

**PROPOSED CONDITIONS AGREED WITH THE APPLICANT**

- 1 The premises licence holder must install and maintain a comprehensive surveillance system to the satisfaction of the Police and ICO guidelines. The system must be maintained in full working order and record at all times when the premises is open for licensable activities. The correct time & date must be generated on all recordings which must be retained for a minimum period of 31 days. Recorded images must be of evidential quality. Copies must be made available on request, to the police or authorised officer of the licensing authority. If the system is inoperative or faulty for any reason, steps must be taken to repair or replace the equipment within 24 hours. A Data Controller who is conversant with the operation of the system must be available at all times when the premises is open to the public and be able to provide police or authorised officer of the licensing authority recent data or footage with the absolute minimum of delay when requested. Management, storage, giving and sharing of data recordings must comply with the general data protection regulations at all times.
- 2 Spirits shall be located behind the till, and all other alcoholic beverages to be located on display in such a position that it is not obscured from the constant view of the cashier / staff by other fixtures.
- 3 All staff to be trained with regards to the Licensing Act 2003 to a level commensurate with their duties. All such training to be updated 6 monthly or sooner when legislation changes and should include training on how to deal with difficult customers. The training should be clearly documented, signed and dated by both the trainer and the member of staff receiving the training. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or Avon and Somerset Constabulary.
- 4 An approved proof of age scheme shall be adopted, implemented and advertised within the premises such as "Challenge 25" whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include identification bearing the customers photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport, or any other form of identification recognised by the Home Office. A refusals register shall be maintained at the premise whereby all challenges are recorded. The date, description of person, product, staff member and outcome of the sale shall be recorded in this register. This book shall be reviewed weekly by the DPS, and any appropriate action taken. This register shall be made available to the responsible authorities upon request.
- 5 The premises licence holder shall require the designated premises supervisor or in his/her absence other responsible person, to keep an incident log in a bound book in which full details of all incidents are recorded. This shall include details of all Incidents and shall give details of the persons involved, incident description, time and date, actions taken and the final outcome of the situation.

- 6 The premise licence holder shall ensure that measures are in place for all sealed containers of alcoholic drinks offered for sale for consumption off the premises to be clearly labelled or marked with either the name, postcode of the premises or some other form agreed with the police.
- 7 The premise licence holder shall be a member of "Shop Watch" or any similar scheme that runs in Frome.
- 8 Beer, lager, cider or perry with an ABV of 6.5% and above must not be sold at the premises.
- 9 No single cans of beer, lager or cider shall be available.
- 10 A Personal Licence Holder or responsible person, who has received adequate training with regards to licensing, must be on the premises at all times when alcohol is being sold. Any such person must be able to make decisions and act on behalf of the premise licence holder when dealing with responsible authorities.
- 11 The basement area outlined on the plan in red shall be used for the storage of alcohol only.