

1-3 Melbourne Terrace, East Dulwich SE22 8RE

Application for a new Premises Licence

AMENDED MAY 2022

Proposed Licensable Activities:

	Sale of Alcohol (on & off sales)	Opening Hours
Sunday to Wednesday	09:00 – 21:30	09:00 – 22:00
Monday – Sunday Thursday to Saturday	09:00 – 22:30	09:00 – 23:00

Proposed Conditions

- 1 The written dispersal policy shall be kept at the premises with the licence and made available for inspection by authorised council officers or the police. All relevant staff shall be trained in the implementation of the dispersal policy.
- 2 The accommodation limit for the premises shall not exceed 30 persons (excluding staff).
- 3 All 'off sales' of alcohol shall be provided in sealed containers and taken away from the premises, except for designated external seating areas.
- 4 Patrons shall not be permitted to use the external area of the premises after 22:00 to the start of business the following day, apart from access and egress and for up to 5 patrons wishing to smoke outside.
- 5 No drinks or food to be permitted outside after 22:00
- 6 That clear legible signage shall be prominently displayed where it can be easily seen and read, requesting that 'off sales' of alcohol are not be opened and consumed in the vicinity of the premises.
- 7 No noise shall emanate from the premises, nor vibration be transmitted through the structure of the premises, which gives rise to a nuisance.
- 8 Rubbish (including bottles) shall not be moved, removed or placed in outside areas of the premises between 23:00 hours and 08:00hours.

- 9 Clearly legible signage shall be displayed at all patron exits in such a manner so that it can easily be seen and read by customers requesting to the effect that patrons leave the premises in a quiet and orderly manner that is respectful to the neighbours.
- 10 The pavement in the immediate vicinity of the premises shall keep free from waste / refuse emanating from the premises while the premises are open.
- 11 All waste for collection shall properly be presented and placed no earlier than 30 minutes before the scheduled waste collection times.
- 12 All windows and external doors shall be kept closed after ~~23:00~~ 22:00 hours, except for the immediate access and egress of persons.
- 13 A direct telephone number for the manager at the premises shall be publicly available at all times the premises is open.
- 14 An incident book / incident recording system shall be kept at the premises to record details of any of the following occurrences at the premises:
 - All crimes reported at the premises
 - Complaints received concerning crime and disorder
 - Seizures of drugs or offensive weapons
 - Instances of anti-social or disorderly behaviour / violence
 - Calls to the police or fire brigade
 - Abuse of staff and / or customers
 - Ejections of people from the premises
 - Visits to the premises by the local authority, police, fire brigade or any responsible authority
 - Any malfunction in respect of the CCTV system
 - Any other relevant incidents

The incident book / incident recording system shall be updated contemporaneously and shall record the time, date, location in the premises and description of each incident, the printed and signed name of the person reporting the incident and any action taken in respect of the incident. The incident book / incident recording system shall be available / be accessible at the premises at all times that the premises

are in use and shall be made available to officers of the council, police, fire brigade or any responsible authority on request.

- 15 An adequate and appropriate supply of first aid equipment and materials shall be available on the premises at all times. That adequate and appropriate first aid materials / equipment shall be kept at the premises in a first aid box / boxes. The first aid box(s) shall be kept in an easily accessible location(s) and kept free from obstructions at all times. All staff shall be aware of where the first aid box is kept.
- 16 The premises will be operated in accordance with Health and Safety and related legislation in order to ensure the safety of customers and staff.
- 17 A CCTV system be installed at the premises, be maintained in full working order and be continually recording at all times the premises are in use. The CCTV system must be capable of capturing a clear facial image of every person who enters the premises.
- 18 All CCTV footage shall be kept for a period of 31 days and shall be made immediately available to officers of the police and the council on request. There will be at least one person on duty at all times who is trained in the operation of the CCTV system, capable of retrieving and showing footage at the immediate request of police or council officers and able to download footage to a removable storage device and / or storage media at the immediate request of police or council officers.
- 19 All staff shall be trained in their responsibilities under the Licensing Act 2003 and trained in respect of the terms and conditions of this licence. Records pertaining to such training shall be kept and updated every 6 months. The training records shall be made immediately available to officers of the police and the council on request.
- 20 A challenge 25 scheme shall be maintained at the premises requiring that staff selling alcohol request that any customer who looks under 25 years old, and who is attempting to purchase alcohol, provides valid photographic identification proving that the customer is at least 18 years old. Valid photographic identification is composed of a driving licence, passport, UK armed services ID card, ~~and~~ any Proof of Age Standards Scheme (PASS) accredited card such as the Proof of Age London (PAL) card or any age identification card validated by the Secretary of State.
- 21 All staff involved in the sale of alcohol shall be trained in the prevention of sales of alcohol to underage persons, and the challenge 25 scheme in operation at the premises. A record of such training shall be

kept/ be accessible at the premises at all times and be made immediately available for inspection at the premises to council or police officers on request. The training record shall include the trainee's name (in block capitals), the trainer's name (in block capitals), the signature of the trainee, the signature of the trainer, the date(s) of training and a declaration that the training has been received.

- 22 Clearly legible signs shall be prominently displayed where they can easily be seen and read by customers stating to the effect that a challenge 25 policy is in operation at the premises, that customers may be asked to provide proof of age and stating what the acceptable forms of proof of age are. Such signage shall be displayed at all entrances, points of sale and in all areas where alcohol is displayed for sale. The signage shall be kept free from obstructions at all times.
- 23 A register of refused sales of alcohol shall be maintained in order to demonstrate effective operation of the challenge 25 policy. The register shall be clearly and legibly marked on the front cover as a register of refused sales, with the address of the premises and with the name and address of the licence holder. The register shall be made immediately available for inspection at the premises to council or police officers on request.

ADDITIONAL CONDITIONS

- 24 There shall be no delivery of alcohol from the premises after 22:00hrs.
- 25 There shall be no vertical drinking outside the premises.