sent: 19 June 2023 13:51
To: Christopher [REDACTED] >; [REDACTED], Kimberley [REDACTED]
[REDACTED] >; [REDACTED] Michael [REDACTED]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Good Afternoon all

Just picking up on the emails regarding the meeting – if we can arrange next week I could do Tues 27th at any time but I am not free on 26th.

Kind regards

Helen

Helen [redacted] | Senior Licensing Officer

t: [redacted] | e: [redacted]

City of York Council | Public Protection

Place Directorate, Hazel Court Eco Depot, James Street, York, YO10 3DS

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From: Christopher [redacted]
Sent: 16 June 2023 08:12
To: [redacted], Kimberley [redacted]; [redacted], Michael [redacted]; [redacted], Helen [redacted]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

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Morning All,

I can not do next Thursday/Friday, are you available please Mon/Tues the following week? Can we go for Monday 26th at 1500hrs?

Thanks

Chris

Christopher [redacted]

Woods Whur 2014 Limited
Tel: [redacted]
Mobile: [redacted]

Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

From: [redacted], Kimberley [redacted]
Sent: 16 June 2023 08:03
To: Christopher [redacted]; [redacted], Michael [redacted]; [redacted], Helen [redacted]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Sorry Wednesday I can't do, the sports SAG is at 1000 at the community stadium that day and its 3-4 hours.

Thursday I have from 1130 onwards and Friday I have a free day for visits.

Many thanks
Kim

From: Christopher [redacted]
Sent: 15 June 2023 15:37
To: [redacted], Kimberley [redacted]; [redacted], Michael [redacted]; [redacted], Helen [redacted]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Good Afternoon All,

Many thanks for your responses, can we please pencil in next Wednesday, 21 June at 1100hrs for a site visit.

Please do let me know, obviously I am aware Helen won't be able to respond until her return.

Many thanks
Chris

Christopher [redacted]
Woods Whur 2014 Limited
Tel: [redacted]
Mobile: [redacted]

Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

From: [redacted], Kimberley [redacted]
Sent: 15 June 2023 15:03
To: [redacted], Michael [redacted]; Christopher [redacted]; [redacted], Helen [redacted]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Afternoon All,

I'm just back from leave myself today but I agree would be good to discuss. The licence for stonebow house was very specific to the operation so be good to see how this will fit.

When Helen is back next week we could look at a date for a meeting at site.

Many thanks
Kim

PC 1671 Kim [REDACTED]
Alcohol Licensing Officer (York)
Partnership Hub
North Yorkshire Police
Mobile [REDACTED]
Tel: [REDACTED]

'Committed to the Code of Ethics'



**I Support the
Hidden Disabilities
Sunflower Scheme**

From: [REDACTED], Michael [REDACTED]
Sent: 15 June 2023 13:03
To: Christopher [REDACTED] >; [REDACTED], Kimberley [REDACTED]
[REDACTED] Helen [REDACTED]
Subject: RE: Stonebow House York - Roxy Leisure - New Premises Licence Application

Hi Christopher/All

I would definitely like to have the opportunity to discuss the application and see what is proposed. Helen is on annual leave at the moment, but when she is back let's arrange a meeting to discuss.

Regards

Michael [REDACTED]
Technical Officer

From: Christopher [REDACTED] >
Sent: 15 June 2023 09:07
To: [REDACTED], Kimberley [REDACTED], Helen [REDACTED]
[REDACTED], Michael [REDACTED]
Subject: Stonebow House York - Roxy Leisure - New Premises Licence Application

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Good Morning Kim, Helen, Michael,

I hope that you are all well.

We are instructed by Roxy Leisure, who as you may be aware have a premises licence granted for the shopping centre in Coppergate in the CIA.

They are looking now at Stonebow House as a premises for their Roxy Ball room instead. This premises I believe sits outside the CIA and currently has the benefit of a food hall type premises licence (attached).

Attached also are the initial feasibility plans that are smaller than the licensable area for the current premises licence.

Would it please be possible to set up an on site meeting to discuss an application for a new premises licence. The operator would be willing to surrender the Coppergate licence, should the new premises licence be granted.

Many thanks

Chris

Christopher [REDACTED]

Woods Whur 2014 Limited
Tel: [REDACTED]
Mobile: [REDACTED]

[REDACTED]
Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

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Duck Pin BOWLING
KARAOKE
TECH DARTS
PING PONG
SHUFFLEBOARD
AMERICAN POOL
Crazy POOL
Ice-Free CURLING
BATTING CAGE

ROXY

BALL ROOM

HELLO!
 We just wanted to tell you a little bit about us and what our plans are.

We are Roxy Leisure, we started 10 years ago with the mission of giving all of our guests the best leisure experience possible.

Our aim has always been to create a fun and competitive atmosphere for our guests with gaming at the heart of it.

We are applying for an alcohol licence under our name for this site so that we can open a gaming hall for the city that will bring a different type of socialising.

If you have any questions about us or the licence application then please email questions@roxyleisure.co.uk

CHECK US OUT >>>




Notice of application for the grant of a Premises Licence under section 17 of the Licensing Act 2003

Notice is hereby given that Roxy Leisure Limited has applied to City of York Council for the grant of a Premises Licence in respect of premises to be known as Roxy Ball Room, Market Hall, Newbrow House, York, YO1 7NP.

The proposed licensable activities and their hours are the provision for regulated entertainment (to include film and recorded sound) and the sale of alcohol on the premises Monday to Wednesday 17:00 to 23:00, Thursday, Friday & Saturday 18:00 to midnight and Sunday 18:00 to 23:00.

The premises for Late Night Refreshment are: Tuesday, Friday & Saturday 23:00 to midnight.

The opening hours of the premises will be Monday to Wednesday 18:00 to 23:00, Thursday, Friday & Saturday 18:00 to 00:30 on the following evening and Sunday 18:00 to 23:00.

The Licensing Application Register can be viewed by prior arrangement with City of York Council Licensing Team (Tel: 01904 770023) at Market Court, East Dapin, James Street, York, YO1 1SP, between 9:30am and 3:00pm Monday to Friday.

Representatives to this application can be made in writing by a representative authority or any other person to City of York Council Licensing Team, Market Court, East Dapin, James Street, York, YO1 1SP or by email to licensing@roxyleisure.co.uk on or before 17 August 2015, stating the grounds for an objection.

It is an offence knowingly or recklessly to make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for this offence is unlimited.

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Roxy Leisure York Fact Sheet

- There is currently a granted licence attached to the premises.
- We have applied for a new licence and the reason for doing so is to better suit our operation as a gaming hall, that serves food and drink.
- We are not a club, as we understand there has been at the location in the past and we will not have a dance floor.
- At least 50% of the floor space will be taken up by gaming tables and areas and this will be conditioned within the licence.
- There has been no major increase in licensable activities from the current licence in our application, 11pm Monday to Wednesday remains, Thursday increases from 11pm – 12pm, Midnight Friday and Saturday remain the same and a reduction by 30 mins to 10.30pm from 11pm on a Sunday.
- Planning permission sets out acoustic levels that as an occupier we would have to adhere to. We have instructed our own acoustic survey to achieve this and will be carrying out the necessary mitigation measures that the venue requires.
- It is our responsibility to ensure no one (including our neighbours) is impacted by any noise from our operation.
- We will have a noise management plan in place with covers points such as delivery times, end of dispersal, and refuse disposal all to ensure that we aren't causing a disturbance through our operation.
- Ultimately, we are bound to uphold the 4 licensing objectives. We take our obligations seriously and will commit to working with our neighbours to achieve this.

What is the seated and standing capacity of the venue?

Although fire exits allow more our capacity is limited by space that the pool tables and other gaming take up. Around 50% of the floor space is taken up with gaming equipment that customers rent by the hour. Like the snooker hall that existed in that location in the 90s (which was open 24 hours) we rent gaming tables by the hour and naturally people stand when playing these games. The latest plan suggest around 150 seats are available with approximately the same standing. We have been monitoring our footfall in other locations and we very rarely hit capacity, if we do it's for a peak hour at around 6pm then dies down quite quickly. The nature of our business is that people come to us to start their evening playing games, and then move to other bars / nightclubs later to party.



Are you a 'stand up' drinking venue?

As above naturally some people will stand up whilst playing games, but we don't have people dancing / crowding around the bar counters. Most people will either be sat down or playing games.

Are you a nightclub?

We are not a nightclub, we very much view ourselves as a modern pool hall with improved variety of games, and a quality food and drink offering. Nightclubs operate in very different ways by purposely creating queues, charging entrance fees, encouraging dancing, filling venues to capacity, not opening until late at night, then operating into the very early hours of the morning. The old historic use of 'fibbers' could not be more different to how we would operate.

Do you play loud music?

Our music levels are appropriate for the style of trade, it is not night club volume level. We promote social interaction and our customers need to be able to talk to each whilst playing games. No matter the volume of our music, the planning conditions are very clear that this must not be heard from outside.

Please explain what you mean by 'Booze and Ball Games'?

Just like a pub business we have many revenue streams including selling games by the hour, food and drinks (including soft drinks for those who don't drink alcohol). We are not trying to hide the fact that we are a licensed premises. The tag line is our tone of voice to appeal to the demographic of customers that visit us. Booze is a slang word for alcohol, and ball games are a huge integral part of our business attraction. Similar to how many bars will use 'bar & Kitchen' or perhaps 'Cocktails & Food', we choose Booze and Ball Games to stand out amongst the competition as our own slogan. Our venues are intentionally fun, to let people play games and socialise with the friends. By using 'slang' we feel as a company this helps emphasise the fun.

What do you mean by an 'Adult Playground'?

Roxy Ball Room is an over 18s venue full of nostalgic games such as pool and ping pong that people used to play when they were perhaps under 18 at youth clubs with friends. When 'competitive socialising' became a thing, we conducted some research to create a slogan that was straight to the point of being for over 18s, and associated with having fun, smiling and laughing with friends. We are a licensed premises that people can come to have more fun than they might do in a regular pub (by way of providing games).

Do you have Hen and Stag Parties?

As a business we do have stag and hen parties that visit us, as do most pubs, restaurants and other licensed premises. Most of our larger groups are pre booked through our reservations team who send out very clear instructions to all large parties (not just stag and hen) about conduct whilst in a Roxy venue. We are consistent in our approach to stag and hen parties as we are with all customers, in that drunken rowdy behaviour is not tolerated, distasteful dress is not welcome and management reserve the right of admission. We want our venues to be balanced with customers of all age ranges (above 18) and understand people are



visiting us for different reasons. Some might be on first dates, some maybe celebrating something, if one particular group is overpowering, we would not hesitate to intervene.

Does your venue attract Crime and Disorder?

We have hundreds of thousands of customers through our doors each year and we are extremely proud of our successful record with all police and local authorities throughout the UK. The very nature of our business attracts people who are happy in having a good time, our customers are content in what they are doing with their friends and family rather than looking for trouble. We have no licensing enforcement issues against us in any of our 17 operating venues. There have been extremely isolated incidents over the last 10 years, way less than what any authority would expect from a city centre venue.

Do you attract large crowds?

By the very nature of what we are as a business we have peak and non-peak times. Our peak times are early at around 6pm (unlike a nightclub which is post 11pm) therefore we find our customers are quite spread out across the day. We have footfall cameras in some of our venues to monitor traffic. A typical Saturday trade might be 12pm 'til 3pm occupancy 35%, 3pm 'til 6pm occupancy 55%, 6pm 'til 9pm occupancy 65%, 9pm 'til 12am occupancy 35%.

Will drunk guests be served?

Absolutely not, we would be bound by our licence to promote the licensing objectives which includes refusal of service to drunk guests. Our main business priority is selling gaming with ancillary drinks, having drunk guests is of no benefit to us. The nature of the way that we operate is that the majority of guests visit earlier rather than later in the evening as a starting place.

Do you regard yourselves as a good employer?

We consider ourselves to be excellent employers and take pride in developing our workforce. We provide a fun and welcoming atmosphere for our staff. We employ over 600 people and as normal in hospitality a lot of these are young staff that come and go regularly as they dip in and out of work for pocket money. These are impressionable young people and we have a responsibility to assist their learning and development. Over the last 10 years we have employed over 5,000 people, contrary to what has been said, our Glassdoor 'employer' review score is actually 4.6 out of 5 which is excellent. We also use internal employee surveys to ensure we are growing, learning and listening to our workforce.

Do you have a noise management policy?

Yes we do and this forms part of our licensing application. The planning permission on the building is very prescriptive in terms of noise management and no noise must be heard externally to the property at 1m from our own windows. This means that the building will be extremely well soundproofed in order to comply with this regulation. We pride ourselves on our reputation and will fully comply with the noise conditions. I can also confirm there will be no outside seating.

Where will entrances and exits be located?

The entrance and exit is on The Stonebow where we have some licensing notices on a double set of doors, through the glass you can see stairs going up and down into the unit.



These are customer entrances, the fire exit at the rear by the taxi stand would be used for servicing only. We are aware that children regularly queue up at the rear to visit DIG during the day, however our customers will be using the Stonebow front entrance therefore not interfering with this.

How will the venue be ventilated?

There are fresh air vents located around the tops of the glazing that our air handling needs to connect to.

Where will the air handling units be located?

The air handling units would be located within our unit itself. We would be putting some air con units within the external bin store, these need to build in a sound insulating box as per planning instructions to comply with noise regulations, we note the gym didn't do this.

How will kitchen fumes be extracted?

We use an internal recirculating system that filters the air internally therefore no kitchen fumes will be exhausted outside.

Where will refuse be stored?

There is an external bin store underneath the car park ramp, we would ensure any waste management is collected or disposed of as per the city management plan.

Will bottles be stored and crushed on site?

Glass is put into glass wheelie bins that will be stored in the external bin store. No glass will be emptied into the bins following city centre recommendations which is:

- (a) deliveries are carried out no earlier than 7.00am on a weekday or 8.00am on a Saturday
- (b) deliveries are carried out no later than 8.00pm on a weekday or a Saturday
- (c) deliveries are not carried out on Sundays or Bank Holidays

Which unloading bays will delivery lorries use?

Deliveries will need to be taken from the taxi stand area and into the unit through the fire exit. Delivery drivers should adhere to the rules and regulations of the roads, and will be reminded to do so.

What time will deliveries/collections be made?

Deliveries will follow city centre recommendations:

- (a) deliveries are carried out no earlier than 7.00am on a weekday or 8.00am on a Saturday
- (b) deliveries are carried out no later than 8.00pm on a weekday or a Saturday
- (c) deliveries are not carried out on Sundays or Bank Holidays

<https://www.york.gov.uk/DeliveryNoise>



Will Street cleaning be provided?

We pride ourselves on our appearance therefore any mess created from Roxy staff, customers or deliveries would be treated with the upmost important to clean it up.

Where will the designated smoking area be located?

There is only one customer entrance and exit therefore any smokers (which is a lot less common than it used to be) would be within a couple of meters of our front doors. We would not allow any customers to congregate under the bus stops or interfere with the normal operation of these areas.

How will residents in close proximity be affected?

Our primary focus is to ensure no one else is disturbed or affected by our operation. It is of no interest to us to have unhappy neighbours and believe firmly in working closely with our neighbours to improve the locality. We would have active management working in the venue managing any issue that may arise, regular monitoring of the externals should be a benefit to everyone.

We are aware that the venue used to operate as a late-night nightclub and there were problems associated with this which is causing distress for residents fearing a repeat of past problems. The style of operation that we offer is completely different, most of our guests will leave our business early and go to other late-night venues in the City that provide for dancing to loud music.

The nature of the planning permissions acknowledges the potential noise problem and has clearly stipulated and obligation for the business to meet. It is not in our interest to ignore this requirement and re visit down the line to rectify. Meticulous planning from our sound consultant will ensure that there are no noise outbreaks.

We have tried to answer as many of the points received from within the representation letters however if there is something you would like us to expand on, please email concerns@roxyleisure.co.uk

Fact sheet written by Matthew [REDACTED] (Founder/ Owner) & Ben [REDACTED] (Managing Director)

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THE TEAM

We Are Professionals At Play



Non – Exec Chairman
Mark [REDACTED]

Joined May 2021
Founder of Barracuda Group in 2000 and ex CEO of
Revolutions Bars PLC



Chief Executive Officer
Matthew [REDACTED]

Founder
19 years of owning several businesses within the
hospitality sector



Commercial Director
Ben [REDACTED]

Founder
Brother of Matthew, also been in the industry for 19
years



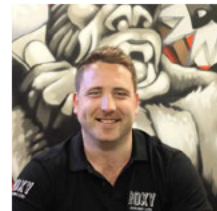
Managing Director
Ben [REDACTED]

Joined January 2023
20 years' experience in the hospitality industry, with
local and national businesses



Finance Director
Ben [REDACTED]

Joined February 2023
11 years' finance professional spanning
Practice and Industry roles



Projects Director
John [REDACTED]

Joined December 2013
Worked alongside Matt & Ben for 18 years in
various senior management roles



PROFESSIONALS AT
PLAY

HERE'S A FLY-
THROUGH VIDEO
OF OUR ROXY
BALL ROOM IN
SHEFFIELD

[LINK HERE](#)



WHAT WE DO...

- Roxy Leisure is one of the leading operators in the UK of competitive socialising in a bar environment.
- We have 3 brands, Roxy Ball Room, Roxy Lanes & King Pins
- We opened our first site in December 2013.
- Strong EBITDA run rate of circa £12m for 2023.
- We are 17 sites strong, spread across many major UK cities with strong growth planned.
- We are opening 2 new sites during the remainder of 2023 taking us to 19.
- Our offering differs from other competitive socialising businesses by having multiple gaming activities under one roof.
- The target audience is 25 to 34 although we do have visitors from outside this age range.
- Roxy Ball Room is strictly over 18s, Roxy Lanes allows under 18s in until 6 pm and King Pins is family orientated until 8 pm.
- The corporate world loves us for events and socialising.
- We are welcomed by police and licensing over other leisure businesses due to our impeccable health & and safety records.



WHAT WE DO CONTINUED...

- We operate in many CIP/CIZ areas across England.
- 30-50% of total revenue is made up from gaming revenue
- 8% of total revenue is made up from food
- 30% of our custom is pre-booked in advance allowing us to vet our customers rather than just being a circuit drinking stop-off.
- As our primary focus is gaming there is very little 'vertical drinking' with all emphasis on competitive socialising. Our business is to sell gaming hours.
- 50% of our floor space is taken with gaming areas/tables
- Our demographics are evenly split with 50% men and women









LOCATION

GROUND AND BASEMENT
STONEBOW HOUSE



ROXY

BALL ROOM

FOR MORE INFORMATION PLEASE CONTACT:

MATTHEW . CEO

BEN - FINANCE DIRECTOR

Dispersal Policy

Dated: 12th July 2023

Venue Name: Roxy Ball Room

Address: Stonebow House, Stonebow, York, YO1 7NP

Location Details:

- The venue is over 2 main floors comprising of a lower ground, ground floor entrance area leading to a first floor.
- The venue is located amongst commercial properties with the nearest residential neighbours located in flats partly above the unit.

Objectives:

- The objective of this dispersal policy is to assist with upholding of the licensing objectives, in particular; The Prevention of Crime and Disorder and The Prevention of Public Nuisance.
- There is an increased risk of disturbance through customers leaving the premises at the end of the night. This policy sets out actions to be implemented by trained venue management to encourage customers to leave gradually and in a calm manner to minimise the potential for crime in the area or disturbance to our neighbours.

End of night dispersal:

- There will be a 30-minute 'wind down' period at the end of the night that will involve lights being gradually put up and music volume lowered to encourage customers to leave over a period up time.
- Towards the end of the evening, service points will be reduced on the bar, with staff relocated to clear the tables, assist with dispersal, and reduce the risk of customers leaving with glass or bottles.
- Notices will be placed near the exit reminding customers to be respectful of neighbours and providing information on how to get a taxi.
- At busy times, door staff will be stationed at the front door to ensure guests are not leaving with drinks or causing a disturbance and directing customers on transport options where required.
- Customers will be encouraged to vacate the area and not congregate around the front of the premises.
- Cleaning patrols will continue to take place at the end of the night, around the front doors and the perimeter to ensure no debris is left.

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Noise Mitigation and Management Plan

Dated: 15th August 2023

Venue Name: Roxy Ball Room

Address: Stonebow House, Stonebow, York, YO1 7NP

Location Details:

- The venue is over 2 main floors comprising of a lower ground, ground floor entrance area leading to a first floor.
- The venue is located amongst commercial properties with the nearest residential neighbours located in flats partly above the unit.

Identified most likely causes of noise disturbance:

- Music being played.
- Voices from customers on entry, exit and congregating in the area.

Build mitigation:

- Any Karaoke rooms if incorporated will be fully sound proofed to prevent noise bleed within the venue.
- Speakers will not be placed behind the bar to ensure sound is not directed at staff who are working.
- Speakers will not be directed at the front door to reduce any noise disturbance from entry and exit.

Management controls:

- Door staff will be employed at busy times, to ensure guests on entry and exit are not causing a disturbance to neighbours.
- In the unlikely event queues form, customers will be requested to queue up against the wall to the right of the building to avoid obstruction and requested to stand close to the wall as not to block the footpath.
- Barriers will also be used for queue management if required.
- Any smokers will be requested to stand to the left of the building. This will be a roped off area no bigger than 4m² as not to block the footpath. There will also be a cigarette bin located in the area to prevent litter.
- Management controls will be in place to prevent music being played too loudly within the venue to customers and staff.
- No glass bottles shall be placed in the outside receptacles after 8pm.
- External waste collection limited to between the hours of 8am – 8pm.
- Deliveries limited to between the hours of 8am – 8pm.
- A telephone number for the manager on duty will be made available in operational hours to residents in the vicinity.
- A log of any issues or incidents will be kept and reviewed on a regular basis. This will include any complaints from local residents in the area and be available on request to the authorities.
- Management will be trained on the likely cause of noise disturbance, how to minimise the occurrence and how to rectify should an incident or complaint arise.
- Team members will be trained on managing and preventing conflict and incidents.
- Staff and security rotas will be planned to expected trade levels to ensure the management controls are adhered to.
- A dispersal policy will be in place to reduce the potential of noise and disturbance to neighbours.
- All music shall be played or reproduced through loud speakers and a tamper proof noise limitation device.

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From [redacted], Mike [redacted]
Sent: 30 August 2023 09:19
To: Christopher [redacted], [redacted], Michael [redacted]
Cc: [redacted], Helen [redacted]
Subject: RE: Public Protection representation re Roxy Ballroom licence application

Agreed

From: Christopher [redacted]
Sent: 30 August 2023 09:13
To: [redacted], Mike [redacted]; [redacted] Michael [redacted]
Cc: [redacted], Helen [redacted]
Subject: RE: Public Protection representation re Roxy Ballroom licence application

This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Morning Mike [redacted] and Michael [redacted],

I am aware that conditions have been agreed. I am just wanting to ensure that the policies that have been submitted are now agreed in line with the conditions.

So that I have a formal record for the file that the policies are agreed.

Many thanks

Chris

Christopher [redacted]

Woods Whur 2014 Limited
[redacted]
[redacted]

Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

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From: John [REDACTED]
Sent: Thursday, August 24, 2023 1:58:07 PM
To: Ben [REDACTED]
Subject: York - Stonebow House

Hi Ben,

I attended your meeting on Tuesday evening and I am grateful for your time and the preparation you had undertaken ahead of the meeting. Your patience and professional approach were appreciated.

The impression created is of a professional organisation trying to do the right thing, taking its relationship with the local community seriously and wanting to work with its neighbours for a successful long term mutually enjoyable partnership.

The challenge is always the successful delivery, however I'm greatly encouraged by what I have already learnt.

Many thanks

John [REDACTED]

Sent from [Mail](#) for Windows

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From: Info [redacted]
Sent: Wednesday, August 23, 2023 10:23 AM
To: Ben [redacted]
Cc: Chris [redacted]; Ben [redacted]; Chris [redacted]
[redacted]; Hollie [redacted]; Sarah [redacted]
Subject: RE: Roxy - License application

Hi Ben,

It was nice to meet you, Joel and Nadia yesterday.

I think on the balance the meeting went well. The general consensus from speaking to the residents living in Stonebow House is one of support.

Please can you send me a soft copy of the handout for my records.


Should you need any help in the future please don't hesitate to contact me.

Regards,

Ben

Ben [redacted]
Director



 First Floor, 32 Northgate, Hessle, East Yorkshire, HU13 9AA

 [redacted]

 [redacted]

 www.cjpropertieservices.co.uk

[Download 'The Tenant's Guide to Our Fees'](#)



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From: Richard [REDACTED]
Sent: 29 August 2023 13:04
To: Christopher [REDACTED]
Cc: [REDACTED]; [REDACTED]; [REDACTED]; Tom [REDACTED]; Hollie [REDACTED]
Subject: Roxy York

Chris
Further to your request for how long Unit B has been empty at Stonebow, the answer is just over 5 years. Works were completed on the total refurbishment of the building in May 2018 and the unit was available to let from then
We undertook the Landlords works internally (Stairs , lifts and floor screeds etc.) between September and November 2022 as part of an Agreement to Lease, but the operator/tenant failed before occupation
I trust that this is helpful. Should you require any further information on any point, then please do not hesitate to contact me
Kind regards
Richard

Richard [REDACTED]
Managing Director



Tel: [REDACTED]
Oakgate Group Ltd, Castlegarth Grange, Scott Lane, Wetherby, LS22 6LH

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From: Matthew [redacted]
Sent: 1 September 2023 14:07
To: [redacted]; [redacted]
Subject: RE: Stonebow House York

Dear Rachael

I would be delighted to meet with you on either the 5th, 6th, 7th or perhaps in the morning before the hearing on the 11th September. I would like to invite you to our Head Office in Leeds (Unit 6, Woodside Court, Leeds, LS16 6RF) to show you the scale of what we have built over the past 20 years, and our company operations. Personally, I'm not a fan of video calls and would much rather try to meet face to face if possible.

As you will know we held a successful meeting for the local community that was well attended and have received multiple emails of support following that meeting. I have attached the fact sheet that we created for the meeting that may help answer some of your questions in advance.

Please also find a link to a recent opening in Birmingham which shows the venue is completely different to a nightclub operation that existed in the Stonebow previously - [Roxy Ball Room Birmingham Vic Sq Drone.mp4](#)

I note your assistant is away therefore I will try and call on Monday to ensure you have received this. I hope you have a pleasant weekend and look forward to hearing from you soon.

Regards

Matthew [redacted]
CEO



P: [redacted]
A: Unit 6, Woodside Court, Leeds, LS16 6RF
W: www.roxyleisure.co.uk

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From: Matthew [REDACTED]
Sent: Thursday, August 31, 2023 1:28 PM
To: [REDACTED]; [REDACTED]
Subject: Stonebow House York

Dear Rachael

I am acknowledging receipt of your letter which I received yesterday despite being dated the 24th August, I presume bank holiday post got in the way.

I will be back to you within 24 hours regarding a meeting.

Regards

Matthew [REDACTED]
CEO



P: [REDACTED]
A: Unit 6, Woodside Court, Leeds, LS16 6RF
W: www.roxyleisure.co.uk

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PREMISES LICENCE SUMMARY

Part B

Part 1 Premises details

Premises licence number
CYC - 062590

Postal address of premises:

**Market Hall
Stonebow House
The Stonebow**

Post town: **York**

Post code: **YO1 7NP**

Telephone number: None

Where the licence is time limited the date:

This licence has no expiry date.

Licensable activities authorised by the licence:

Plays
Films
Live Music
Recorded Music
Performance of Dance
Late Night Refreshment
Other Entertainment
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities:**PLAYS**

Indoors

Monday 07:00 - 23:00	Tuesday 07:00 - 23:00	Wednesday 07:00 - 23:00	Thursday 07:00 - 23:00
Friday 07:00 - 00:00	Saturday 07:00 - 00:00	Sunday 07:00 - 23:00	

FILMS

Indoors

Monday 07:00 - 23:00	Tuesday 07:00 - 23:00	Wednesday 07:00 - 23:00	Thursday 07:00 - 23:00
Friday 07:00 - 00:00	Saturday 07:00 - 00:00	Sunday 07:00 - 23:00	

LIVE MUSIC

Indoors

Monday 07:00 - 23:00	Tuesday 07:00 - 23:00	Wednesday 07:00 - 23:00	Thursday 07:00 - 23:00
Friday 07:00 - 00:00	Saturday 07:00 - 00:00	Sunday 07:00 - 23:00	

RECORDED MUSIC

Indoors

Monday 07:00 - 23:00	Tuesday 07:00 - 23:00	Wednesday 07:00 - 23:00	Thursday 07:00 - 23:00
Friday 07:00 - 00:00	Saturday 07:00 - 00:00	Sunday 07:00 - 23:00	

PERFORMANCE OF DANCE

Indoors

Monday 07:00 - 23:00	Tuesday 07:00 - 23:00	Wednesday 07:00 - 23:00	Thursday 07:00 - 23:00
Friday 07:00 - 00:00	Saturday 07:00 - 00:00	Sunday 07:00 - 23:00	

OTHER ENTERTAINMENT

Indoors

Monday 07:00 - 23:00	Tuesday 07:00 - 23:00	Wednesday 07:00 - 23:00	Thursday 07:00 - 23:00
Friday 07:00 - 00:00	Saturday 07:00 - 00:00	Sunday 07:00 - 23:00	

LATE NIGHT REFRESHMENT
Indoors

Friday 23:00 - 00:00	Saturday 23:00 - 00:00
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SUPPLY OF ALCOHOL

Monday 10:30 - 23:00	Tuesday 10:30 - 23:00	Wednesday 10:30 - 23:00	Thursday 10:30 - 23:00
Friday 10:30 - 00:00	Saturday 10:30 - 00:00	Sunday 10:30 - 23:00	

The Opening Hours of the Premises

Monday 07:00 - 23:30	Tuesday 07:00 - 23:30	Wednesday 07:00 - 23:30	Thursday 07:00 - 23:30
Friday 07:00 - 00:30	Saturday 07:00 - 00:30	Sunday 07:00 - 23:30	

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

On and off the premises

Registered number of holder, for example company number, charity number (where applicable):
10837321

Name of designated premises supervisor where the premise licence authorises the supply of alcohol:

TBA

State whether access to the premises by children is restricted or prohibited

1. In accordance with section 20 of the Licensing Act 2003, where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
3. Where –
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
4. In this section - 'children' means persons aged under 18; and 'film classification body' means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).



For and on behalf of
The Director of Economy & Place

Date: 29 November 2019
10 March 2020 (Transfer)

Licensing Services
Hazel Court EcoDepot
James Street
York
YO10 3DS

Phone: 01904 552422
Fax: 01904 551590
Email: licensing@york.gov.uk
Website: www.york.gov.uk/licensing



LICENSING ACT 2003

PREMISES LICENCE

Schedule 12

Part A

Part 1 Premises details

Premises licence number
CYC - 69217

Postal address of premises: Roxy Lanes 3 St Mary's Square Coppergate	
Post town: York	Post code: YO1 9NY
Telephone number: None	

Expiry date: This licence has no expiry date.

<p>Licensable activities authorised by the licence:</p> <p>Films Recorded Music Late Night Refreshment Supply of Alcohol</p>

The times the licence authorises the carrying out of licensable activities:

FILMS

Indoors

Monday 10:00 - 23:00	Tuesday 10:00 - 23:00	Wednesday 10:00 - 23:00	Thursday 10:00 - 23:00
Friday 10:00 - 00:00	Saturday 10:00 - 00:00	Sunday 10:00 - 22:30	

RECORDED MUSIC

Indoors

Monday 10:00 - 23:00	Tuesday 10:00 - 23:00	Wednesday 10:00 - 23:00	Thursday 10:00 - 23:00
Friday 10:00 - 00:00	Saturday 10:00 - 00:00	Sunday 10:00 - 22:30	

LATE NIGHT REFRESHMENT

Indoors

Friday 23:00 - 00:00	Saturday 23:00 - 00:00
-------------------------	---------------------------

SUPPLY OF ALCOHOL

Monday 10:00 - 23:00	Tuesday 10:00 - 23:00	Wednesday 10:00 - 23:00	Thursday 10:00 - 23:00
Friday 10:00 - 00:00	Saturday 10:00 - 00:00	Sunday 10:00 - 22:30	

On the Sunday preceding a bank holiday the finish time will be extended by one hour beyond these times.

The Opening Hours of the Premises

Monday 09:00 - 23:30	Tuesday 09:00 - 23:30	Wednesday 09:00 - 23:30	Thursday 09:00 - 23:30
Friday 09:00 - 00:30	Saturday 09:00 - 00:30	Sunday 09:00 - 23:00	

On the Sunday preceding a bank holiday the finish time will be extended by one hour beyond these times.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

On the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence:

Name: Roxy Leisure Ltd
Address: 5 Clayton wood court
West Park
Leeds
LS16 6QW
Telephone number:
Email address:

Registered number of holder, for example company number, charity number (where applicable):

09724448

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol:

Name:
Address:
Telephone number: None

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol:

Leeds/PERL/04833/09 Leeds City Council

Annex 1 – Mandatory conditions

MANDATORY CONDITIONS IN RELATION TO THE SUPPLY OF ALCOHOL

1. In accordance with section 19 of the Licensing Act 2003, where a premises licence authorises the supply of alcohol, the licence must include the following conditions.
2. The first condition is that no supply of alcohol may be made under the premises licence -
 - a) at a time where there is no designated premises supervisor in respect of the premises licence, or
 - b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

3. The second condition is that every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

4. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises –

- a) games or other activities which require or encourage, or are designed to require or encourage individuals to –
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
- b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
- c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
- d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
- e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

6. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either –

- a) a holographic mark, or
- b) an ultraviolet feature.

7. The responsible person must ensure that –

- a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
 - i. beer or cider: ½ pint;
 - ii. gin, rum, vodka or whisky: 25ml or 35ml; and
 - iii. still wine in a glass: 125ml;
- b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

MANDATORY CONDITION - ALCOHOL PRICING

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1 –
 - a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - b) "permitted price" is the price found by applying the formula – $P = D + (D \times V)$ where –
 - i. P is the permitted price,
 - ii. D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence –
 - i. the holder of the premises licence,
 - ii. the designated premises supervisor (if any) in respect of such a licence, or
 - iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

MANDATORY CONDITION: DOOR SUPERVISION

1. In accordance with section 21 of the Licensing Act 2003 (as amended by section 25 Violent Crime Reduction Act 2006), where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must –
 - a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
 - b) be entitled to carry out that activity by virtue of section 4 of that Act.
2. But nothing in subsection (1) requires such a condition to be imposed –
 - a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films), or
 - b) in respect of premises in relation to –
 - i. any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence, or

- ii. any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
3. For the purposes of this section -
- a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and which is licensable conduct for the purposes of that Act (see section 3(2) of that Act), and
 - b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

MANDATORY CONDITION: EXHIBITION OF FILMS

1. In accordance with section 20 of the Licensing Act 2003, where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
3. Where -
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
4. In this section - 'children' means persons aged under 18; and 'film classification body' means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

Annex 2 – Conditions consistent with the operating schedule

Licensing Objectives

The premises licence will only be operated by Roxy Leisure Limited and will only be able to have licensable activities when trading as a bowling alley/competitive socialising venue with a minimum of 4 bowling Lanes.

The prevention of crime and disorder

1. There will be a communication link via radio to other venues in the city centre. This will be the system recognised by the current Business Crime Reduction Partnership for the City, City of York Council and North Yorkshire Police.
2. The Licence Holder/Designated Premises Supervisor must participate in a local Pubwatch scheme or licensing association (where one exists, that is recognised by North Yorkshire Police).
3. A suitable Closed-Circuit Television (CCTV) system will be operational at the premises at all times when licensable activities are being carried out and at any other times where members of the public are present on the premises.
4. The CCTV system will cover all areas of the premises occupied by the public under the terms of the licence, including corridors and stairways (excluding WCs and changing rooms).

5. The CCTV system will cover the main entrance/s and exit/s and designated emergency egress routes from the premises.
6. The CCTV system will contain the correct time and date stamp information.
7. The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality.
8. The CCTV footage will be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of who has accessed the system, the reason why and when.
9. A designated member / members of staff at the premises will be authorised to access the CCTV footage and be conversant with operating the CCTV system. At the request of an Authorised Officer of the Licensing Authority or a Responsible Authority (under the Licensing Act 2003) any CCTV footage, as requested, will be downloaded immediately or secured to prevent any overwriting. The CCTV footage material will be supplied, on request, to an Authorised Officer of the Licensing Authority or a Responsible Authority.
10. The CCTV system will be adequately maintained and be capable of transporting recorded material onto a removable media.
11. The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.
12. The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature).
13. The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry. Security staff/designated supervisors will be familiar with the premises policy concerning the admission, exclusion and safeguarding of customers whilst in the premises.
14. The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti-social behaviour, admissions refusals and ejections from the premises.
15. All instances of crime and disorder will be reported to North Yorkshire Police and will be recorded in an Incident log book.
16. The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and / or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.
17. The Incident Report Register will be produced for inspection immediately on the request of an Authorised Officer. There will be a communication link via radio to other venues in the city centre. This will be the system recognised by the current Business Crime Reduction Partnership for the City, City of York Council and North Yorkshire Police.
18. There will be a minimum of 1 SIA licensed Door Supervisor from 22:00 hours on Fridays, Saturdays and Sundays before Bank Holidays.

19. The Licensee shall ensure that any persons employed on the premises to work in the capacity as a door supervisor, hold current licence with the SIA and comply with all relevant rules and regulations laid down by that body.

20. A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with North Yorkshire Police or British Transport Police.

Public Safety

21. Regular safety checks of the premises including decorative and functional fixtures, floor surface and equipment (including electrical appliances) to which the public may come into contact, must be undertaken. Records of these safety checks must be kept and made available for inspection by an Authorised Officer.

22. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.

23. The licensee shall ensure that drinks glasses and any other glass receptacles are prevented from being taken off the premises accepting off-sales and their legitimate sale.

24. Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an Authorised Officer.

25. Regular safety checks of guarding to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour including climbing which may lead to a fall from height. Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public may come into contact with it.

26. All floor surfaces will be kept in good condition and free of obstructions to prevent slips, trips and falls.

27. Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risks of scalds and burns to them.

28. Where strobes, lasers, smoke machines and other special effects equipment may be used, a written health and safety policy covering all aspects of their use will be provided, and staff will be appropriately trained.

The prevention of public nuisance

30. Queues shall be restricted to cordoned areas to prevent them obstructing footpaths and spilling out onto roads, and to keep noise and obstructions away from residential property. Staff shall be trained to intercept and manage any incidents and sufficient staff shall be employed to properly manage queues to prevent noise and aggression.

31. The Licensee shall ensure that no nuisance is caused by noise or vibration from the licensed premises resulting from the use of this licence.

The protection of children from harm

32. The premises must operate the Challenge 25 proof of age scheme in accordance with guidance issued by North Yorkshire Police.

33. Children will be required to be supervised by an accompanying adult at all times.

Annex 3 – Conditions attached after a hearing by the licensing authority on 12 October 2021

1, The premises shall not operate as a bar or vertical drinking establishment or nightclub and all licensable activities authorised by this licence shall be ancillary to the main function as a bowling alley/competitive socialising venue with a minimum of 4 bowling lanes.

2, A direct telephone number for the manager of the premises shall be publicly available at all times the premises are open. This telephone number is to be made available to residents in the vicinity.

Annex 4 – Approved Plan

Plan Number: 2148-501 dated:17.05.2021

For and on behalf of the Corporate Director of Place

Licensing Services
Hazel Court EcoDepot
James Street
York
YO10 3DS

Date: 12/10/2021
Phone: 01904 552422
Fax: 01904 551590
Email: licensing@york.gov.uk
Website: www.york.gov.uk/licensing



PREMISES LICENCE SUMMARY

Part B

Part 1 Premises details

Premises licence number
CYC - 69217

Postal address of premises:
Roxy Lanes
3 St Mary's Square
Coppergate

Post town: **York**

Post code: **YO1 9NY**

Telephone number: None

Where the licence is time limited the date:

This licence has no expiry date.

Licensable activities authorised by the licence:

Films
Recorded Music
Late Night Refreshment
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities:

FILMS
Indoors

Monday
10:00 - 23:00

Tuesday
10:00 - 23:00

Wednesday
10:00 - 23:00

Thursday
10:00 - 23:00

Friday
10:00 - 00:00

Saturday
10:00 - 00:00

Sunday
10:00 - 22:30

RECORDED MUSIC

Indoors

Monday 10:00 - 23:00	Tuesday 10:00 - 23:00	Wednesday 10:00 - 23:00	Thursday 10:00 - 23:00
Friday 10:00 - 00:00	Saturday 10:00 - 00:00	Sunday 10:00 - 22:30	

LATE NIGHT REFRESHMENT

Indoors

Friday 23:00 - 00:00	Saturday 23:00 - 00:00
-------------------------	---------------------------

SUPPLY OF ALCOHOL

Monday 10:00 - 23:00	Tuesday 10:00 - 23:00	Wednesday 10:00 - 23:00	Thursday 10:00 - 23:00
Friday 10:00 - 00:00	Saturday 10:00 - 00:00	Sunday 10:00 - 22:30	

On the Sunday preceding a bank holiday the finish time will be extended by one hour beyond these times.

The Opening Hours of the Premises

Monday 09:00 - 23:30	Tuesday 09:00 - 23:30	Wednesday 09:00 - 23:30	Thursday 09:00 - 23:30
Friday 09:00 - 00:30	Saturday 09:00 - 00:30	Sunday 09:00 - 23:00	

On the Sunday preceding a bank holiday the finish time will be extended by one hour beyond these times.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

On the premises

Name and (registered) address of holder of premises licence:

Name: Roxy Leisure Ltd
 Address: 5 Clayton wood court
 West Park
 Leeds
 LS16 6QW

Registered number of holder, for example company number, charity number (where applicable):

09724448

Name of designated premises supervisor where the premises licence authorises the supply of alcohol:

John Robert Crowe

State whether access to the premises by children is restricted or prohibited

1. In accordance with section 20 of the Licensing Act 2003, where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
3. Where –
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
4. In this section - 'children' means persons aged under 18; and 'film classification body' means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).
5. A Challenge 25 policy will be in operation

For and on behalf of the Corporate Director of Place

Date: 12/10/2021

Licensing Services
Hazel Court EcoDepot
James Street
York
YO10 3DS

Phone: 01904 552422
Fax: 01904 551590
Email: licensing@york.gov.uk
Website: www.york.gov.uk/licensing

Annex 4

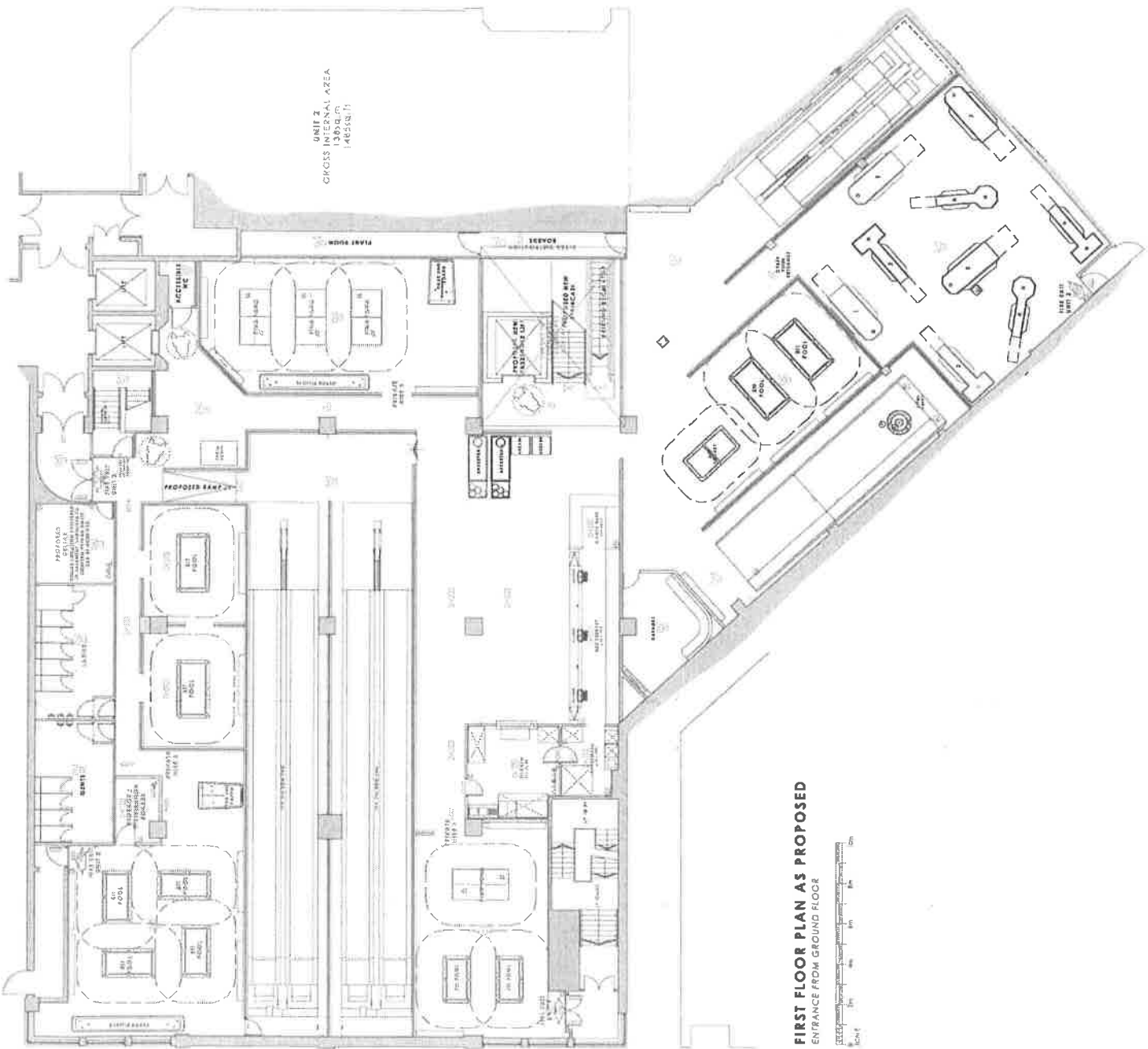
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AREA FOR LICENSABLE ACTIVITIES

KEY TO LICENSING SYMBOLS (Note Existing things are marked 'EP')

	Improvements to existing structure		New structure for night club or entertainment
	Existing structure for night club or entertainment		New structure for other licensable activity
	Existing structure for other licensable activity		New structure for other licensable activity
	New structure for other licensable activity		New structure for other licensable activity
	New structure for other licensable activity		New structure for other licensable activity

Items shown on this plan which are not required by the zoning regulations are for reference purposes only, and are not to be construed as a license or approval of the zoning authority. Items shown on this plan which are not required by the zoning regulations are for reference purposes only, and are not to be construed as a license or approval of the zoning authority.



FIRST FLOOR PLAN AS PROPOSED
ENTRANCE FROM GROUND FLOOR



Handwritten initials or signature.

Oct 2001

INVENTIVE DESIGN ASSOCIATES
ARCHITECTURE & INTERIOR DESIGN

57 Station Road, Chesham, Bucks
81000pt, Greater Manchester, M10 7AA
Contact by e-mail

ROYAL BALL ROOM
Coppergate Shopping Center, Piccadilly,
York, YO1 9PB for Roy Leusse Ltd

LICENSING PLAN AS PROPOSED

DATE: 17.05.01
SCALE: 1:100 (PLAN)
DRAWING NO: 2148-501

