

**From:** Grant, Joan [REDACTED]  
**Sent:** 12 December 2023 12:38  
**To:** Ermal Mula <[Coffee.lounge1@outlook.com](mailto:Coffee.lounge1@outlook.com)>  
**Cc:** Robert Smith [REDACTED] Graeme Cooke  
[REDACTED]  
**Subject:** FW: [EXTERNAL] Re: Cafe Ultimo Objection

Good morning Mr Mula

Thank you for taking the time out to see me today.

We discussed the following:

1. The premises shall operate as a coffee shop with food available during opening hours as you do not have planning permission for a pub / wine bar.
2. Alcohol shall be stored and served from the coffee shop counter
3. In agreement with my colleague at EH, Police request that the premises close at 2300 hours.
4. You now have now undertaken a Personal Licence course and you understand that you cannot sell alcohol until your personal licence has issued from your local authority.
5. Surrey Fire and Rescue Service visited your premises and it was agreed with them that you will use and existing door as a fire exit which opens out on to shared land. This will have appropriate signage.
6. As mentioned by EH, capacity shall be limited to 30 persons unless additional WCs are provided.

If you are in agreement with the above and having conditions to this effect added to your premises licence, then Police would have no further objections to the licence being granted by the licensing committee.

Kind regards



[REDACTED] **Joan Grant**  
Licensing Enforcement Officer  
North Surrey Division  
Surrey Police, PO Box 101, Guildford, GU1 9PE  
Email: [REDACTED]  
Tel: [REDACTED]  
Website: [surrey.police.uk](http://surrey.police.uk)  
Twitter | Facebook | YouTube | LinkedIn - @SurreyPolice

**From:** Graeme Cooke [REDACTED]  
**Sent:** Monday, December 11, 2023 4:21 PM  
**To:** Ermal Mula <[Coffee.lounge1@outlook.com](mailto:Coffee.lounge1@outlook.com)>  
**Cc:** Licensing <[Licensing@runnymede.gov.uk](mailto:Licensing@runnymede.gov.uk)>; [joan.grant@\[REDACTED\]](mailto:joan.grant@[REDACTED]) Robert Smith  
[REDACTED]  
**Subject:** RE: [EXTERNAL] Re: Cafe Ultimo Objection

Dear Mr Mula

Thank you for your reply and comments.

I have limited time available this week but based on your comments below and my initial representations I would advise that I propose to suggest to the licensing committee that should they be minded to grant the premises licence that the following conditions are imposed:

1. The opening times of the premises shall be 06:30 to 23:00 Monday to Sunday
2. The external tables and chairs shall be removed or rendered unusable at 21:00 hours Monday to Sunday;
3. After 21:00 Monday – Sunday any customers leaving the premises to smoke etc. must not be permitted to take or consume any drinks outside;
4. Off sales shall only be permitted in sealed containers;
5. Waste and Recycling including bottles, shall not be moved, removed from or placed in outside areas between 22.00 hours and 08.00 hours on the following day.
6. Capacity shall be limited to 30 unless additional WC's are provided in line with BS6465-1:2006 in which case there should be a minimum of three unisex WC's one of which should be an accessible toilet.

Regards  
Graeme

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

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

**From:** Ermal Mula <[Coffee.lounge1@outlook.com](mailto:Coffee.lounge1@outlook.com)>

**Sent:** Friday, December 8, 2023 7:58 PM

**To:** Graeme Cooke <[REDACTED]>

**Cc:** Licensing <[Licensing@runnymede.gov.uk](mailto:Licensing@runnymede.gov.uk)>; [joan.grant@runnymede.gov.uk](mailto:joan.grant@runnymede.gov.uk) [REDACTED] Robert Smith [REDACTED]

**Subject:** Re: [EXTERNAL] Re: Cafe Ultimo Objection

Hi all,

Hope you are doing well.

Regarding to the email below I am happy to discuss all the queries.

I would like to catch up with you during the week before hearing (14th December) to discuss all the queries in details.

1. I will be fully aware to not use the tables and chairs after 21:00.
2. Based on point one no drinks will be allowed outside after the cut off time
3. Off sales will be served within sealed containers.
4. About the three Unisex Wc's, I would like to reduces the seats in and out till 30 seats.
5. I am fully aware about the wasted and recycled materials.
6. This property is been refurbished three months ago and I already have the certificate from Building Control where is proven the sound isolation. We are constantly in contact with the neighbours for any disturbs and noises from this property.

Regards,

Coffee Ultimo

Ermal

ISent from [Outlook for iOS](#)

**From:** Graeme Cooke [REDACTED]  
**Sent:** Friday, December 1, 2023 4:12:03 PM  
**To:** [Coffee.lounge1@outlook.com](mailto:Coffee.lounge1@outlook.com) <[Coffee.lounge1@outlook.com](mailto:Coffee.lounge1@outlook.com)>

**Cc:** Licensing <[Licensing@runnymede.gov.uk](mailto:Licensing@runnymede.gov.uk)>; [joan.grant](mailto:joan.grant) [REDACTED]; Robert Smith [REDACTED]

**Subject:** RE: [EXTERNAL] Re: Cafe Ultimo Objection

Dear Mr Mula

In regards to the Environmental Health representations we would be happy to see the concerns overcome through appropriate licence conditions and would welcome your comments or proposals on the following:

- 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 or consume any drinks outside.
- Off sales will only be permitted within sealed containers.
- Taking into account BS6465-1:2006 there should be a minimum of three unisex WC's one of which should be an accessible toilet. Alternatively the maximum number of staff and patrons on the premises shall be limited to 30 at any one time.
- 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.
- The premises should ensure and evidence that suitable sound insulation is in place to protect against the transfer for airborne and structure borne noise between the premises and residential premises above including noise from background music, patrons and any plant or equipment.

Regards

Graeme Cooke

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

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

**From:** Robert Smith [REDACTED]

**Sent:** Friday, December 1, 2023 12:17 PM

**To:** [Coffee.lounge1@outlook.com](mailto:Coffee.lounge1@outlook.com)

**Cc:** Licensing <[Licensing@runnymede.gov.uk](mailto:Licensing@runnymede.gov.uk)>; [joan.grant](mailto:joan.grant) [REDACTED] Graeme Cooke

**Subject:** RE: [EXTERNAL] Re: Cafe Ultimo Objection

**Importance:** High

Dear Mr Mula

I understand the agent who submitted your premises licence application is no longer involved in representing you.

This being the case please note the information below and respond as soon as possible.

Please note a revised plan of the premises is required.

**Robert Smith | Senior Licensing Officer | Runnymede Borough Council**  
01932 838383 | Direct line: [REDACTED] | [www.runnymede.gov.uk](http://www.runnymede.gov.uk)