



Public Register Copy

Premises Licence Leeds City Council

Licence Issued By:


On: 2nd June 2008

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Jackson.

Nicole Jackson

Assistant Chief Executive (Corporate Governance)


 PREM/02207/V02

Premises Licence Number

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code

Pizza Bella
32 Market Place
Wetherby
Leeds
LS22 6NE

Telephone number 01937 589 444

Where the licence is time limited the dates

N/A

Licensable activities authorised by the licence

Late Night Refreshment

Times the licence authorises the carrying out of licensable activities

Late Night Refreshment
Friday & Saturday 23:00 - 00:30
Sunday to Thursday 23:00 - 00:00

The opening hours of the premises

Monday	17:00 - 00:00
Tuesday	17:00 - 00:00
Wednesday	17:00 - 00:00
Thursday	17:00 - 00:00
Friday	17:00 - 00:30
Saturday	17:00 - 00:30
Sunday	17:00 - 00:00

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

N/A

Name, (registered) address of holder of premises licence

Altin Ltd.
32 Market Place
Wetherby
LS22 6NE

Registered number of holder, for example company number, charity number (where applicable)

Registered Business Number 5883132

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

N/A

State whether access to the premises by children is restricted or prohibited

None

Annex 1 – Mandatory conditions

N/A

Annex 2 – Conditions consistent with the Operating Schedule

The prevention of Crime and Disorder

1. A suitable CCTV system will be maintained and be operational on the premises at all times when licensed activities are being carried out.

Public Safety

1. A written risk assessment will be kept which covers all activities which affect the health and safety of members of the public. This will include the noise levels to which the public are to be exposed and information will be provided for the public via signage at the entrance. The assessment will be produced for inspection at the request of an authorised officer.

2. The Licensee will adopt at the premises written policies and procedures on:
" Entry and egress to the premises (including monitoring of any capacity limit)
" Evacuation of the premises

3. The Licensee will ensure staff are trained on these measures, and all other matters relating to the safety of the public.

4. The Licensee will have a written procedure for crowd control and management. All staff will be instructed in the operation of the procedure. The policy will be available for inspection at the request of an authorised officer.

5. All exit doors will be accessible, open easily, and exit routes will be maintained.

6. Safety checks, including doors, will be undertaken before opening to the public and a record kept of inspections.

7. Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles. Regular checks will be undertaken when the premises is open.

8. Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.

9. All equipment with which the public may have contact, will be maintained, stored and operated in a safe manner. Appropriate maintenance and test records will be kept and be available for inspection by an authorised officer.

10. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.

11. Electrical installations will be inspected on a periodic basis (at least every 5 years) by a suitably qualified and competent person. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.

12. Portable electrical appliances including those brought in temporarily onto the premises will be checked on a regular basis by a suitably trained and competent person to ensure they are in a safe condition. Records will be kept of these checks. These will be made available at the request of an authorised officer.

13. Temporary electrical wiring and distributions will be inspected by a suitably qualified and competent person before they are put into use. An Inspection record/certificate will be retained for inspection by an authorised officer.
14. The Licensee will maintain an electrical manually operated fire alarm system that can be clearly heard in all parts of the premises to the satisfaction WYFRS.
15. The Licensee will maintain a fire alarm system with automatic heat and smoke detectors. The systems requirements, testing and operation will be to the satisfaction of WYFRS.
16. The positioning of the electrical fire alarm system, smoke and heat detectors will be agreed with WYFRS.
17. Fire alarm tests will be carried out daily and recorded in a suitable log book. The log book will be made available for inspection by an authorised officer.
18. All staff will be trained in operating the alarm system and be familiar with the fire and escape routes and action to be taken in the event of fire.
19. The Licensee will install and maintain electrical emergency lighting. The source of supply for this lighting will be separate from that for the general lighting. The emergency lighting will be positioned in areas agreed with the WYFRS. These areas will include passages, corridors, ramps and stair cases.
20. The emergency lighting will allow individuals to see their way out of the premises without the aid of general lighting. The emergency lighting will illuminate all the provided exit notices.
21. The emergency lighting will perform on a complete failure of the normal lighting in a manner agreed with WYFRS. The emergency lighting will meet the British safety standards stipulated by WYFRS.
22. The Licensee will provide to the satisfaction of WYFRS exit sign (Running Man) boxes lit by both primary and emergency lighting. These exit sign boxes will be placed in positions agreed with WYFRS. The size, illumination and design of the sign(s) will be agreed with WYFRS.
23. Exit doors will be provided with external primary and emergency lighting points to the satisfaction of the WYFRS. The design of external fire escape route will be to the satisfaction of WYFRS.
24. The location, number, fire rating and standard of fire extinguishers will be agreed with WYFRS prior to installation and will comply with that agreement at all times.
25. The emergency lighting system will be tested in a manner which satisfies WYFRS. The test results will be kept in a suitable log book and will be available for inspection by an authorised officer.
26. The Licensee will provide any kitchen on the premises with a fire blanket which meets the standards recommended by WYFRS. The fire blanket will be installed and maintained to the satisfaction of the WYFRS.
27. All curtains and drapes in the premises will be fire retardant and to the satisfaction of WYFRS. Certificates of compliance to the relevant British Standards will be available for inspection by an authorised officer.
28. Fabric, foliage and decorations will be constructed from materials to the satisfaction of the WYFRS. Certificates of compliance to the relevant British Standards will be available for inspection by an authorised officer.
29. The filling materials used in the furnishings will be combustion modified foam or other material to the satisfaction of WYFRS. Evidence of compliance to the relevant British Standards will be available for inspection by an authorised officer.
30. Any wall coverings at the premises, or on escape routes will be to the satisfaction of the WYFRS. Evidence of compliance to the relevant British Standards will be available for inspection by an authorised officer.

31. Floor coverings at the premises will comply with those safety standards as stipulated by WYFRS. Evidence of compliance to the relevant British Standards will be available for inspection by an authorised officer.
32. The Licensee will make provision for regular inspections of the premises structure. A written record of these inspections will be kept. The records will be made immediately available for inspection at the request of an authorised officer.
33. At the request of an authorised officer the Licensee will produce certification of any building works carried out at the premises. (This will be in the form of a building regulations completion certificate issued by the local authority or an approved inspector).
34. Regular safety checks of decorative and functional fixtures that could fall causing injury to the public or may cause a risk of fire, will be undertaken.
35. Regular safety checks of guardings to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour, including climbing which may lead to a fall from height.
36. All floor surfaces will be suitably slip resistant, kept in good condition and free of obstructions to prevent slips, trips and falls.
37. Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public may come into contact with it.
38. Regular safety checks of guardings to fires and open flames will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour.
39. Safety checks will be recorded and made available for inspection at the request of an authorised officer.
40. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
41. The risk of scald and burns to the public from hot food and drink preparation will be assessed and a procedure implemented.
42. Hot food and drink preparation will be isolated or shielded from members of the public to prevent risk of scalds or burns to them.
43. The Licensee will ensure that there is a procedure for the safe evacuation of disabled persons.
44. No nuisance will be caused by noise or vibration emanating from the premises. Licensable activities will be conducted and the facilities for licensed activities will be designed and operated so to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties.

The prevention of Public Nuisance

1. Noise will be inaudible at the nearest noise sensitive premises (where entertainment takes place on a regular basis)
2. There will be no external loudspeakers.
3. Empty bottles will be stored in suitable receptacles immediately outside of the premises prior to collection. Receptacles will be used in a manner to minimise noise disturbance to adjoining properties.
4. Bottles will not be placed in the external receptacle after 23.00 hours to minimise noise disturbance to adjoining properties.

5. Deliveries, collections of refuse and bottles, and operational servicing will be carried out to minimise noise disturbance to adjoining premises. Instructions will be provided to drivers requiring them to switch off engines during deliveries, collections and servicing, and to minimise other noise caused by their activities. Deliveries will be carried out between 07:00 and 19:00 except where unavoidable.
6. No nuisance will be caused by noise or vibration emanating from the premises from external plant or equipment.
7. The rating level of noise from plant and machinery will be no higher than 5dB below the lowest background level at the most affected noise sensitive premises during the operation of the plant. Plant and machinery will be regularly serviced and maintained to continue to meet the rating level.
8. The premises supervisor will liaise with Environmental Health Services and where necessary, install noise limiting devices, electrical cut-outs and door warning devices.
9. The premises supervisor will ensure that lobby doors at the premises are closed at all times except for access and egress to the premises unless required otherwise by WYFRS.
10. The Licensee will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises.
11. The Licensee will ensure all lighting in the premises is of a suitable intensity and positioning. All lighting on or at the premises will be operated in a manner which will not cause a nuisance to nearby properties.
12. The premises will be operated in a manner which will prevent unwanted odours causing a nuisance to persons in the immediate area or nearby properties.
13. *The premises will operate a suitable ventilation and extraction system. The system will be cleaned and maintained to the manufacture's instructions to prevent unwanted odours occurring.*
14. The Licensee will operate to a written statement of how potential littering will be prevented. This statement will describe the sources of litter which may arise from the business, e.g. cigarette ends from queuing people, chewing gum, food wrappers, and will include:
 - " The steps proposed to prevent the litter occurring;
 - " The steps to be taken to remove the litter should prevention not succeed;
 - " Who will be responsible;
 - " Methods proposed to evidence that these steps have been undertaken.
15. The licensed premises will store and dispose of business waste correctly and legally. The premises supervisor will ensure that the waste is prevented from seeping or spilling from where it is stored.
16. The premises will have an adequate supply of litter bins. Notices requiring customers to use the litter bins will be displayed prominently at the premises. Litter bins will be emptied regularly.
17. The Licensee will ensure all materials used to promote or market the premises are displayed lawfully. The Licensee will take measures to encourage agents, servants, employees or any party acting on his/her behalf to display promotional materials lawfully.

(E.g. By way of a contractual agreement.)
18. The Licensee will take reasonable steps to ensure that activities promoting or publicising his/her premises do not cause littering. The Licensee will take measures to remove such litter as and when it occurs.

Public nuisance conditions agreed with Environmental Health Services

1. Ensure the area around your premises is kept clean.
2. Storage shall be sufficient for the volume produced and removed at proper frequencies to ensure that excessive accumulations do not arise.
3. Litter bins shall be prominently positioned with clear signage to indicate that they are there to be used (particularly at fast-food takeaways).
4. Ensure that promotional materials such as flyers do not create litter, and that other street advertising is carried out lawfully.
5. Ensure that lighting provided for the purpose of customer and staff safety, for the security of the premises and lighting associated with advertising is of such an intensity, suitably positioned and operated so as not to cause nuisance to neighbouring or adjoining properties.

The protection of children from harm

1. People under 18 will not be admitted.
2. The Licensee will adopt a proof of age scheme which is approved by WYP and West Yorkshire Trading Standards.

Annex 3 – Conditions attached after a hearing by the licensing authority

N/A

Annex 4 – Plans

The plans for these premises are as those submitted with the application. A copy of which is held by Leeds City Council Licensing Authority.