

Annex 8

Proposed Conditions Arising from the Application

Annex 1 - Mandatory Conditions

The Mandatory Conditions are attached and form part of the Operating Schedule of your licence/certificate. You must ensure that the operation of the licensed premises complies with the attached Mandatory Conditions as well as the Conditions in Annex 2 and Annex 3 (if applicable). Failure to do this can lead to prosecution or review of the licence.

Annex 2 - Conditions consistent with the Operating Schedule

1. There shall be no adult entertainment or services, activities or matters ancillary to the use of the premises that may give rise to concern in respect of children.

Annex 3 - Conditions attached after a hearing by the Licensing Authority

CONDITIONS SOUGHT BY THE LICENSING AUTHORITY NOT AGREED BY APPLICANT:

2. All staff involved in the sale of alcohol shall receive induction and refresher training (at least every six months) relating to the sale of alcohol and the times and conditions of the premises licence.
3. All training relating to the sale of alcohol and the times and conditions of the premises licence shall be documented and records kept at the premises. These records shall be made available to the Police and/or Local Authority upon request and shall be kept for at least one year.
- 4.A 'Think 25' proof of age scheme shall be operated, and relevant material shall be displayed at the premises.
- 5.A record of refused sales shall be kept on the premises and completed when necessary. This record shall contain the date and time of the refusal, a description of the customer, the name of the staff member who refused the sale, and the reason the sale was refused. This record shall be made available to Police and/or the Local Authority upon request and shall be kept for at least one year from the date of the last entry.
- 6.The Designated Premises Supervisor shall regularly check the refusals system to ensure it is being consistently used by all staff.
- 7.Prominent, clear and legible notices shall be displayed at all public exits from the premises requesting customers respect the needs of local residents and

leave the premises and area quietly. These notices shall be positioned at eye level and in a location where those leaving the premises can read them.

8. Signs shall be prominently displayed on the exit doors advising customers that the premises is in a Public Space Protection Order Area (or similar) and that they should not consume alcohol in the street if requested to stop by an authorised person. These notices shall be positioned at eye level and in a location where they can be read by those leaving the premises.
9. Only the Premises Licence Holder or Designated Premises Supervisor shall purchase alcohol and/or tobacco stock.
10. Alcohol and tobacco stock shall only be purchased from registered wholesalers.
11. The premises licence holder shall ensure that all receipts for goods bought are kept together in a file or folder as evidence that they have been brought into the UK through legal channels. Receipts shall show the following details: (1) Seller's name and address; (2) Seller's company details, if applicable; (3) Seller's VAT details, if applicable. Copies of these documents shall be retained for no less than 12 months and shall be made available to the Police or authorised officers of the council on request within five working days of the request. The most recent three months' worth of receipts shall be kept on the premises and made available to the police or authorised officers of the council on request.
12. All tobacco products which are not on the tobacco display shall be stored in a container clearly marked 'Tobacco Stock'. This container shall be kept within the storeroom or behind the sales counter.
13. Tobacco products shall only be taken from the tobacco display behind the sales counter in order to make a sale.
14. A personal licence holder is to be present on the premises and supervise the sale of alcohol, throughout the permitted hours for the sale of alcohol.
15. Nitrous oxide (laughing gas) shall not be stored or sold to consumers from the premises, or any vehicles or storerooms associated with the premises.

CONDITIONS OFFERED BY APPLICANT:

16. CCTV shall be installed to monitor activities in the premises as follows:
 - (a) A fully operating CCTV system shall be in operation at the premises and recorded images shall be retained for a period of 31 days, with high definition.
 - (b) At least one camera shall capture the ingress and egress point for customers.

- (c) CCTV images shall be provided to the Police and other Responsible Authorities in any case within 48 hours of a request for such images.
- (d) Any malfunction that might endure in excess of 24 hours shall be reported to the authorities.
- (e) A log of regular checks of the CCTV cameras shall be kept.
- (f) A member of staff shall be present who will be able to operate the CCTV cameras.

17. The licence holder shall ensure that an incident log is kept on the premises and that it documents any incident involving the premises. This shall be immediately available upon request of an authorised officer.