

# Details of club premises certificate



**For: Crossgates & District  
Recreation Hall Ltd**

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

**Licence number:** CPREM/00133

**Premises the licence relates to:** Crossgates & District Recreation Hall Ltd,  
Poplar Avenue, Cross Gates, Leeds, LS15  
8EB

**Date licence first effective:** 24<sup>th</sup> November 2005

**Date current version effective from:** 24<sup>th</sup> November 2005

## Licensable activities authorised by the licence:

### Supply of alcohol

Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30

### Performance of live music

Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30

### Performance of recorded music

Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30

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

Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30

## Opening hours of the premises:

The hours of licensable activities for the premises are as above. There are no regulated opening hours for non-licensable activities.

## Access to the premises by children

Access to the premises by children is prohibited

## Annex 1 – Mandatory Conditions

1. 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).
2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
  3. 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.
4. 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.
5. 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.

### **Embedded Restrictions**

- 6. Unless stated elsewhere on this certificate, alcohol shall not be sold or supplied except during permitted hours. In this condition, permitted hours means:
  - a. On weekdays, other than Christmas Day, Good Friday or New Year's Eve, 11am to 11pm.
  - b. On Sundays, other than Christmas Day or New Year's Eve, 12noon to 10.30pm.
  - c. On Good Friday, 12noon to 10.30pm.

- d. On New Year's Eve, except on a Sunday, 11am to 11pm.
- e. On New Year's Eve on a Sunday, 12noon to 10.30pm
- f. On Christmas Day, as provided by the rules of the club and notified in writing by the chairman or secretary of the club to the chief executive of the justices for the petty sessions area in which the premises are. The said hours shall:
  - i. not exceed six and a half hours;
  - ii. not begin earlier than 12noon;
  - iii. not end later than 10.30pm
  - iv. provide for a break of at least 2 hours, including 3pm to 5pm;
  - v. not extend for more than three and a half hours after 5pm.
- g. On New Year's Eve from the end of permitted hours to the start of permitted hours on the following day(or, if there are no permitted hours on the following day, midnight on 31st December).

7. The above restrictions do not prohibit:

- a. during the first twenty minutes after the above hours, the consumption of the alcohol on the premises;
- b. during the first twenty minutes after the above hours, the taking of alcohol from the premises, unless the alcohol is supplied or taken in an open vessel;
- c. during the first thirty minutes after the above hours, the consumption of the alcohol on the premises by persons taking meals there if the alcohol was supplied as ancillary to the meals;
- d. the supply to, or consumption by, any person of alcohol in any premises where they are residing.

8. Alcohol shall not be sold or supplied unless it is paid for before or at the time when it is sold or supplied, except alcohol sold or supplied with and for consumption at a meal supplied at the same time, consumed with the meal and paid for together with the meal.

## **Annex 2 – Conditions consistent with the operating schedule**

### **Additional details in respect of licensable activities authorised by this licence**

#### Supply of alcohol

Non standard timings:

Good Friday 12:00 until 22:30  
 Christmas Day 12:00 until 15:00 and 19:00 until 22:30  
 New Year's Eve in accordance with the current legislation.

All bank Holiday extensions as enclosed schedule:

Easter Saturday 23:00 until 00:00, Sunday 22:30 until 23:30, Monday 23:00 until 00:00.

May Bank Holiday Friday 23:00 until 00:00, Saturday 23:00 until 00:00, Sunday 22:30 until 23:30, Monday 23:00 until 00:00.

Spring Bank Holiday Friday 23:00 until 00:00, Saturday 23:00 until 00:00, Sunday 22:30 until 23:30, Monday 23:00 until 00:00.

August Bank Holiday Friday 23:00 until 00:00, Saturday 23:00 until 00:00, Sunday 22:30 until 23:30, Monday 23:00 until 00:00.

Christmas Eve 23:00 until 00:00, Christmas day 11:00 until 12:00, Boxing Day 23:00 until 00:00, 27th December 23:00 until 00:00.

#### Performance of live music

Location of activity:

Indoors

Further details: Occasional professional entertainment with amplified / non amplified music.

#### Performance of recorded music

Location of activity: Indoors

Further details: Recorded music for the purpose of general entertainment and dancing.

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

Location of activity: Indoors

Further details: Occasional professional entertainment other than music e.g. comedians.

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

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

9. A suitable CCTV system will be maintained and be operational on the premises at all times when licensed activities are being carried out.
10. Security footage will be made secure and retained for a period of time to the satisfaction of WYP.
11. The Licensee's staff will ask for proof of age from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.
12. The Licensee will ensure that customers who commit acts of anti-social behaviour are removed from the premises. Such customers will be excluded from the premises if further incidents occur.

#### **Public safety**

13. The capacity of the premises is 420 and at all times the number of persons on the premises will not exceed that figure.
14. Appropriately trained staff will be provided to oversee general safety within the premises, and these will be provided to a minimum number of one member of staff per 250 occupancy or part thereof, in accordance with the occupancy figure.
15. All exit doors will be accessible, open easily, and exit routes will be maintained.
16. 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.
17. 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.
18. 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.
19. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.
20. 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.

21. 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.
22. 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.
23. 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.
24. 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.
25. 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.
26. 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. 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.
27. 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.
28. The Licensee will provide to the satisfaction of WYFRS exit sign 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.
29. 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.
30. 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.
31. 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.
32. 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.
33. 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.
34. 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.
35. 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.
36. Adequate and appropriate First Aid equipment and materials will be available on the premises.

37. The Licensee will ensure that there is a procedure for the safe evacuation of disabled persons.
38. Staff will be trained in the procedure and a record kept of such training.

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

39. Noise will be inaudible at the nearest noise sensitive premises between 23:00 hours and 07.00 hours the following day (where entertainment takes place less frequently)
40. There will be no external loudspeakers.
41. 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. Bottles will not be placed in the external receptacle after 23.00 hours to minimise noise disturbance to adjoining properties.
42. 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.
43. No nuisance will be caused by noise or vibration emanating from the premises from external plant or equipment.
44. The Licensee will ensure patrons use beer gardens, external areas and play areas in manner which does not cause nuisance to nearby residents and business in the vicinity. Patrons will not use such areas after 23:00.
45. Where the premises is located close to noise sensitive properties adequate ventilation systems will be provided to prevent the need to open windows and doors.
46. 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.
47. All floor surfaces will be suitably slip resistant, kept in good condition and free of obstructions to prevent slips, trips and falls.
48. A suitably trained First Aider or appointed person will be provided at all times when the premises are open.

### **Protection of children from harm**

49. People under 18 will not be admitted.

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

None