

Details of premises licence

For: Wetherby District Social Club



This document provides details of the premises licence issued to the stated premises and is not a licence itself.

Licence number: PREM/02378/002

Premises the licence relates to: Wetherby District Social Club, Sandbeck Way, Wetherby, Leeds, LS22 7DN

Date licence first effective: 1st March 2007

Date current version effective from: 12th June 2018

Licensable activities authorised by the licence:

Sale by retail of alcohol	
Friday & Saturday	08:00 - 01:00
Sunday to Thursday	08:00 - 00:00

Provision of late night refreshment	
Friday & Saturday	23:00 - 01:00
Sunday to Thursday	23:00 - 00:00

Performance of a play	
Friday & Saturday	08:00 - 01:00
Sunday to Thursday	08:00 - 00:00

Exhibition of a film	
Friday & Saturday	08:00 - 01:00
Sunday to Thursday	08:00 - 00:00

Indoor sporting events	
Friday & Saturday	08:00 - 01:00
Sunday to Thursday	08:00 - 00:00

Opening hours of the premises:

Friday & Saturday	08:00 - 02:00
Sunday to Thursday	08:00 - 01:00

Premises licence holder(s):

Brudenell Presents Ltd, Brudenell Social Club, 33 Queens Road, Leeds, LS6 1NY

Designated premises supervisor:

Ms Dawn Payne

Access to the premises by children

Access to the premises by children is restricted

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 must 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 -

- a. games or other 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 authorised 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 in a manner which carries a significant risk of undermining a licensing objective;
- 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 in a manner which carries a significant risk of undermining a licensing objective;
- d. 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

glamorize anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

- e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

6. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

7. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

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 either -

- a. a holographic mark, or
- b. an ultraviolet feature.

8. The responsible person must 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: ½ pint;
- ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
- iii. still wine in a glass: 125 ml;

- b. these measures are displayed in a menu; price list or other printed material which is available to customers on the premises; and

- c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

9. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

For the purposes of the condition set out in paragraph 1 of this condition -

- a. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

- b. "permitted price" is the price found by applying the formula $P = D + (D \times V)$ where -

- i. P is the permitted price,
- ii. D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

- c. "relevant person" means, in relation to premises in respect of which there is in force a premises licence -

- i. the holder of the premises licence,
- ii. the designated premises supervisor (if any) in respect of such a licence, or
- iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;

- d. "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- e. "value added tax" mean value added tax charged in accordance with the Value Added Tax Act 1994.

Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

- (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with the operating schedule

Additional details in respect of licensable activities authorised by this licence

Provision of late night refreshment

Location of activity: Indoors

Exhibition of a film

Location of activity: Indoors

All activities

Non standard timings: Christmas Eve, Boxing Day, New Years Eve, Bank Holidays
Friday, Saturday, Sunday and Monday all 08:00 to 02:00

Conditions consistent with the operating schedule relating to the licensing objectives

The prevention of crime and disorder

10. The club will provide two SIA door staff to oversee admission where this is considered necessary at private functions and ensure no gatecrashers.
11. The existing CCTV system will continue to be operated and maintained to a standard acceptable to the West Yorkshire Police.
12. The management of the club will adopt the check 21 or a similar proof of age scheme, but only which is recognised by West Yorkshire Police and West Yorkshire Trading Standards.
13. On each occasion that the concert room is to be used for a private function in accordance with the premises licence and not the club premises certificate:
- a) The secretary or a responsible person of the club shall inform the police in writing and in advance of the concert room being used in this way.

b) Where possible this written notification will be given at least 10 working days prior to the concert room being used in this manner. With a view to short term bookings, this period will be waived by the police, but the notification must still be given in writing prior to the room being used.

c) On each occasion, members of the club will also be notified that such an event is taking place in the concert room, by the secretary or a responsible person of the club placing a notice on the club notice board.

d) The written notification to the police, prior to the concert room being used in this manner, on every occasion will provide the police with the following information:

(i) the contact details of the function organiser - name, address and contact telephone number etc. - who may be required to provide a guest list at the discretion of and to the police.

(ii) Are they a member of the club.

(iii) How many are expected to attend the function.

(iv) The date and times that the function is due to start and finish.

(v) A short description of the nature of the function.

(vi) Confirmation that the club will provide two SIA doorstaff to oversee admission where this is considered necessary at private functions and ensure no gatecrashers (offered by the applicant).

(vii) If the SIA doorstaff are considered to be unnecessary, how will the management of the club monitor the numbers present at the function and 'police' the flow of numbers themselves, between the various parts of the club premises

(viii) Will the designated premises supervisor (DPS) be in attendance throughout the duration of the function, to supervise the sales of alcohol taking place at the function

(ix) If the answer is no, alternatively will there be written authorisation to be kept behind the bar in case of a request for inspection, authorising bar staff to supply alcohol in the absence of the DPS.

(x) If this is the case, in the absence of the DPS, who will be left in charge of the function

(xi) Is that person the holder of a personal licence

(xii) Will there be any other members of staff serving who hold a personal licence

(xiii) In relation to any notification for these purposes, West Yorkshire Police retain the right to suggest any reasonable variation in promoting the prevention of crime and disorder objective; and any suggestion to vary will be given in writing to the secretary of the club and the licensing authority giving reasons.

Public safety

14. 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.
15. 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.
16. Regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact, must be undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.

17. 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.
18. 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.
19. All floor surfaces will be suitably slip resistant, kept in good condition and free of obstructions to prevent slips, trips and falls.
20. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
21. Adequate and appropriate First Aid equipment and materials will be available on the premises.
22. A written 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.
23. 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.
24. No strobes, lasers or smoke machines will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.

The prevention of public nuisance

25. Ensure that no nuisance is caused by noise or vibration emanating from the premises.
26. Noise from the premises shall be inaudible at the nearest noise sensitive premises (i) after 23.00 hours and (ii) at any time when entertainment, as defined by paragraph 2 of schedule 1 of the Licensing Act 2003, takes place on more than 30 occasions per year.
27. No bottles shall be placed in the external receptacle after 23.00 hours to minimise noise disturbance to adjoining properties.
28. Ensure that the rating level of noise from plant and machinery is 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.
29. There shall be no external loudspeakers.
30. Patrons shall not be allowed to use the beer garden, or any external area after 23.00 hours.
31. Patrons shall not be allowed to use the external play area after 21.00 hours.
32. Clear and legible notices shall be displayed at exits and other circulatory areas requesting patrons to leave the premises having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and loud use of vehicle stereos and anti social behaviour. The activity of persons leaving the premises shall be monitored and they shall be reminded to leave quietly where necessary.
33. A cooling down period with reduced music volume shall be operated before the premises close.
34. A facility shall be provided for customers to order taxis and telephone numbers for taxi firms shall be displayed in a prominent location. 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.

35. Ensure that lighting provided for the purpose of customer and staff safety, for the security of the premises, and lighting associated with activities of entertainment and advertising is of such an intensity, suitably positioned and operated so as not to cause nuisance to neighbouring or adjoining properties.
36. Ensure that the premises are operated so as to prevent the emission of odours which are a nuisance at nearby premises or to persons in the immediate area.
37. Ensure that business waste is stored inside closed containers awaiting collection; that litter arising from people using the premises is cleared away regularly; that promotional materials such as flyers do not create litter; and that other street advertising is carried out lawfully.

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

None