

Proposed Conditions for Wookey Hole Hotel

1. The premises 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. Management, storage, giving and sharing of data recordings must comply with the general data protection regulations at all times.
2. An incident register must be kept and maintained to record all incidents occurring on the premises or outside and associated with the premises. Records must be made available to the Police & Licensing Authority on request and records will be kept for at least 12- months.
3. All persons involved in the sale of alcohol must receive training on commencement of employment, with regards to preventing the sale of alcohol to persons who are under the required age and proxy sales. This training must also include illegal drug use and refusing sale of alcohol to persons who are intoxicated. This training must be documented and signed for by employees to acknowledge that they have received this training. All employees must receive refresher training every six months. Records must be made available for inspection by the Police & Licensing Authority upon request.
4. The licence holder must operate a 'zero tolerance' policy in relation to drugs at the premises and all staff must receive training with regards to this policy. Drugs seized by staff must be securely stored, until they can be collected by the Police.
5. A noise management plan will be created.
6. The Premises Licence holder or a nominated deputy, shall take all reasonable steps to effect full control over all noise sources arising from the premises having particular regard to amplified and non-amplified music. The Premises Licence holder or a nominated deputy shall, where necessary, arrange for the volume of any music to be reduced or the playing ceased, if, in the opinion of the Licensing Authority, reasonable cause for annoyance is likely to arise, or is occurring, The Premises Licence holder shall ensure that at least one such responsible person be available on the premises at all times (contactable by officers of the Licencing Authority), whilst members

of the public remain on the premises.

7. Doors and windows will be kept closed for indoor regulated activities taking place after 23:00.
8. A management plan will be produced to cover the outdoor area and will be available for inspection upon request by the Police and Licensing authority.
9. The premises must operate a "Challenge 25 policy", whereby anyone wishing to purchase alcohol that appears to be under the age of 25 years, must be asked to provide photographic identification e.g. Passport, driving licence, PASS card. Challenge 25 posters must be displayed.
10. A refusals register must be kept at each area within the premises where alcohol is sold and must be used to record all instances where any sale of alcohol and proxy sales to a patron is refused. This must also include refusals to persons who are intoxicated. Records must be kept for a minimum of 12-months and must be made available upon request by the Police and Licensing Authority.
11. A Safeguarding policy will be presented to the Avon and Somerset Constabulary and be reviewed every 12 months.