

Appendix Four

Conditions attached the premises Licence

General CCTV

- 1.1 The premises are to operate an effective CCTV system which is to be maintained in good working order at all times the premises is open for business.
- 1.2 The recording medium (e.g. disks / tapes / hard drive, etc.) and associated images are to be retained and securely stored for a minimum period of 28 days and are to be made available to the police / authorised officers of the Licensing Authority upon request.
- 1.3 The premises licence holder or designated premises supervisor is to provide the police with the contact details of at least one other member of staff (or other person(s)) who is trained and familiar with the operation of the equipment so that, at the expense of the premises licence holder, they are able to check that the equipment is operating properly and that they are able to provide copies of recorded data upon request and within no more than 12 hours from the time of the request.
- 1.4 The premises licence holder / Designated Premises Supervisor must notify the licensing office or the Police in the event of CCTV breakdown as soon as is reasonably practicable and in any event within 24 hours.
- 1.5 In the case of a breakdown or malfunction the premises licence holder / designated premises supervisor shall make sure that the CCTV is in working order as soon as practicable

The Prevention of Crime and Disorder

2. A written delegation of authority record will be kept at the premises whereby non personal licence holders are authorised to make sales on behalf of a personal licence holder.
3. Staff training shall take place on the Licensing Act and Licensing objectives upon commencement of employment and every six months thereafter, a written record of this training is to be maintained and made available to the police and any authorised officer of the Council for inspection on request.
4. The Designated Premises supervisor / personal licence holder will be available /contactable at all times that alcohol is on sale.
5. An incident book/register shall be maintained to record:
 - i. All incidents of crime and disorder occurring at the premises.
 - ii. Details of occasions when the police are called to the premises.
6. This book/register shall be made available for inspection by a police officer or other authorised officer on request.
7. No alcoholic drink shall be removed from the premises in an unsealed container.
8. Alcohol may only be sold in sealed containers.

9. Alcohol may not be sold to any person who appears to be intoxicated.

The Prevention of Public Nuisance

10. Management and staff are to use their best endeavours to prevent persons loitering outside the premises and to ensure that persons refused entry or ejected are asked to leave the vicinity of the premises.

11. No refuse shall be disposed of or collected from the premises between the hours of 2300 - 0700 where such disposal or collection is likely to cause disturbance to local residents

12. Prominent, clear and legible notices must be displayed at all exits requesting that customers respect the needs of local residents and to leave the premises and area quietly.

The Protection of Children from Harm

13. The premises will operate a "Challenge 25" proof of age policy, and signage to this effect is to be prominently displayed within the premises. Persons who appear to be under the age of 25 must produce for thorough scrutiny by staff, proof of identity/age before being sold/supplied alcohol. Only a passport or photo-card driving licence or a proof of age card bearing the official 'PASS' accreditation hologram should be accepted as proof of age.

14. The premises is to maintain a refusals / incident book to record the details of incidents / descriptions of individuals whenever a member of staff has refused to sell alcohol to a person suspected of being under the age of 18 and record the circumstances of any incident. The book must be made available to the police / authorised officers of the Licensing Authority on request.

Conditions imposed at a Committee Hearing November 2022

15. Notices to be placed inside and in a prominent place at the front of the store advising customers / members of the public not to loiter outside the premises.

16. Premises license holder to ensure the area immediately outside the premises is kept clean and tidy.

17. No alcoholic beverages to be displayed in the window of the premises or in close proximity to the front entrance.

18. Refrigerated alcoholic beverages to be located next to premises serving counter.