



RUSHMOOR
BOROUGH COUNCIL

PREMISES LICENCE

Licensing Act 2003

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description

Address: The Sixth Form College Farnborough
Prospect Avenue
Farnborough
Hampshire
GU14 8JX

Map Ref (E): 486808
Map Ref (N): 156933
UPRN: 100062327316

Telephone 01252 688200

Where the licence is time limited the dates

➤ This licence is **NOT** time limited

Licensable activities authorised by the licence

- (1) The provision of regulated entertainment by way of the performance of plays (indoors and outdoors);
- (2) The provision of regulated entertainment by way of the exhibition of film(s). (indoors only);
- (3) The provision of regulated entertainment by way of indoor sporting events;
- (4) The provision of regulated entertainment by way of live music (indoors and outdoors);
- (5) The provision of regulated entertainment by way of recorded music (indoors only);
- (6) The provision of regulated entertainment by way of the performance of dance (indoors and outdoors);
- (7) The provision of regulated entertainment by way of anything of a similar description to items (4), (5) and (6) above (indoors and outdoors);
- (8) The provision of entertainment facilities for making music (indoors and outdoors);
- (9) The provision of entertainment facilities for dancing (indoors and outdoors);
- (10) The provision of facilities for entertainment of a similar description to items (8) and (9) above (indoors and outdoors);

Times the licence authorises the carrying out of licensable activities

- (1) All permitted licensable activities:-
 - Sunday's - 10:00am to 23:00pm; and
 - Monday to Saturday - 09:00am to 23:00pm.

The opening hours of the premises

- Sunday's - 09:00am to 23:00pm; and
- Monday to Saturday - 09:00am to 23:00pm.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

- Not applicable

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Name: The Prospect Trust

Address: The Sixth Form College Farnborough
Prospect Avenue
Farnborough
Hampshire
GU14 8JX

Telephone: Not Known

Email: Not Known

Registered number of holder, e.g. company number, charity number (where applicable)

- Not applicable

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Name: Not applicable

Address:

Telephone: Not applicable

Email:

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Personal licence number: Not applicable

Issuing authority:

Granted by Rushmoor Borough Council, as licensing authority
pursuant to the Licensing Act 2003 and regulations made thereunder

Date Licence Granted: 24th November 2005

Date Licence Effective: 24th November 2005

Date last modified: 1st June 2018

(Transfer)

SIGNED on behalf of the
Head of Environmental Health Services
(Authorised Officer)

Annex 1 – Mandatory conditions

- (1)
 - (i) In respect of the exhibition of films, the admission of children (i.e. anyone aged under 18) must be restricted in accordance with any recommendation(s) made by the film classification body specified (as designated by S4 of the Video Recordings Act 1984 - the British Board of Film Classification).
 - (ii) Where a film classification body is not specified, the admission of children must be restricted in accordance with any recommendation(s) made by the licensing authority.
- (2) Where one or more individuals must be at the premises to carry out a security activity (within the meaning of the Private Security Industry Act 2001), each individual must be licensed by the Security Industry Authority (SIA).

Annex 2 – Conditions consistent with the Operating Schedule

- (1) No licensable activities shall be undertaken except during permitted hours.
- (2) When college facilities are hired out to third parties, the conditions of hire shall ensure that:
 - (i) the third party appoints a 'site manager' with responsibility for monitoring and ensuring that the third party activities in / at the premises accord with the standards and conditions of hire and the terms of this licence.
 - (ii) the third party 'site manager' acts as a point of contact in an emergency;
 - (iii) the third party shall provide a suitable undertaking to, and, adequately safeguard any children involved in any activities provided by, or on behalf of, the third party.
- (3) (i) Suitable and sufficient procedures and arrangements shall be established and implemented that ensure adequate security and supervision of the premises and individuals attendant there during any events involving licensable activities.
- (3) Any such security / supervisory activities shall be undertaken with a view to ensuring public safety and the protection of children from harm, the prevention of crime and disorder and/or public nuisance.
- (4) In all cases, the procedures and arrangements referred to in condition (3) above shall include:
 - (i) suitable standby cover by a caretaker for the site who can attend to the premises and any problems arising there as may be appropriate;
 - (ii) the supervision of any departing individual(s) attendant to any such event(s) to ensure they leave the college grounds quickly and without causing disturbance to nearby residents; and
 - (iii) the verbal iteration to any departing individual(s) to leave the premises and area quietly as may be appropriate.
- (5) Where appropriate to the size, scope and nature of events involving licensable activities, the procedures and arrangements referred to in condition (3) above shall also include the provision of:

- (i) suitable and sufficient fire marshals at each fire escape doorway in each part of the premises used for the provision of indoor licensable activities;
- (4)
 - (ii) suitable and sufficient security personnel to patrol the car park and college grounds; and
 - (iii) suitable and sufficient supervision of the entrance and foyer of the theatre.
- (6)
 - (i) A suitable complaints procedure must be established and in operation at the premises. All staff and third party representatives must be familiar with the complaints procedure and any complaint(s) made in respect of the premises, individuals attendant thereto and/or the activities carried on there must be investigated and remedied as soon as, and, so far as is reasonably practicable.
 - (ii) Suitable written records (e.g. the nature of any complaint(s), action(s) taken in response, the date(s) and time(s) when any complaint was made, together with the name of the person(s) who handled the complaint) must be kept and made available to officers of Rushmoor Borough Council on request.
- (7)
 - (i) A suitable and sufficient schedule of emergency contact details (including telephone numbers) shall be established and be provided to the Hampshire Constabulary, Hampshire Fire and Rescue Service, the relevant fire and alarm monitoring companies for the premises and appropriate college management.
 - (ii) Any schedule of emergency contact details shall be reviewed on a regular basis and kept-up-to date; being resubmitted to relevant agencies as may be appropriate.
- (8) Notwithstanding the requirements of conditions (2) and (3) above, any children attendant to any event involving licensable activities shall be accompanied and / or adequately supervised by a suitable adult at all times.
- (9)
 - (i) Suitable and sufficient exterior lighting shall be provided to all external areas (including car park and grounds, where appropriate) when the premises are used for licensable activities.
 - (ii) All lighting, including external lighting, shall be correctly adjusted so that it only illuminates the surface(s) intended and does not throw light onto neighbouring property.
 - (iii) All such lighting shall be switched off when the premises are no longer in use.

- (10) (i) Suitable and sufficient notices / posters shall be displayed within the premises (including grounds) requesting visitors to dispose of litter responsibly.
- (ii) Suitable and sufficient litterbins shall be provided within the premises and/or at the exits of the premises.
- (iii) The area in the immediate vicinity of the premises shall be cleared of litter on a regular basis.
- (iv) Mobile traders permitted on site during events shall be required to provide litterbins for use by customers. Such traders shall also be required to carry out regular litter picks of the area immediately adjacent to the mobile unit.
- (11) Toilet facilities and other such conveniences provided for public use at the premises shall be checked at frequent intervals and cleaned as necessary.
- (12) Suitable and sufficient CCTV cameras (both internal and external) shall be provided at the premises for the purposes of preventing crime and disorder. All cameras must be maintained in good working order and footage must be retained for a period of time to the satisfaction of the police.
- (13) All staff and third party representatives involved in licensable activities shall be made aware of the conditions attached to this licence by a mechanism in writing.

Annex 3 – Conditions attached after a hearing by the licensing authority

- (1) Except for access and egress, all external windows and doors to the premises shall be closed and kept closed whilst licensable activities are taking place.
- (2) No music or speech shall be relayed via external speakers to open areas of the licensed premises between 20:30pm and the end of permitted activities on any day.
- (3) Prominent, clear and legible notices shall be displayed at all exits (including car parks), requesting visitors and staff to leave the premises and area quietly.
- (4)
 - (i) The licence holder or a nominated representative shall carry out a regular noise assessment of the area adjacent to the premises whilst licensable activities are taking place.
 - (ii) Noise assessments shall take place on all sides of the premises at the boundary of the nearest residential premises, and if audible, steps shall be taken to reduce noise from the premises to a level where noise is no longer audible at the monitoring points.
 - (iii) These assessments shall be undertaken at half hourly intervals from 20:30pm.
 - (iv) Written records of these assessments and any remedial action(s) taken shall be kept and made available to either the local authority or the licensing authority when requested.

Annex 4 – Plans

This licence permits the licensable activities stated at the premises addressed above and outlined below in accordance with the plan(s) attached and marked 18/00364/LAPRET – 9, 18/00364/LAPRET – 10, 18/00364/LAPRET – 11, 18/00364/LAPRET – 12, 18/00364/LAPRET – 13, 18/00364/LAPRET – 14, 18/00364/LAPRET – 15 and 18/00364/LAPRET – 16.



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