

Police Agreed Conditions

1. The premises must install and maintain a comprehensive surveillance system to the satisfaction of the police which meets Surveillance Camera Commissioner's guidelines and Code of Practice. 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. A Personal Licence holder must be present on the premises at all times when a sale of alcohol is made.
3. No person who is knowingly drunk or disorderly will be allowed access to or be allowed to remain on the premises.
4. Sale of alcohol must be restricted to ON sales only and there must be no delivery of alcohol.
5. A BOUND incident register must be kept to the satisfaction of the Police, of all incidents occurring on the premises or outside and associated with the premises. Records must be kept for a minimum of 12 months and made available on request to a Police Officer or an Authorised Officer of the Licensing Authority.
6. A BOUND refusals register must be kept and used on the premises, to record 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 to the Local Authority, Police and Trading Standards Officers upon request. Records must be audited on a regular basis by the Designated Premises Supervisor.
7. All empty and unattended glasses to be cleared promptly both inside and outside of the premises.
8. 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.
9. Challenge 25 posters must be displayed.
10. All staff involved in the sale of alcohol must receive and complete accredited training via the online toolkit "NO PROOF OF AGE NO SALE" (NPOANS) run and maintained by Trading Standards Southwest (TSSW), as long as such a scheme exists. Documentary evidence of all training for each employee must be kept and produced to the police, Trading Standards, and licensing authority on request. This training must be updated at least 6 monthly. The Designated Premises Supervisor must check that all training is up to date on a monthly basis.

11. Prominent, clear, and legible notices must be displayed requesting that customers respect the needs of local residents and leave the area quietly.
12. Risk assessments must be in place to identify any hazards on the premises and how they will be prevented, actioned, and recorded. These risk assessments must also include numbers of persons that the licensed areas can safely accommodate. All Risk assessments must be reviewed regularly.
13. There must be a written authority detailing all staff involved in the sale of alcohol which must be produced to responsible authorities on request.
14. No person carrying open or sealed bottles or glasses will be admitted to the premises at any time.
15. Alcohol must only be sold and supplied to customers who are engaged in a sit-down table meal with a minimum cost of £7.50 per person, as an ancillary to that meal.
16. There must be no outside seating in the adjacent car parking area for eating and drinking.
17. Children under 18 years old must be accompanied by a responsible adult.