



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:	Land to the North of Aldershot Tennis Centre, - Rawlinson Road Aldershot Hampshire	Map Ref (E): 487292 Map Ref (N): 152459 UPRN: 010094332875
Telephone	Not Known	

Where the licence is time limited the dates

- This licence is effective from, and including, 21st November to 23rd December **ONLY**, each year commencing on 21st November 2018.

Licensable activities authorised by the licence

- (1) The retail sale / supply of alcohol;
- (2) The provision of late night refreshments;
- (3) The provision of regulated entertainment by way of recorded music (indoors only) and indoor sports;
- (4) The provision of regulated entertainment by way of live music (indoors only);
- (5) The provision of regulated entertainment by way of performances of dance (acrobats & aerialists only);

Times the licence authorises the carrying out of licensable activities

- (1) The retail sale / supply of alcohol and the provision of regulated entertainment by way of recorded music and indoor sports on any day from 1100 hours to 0100 hours the following day.
- (2) The provision of regulated entertainment by way of live music and the performance of dance on any day from 1100 hours to 2300 hours (indoors only)
- (3) The provision of late night refreshment on any day from 2300 hours to 0100 hours the following day;

The opening hours of the premises

- 1100 hours to 0130 hours the following day.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies➤ Alcohol may be sold / supplied for consumption **ON** the premises **ONLY**.**Part 2****Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**

Name: Eventist Group Limited
Address: Unit 204 Trade City
Avro Way
Brooklands Industrial Estate
Weybridge
Surrey KT13 0YF

Telephone: 0844 499 4040
Email: Not known

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

➤ 03209530

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

Name: Matthew Sturt
Address:

Telephone: Not known
Email: Not known

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: LN 000005632
Issuing authority: Waverley Borough Council

Granted by Rushmoor Borough Council, as Licensing Authority
pursuant to the Licensing Act 2003 and Regulations made thereunder

Date Licence Granted: 29th August 2018
Licence Effective From: 21st November 2018

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

Annex 1 – Mandatory conditions

- (1) No supply of alcohol may be made under the premises licence:-
 - (i) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (ii) at a time when the designated premises supervisor does not hold a personal licence or his/her personal licence is suspended.
- (2) Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- (3)
 - (i) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
 - (ii) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
 - (iii) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.
- (4) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. For the purposes of this condition –
 - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
 - (b) “permitted price” is the price found by applying the formula –
$$P = D + (D \times V)$$

Where –

- (i) P is the permitted price
- (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –
 - (i) The holder of the premises licence
 - (ii) The designated premises supervisor (if any) in respect of such a licence, or
 - (iii) The personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
 - (f) Where the permitted price given by Paragraph (b) would (apart from the paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
 - (g) Paragraph (b)(ii) applies where the permitted price given by Paragraph (b) on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.
 - (h) The permitted price, which would apply on the first day, applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
- (5) (i) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (ii) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities,

carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

- (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
- (6) The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- (7) The responsible person must ensure that—
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

- (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Annex 2 – Conditions consistent with the Operating Schedule

- (1) No licensable activities shall be undertaken except during permitted hours.
- (2) All alcohol products shall be located and displayed from behind the main point of sale service counter where access can be adequately supervised, monitored and where necessary, controlled by staff.
- (3) The Premises Licence Holder must ensure that a Challenge 25 Policy is adopted in respect of the premises in relation to the sale and/or supply of alcohol.
 - (i) The Premises Licence Holder shall ensure that every individual, who visually appears to be under 25 years of age seeking to purchase or be supplied with alcohol at, or from, the premises, shall produce identification proving that individual is 18 years of age or older.
 - (ii) Acceptable forms of identification, for the purposes of age verification will include, a Driving Licence, Passport or photographic identification bearing the 'PASS' logo and the person's date of birth. Failure to provide any such identification shall result in the refusal to sell or supply alcohol to said individual.
 - (iii) Challenge 25 Posters will be prominently displayed at the premises.
- (4) Suitable and sufficient signage shall be displayed in the premises providing information as to the relevant age restrictions for purchase of any age-restricted products sold on the premises.
- (5) All staff / employees shall be given suitable and sufficient training, to include, but not limited to:
 - (i) The lawful sale of alcohol;
 - (ii) appropriate precautions to prevent the sale of alcohol to persons under the age of 18;
 - (iii) the signs and symptoms of drunk persons
 - (iv) the refusal of sale due to intoxication.
- (6) A suitable and sufficient written record of all staff training shall be maintained and be available for inspection on the premises on request.
 - (i) All such training must be signed and dated by the member of staff who has received that training.

- (ii) All staff will receive refresher training every six months as a minimum, with records to be kept of this refresher.
 - (iii) In addition to the above-mentioned training, a written test related to the training given will be conducted before the staff member is permitted to sell or authorise alcohol to be sold and/or supplied.
 - (iv) The test is to consist of a minimum of 10 questions of which, the pass rate will be 80%. Anyone who fails to pass the test will be retrained and retested.
 - (v) There will be a minimum of 2 sets of questions to be used in the training, which will be rotated upon each subsequent six month training session.
- (7) All training records will be kept for a minimum period of two years, and will be kept on the Licensed Premises to which they relate.
- (8) All training records will be made immediately available for inspection by Hampshire Constabulary and/or any other responsible Authority, upon request.
- (9) A suitable written log of all refusals shall be maintained, including refusals to sell alcohol.
- (i) The Premises Licence Holder shall ensure that the refusals log is checked, signed and dated daily by the Manager, on occasions where the Licence is used.
 - (ii) The record of refusals will be kept at the premises and will be available for inspection, immediately upon request by the Hampshire Constabulary and/or any responsible Authority.
 - (iii) The refusals log shall be kept for a minimum of 12 months.
- (10) No persons under the age of 18 shall be allowed in/on the premises at any time.
- (11) During events a minimum of 2 (two) SIA Licensed Door Supervisors shall be on duty at the premises, and in any case a ratio of one door staff per 125 customers on any day of the week after 2100 hours.
- (12) The Premises Licence Holder will ensure that a safe occupancy figure is calculated for events that are operated within temporary structures, four weeks prior to opening. Such safe occupancy figure will be calculated by looking at a number of factors including both the customer floor area and the number of final exit doors and their width, known as the means of escape capacity.
- (13) Once the safe occupancy figure has been determined it will be notified to the Police and to the Licensing Authority.

- (14) Each member of door staff shall have a radio link to other door staff and management staff at the premises.
- (15) Door staff shall ensure that capacity numbers are restricted to the maximum number by the use of 'counters'/'
- (16) The Designated Premises Supervisor shall maintain a duty register giving details of each and every person employed in the role of a security/door person and shall provide upon request by a Police Officer or Council Officer, a Duty Register to record the following details:-
 - (i) The SIA Registration Number, name, date of birth and residential address of that person.
 - (ii) The time at which he/she commenced that period of duty, together with a note of the time at which he/she finished said period of duty, both times should have a signed acknowledgement by that person;
 - (iii) Any times during the period of duty when he/she was not on duty;
 - (iv) If he/she is not an employee of the Designated Premises Supervisor, the name of the person through whom that person is employed or through whom the services of that person was engaged, should also be noted.
- (17) The Duty Register shall comprise a bound, consecutively page-numbered book. It will be the responsibility of the Designated Premises Supervisor to ensure that this register is kept in a secure environment to prevent unauthorised access, alterations or additions.
- (18) In the absence of the designated premises supervisor from the premises, the premises and the activities carried on there shall be supervised by a responsible individual aged 18 or over who has received suitable and sufficient training to a level commensurate with this role and its associated responsibilities.
- (19) An incident book will be provided and maintained at the premises. It will remain on the premises at all times, and will be available for inspection by the Police upon request.
- (20) Any incidents that include physical altercation or disorder, physical ejection, injury, id seizure or drug misuse will be recorded in the incident book, to include

- (i) A full account of the incident;
 - (ii) The identity of all persons involved (or descriptions thereof, if identity is not known).
 - (iii) If there is any physical interaction between any member of staff and the public, the entry will include what physical action occurred between each party.
 - (iv) The entry shall be timed, dated, and signed by the author.
- (21) If the member of staff creating the entry has difficulties reading and writing, the entry may be written by another staff member. This should then be read back to the person creating the entry, and counter-signed by the person who wrote the entry.
- (22) At the close of business each day, the incident book will be checked by the Manager on duty, who will review and sign all entries.
- (23) If incidents have occurred, the Duty Manager will de-brief Door Staff at the close of business.
- (24) If there are no incidents, then this fact should also be recorded in the incident book, at close of business.
- (25) **At least 4 weeks prior to** any event involving licensable activities, a suitable and sufficient **Noise Management Plan** shall be developed, implemented and submitted to the Licensing Authority, Said Plan should include:
- (i) Details of the sound system, layout, focusing the sound, and control over dispersion of any noise and identifying sensitive receptors, etc.
 - (ii) Carrying out sound propagation tests to ensure guidelines are met (COP on Environmental Noise Control at Concerts).
 - (iii) Complaints handling procedure for concerns raised by members of the public during the event and any actions taken. This would include details regarding the nature of the complaint, the name and address of the complainant and details of the noise, time and duration.
 - (iv) Monitoring the sound levels when the music is being played during the event at sensitive receptors as per COP on Environmental Noise Control At Concerts.
 - (v) Local residents should be informed of the details of the event by a letter drop. The letter would include start and finish times of sound checks and concerts and a telephone number to call should there be any problems.

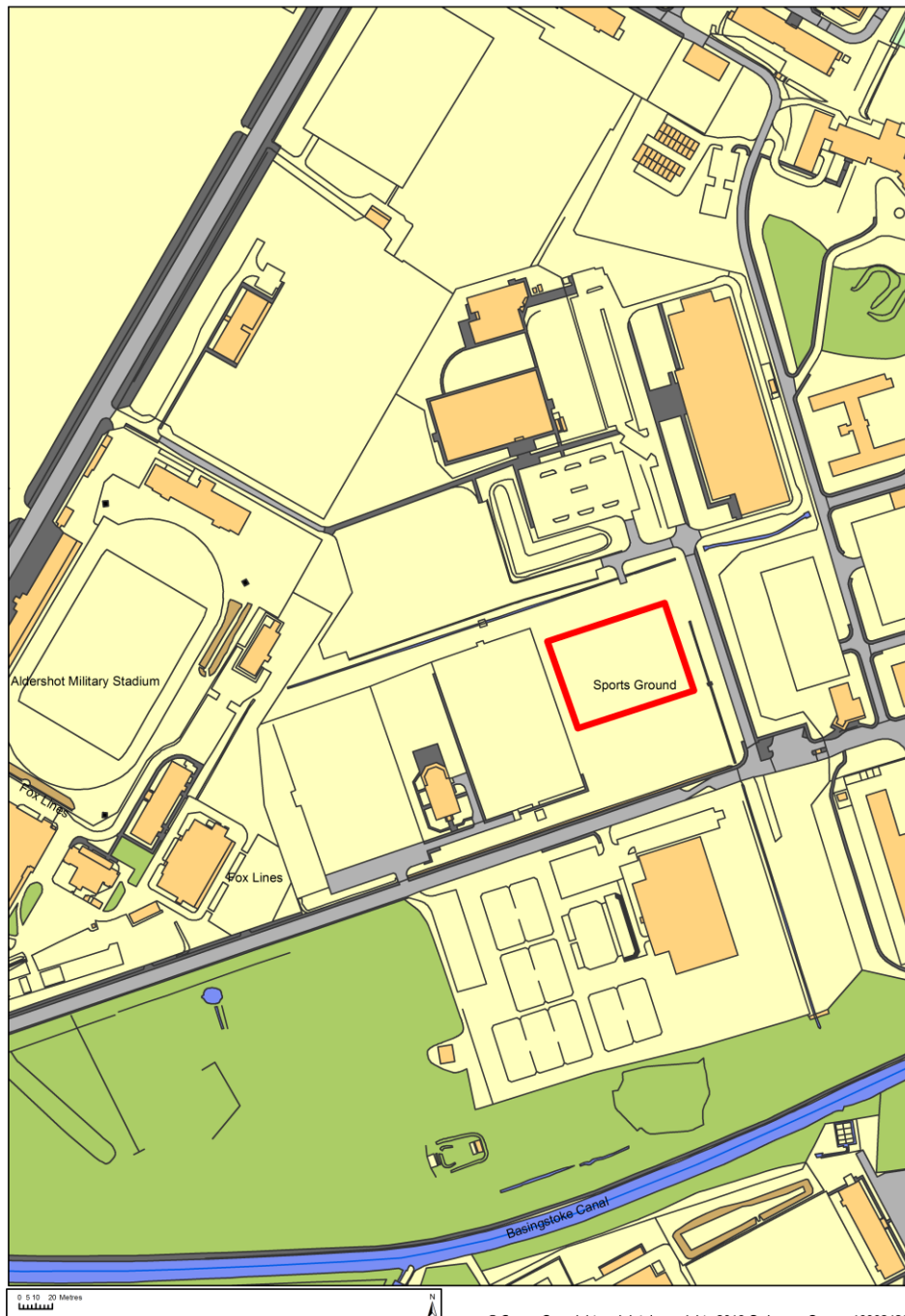
- (vi) Suitable written records of any monitoring and complaints (e.g. the nature of any complaint(s), action(s) taken in response, the date(s) and time(s) when any complaint was made, together with the name of the person(s) who handled the complaint) must be kept and made available to officers of Rushmoor Borough Council on request.
- (26) **At least 28 days in advance of** any event involving licensable activities, a full and comprehensive **Event Management Plan**, which has detailed sections relating to:-
- (i) Fire Safety;
 - (ii) Emergency Planning;
 - (iii) Crowd Management;
 - (iv) First Aid;
 - (v) Health and Hygiene;
 - (vi) Food Safety;
 - (vii) Traffic Management;
 - (viii) Risk Assessments;
 - (ix) Method Statements

will be produced and circulated to the Licensing Authority and all other responsible Authorities. The Premises Licence Holder shall liaise with, and act on, advice given by all emergency services including the Police.

- (27) All amplified sound(s) shall be played through a suitable sound-limiting device.
- (28) The sound level output of any sound limiting device shall be set at a level that ensures that noise from the premises is inaudible at the boundary of the nearest residential premises on all sides of the licensed premises.
- (29) No amplified music shall be provided to any outdoor attractions/rides.
- (30) Any portable generators shall be powered by diesel and fitted with silencers or otherwise acoustically screened.

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 18/00504/LAPRET – 13.



© Crown Copyright and database rights 2018 Ordnance Survey 100024264

-oOo-