

# Moonlight - Street Lane

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# Moonlight - Revised Hours and Key Conditions

**Live Music** - Will be withdrawn from the application and instead the applicant will rely on the Live Music Act.

**Recorded Music** - Sun-Thurs 1100-2330; Fri-Sat 1100-0030.

**Performance of Dance** - Will be withdrawn from the application and instead the applicant will rely on the Live Music Act.

**Anything of a similar description** - 1900-2300 Daily.

**Late Night Refreshment (on and off)** - Sun-Thurs 2300-2330; Fri-Sat 2300-0030.

**Sale of Alc (on and off)** Sun-Thurs 1100-2300; Fri-Sat 1100-Midnight.

**Opening Hours** - Sun-Thurs 1100-2330; Fri-Sat 1100-0030.

## Key Conditions to promote the Licensing Objectives

-Food will be available at the premises from 1100 to 2300 Daily.

-A suitable closed circuit Television (CCTV) system will be in operation at the premises at all times when it is being used for the provision of licensable activities and/or when members of the public are permitted to be on the premises. The CCTV system will record images to cover all areas of the premises to which the public have access (save for toilets), including any external areas of the premises such as car parks and beer gardens. The CCTV system will be capable of retaining images for a minimum of 31 days, will be of good quality and will contain the correct time and date stamp information. The CCTV system and images will be kept in a secure environment to which members of the public will not be permitted access. At least one member of staff will be on duty at the premises who is capable of operating the system and downloading images recorded by it. These images will be downloaded and provided, on request, to an officer of a responsible authority.

-The age verification policy adopted by the premises, in respect of the sale or supply of alcohol will be Challenge 25, which means that those seeking to purchase alcohol at the premises who appear to be under the age of 25 will be required to provide acceptable evidence (as approved by West Yorkshire Police) that they are 18 years of age (or older) before any alcohol is sold or supplied to them.

- The premises shall be and remain predominantly food led.

- The number of covers will be 100.

- Waiter/waitress service will be in operation throughout the premises in relation to orders for food and/or alcohol.

- On Fridays and Saturdays there will be 2 x SIA trained doorstaff from 20:00 until 15 minutes after close.

- Noise from a licensable activity at the premises will be inaudible at the nearest noise sensitive premises.

- Except for access and egress, external doors shall remain closed during the performance of regulated entertainment and windows shall remain closed during the entire performance.
- Loud speakers shall not be located in external areas of the premises or in entrance lobbies which open directly onto external areas.
- Bottles will not be placed in any external receptacle between 23.00 hours and 07.00 hours so as to minimise noise disturbance to neighbouring properties.
- Noise from plant or machinery operating at the licensed premises, shall be inaudible at the nearest noise sensitive premises. Plant and machinery shall be regularly serviced and maintained to meet this level.
- The premises licence holder and/or designated premises supervisor will adopt a “cooling down” period where music volume is reduced towards the closing time of the premises.
- The premises licence holder and/or designated premises supervisor will ensure that litter, including cigarette ends, arising from people using the premises is cleared away regularly.
- The PLH/DPS will ensure patrons use external areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 10 pm.

## LICENSING ACT 2003

MOONLIGHT, UNIT 1, 139 STREET LANE, ROUNDHAY, LEEDS LS8 1AA

### DISPERSAL POLICY

#### Key Definitions:

- **Customers** – those who have visited the Premises for the purpose of Licensable Activities
- **Dispersal** – the manner in which Customers and Staff leave the Premises and the immediate vicinity
- **Licensable Activities** – as per the Licensing Act 2003
- **Licensing Authority** – Leeds City Council
- **Licensing Objectives** – as per the Licensing Act 2003
- **Permitted Hours** – the hours for Licensable Activities as per the Premises Licence
- **Policy** – this Dispersal Policy
- **Premises** – Moonlight, Unit 1, 139 Street Lane, Roundhay, Leeds LS8 1AA
- **Premises Licence Holder** – Tuncay Hormetli
- **Designated Premises Supervisor** – Tuncay Hormetli
- **Responsible Authority** – as per the Licensing Act 2003
- **Responsible Authority Officer** – an officer of a Responsible Authority
- **SIA** – door supervisors licensed by the Security Industry Authority
- **Staff** – those who are employed by the Premises Licence Holder for the purpose of providing Licensable Activities

#### Objective:

To promote the Licensing Objectives, particularly The Prevention of Public Nuisance, the Premises Licence Holder will utilise this Policy to ensure a that Dispersal from the Premises and the immediate vicinity takes place in an orderly fashion.

#### The Premises Licence Holder will do this by:

1. Utilising a wind-down period at the end of Permitted Hours to assist with Dispersal. The wind-down period may include, for example, stopping or slowing sales of alcohol, increasing the lighting, stopping or slowing any music being played at the Premises.
2. Making sure that Staff are suitably briefed and trained in this Policy.
3. Making sure that any externally contracted SIA (when employed) are suitably briefed and trained in this Policy.

4. Making sure that Staff are aware of the relevant taxi and transport links and can deal with queries in relation to dispersal from Customers.
5. Making sure that any externally contracted SIA (when employed) are aware of the relevant taxi and transport links and are able to deal with queries in relation to dispersal from Customers.
6. Maintaining contact details for taxi firms and signage in the venue promoting the use of taxis.
7. Asking Customers who appear to be waiting for a taxi to wait inside the Premises until their taxi has arrived.
8. Displaying appropriate and proportionate signage at exits from the Premises asking Customers to respect the needs of local residents and leave the Premises and the immediate vicinity quickly and quietly. In particular, reminding customers to have regard to the needs of local residents and to refrain from shouting and antisocial behaviour etc, when necessary.
9. Utilising Staff to reinforce the message conveyed by the above-mentioned signage.
10. Not permitting Customers to take drinks with them when leaving the Premises at the end of the evening.
11. Requesting that SIA (when employed) remain outside the premises for an appropriate and proportionate period after the last customer has left the Premises to ensure complete Dispersal.
12. Recording any issues with Dispersal (whether caused by the Premises or not) as per the Premises' incident recording procedures.
13. Reminding Staff and SIA (when employed) leaving the Premises after their shifts that they too need to respect the needs of local residents and leave the Premises and the immediate vicinity quickly and quietly.
14. Ensuring that a copy of this Policy is kept at the Premises and made available for inspection by Responsible Authority Officers.
15. Keeping this policy under review and updating it as necessary.

**Local Taxi Links:**

- The designated local Taxi companies are Amber Cars, Arrow Cars and Crown Taxis.

**This Policy is the property of the Premises Licence Holder and may be updated from time to time to reflect changes in current operating practices.**

**For any queries regarding this Policy please contact the below**

Tuncay Hormetli [Designated Premises Supervisor]

# **MOONLIGHT**

## **NOISE MANAGEMENT POLICY**

**DATE: 22.08.22**

### **1. SITE DESCRIPTION**

The premises is known as Moonlight. It is situated on Unit 1, 139 Street Lane, Roundhay, Leeds LS8 1AA.

### **POLICIES TO CONTROL NOISE**

#### **A) INTRODUCTION**

The venue is committed to develop and maintain good relations with local residents, neighbours and the local authority. The objective of this policy is to minimise disturbance to local residents and to ensure that any licensing objectives or other controls at the venue are being upheld. This policy sets out the measures which have been considered and will be adopted.

#### **B) GENERAL**

The premises will be open to the public between the hours of:

Opening Hours - Sun-Thurs 1100-2330; Fri-Sat 1100-0030.

- Front External Outside Area will close at 22.00 hours.
- Customers will not be admitted to premises outside of opening hours.
- The licence holder will make available and regularly promote a contact number for local residents to contact the premises to discuss any specific incidents or concerns either during or after trade of business. The contact number is available through the website and at the venue via a business card.
- Any complaint will be recorded and kept on file in our noise management file.

#### **C) PROVISION MUSIC**

Recorded Music and Live Music are played within the limits of the premises licence and Live Music Act.

#### **D) USE OF OUTSIDE AREA**

- All external areas are always monitored for noise nuisance or disturbance through our management team and waiting staff.
- In addition, Venue Security on a Friday and Saturday evening, in addition to their security role, they are used to control potential noise nuisance and carry out the venue dispersal policy.
- Drinks are not permitted outside from 22.00.



## **E) DISPERSAL OF CUSTOMERS**

- Staff will actively encourage the gradual dispersal of customers to minimise nuisance by offering to call local taxi companies for pick up.
- During the last 10 minutes of trading the following strategies will be implemented to encourage the gradual dispersal of customers. These include the gradual increase in ambient lighting levels and playing of music of slower content and reduced volume.
- Door Security will be encouraging customers to be considerate upon leaving the venue which is reinforced throughout the evening.
- Customers shall not leave the premises other than by the doors to the front of the premises.
- Customers will be asked not to stand around loudly talking in the street outside the premises and will be asked to remain inside the premises until their transport arrives.
- For full details please see the Moonlight Dispersal Policy.

## **F) TAXIS**

- The designated local Taxi companies are Amber Cars, Arrow Cars and Crown
- Local taxi numbers will be displayed in venue.

## **G) KITCHEN EXTRACTION FAN**

- Internal extraction cleaned weekly.
- External extraction cleaned every 6 months by a professional company to meet Kitchen compliance.

## **H) TRAINING**

- All staff will be aware of the premises licence conditions and all relevant policies (dispersal and noise management) and the requirements to reduce external impact from noise.
- All staff will be made fully aware and conversant with this noise management policy and Procedures.

## **I) PROVISION OF INFORMATION**

- Notices will inform customers of our commitment to local concerns.
- Prominent, clear, and legible notices will be displayed at the requesting customers to respect residents and to leave the premises and the area quietly. In particular, customers will be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc.

## **J) WASTE MANAGEMENT**

- The movement of bins and rubbish outside the premises will not take place between 2300-0700hrs.
- The removal of empty kegs or bottles to external areas shall not be permitted between the hours of 2300-0700hrs.
- Refuse collections will only be permitted by external companies between the hours of 07.00 and 23.00hrs.

## **K) MANAGEMENT OF DELIVERIES**

- Deliveries of goods necessary for the operation of the business will be carried out at such a time or in such a manner as to avoid causing disturbance to nearby residents.
- Deliveries shall not be permitted outside the hours of 07.00 and 23.00hrs.

## **L) PREMISES**

- The premise has been designed appropriately and detailed consideration has been given to its ability to operate in a manner which does not give rise to disturbance. The controls and limitations of the venue are reflected in this noise management plan.
- Management will carefully consider the issue of thermal comfort during the operation of the venue, particularly during summer. Plans will be implemented to control the temperature in the venue. There are no windows that can be opened at the premises, therefore reducing any sound escape.

## **M) LIAISON WITH LOCAL RESIDENTS**

- If required, a local residents meeting can be set up take place every quarter.

## **N) PROCEDURAL**

- The noise management plan will be reviewed at least every 6 months or as agreed appropriate to ensure that it is streamlined and effective. New and innovative approaches to problem solving or incidents and any lessons learnt will be incorporated accordingly. We should consider this a live document which evolves by experience in agreement with the Authority.

**COMMITMENT**

We the undersigned commit to ensuring this noise management plan is implemented and always maintained for the duration of operation of our premises.

Sign and date

.....

.....

.....

.....

From: Musson, Martyn <Martyn.Musson@leeds.gov.uk>  
Sent: 12 August 2022 15:32  
To: Christopher Rees-Gay  
Subject: RE: Moonlight, Unit 1, 139 Street Lane, Roundhay, Leeds LS8 1AA

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Good Afternoon Chris,

Thank you for your email. we've noted your email and everything will be ahead as planned and you can raise concerns with the members, we are still looking at the dates 6 or 7 September 2022 for the hearing to take place. We are limited in committee member capacity.

Kind Regards,

Martyn Musson

Licensing Officer  
Entertainment Licensing  
Leeds City Council  
t: 0113 378 5029  
e: [martyn.musson@leeds.gov.uk](mailto:martyn.musson@leeds.gov.uk)  
e: [Entertainment.Licen@leeds.gov.uk](mailto:Entertainment.Licen@leeds.gov.uk)  
w: [www.leeds.gov.uk](http://www.leeds.gov.uk)

**Please bear with us if we take longer than usual to respond to your email, this is due to the challenges of the unprecedented coronavirus COVID-19 crisis.**

We're doing everything we can to focus our efforts on keeping our services running as normal and looking after people. Check <http://news.leeds.gov.uk> for the latest updates.

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**From:** Christopher Rees-Gay  
**Sent:** 12 August 2022 13:33  
**To:** Musson, Martyn  
**Subject:** Moonlight, Unit 1, 139 Street Lane, Roundhay, Leeds LS8 1AA

Afternoon Martyn,

I am just writing to make you aware, that it has come to the attention of our client that the operator of the Jiu Jitsu premises above the applicant's venue (a trade representation) has been trying to rally support from people who attend his premises to make a representation against my client's application.

We are aware that there is nothing illegal about this practice, but will raise this at the committee hearing.

Many thanks

Chris

Christopher Rees-Gay

Woods Whur 2014 Limited  
Tel: +44 (0)113 234 3055  
Mobile: 07516029758

[chris@woodswhur.co.uk](mailto:chris@woodswhur.co.uk)

Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

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From: Christopher Rees-Gay  
Sent: 12 August 2022 18:44  
To: 'Kate.Coleman@leeds.gov.uk'  
Cc: 'Musson, Martyn'  
Subject: RE: Licence Application - Moon Light - 22/046984/EPLA01  
Attachments: Moon Light\_ Qualified\_ Objection - EH-CRG2022081218354338.pdf

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Afternoon Kate,

I have received your representation, I can confirm that the conditions that you proposed in your representation attached at Part 1 are agreed (set out below for ease):

### **Noise and Vibration**

1. Noise from a licensable activity at the premises will not be audible at the nearest noise sensitive premises.
2. There shall be no external loudspeakers
3. Bottles will not be placed in any external receptacle between 11 pm and 7 am the following day to minimise noise disturbance to neighbouring properties.
4. Noise from plant or machinery shall not be audible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery shall be regularly serviced and maintained to meet this level.
5. The PLH/DPS will ensure patrons use external areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 10 pm.

I should be grateful if you would please confirm that your representation can now be withdrawn. I have copied in Martyn Musson so that the Council are aware.

Many thanks

Chris  
Christopher Rees-Gay

Woods Whur 2014 Limited  
Tel: +44 (0)113 234 3055  
Mobile: 07516029758

[chris@woodswhur.co.uk](mailto:chris@woodswhur.co.uk)  
Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

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**From:** Christopher Rees-Gay  
**Sent:** 4 August 2022 15:37  
**To:** 'Kate.Coleman@leeds.gov.uk'  
**Subject:** Licence Application - Moon Light - 22/046984/EPLA01

Afternoon Kate,

I am now instructed in relation to this application, I am meeting my client on Monday to take full instructions.

Can you please let me have a number to call you on, I will call on Monday after I have spoken with them.

Many thanks

Chris

Christopher Rees-Gay

Woods Whur 2014 Limited  
Tel: +44 (0)113 234 3055  
Mobile: 07516029758

[chris@woodswhur.co.uk](mailto:chris@woodswhur.co.uk)

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**From:** Christopher Rees-Gay  
**Sent:** 28 August 2022 09:23  
**To:** 'Musson, Martyn'  
**Cc:** Amy Hayward  
**Subject:** Moonlight, Unit 1, 139 Street Lane, Roundhay, Leeds LS8 1AA -Revised Hours and Key Conditions  
**Attachments:** Moonlight - Revised Hours and Key Conditions - 28 August 2022.docx

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Morning All,

As promised, further to the meeting that took place with a number of residents on 22 August, please find attached the revised hours and key conditions.

The operator has taken on board the concerns raised at the meeting and has reduced the hours for both week days and over the weekend. The key conditions set out those measures that will promote the licensing objectives to ensure there are no issues with public nuisance, crime and disorder and the protection of children from harm.

As was stated at the meeting the operator wants to work with residents, as it has with its Olive Branch premises, to ensure that this new premises, operating as a restaurant/bar is an asset to the local community.

There were 2 email addresses that were given to me on the Monday evening, that I have received bounce-backs for. If anyone knows who these might be, if they could please email me, so that I can get this information to them:

[thum.bhoughton88@gmail.com](mailto:thum.bhoughton88@gmail.com)

[paulcostelloporkus@sky.com](mailto:paulcostelloporkus@sky.com)

Martyn - can you please circulate this information to those that submitted a representation, but wanted to remain anonymous.

Many thanks

Chris

Christopher Rees-Gay

Woods Whur 2014 Limited  
Tel: +44 (0)113 234 3055  
Mobile: 07516029758

[chris@woodswhur.co.uk](mailto:chris@woodswhur.co.uk)

Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

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**From:** Christopher Rees-Gay  
**Sent:** 23 August 2022 01:07  
**To:** 'Musson, Martyn'  
**Cc:** Amy Hayward  
**Subject:** RE: Moonlight, Unit 1, 139 Street Lane, Roundhay, Leeds LS8 1AA

Dear All,

Thank you again to all those that were able to attend the meeting this evening. I do hope that you found it useful.

As stated at the meeting, I will liaise with my client and take instructions from them, considering the points that were raised. I will then confirm the revised hours and activities that my client will be seeking at the hearing. I hope to circulate this by the end of the week.

**Martyn** - could this please be circulated to those that I do not have contact details for.



Many thanks

Chris  
Christopher Rees-Gay

Woods Whur 2014 Limited  
Tel: +44 (0)113 234 3055  
Mobile: 07516029758

[chris@woodswhur.co.uk](mailto:chris@woodswhur.co.uk)

Woods Whur 2014 Limited, St James House, 28 Park Place, Leeds, LS1 2SP

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**Importance: High**

**Sent on behalf of Chris Rees-Gay**

Dear All,

We are instructed by Meliz Limited in relation to the application for the above premises and have just received your representation from the Council yesterday.

As a responsible operator, my client would like to meet you in person to discuss the issues that you raise and so that you can meet the operator in person.

As such we will be holding a meeting at the premises at 18:00hrs on Monday, 22 August 2022.

If you could please confirm whether you will be able to attend.

Many thanks,

Chris

Chris Rees-Gay  
Woods Whur 2014 Limited  
Tel: +44 (0)113 234 3055

[chris@woodswhur.co.uk](mailto:chris@woodswhur.co.uk)

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## Summary

|                  |   |
|------------------|---|
| Reference        | PREM/00835/008                              |
| Application Type | Variation                                   |
| Licence Type:    | Premises Licence - DPS Change               |
| Status           | Current Licence                             |
| Licence Holder   | Harnbury Holdings Limited                   |
| Premises Name    | Flying Pizza                                |
| Address          | 60 - 60A Street Lane Roundhay Leeds LS8 2DQ |
| Issue Date       | Thu 19 Aug 2021                             |
| Received Date    | Wed 04 Aug 2021                             |
| Case Officer     | Mr Martyn Musson                            |

## Important Dates

|                               |                 |
|-------------------------------|-----------------|
| Date Application Received     | Wed 04 Aug 2021 |
| Date Application Validated    | Wed 04 Aug 2021 |
| Expiry Date for Consultations |                 |
| Hearing Date                  |                 |
| Date Issued                   | Thu 19 Aug 2021 |

Representation Expiry Date Wed 18 Aug 2021

No Committee dates are on record.

## Opening Hours

| Time Period | From     | To       |
|-------------|----------|----------|
| Everyday    | 12:01 AM | 12:00 AM |

## Activities

| Activity                  | Location | Indoors/Outdoors | Alcohol Consumed | Capacity | Time Period        | From     | To       |
|---------------------------|----------|------------------|------------------|----------|--------------------|----------|----------|
| Sale by Retail of Alcohol |          |                  | Both             |          | Monday to Saturday | 11:00 AM | 12:00 AM |
| Sale by Retail of Alcohol |          |                  | Both             |          | Sunday             | 12:00 PM | 11:30 PM |
| Late Night Refreshment    |          | Both             |                  |          | Monday to Saturday | 11:00 PM | 12:00 AM |
| Late Night Refreshment    |          | Both             |                  |          | Sunday             | 11:00 PM | 11:30 PM |

## Conditions

### Condition

Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:-

### Mandatory

Condition a. unauthorised access or occupation (e.g. through door supervision), or

- 1 b. outbreaks of disorder, or
- c. damage

Mandatory No supply of alcohol may be made under this licence

## Condition

2 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.

## Mandatory

3 Condition Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

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);

## Mandatory

## Condition

6 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).

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

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.

#### Mandatory

Condition 9 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.

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:

- Mandatory i. beer or cider: ½ pint;  
 Condition ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and  
 10 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.

Mandatory A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is Condition 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.

At all times that licensable activities are taking place there will be a member of staff on duty who is conversant with operating the CCTV system and who is able to download immediately any footage requested by an officer from any Responsible

## Authorities of the Licensing Authority.

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

CCTV security footage will be made secure and retained for a minimum period of 31 days time to the satisfaction of WYP.

At any time a waiter/waitress service will always be provided in the same external areas but only to deliver alcohol which has been dispensed from serving points within the building of the licensed premises.

The PLH/DPS 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.

The external area, as defined by plans FLYZ200A shall only be used for the consumption of alcohol and food and no consumption of alcohol or food will be allowed in any other external area.

No mobile bars or any other type of alcohol dispense point, shall be used at any time in any of the external areas identified on the plan. However financial transactions by whatever means will be allowed to take place for alcohol and food consumed in such areas.

The CCTV system will conform to current West Yorkshire Police guidelines. It will be adequately maintained and be capable of transporting recorded material onto removable media.

No other licensable activities will be permitted in the external activities will be permitted in the external area.

There shall be no external loudspeakers.

Noise from licensable activity at the premises shall not be audible at the nearest noise sensitive premises.

Noise from plant or machinery shall not be audible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery shall be regularly serviced and maintained to meet this level

Bottles will not be placed in any external receptacle between 11pm and 7am the following day to minimise noise disturbance to neighbouring properties.

Plans Submitted 31st March 2021 for use of a temporary outside area Drawing Number FLYZ500, FLYZ501, FLYZ502 refers.

Plans Use of this area will cease on 16th June 2021. At this point the plans will revert back to those submitted in April 2011 - Drawing Number FLYZ200A.

## Contacts

### Contact Type Licensing Applicants

|      |                           |
|------|---------------------------|
| Name | Harnbury Holdings Limited |
|------|---------------------------|



**Address** First Floor Acresfield 8-10 Exchange Street Manchester M2 7HA

**Contact Type** Designated Premises Supervisor

**Name** Daniele Atzori

**Address** Private Address

## Additional Information

**Ratable Value Band** 315

**Annual fee amount** 295

**Number of outstanding fees** 0

**Alcohol Prime Use** YESS

**Cumulative Impact Area.** N  
(Y/N)

### Description

Concern for Children

Licensing Objectives

Crime and Disorder

Safety Objectives

Public Nuisance

Children from Harm

Capacity of Premises

## Related Information

There are 7 cases associated with this licence.

There is 1 property associated with this licence.

# Print Version

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Print

## Summary

|                  |   |
|------------------|---|
| Reference        | PREM/02375/020                            |
| Application Type | Variation                                 |
| Licence Type:    | Premises Licence - DPS Change             |
| Status           | Current Licence                           |
| Licence Holder   | Arc Inspirations Ltd                      |
| Premises Name    | Banyan                                    |
| Address          | 60-62A Street Lane Roundhay Leeds LS8 2DQ |
| Issue Date       | Sat 21 Aug 2021                           |
| Received Date    | Thu 05 Aug 2021                           |
| Case Officer     | Mr Martyn Musson                          |

## Important Dates

|                               |                 |
|-------------------------------|-----------------|
| Date Application Received     | Thu 05 Aug 2021 |
| Date Application Validated    | Fri 06 Aug 2021 |
| Expiry Date for Consultations |                 |
| Hearing Date                  |                 |
| Date Issued                   | Sat 21 Aug 2021 |

Representation Expiry Date Fri 20 Aug 2021

No Committee dates are on record.

## Opening Hours

| Time Period | From     | To       |
|-------------|----------|----------|
| Everyday    | 10:00 AM | 01:00 AM |

## Activities

| Activity                      | Location | Indoors/Outdoors | Alcohol Consumed | Capacity | Time Period | From     | To       |
|-------------------------------|----------|------------------|------------------|----------|-------------|----------|----------|
| Sale by Retail of Alcohol     | Both     | Both             | Both             |          | Every Day   | 10:00 AM | 12:30 AM |
| Late Night Refreshment        | Indoors  | Indoors          | Both             |          | Every Day   | 11:00 PM | 12:30 AM |
| Exhibition of a Film          | Indoors  | Indoors          | Both             |          | Every Day   | 10:00 AM | 12:30 AM |
| Performance of Live Music     | Indoors  | Indoors          | Both             |          | Every Day   | 10:00 AM | 12:30 AM |
| Performance of Recorded Music | Indoors  | Indoors          | Both             |          | Every Day   | 10:00 AM | 12:30 AM |
| Performance of Dance          | Indoors  | Indoors          | Both             |          | Every Day   | 10:00 AM | 12:30 AM |

## Conditions

### Condition

Mandatory Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:-

### Condition

1 a. unauthorised access or occupation (e.g. through door supervision), or

- b. outbreaks of disorder, or
- c. damage

No supply of alcohol may be made under this licence

#### Mandatory

Condition 2 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.

#### Mandatory

Condition 3 Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Mandatory Condition 6 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).

**Mandatory  
Condition**

8

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

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.

**Mandatory  
Condition**

9

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.

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:

- Mandatory  
Condition**
- 10
- 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.

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

16

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.
- 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 specified. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.
- A suitably trained first aider or appointed person will be provided at all times when the premises are open.
- Adequate and appropriate First Aid equipment and materials will be available on the premises.
- No strobes, lasers smoke machines or any other special effects 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.
- 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.
- Ensure that no nuisance is caused by noise or vibration emanating from the premises.
- 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 in paragraph 2 of schedule 1 of the Licensing Act 2003 takes place on more than 30 occasions per year.
- Ensure that all licensable activities are conducted and operated so as to prevent the transmission of audible noise and perceptible vibration through the fabric of the building or structure to adjoining properties.
- No bottles shall be placed in the external receptacle after 23:00 hours to minimise noise disturbance to adjoining properties. There shall be no external loudspeakers.
- Patrons shall not use the beer garden, or any other external area after 23:00 hours.
- 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.
- Queues shall be restricted to cordoned areas to prevent them from obstructing footpaths and spilling out onto roads, and to keep noise and obstructions away from residential property. Staff shall be trained to intercept and manage any incidents and sufficient staff shall be employed to properly manage queues to prevent noise and aggression.
- A cooling down period with reduced music volume shall be operated before the premises close.
- 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.
- Clear and legible notices shall be displayed at exits and other circulatory areas requesting patrons to leave the premises having regards to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors,

sounding horns 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.

Ensure that the premises operated so as to prevent the emission of unwanted odours which are a nuisance at nearby premises or to persons in the immediate area.

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 other street advertising is carried out lawfully.

Appropriate steps by management of the premises will be taken to ensure no under age sales will occur.

Persons under the age of 16 will only be permitted entry to the premises when trading if accompanied by an adult.

The outside area shall not be used for any licensable activities or for the consumption of alcohol after 11pm.

The premises shall provide tables and chairs in accordance with the plan provided except that in the outside area the tables and chairs are to be removed at 11pm.

A drugs policy will be agreed with the police and implemented.

The Licence holder will ensure the Check 21 Scheme is implemented and operated at the premises.

The system shall be maintained and images stored in accordance with the Data Protection Act and any other relevant legislation relating to the use of systems.

Recordings shall be stored in a safe environment for a period of time agreed with the Crime Prevention Officer and made available to an authorised officer of the licensing authority or police.

CCTV shall be installed at the premises. The number and locations of the cameras/monitors and recording equipment to be agreed with the police.

Notices asking patrons to leave quietly shall be displayed at the premises.

Plan drawing number 1437-LIC revision C submitted in support of the application incorporated the proposals in respect of the following public safety measures - means of escape, fire detection, fire fighting equipment and emergency lighting.

The Licensee shall maintain a Daily Record Register which is to be completed on a daily basis by the door staff when they commence and finish duty.

A representative of the premises licence holder will actively participate in a Pub Watch Scheme where such a scheme exists.

Toughened glass will be used at the premises where available.

Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public come into contact with it.



Regular safety checks of guardings to stairs, balconies and ramps will be undertaken. Empty bottles and glasses will be collected regularly.

The licence holder will ensure compliance with all building regulations prior to trading.

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 are open.

Where strobes lasers, smoke machines and any 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.

Members of the public will be prevented from hot food and drink preparation areas to prevent risks from scalds and burns.

A written spillage policy will be kept to ensure that all spillages are dealt with in a timely and safe manner.

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.

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

Mandatory a. By the British Board of Film Classification (BBFC,) where the film has been classified by the Board, or Condition

4 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.

## Contacts

### Contact Type Designated Premises Supervisor

Name Stephanie Welch

Address Private Address

### Contact Type Licensing Applicants

Name Arc Inspirations Ltd

Address 7 Cottage Road Headingley Leeds LS6 4DD

## Additional Information

|                               |            |
|-------------------------------|------------|
| Rateable Value Band           | 315        |
| Annual fee amount             | 295        |
| Number of outstanding fees    | 0          |
| Capacity (Where 5000 or more) |            |
| Cumulative Impact Area        |            |
| 2021 Annual Fee Due Date      | 31.07.2021 |

## Related Information

There are 19 cases associated with this licence.

There is 1 property associated with this licence.

# Print Version

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Print

## Summary

|                  |                                    |
|------------------|------------------------------------|
| Reference        | PREM/03032/018                     |
| Application Type | Variation                          |
| Licence Type:    | Premises Licence - DPS Change      |
| Status           | Current Licence                    |
| Licence Holder   | The Craft Union Pub Company Ltd    |
| Premises Name    | The Thomas Osbourne                |
| Address          | Street Lane Roundhay Leeds LS8 1AP |
| Issue Date       | Wed 23 Sep 2020                    |
| Received Date    | Tue 08 Sep 2020                    |
| Case Officer     | Mr Martyn Musson                   |

## Important Dates

|                               |                 |
|-------------------------------|-----------------|
| Date Application Received     | Tue 08 Sep 2020 |
| Date Application Validated    | Tue 08 Sep 2020 |
| Expiry Date for Consultations | Tue 22 Sep 2020 |
| Hearing Date                  |                 |
| Date Issued                   | Wed 23 Sep 2020 |

Representation Expiry Date Tue 22 Sep 2020

No Committee dates are on record.

## Opening Hours

| Time Period        | From     | To       |
|--------------------|----------|----------|
| Friday & Saturday  | 10:00 AM | 01:30 AM |
| Sunday to Thursday | 10:00 AM | 12:30 AM |

## Activities

| Activity                      | Location | Indoors/Outdoors | Alcohol Consumed | Capacity | Time Period        | From     | To       |
|-------------------------------|----------|------------------|------------------|----------|--------------------|----------|----------|
| Sale by Retail of Alcohol     | Both     | Both             | Both             |          | Friday & Saturday  | 10:00 AM | 01:00 AM |
| Sale by Retail of Alcohol     | Both     | Both             | Both             |          | Sunday to Thursday | 10:00 AM | 12:00 AM |
| Late Night Refreshment        | Indoors  | Indoors          | Both             |          | Friday & Saturday  | 11:00 PM | 01:00 AM |
| Late Night Refreshment        | Indoors  | Indoors          | Both             |          | Sunday to Thursday | 11:00 PM | 12:00 AM |
| Exhibition of a Film          | Indoors  | Indoors          | Both             |          | Friday & Saturday  | 10:00 AM | 01:00 AM |
| Exhibition of a Film          | Indoors  | Indoors          | Both             |          | Sunday to Thursday | 10:00 AM | 12:00 AM |
| Performance of Live Music     | Indoors  | Indoors          | Both             |          | Friday & Saturday  | 10:00 AM | 01:00 AM |
| Performance of Live Music     | Indoors  | Indoors          | Both             |          | Sunday to Thursday | 10:00 AM | 12:00 AM |
| Performance of Recorded Music | Indoors  | Indoors          | Both             |          | Friday & Saturday  | 10:00 AM | 01:00 AM |
| Performance of                | Indoors  | Indoors          | Both             |          | Sunday to Thursday | 10:00 AM | 12:00 AM |

## Recorded Music

## Conditions

### Condition

Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:-

### Mandatory

Condition a. unauthorised access or occupation (e.g. through door supervision), or

- 1 b. outbreaks of disorder, or
- c. damage

No supply of alcohol may be made under this licence

### Mandatory

Condition a. At a time when there is no designated premises supervisor in respect of the premises licence, or

- 2 b. At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

### Mandatory

Condition Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

3

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

Mandatory a. By the British Board of Film Classification (BBFC,) where the film has been classified by the Board, or  
Condition

- 4 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.

Mandatory The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible  
Condition promotions in relation to the premises.

6

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).

**Mandatory  
Condition**

8

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

**Mandatory  
Condition** 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.

9

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.

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:

Mandatory i. beer or cider: ½ pint;

Condition ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and

10 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.

Mandatory 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.

16

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.

Crime and disorder

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

Crime and disorder

The system will conform with the current West Yorkshire guidelines

It will be adequately maintained and be capable of transporting recorded material onto removable media

Crime and Disorder

CCTV security footage will be made secure and retained for a minimum period of 31 days time tot he satisfaction of WYP

Crime and Disorder

At all times that licensable activities are taking place there will be a member of staff on duty who is conversant with operating the CCTV system and who is able to download immediately any footage requested by an officer from any of the Responsible Authorities or the Licensing Authority

Crime and Disorder

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

Crime and

The Supervisors Register will state the name of the person who is in overall charge of the premises at each time that licensed



- Disorder activities are carried out, and this information will be retained for a period of twelve months and produced for inspection on request to an authorised officer
- Crime and Disorder A minimum number of door staff supervisors for the premises is 2 on a Friday and Saturday night from 19:00 hours to half an hour beyond the close of business. 2 members of door staff will be employed when "Non Standard Timings" are being operated from 19:00 to half an hour past the close of business of the event in question.
- Crime and Disorder The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by door staff.
- Crime and Disorder 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 individual's signature)
- Crime and Disorder The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry
- Crime and Disorder Security staff/designated supervisors will be familiar with the premises policy concerning admission, exclusion and safeguarding customers whilst in the premises
- Crime and Disorder 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
- Crime and Disorder 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 numbers (if any) of 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 conformation of wether there is CCTV footage of the incident
- Crime and Disorder The Incident Report Register will be produced for inspection immediately on the request of an authorised officer
- Crime and disorder A policy for searching patrons will be adopted and prominently displayed on the premises.
- Crime and disorder The PLH/DPS will inform West Yorkshire Police as soon as practicable of any seizure of drugs or offensive weapons.
- Crime and Disorder 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
- Crime and Disorder The PLH/DPS staff will ask for proof of age form any person appearing to be under the age of 25 who attempts to purchase

|                    |  |
|--------------------|--|
| disorder           | alcohol at the premises  |
| Crime and Disorder | The PLH/DPS will belong to a recognised trade body or pubwatch scheme where one ex sits, who aims include the promotion of the licensing objectives  |
| Crime and disorder | Clear and legible notices will be displayed at exits , car parks and other circulatory areas requesting patrons to leave the premises quietly 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   |
| Crime and disorder | The DPS and/or personal licence holders will be on site and working at the premises at all times when the premises are open to the public  |
| Public Safety      | 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   |
| Public Safety      | 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   |
| Public Safety      | A suitably trained and competent person must ensure 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 are undertaken. Records of these safety checks must be kept and made available by an authorised officer.  |
| Public Safety      | Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels   |
| Public Safety      | 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   |
| Public Safety      | One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:<br>a) Each socket-outlet circuit shall be protected by a residual current device having a rated residual operating current not exceeding 30mA<br>Or<br>b) Each individual socket-outlet shall be protected by an integral residual current device having a rated residual operating current not exceeding 30mA |
| Public Safety      | The current operation of all residual current devices shall be checked regularly by pressing the test button. If the device does not switch off the supply, and an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device   |
| Public Safety      | Regular safety checks of guarding 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  |

|                 |   |
|-----------------|---|
| Public Safety   | Safety glass that is impact resistant should be used wherever 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 it from impact                    |
| Public Safety   | A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner   |
| Public Safety   | A suitably trained first aider or appointed person will be provided at all times when the premises are open   |
| Public Safety   | Adequate and appropriate first aid equipment and materials will be available on the premises  |
| Public Safety   | 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  |
| Public Safety   | 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                          |
| Public Safety   | No strobes, lasers, smoke machines or any other special effects, 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.  |
| Public Nuisance | Noise from licensable activity at the premises will not be audible at the nearest noise sensitive premises namely; 16 Sutherland Avenue Leeds 8 and 81 Back Devonshire Lane Leeds 8.  |
| Public Nuisance | There shall be no external speakers   |
|                 | Bottles shall not be placed in any external receptacle between 10:00pm and 08:00am the following day to minimise noise disturbance to neighbouring properties   |
|                 | Noise from plant or machinery shall not be audible at the nearest noise sensitive premises during operation of the plant or machinery. Plant and machinery shall be regularly serviced and maintained to meet this level.                         |
|                 | The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 10:30pm for consuming drinks |
|                 | The activities of persons using the external areas shall be monitored after 10:30pm and they shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary           |
|                 | The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises.  |
|                 | The PLH/DPS shall ensure that litter arising from people using the premises is cleared away daily and that promotional materials such as flyers do not create litter  |
|                 | Clear and legible notices will be displayed at exits, car parks and other circulatory areas requesting patrons to leave the   |

premises quietly 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 designated premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary

A facility will be provided for customers to order hackney taxis/private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent position on the premises

There shall be no delivery or collection of bottles between 10:00pm and 08:00am

Only plastic drinking glasses/bottles shall be allowed for use within the beer garden/external area/play area

Plans dated 8th January 2016 drawing number 5490/602

## Contacts

### Contact Type Gambling Permission Agent

**Name** Jo Lockhart  
**Address** Stonegate Group 3 Mongspath Hall Road Solihull West Midlands B90 4SJ

### Contact Type Designated Premises Supervisor

**Name** Sheila Patricia Hynes  
**Address** Private Address

### Contact Type Licensing Applicants

**Name** The Craft Union Pub Company Ltd  
**Address** 3 Monkspath Hall Road Solihull B90 4SJ

## Additional Information

**Rateable Value Band** 315

**Annual fee amount** 295

**Number of outstanding fees** 0

**Capacity (Where 5000 or more)**

**Cumulative Impact Area**

## Related Information

There are 17 cases associated with this licence.

There is 1 property associated with this licence.