

APPENDIX A(ii) – Section M Premises Licence Application – proposed conditions

Rockbox, Thurlestone – Premises Licence Application Section M

General

All staff will be trained in the requirements of the licensing act 2003 as soon as they are recruited, long with regular training and updating.

1. The challenge 25 scheme will be in operation at the premises, including the forms of identification that are acceptable.
2. The hours permitted by the premises license issued under the licensing act 2003 and conditions attached to the license.
3. How to complete and maintain the refusal register in operation at premises
4. Recognising the signs of drunkenness
5. The operating procedures for refusing service to any person who is drunk, under age, or appears to be under age or appears to be making a purchase for under age persons.
6. Action to be taken in the event of an emergency including reporting an incident to the emergency services.

All staff will be trained in the operating procedures for refusing service to any person who is drunk or is under age or appears to be under age.

Training shall be recorded in documentary form and shall be regularly refreshed and updated every 12 months. The training records will be made available for inspection on request.

All records will be retained for 12 months.

All staff will be trained in the Challenge 25 policy.

The Prevention of Crime & Disorder

Customers will not be permitted to take open containers of alcoholic or soft drinks from the curtilage of the premises are marked on the plan.

An alcohol sales of refusal register shall be kept and maintained to include, the date and time of refusal, reason for refusal, details of the person refusing the sale, description of customer and any relevant observations. The refusal register will be made available for inspection. All entries must be made within 24 hours.

An incident book shall be maintained to record any activity of a violent, criminal or anti-social behaviour. The record will contain the time and date, the nature of the incident, the people involved, the action that was taken and the details of the people or persons responsible for the premises at the time of the incident.

CCTV, the premises will install, operate and maintain colour CCTV of all public areas that are licensed including the entry and exit points. The system will continuously record whilst the premises is open to the public.

Copies of the recordings will be provided on request to the police or local authorities as soon as possible and in accordance with the data protection act 2018.

All recordings will be kept for a minimum of 30 days.

Public Safety

Bottles and litter will be removed from the public areas as soon as they are finished with or empty. Gangways, exit routes and steps must be maintained in good order with non slippery and even surfaces and edges of steps must be conspicuously marked. There will be adequate arrangements for first aid provisions. A first aid box with adequate supply of first aid equipment will be available for use of the patrons.

The Prevention of Public Nuisance

The handling of beer kegs, bottles and other similar products will not take place in the late evening, at night or early morning, when the noise generated could cause a nuisance. Deliveries and collections will not take place during these times. Bottle skips and bins containing cans or bottles will not be emptied outside at 7pm but will be dealt with the next day during office hours. Flashing or bright lights will only be used in positions that do not cause a nuisance to neighbouring properties. Any rubbish will be stored in a bin or secure area to prevent litter being blown around.

The Protection of Children from Harm

There will be in place a written age verification policy in relation to the sale or supply of alcohol, which will specify the challenge 25 policy.

All staff will ask individuals who appear to be under the age of 25 attempting to purchase alcohol to produce accepted form of ID. The premises will display prominent signage indicating that a challenge 25 policy is in place.