

# Premises Licence

Premises Licence Number:

PREM/02870

## Public Register Copy

Initial licence issued from:

1st June 2010

Current licence effective from:

30th September 2010

# Appendix A

**Premises Address:** Brooklyn Bar, 50 Call Lane, Leeds, LS1 6DT,

**Licensable activities authorised by this licence:** Sale by retail of alcohol, Provision of late night refreshment, Exhibition of a film, Performance of live music, Performance of recorded Music, Entertainment similar to live music, recorded music or dance, Provision of facilities for making music, Provision of facilities for dancing, Provision of facilities for anything similar to making music or dancing,

### Times for licensable activities

#### Sale by retail of alcohol

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

#### Provision of late night refreshment

Every Day 23:00 - 03:00

#### Exhibition of a film

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

#### Performance of live music

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

#### Performance of recorded Music

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

#### Entertainment similar to live music, recorded music or dance

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

### Times for licensable activities

#### Provision of facilities for making music

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

#### Provision of facilities for dancing

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

#### Provision of facilities for anything similar to making music or dancing

Monday to Saturday 11:00 - 03:00

Sunday 12:00 - 03:00

### Opening hours of premises

Monday to Saturday 11:00 - 03:30

Sunday 12:00 - 03:30

**Alcohol sales are permitted for consumption both on and off the premises**

**Premises Licence Holder(s):** 68 John William Street Limited, 164 Town Street, Horsforth, Leeds, LS18 4AQ

**Registered number of holder(s):** 06625581

**Designated Premises supervisor:** Victoria Jane Hatton

**Access to the premises by children is restricted. Detailed in full on Part A of this licence.**

Licence Issued under the authority of Leeds City Council



Miss Janice Archibald  
Licensing Officer  
Entertainment Licensing  
Legal, Licensing and Registration

Licence produced on 06/10/2010



## Annex 1 – Mandatory conditions

1. Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:-
  - a. unauthorised access or occupation (e.g. through door supervision), or
  - b. outbreaks of disorder, or
  - c. damage
2. No supply of alcohol may be made under this licence
  - a. At a time when there is no designated premises supervisor in respect of the premises licence, or
  - b. At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
3. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
4. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made
  - a. By the British Board of Film Classification (BBFC,) Where the film has been classified by the Board, or
  - b. By the Licensing Authority where no classification certificate has been granted by the BBFC, or,
  - c. where the licensing authority has notified the licence holder that section 20 (3) (b) (74 (3) (b) for clubs) of the Licensing Act 2003 applies to the film.
5. The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children -

- a. games or activities which require or encourage, or are designed to require or encourage, individuals to -
  - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorized to sell or supply alcohol), or
  - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
- b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
- c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
- d. provision of free or discounted alcohol in relation to the viewing on the premises of a



sporting event, where that provision is dependent on -

- i. the outcome of a race, competition or other event or process, or
  - ii. the likelihood of anything occurring or not occurring;
- e. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
6. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
7. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
8. The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

9. The responsible person shall ensure that -
- a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:
    - i. beer or cider. 1/2 pint;
    - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - iii. still wine in a glass: 125 ml; and
  - b. customers are made aware of the availability of these measures

**Embedded restrictions attached to the licence by virtue of grandfather rights.**

None

**Annex 2 – Conditions consistent with the Operating Schedule**

**Additional details in respect of Licensable Activities authorised by this licence**

**10. Sale by retail of alcohol**

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**11. Provision of late night refreshment**



Location where activity will take place:

This activity will take place indoors.

Activity Details:

Hot food and drinks

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**12. Exhibition of a film**

Location where activity will take place:

This activity will take place indoors.

Activity Details:

Music videos and DVD's

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**13. Performance of live music**

Location where activity will take place:

This activity will take place indoors.

Activity Details:

By way of background entertainment only.

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**14. Performance of recorded Music**

Location where activity will take place:

This activity will take place indoors.

Activity Details:

In house music system

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**15. Entertainment similar to live music, recorded music or dance**

Type of entertainment taking place:

None defined

Location where activity will take place:

This activity will take place indoors.

Activity Details:

None defined

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**16. Provision of facilities for making music**

Facilities provided:

None defined

Location where activity will take place:

This activity will take place indoors.

Activity Details:

None defined

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**17. Provision of facilities for dancing**

Facilities provided:

None defined

Location where activity will take place:



This activity will take place indoors.

Activity Details:

Provision of dance floor

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**18. Provision of facilities for anything similar to making music or dancing**

Type of entertainment taking place:

None defined

Location where activity will take place:

This activity will take place indoors.

Activity Details:

None defined

Seasonal Variations:

Please see all activities section below.

Non Standard Timings:

Please see all activities section below.

**19. All Licensable Activities**

Seasonal Variations

None

Non Standard Timings

On New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day.

An additional hour to the standard and non standard times on the day British Summertime commences.

**20. Concerns in respect of children**

None

**Conditions consistent with the operating schedule relating to the licensing objectives**

**General – All four licensing objectives**

21. 1) The second floor shall not be used for the sale and consumption of alcohol or food.  
2) The basement shall not be used for the sale of alcohol or food.  
3) The sale of alcohol on the first floor of the premises is permitted only as an ancillary to a



table meal.

### **The prevention of crime and disorder**

22. At all times that licensable activities are taking place on the premises there shall be a member of staff on duty who is able to operate the CCTV system and download footage immediately on request of an officer.
23. A Supervisors Register will be maintained at the licensed premises , showing the names, addresses and up-to-date contact details for the DPS and all personal licence holders.
24. The Supervisors Register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out, and this information will be retained for a period of twelve months and produced for inspection on request of an authorised officer.
25. The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti social behaviour, admissions refusals and ejections from the premises.
26. The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numvers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and/or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.
27. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
28. Security staff/designated supervisors will be familiar with the premises policy concerning the admission, exclusion and safeguarding of customers whilst in the premises.
29. A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police or British Transport Police.
30. Drinks, open bottles and glasses will not be taken from the premises on to the public highway at any time. Empty bottles and glasses will be collected regularly and promptly, Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers.
31. When door staff are employed the following conditions shall apply:
  - a) The Premise Licence Holder (PLH)/Designated Premise Licence Holder (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff;
  - b) The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individuals signature);
  - c) The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry.
32. The Premises Licence Holder shall take reasonable steps to ensure the DPS or a nominate member of staff shall be a member of Pubwatch or a similar scheme where available who shall use his or her best endeavours to attend regular meetings of such a scheme.
33. The Designated Premises Supervisor will risk assess the requirements for door supervisors on an ongoing basis and employ door supervisors at such times and in such number as necessary.



34. CCTV shall be installed at the premises in compliance with any reasonable requirements of the West Yorkshire Police and images will be retained for 31 days and made available to the police on request.
35. A Check 21 proof of age scheme shall be adopted in accordance with guidance issued by West Yorkshire Police.
36. The Premises Licence Holder shall participate in a radio or other communication system in accordance with guidance issued by West Yorkshire Police and the service provider's instructions.
37. At all times the premises are open to the public, the number of tables and seats shown on the plans deposited with the Licensing Authority shall remain on each floor and shall not be removed from the ground floor lounge bar and the first floor restaurant and bar.
38. In the event that customers shall have to queue to enter the premises the queue will be supervised by SIA registered doorman and directed down Queens Court.

### **Public safety**

39. A fire risk assessment will be carried out at the premises prior to the first opening to the public which will include provision for safety occupancy and a copy provided to West Yorkshire Fire Services.
40. Before opening 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.
41. 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.
42. A suitable trained and competent person must ensure regular safety checks of the premises are undertaken including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact. Records of these safety checks must be kept and made available for inspection by an authorised officer.
43. Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.
44. Regular safety checks and guarding to stairs, balconies, landing 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.
45. Safety glass that is impact resistant should be used whenever possible in all areas where the public may come into contact with it. Where it is not used in public areas, glazing should be shielded to protect from impact.
46. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
47. Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risk of scalds and burns to them.
48. A suitably trained first aider or appointed person will be provided at all times when the premises are open.
49. Adequate and appropriate first aid equipment and materials will be made available on the



premises.

50. A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.
51. Where strobes, lasers, smoke machines or any other special effects equipment may be used, a written health and safety policy covering all aspects of their use will be provided, and staff will be appropriately trained
52. No strobes, lasers, smoke machines or other special effects will be used at the premises unless there is a clearly displayed warning at the premises that such equipment is in use.
53. Before opening to the public, the applicant will contact the Health and Safety Team at Leeds City Council to arrange a final inspection of the premises.

#### **The prevention of public nuisance**

54. Signage will be displayed at all exits from the premises that customers leave quietly and with regard to any residents neighbouring properties.
55. A music noise limiter shall be installed and maintained at the premises.
56. No noise nuisance should be caused by noise or vibration emanating from internal parts of the premises.
57. All licensable activities shall be conducted and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure of the adjoining properties.
58. No bottles shall be placed in any external receptacle after 23:00 hours to minimise noise disturbance to adjoining properties.
59. The rating level of noise from plant and machinery shall 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 shall be regularly serviced and maintained to continue to meet the rating level.
60. There shall be no loudspeakers located in the external part of the premises.
61. The lighting provided for the purpose of the customer and staff safety, for the securing of premises and lighting associated with the activities of entertainment and advertising shall be of such intensity, suitably positioned and operated so as not to cause nuisance to neighbouring or adjoining properties.
62. The premises shall be operated so as to prevent the emission of odours which are a nuisance at nearby premises or to persons in the immediate area.
63. Business waste shall be stored in closed containers awaiting collection, Litter arising from people using the premises shall be cleared away regularly. Promotional materials such as flyers shall not create litter. Street advertising shall be carried out lawfully.
64. Noise from the premises shall be inaudible at the nearest noise sensitive premises (i) after 23:00 hours and (ii) at any time as defined by paragraph 2 of schedule 1 of the Licensing Act 2003, takes place on more than 30 occasions per year.
65. A facility shall be provided to customers to order taxis and telephone numbers for taxi firms shall be displayed in a prominent position. Where possible there should be a liaison with a local taxi firm to ensure a ready supply of transport and thereby reduce disturbance. To prevent



disturbance a waiting area within the premises shall be provided.

**The protection of children from harm**

66. No adult entertainment or services activities or other entertainment that may give rise to concern in respect of children shall be provided whilst children are present on the premises.

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

**General – all four licensing objectives**

None

**The prevention of crime and disorder**

None

**Public safety**

None

**The prevention of public nuisance**

None

**The protection of children from harm**

None

**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.