

**From:** [Graeme Cooke](#)  
**To:** [Licensing](#)  
**Subject:** RE: New premises licence app- Cafe Ultimo- Last date for representations 24 November 2023  
**Date:** 10 November 2023 12:11:59

---

Dear Licensing

Further to a visit to the premises on 2 November and discussions with the Director of Café Ultimo Ltd Environmental Health have the following representations to make.

It appears from discussions with the business that the sale of alcohol will take place within the red line of the premises but it has been suggested that they will only permit consumption of alcoholic beverages in the external garden areas and it is unclear what will be taking place indoors at those times. A visit to the area has identified a number of residential flats above the premises and above adjacent premises along with 3 residential properties in close proximity to the rear of the premises. The premises is trading currently as a coffee shop and the current menu consists of cakes, sandwiches and savoury pastries and sweet pastries with no ability to cook substantial meals etc. due to the lack of full kitchen facilities.

- Within the application the applicant has not given sufficient detail on how they propose to prevent public nuisance arising from noise;
- It appears that when alcohol is served that the business will be alcohol led as opposed to food led with alcohol ancillary to any meal;
- There is only one unisex WC available for use between staff and customers and the premises had approximately 60 seats available for customers (counting both those available inside and outside); this may give rise to public nuisance through public urination as people leave the premises and excessive waits to access toilets have the potential to lead to crime and disorder within the premises.

If a licence was granted we would wish to see conditions in place to address these issues and would suggest the following is necessary:

- The premises should ensure and evidence that suitable sound insulation is in place to protect against the transfer of airborne and structure borne noise between the premises and residential premises above including noise from background music, patrons and any plant or equipment.
- Any outside tables and chairs shall be rendered unusable or removed by 21.00 hours on Monday – Sunday, after 21:00 any customers leaving the premises to smoke must not be permitted to take any drinks outside and off sales should only be permitted within sealed containers; the licensing authority may also wish to consider restricting the opening hours of the premises to these times.
- No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 22.00 hours and 08.00 hours on the following day.

Taking into account BS6465-1:2006 there should be a minimum of three unisex WC's one of which should be an accessible toilet. Note that if the premises is not licensed we would potentially still required additional WC capacity due to the capacity and we will be contacting the premises separately about this.

In addition to the above I would also advise that on Thursday 2 November I advised the Director of Café Ultimo Ltd that based on the setup observed that I am of the opinion the garden area is substantially enclosed for the purposes of the Health Act 2006 as defined by The Smoke-free (Premises and Enforcement) Regulations 2006, and therefore smoking should be prohibited in this area.

There is no obvious means of escape from the garden area except back through the premises and further advice from Surrey Fire and Rescue Service may be required on any requirements for a protected means of escape.

Regards

Graeme

**Graeme Cooke | Senior Environmental Health Officer | Runnymede Borough Council**

01932 838383 | Direct line: 01932 425725 | [www.runnymede.gov.uk](http://www.runnymede.gov.uk)

---

**From:** Nicola Clarke [REDACTED]

**Sent:** Monday, October 30, 2023 10:44 AM

**To:** Nicola Clarke <[REDACTED]>

**Subject:** New premises licence app- Cafe Ultimo- Last date for representations 24 November 2023

Please see attached New premises licence app- Cafe Ultimo, 166 Station Road, Addlestone – The Last date for representations is 2359 on 24 November 2023

**Nicky Clarke| Licensing Administrator| Runnymede Borough Council**

01932 838383 | Direct line: 01932 425711 | [www.runnymede.gov.uk](http://www.runnymede.gov.uk)

**Visit the Council's website and social media channels to see how we are responding to climate change and supporting: the health and wellbeing of our residents, their ability to effect change locally and the economic prosperity of our Borough.**



**Think before you print this.** We are committed to being transparent about why and how we collect and use your personal data. Please see our [Privacy Statement](#) for further details. This message, and associated files, is intended only for the use of the individual or entity to which it is addressed and may contain information that is confidential or subject to copyright. If you are not the intended recipient please note that any copying or distribution of this message, or files associated with this message, is strictly prohibited. If you have received this message in error, please notify us immediately. Opinions, conclusions and other information in this message that do not relate to the official business of Runnymede Borough Council shall be understood as neither given nor endorsed by Runnymede Borough Council.