

## **Charney Manor**

### **Application for Premises Licence**

List of possible conditions to be imposed if granted

1. A written notice of 'authority' record for all staff who sell alcohol shall be kept on the premises and made available to a Police or Council Officer on request.
2. Comprehensive training shall be given to all staff who sell alcohol in the main requirements of the Licensing Act 2003, the specific measures and conditions in place to promote the Licensing Objectives and the staff roles and responsibilities including how to identify and refuse service to customers that are drunk or appear to be drunk, and the Protection of Children including the Challenge 25 policy. Training records shall be available for inspection by the responsible authorities.
3. A written record shall be kept of any refused alcohol sales. Such a record shall be available for inspection by the responsible authorities.
4. Contact details of the Designated Premises Supervisor are to be given to staff who sell alcohol.
5. A written record of all booked events shall be maintained at the property and available for inspection by the responsible authorities
6. Staffing levels shall be maintained appropriately to ensure adequate security and deal effectively with any crime or disorder.
7. There will be a policy of zero-tolerance to drugs at the premises
8. The management and staff will ensure that the grounds, entrance, and any walkways within the premises are kept free from obstruction, appropriate fire fighting equipment being installed and maintained at the premises and staff trained in its use. Fire risk assessments are to be undertaken and acted upon in accordance with current recommendations and requirements. Effective lighting will be maintained and operated to ensure the safety of visitors and staff.
9. Risk assessments for each event will be conducted by the premises licence holder in accordance with current health and safety legislation and shall be available for inspection by the responsible authorities.
10. The approved arrangements at the premises, including means of escape provisions, emergency warning equipment, the electrical installation and mechanical equipment, shall at all material times be maintained in good condition and full working order. The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided
12. No light on or from the property shall be provided where that light causes a nuisance to nearby residents

13. The site and public areas nearby are to be kept free from litter associated with the operation of the business

14. Satisfactory arrangements are to be put in place to supervise an orderly dispersal of visitors when leaving the property to ensure the minimum of noise and disturbance to local residents.

15. Notices are to be displayed at exits from the property, in a place where they can be easily read, asking visitors to leave the site and the area quietly

16. Deliveries to and waste removal from the site are to be undertaken at a time and in a manner that does not cause disturbance

17. Live or recorded music from regulated entertainment shall not be audible at the boundary of the nearest noise sensitive property, so as not to cause a disturbance to local residents. The premises licence holder or his/her representative shall conduct regular assessments of the noise coming from the site on every occasion they are used for regulated entertainment. Appropriate steps shall be taken to reduce the level of noise where it is found to be heard at the boundary of the nearest residential property.

18. A written record shall be made of all assessments in a log book kept for that purpose and shall include the time and date of the checks, the person making them and the results including any remedial action.

19. During periods of regulated entertainment all doors and windows in those areas shall remain closed except for normal access and egress or in the case of an emergency.

20. At any event occurring outside of the main building, all amplification equipment shall be installed in such a way as to project the sound away from residential property

21. Plant and machinery shall be positioned so as not to cause a noise nuisance to nearby residential properties

22. Any complaints received about noise shall be logged and any appropriate remedial action taken as a matter of urgency.

23. There will be an effective age verification policy in accordance with the mandatory code. This policy will be one of Challenge 25 for age-restricted products and include the appropriate display of notices relating to the policy within the premises and in promotional material. These notices will indicate that any customer not appearing to have reached the age of 25 will be required to produce appropriate identification proving that they have turned 18 before being sold alcohol. Appropriate ID will be a valid passport, photo driving licence, PASS accredited proof of age card or other reliable photo-ID that is recommended and approved for acceptance by the police or other authorities.

NB these conditions have been provided by the District Council's Licensing Officer who drew them up in liaison with the Society of Friends and which were to apply in the event of no objections being made to the application. They may be varied by the Council's Licensing Sub-Committee.

