

Wed	10:00	01:30	<p><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)</p> <p>On the day when British Summertime commences and on that day only the opening hours will be extended by one hour.</p> <p>The hours of opening on Christmas Eve and Boxing Day will be extended by one hour.</p> <p>The hours on New Year's Eve will be from the end of permitted hours on New Year's Eve, to the start of permitted hours on New Year's Day.</p>
Thur	10:00	01:30	
Fri	10:00	01:30	
Sat	10:00	01:30	
Sun	10:00	23:30	

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

b) The prevention of crime and disorder

1. A digital colour, CCTV system will be installed to cover the premises and recorded coverage will include all internal and external areas to where the public have access to consume alcohol.
2. It will be maintained, working and recording at all times when the premises are open.
3. The recordings should be of good evidential quality to be produced in Court or other such hearing.
4. Copies of the recordings will be kept available for any Responsible Authority for 31 days.
5. Copies of the recordings shall be made available to any Responsible Authority within 48 hours upon request.
6. Copies of the recordings will display the correct time and date of the recording.
7. It is the responsibility of the management to ensure that there are sufficient members of staff available during the hours of operation to be able to download evidence from the CCTV system at the request of the police or responsible authority.
8. Documented staff training will be given regarding staff's obligation under the Licensing Act in respect of the:-
 - Retail sale of alcohol
 - Age verification policy
 - Conditions attached to the Premises License
 - Permitted Licensable activities
 - The Licensing objectives and
 - The Opening Times of the venue.
9. With such training (condition 8) documented records shall be kept for a minimum of one year and will be made available immediately upon a reasonable request from any Responsible Authority.

10. A Refusals Register and Incident Report Register will be kept. Such documents will record incidents of staff refusals of alcohol sales to under-age or drunk people, as well as incidents of any anti-social behavior and ejections from the premises.

11. Both Refusals and Incident Report registers shall be kept for at least 1 year and they will be made available immediately upon a reasonable request from any Responsible Authority. [For the avoidance of doubt, the one year period relates to each respective entry in the log book and runs from the date of that particular entry]:

12. There must be a minimum of two SIA Door Supervisors on a Friday & Saturday, and any Sunday entering into a Bank Holiday, they will be on duty from 21.00 hours until the premises are closed to the public. At all other times the need will be risk assessed by the Designated Premises Supervisor/Premises Licence Holder and employed when deemed necessary.

13. Whenever Door Supervisors are on duty at the premises, they shall sign in and out of the premises incident book, providing full details of their name and SIA number.

14. The premises will provide a secure area for storing controlled drugs which will be under control of the management team.

15. Any alcohol supplied for consumption off the premises must be in a sealed container.

c) Public safety

1. All emergency lighting, illuminated fire exit signs, fire fighting equipment and first aid facilities shall be maintained in good working order and all staff (including temporary staff) adequately trained in their use and about the evacuation procedures for the premises.

d) The prevention of public nuisance

1. Suitable and conspicuous notices shall be displayed at entrances and exits requesting patrons to minimize noise and when smoking and/or leaving.

2. No open drinking vessels or bottles shall be taken out of the licensed premises, which includes the outdoor areas of the premises, onto the pavement or highway

3. The premises licence holder will ensure that there are sufficient staffing levels including managers to encourage responsible behaviour on the premises at all times.

4. The Premises Licence Holder shall take measures to ensure that the noise arising from amplified music, singing and speech arising from the premises will not be audible at the nearest residential premises after 23:00.

5. All external doors and windows to the room/s where entertainment is being provided shall remain closed during the course of the entertainment, other than for normal access and egress.

6. Customers shall not use external areas of the premises (terraces) for eating and/or drinking between the hours of 22.00 and 10:00am.

7. Prominent, clear notices shall be displayed at all exits requesting customers and staff to respect the needs of local residents and leave the premises and area quickly and quietly.

8. There shall be no deliveries to the premises or collections, including waste bottles and commercial waste, prior to 08:00 hours or after 18:00 hours.

9. There shall be no disposal of bottles into external receptacles between 21:00 and 09:00 hours.

e) The protection of children from harm

1. The premises shall operate the Challenge 25 policy for the sale of alcohol. The only acceptable proof of age identification shall be a current passport, photo card driving licence or identification carrying the PASS logo.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

