

## **Formal Representation in Response to Licensing Officer's Report**

To: Licensing Department Name  
Haringey Council Licensing Team  
Date: 17/10/2025

Dear Sir/Madam,

Re: Representation Regarding Licensing Officer's Report and Site Visit Observations

I am writing to formally submit my representation in response to the Licensing Officer's report concerning the visit to my premises. I wish to respectfully challenge the accuracy and fairness of the observations made, as I believe they do not reflect the actual circumstances at the time of inspection.

I would like to make the following representations for your consideration:

### **1. Inconsistency in Reported Visit Time**

The officer's two reports contain conflicting times for the visit — one stating 01:30 hrs and the other 01:47 hrs. This discrepancy raises concerns about the accuracy and reliability of the report's content, and I respectfully request clarification on the exact time of the visit.

### **2. Conduct During Initial Visit**

During the officers visit, on my way out, I met the individuals asked to come in to the premises pretending to be customers and requested to purchase beer. I clearly informed them that we do not hold an alcohol license and refused them entry and they said thank you and went to back towards the high street. Such a covert approach, without prior identification, was misleading and, in my view, unprofessional. While we did not raise a complaint at that time, we wish to record this concern formally as part of this representation.

When I returned to the premises I met the same officers speaking to my staff and I have been told the officers showed a professional manner to get access to the premises.

### **3. Alcohol Storage and Use of TENS**

It was noted in the report that a box of beer was present near the bar area. This was residual stock from a previously authorised Temporary Event Notice (TEN), which had taken place prior to the visit. The officer's assumption that the drinks were intended for use during another event is unsubstantiated and speculative. No sale, service, or consumption of alcohol took place during the inspection and there were only 2 or 3 people in the premises.

Furthermore, I would like to clarify that there was a misunderstanding regarding the TENS period. We now fully understand that TENS cannot be carried over or used on alternative

dates outside the approved period, and we are committed to full compliance with this requirement moving forward.

#### **4. Alleged Music and Entertainment**

The report refers to the playing of music in the rear area and mentions the use of speakers. I can confirm that there are no speakers installed within the premises. The only electronic device present is a television, which is occasionally used for normal operation. Therefore, the assertion that regulated entertainment was taking place is inaccurate.

#### **5. Alleged Alcohol Consumption by Patrons**

The officer reports observing beer bottles on patrons' tables. If this was indeed the case, appropriate enforcement action should have been taken at the time. As no such action occurred, it suggests that no verifiable evidence of alcohol consumption was present.

#### **6. Private Event and Access Control**

The event in question was a private birthday celebration. While the report mentions that people were seen attempting to gain access to the premises, this does not equate to unauthorised entry or an open event. Access was controlled, and only invited guests were permitted. The suggestion that the premises were attempting to appear closed is unfounded; the blackout blind is a permanent fixture for privacy and aesthetic reasons.

#### **7. General Observations**

We fully recognise and respect the council's role in ensuring compliance with the Licensing Act 2003 and promoting the licensing objectives. However, the officer's reports, in this instance, contain inconsistencies and assumptions that we feel have unfairly represented our operation and conduct.

We have always demonstrated a willingness to cooperate fully with licensing officers, to seek guidance where necessary, and to operate responsibly within the law.

#### **8. Supporting Statement – Commitment to Compliance**

To reinforce our commitment to upholding the licensing objectives, we are implementing the following voluntary measures:

- Introducing a written internal compliance checklist to ensure that all future events are properly authorised under a valid TEN before commencement.
- Providing staff with refresher training on the key principles of the Licensing Act 2003, including the prevention of unlicensed activity.
- Keeping clear records of all event documentation and communications with the council for future transparency.
- Liaising proactively with the Licensing Team before hosting any event to confirm compliance and maintain open communication.

These steps are intended to demonstrate our continued good faith and cooperation with the

council to ensure full compliance and responsible operation of our premises. In light of the points raised above, we respectfully request that the Licensing Committee take into account these clarifications and reconsider the conclusions drawn from the officer's reports. We remain committed to compliance, transparency, and working positively with the Licensing Team to promote the licensing objectives.

Thank you for your time and consideration.

Yours faithfully,

Andebrhan Tekeste

[Your Full Name]

[Your Business Name]

[Your Business Address]

[Your Contact Number]

[Your Email Address]