



**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:** 132 Victoria Road  
Aldershot  
Hampshire  
GU11 1JX

**Map Ref (E):** 486419  
**Map Ref (N):** 150653  
**UPRN:** 100060552292

**Telephone** Not known

#### Where the licence is time limited the dates

(1) This licence is **NOT** time limited

#### Licensable activities authorised by the licence

- (1) The provision of regulated entertainment by way of live music;
- (2) The provision of regulated entertainment by way of recorded music; and
- (3) The retail sale of alcohol

#### Times the licence authorises the carrying out of licensable activities

- (1) The provision of regulated entertainment by way of live & recorded music;
  - Sundays to Wednesdays – 12:00pm – 23:00pm
  - Thursdays – 12:00pm – 01:00am the following day
  - Fridays & Saturdays – 12:00pm – 03:00am the following day
- (2) The retail sale of alcohol;
  - Sundays to Wednesdays – 12:00pm – 23:00pm
  - Thursdays – 12:00pm – 00:30am the following day
  - Fridays & Saturdays – 12:00pm – 02:30am the following day

#### The opening hours of the premises

- Sundays to Wednesdays – 12:00pm – 23:00pm
- Thursdays – 12:00pm – 01:00am the following day
- Fridays & Saturdays – 12:00pm – 03:00am 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:** C&S Leisure Ltd  
**Address:** 4A The Kennet Centre  
Newbury  
RG14 5EN  
**Telephone:** Not Known  
**Email:** Not Known

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

➤ 12833698

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

**Name:** Darren Timothy Godwin  
**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:** PERS/21/1884  
**Issuing authority:** Test Valley Borough Council

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

Date Licence Granted: 4<sup>th</sup> July 2022

Date Licence Effective: 4<sup>th</sup> July 2022



SIGNED on behalf of the  
Head of Operational 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) 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.
- (4) 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).
- (5) The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- (6) (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.
- (7) 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.
- (8) 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.
- (9) 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 –
- (i) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
- (ii) “permitted price” is the price found by applying the formula –
- $$P = D + (D \times V)$$
- Where –
- (i) P is the permitted price
- i. 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
- ii. 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;
- (iii) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –
- a. The holder of the premises licence
- b. The designated premises supervisor (if any) in respect of such a licence, or
- c. The personal licence holder who makes or authorises a supply of alcohol under such a licence;
- (iv) “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
- (v) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
- (vi) 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.

- (vii) 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.
- (viii) 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.
- (10) Where, at any specified time(s), 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) From 20:00hours only drinking vessels made from polycarbonate, may be used to serve drinks. Where commercially available bottled drinks shall be served in PET bottles. No glass bottles shall be served to patrons, in all cases where drinks come in glass bottles, drinks shall be dispensed into polycarbonate glasses.
- (2)
  - (i) A representative of the premises (wherever possible the Designated Premises Supervisor (DPS) specified on this premises licence), shall attend meetings of any local Pubwatch or similar scheme, as long as one is in existence and welcomes participation of the venue representative.
  - (ii) The DPS or their representative shall ensure that descriptions of disorderly / banned individuals are circulated to other licensed venues via the Pubwatch or similar scheme. The DPS shall work in co-operation with Hampshire Constabulary and other licensed venues, by refusing entry to any person included on the banned list
- (3)
  - (i) On Thursdays, Fridays & Saturdays from 20:00hours until the premises is closed and the immediate vicinity is cleared of customers; a ratio of 2 frontline SIA licensed door supervisors shall be employed solely on door supervisor / security duties at the venue for the first 75 persons in attendance, and then one per 100 thereafter e.g. 1 – 75 persons = 2 door supervisors, 76 – 175 = 3 door supervisors, 176 – 276 = 4 door supervisors.
  - (iii) At any time where there is an intention to search female customers a minimum of 1 (one) female SIA door supervisor shall be employed and in attendance (i.e. on duty) at the premises.
  - (iv) The vicinity of the venue shall be patrolled by an adequate number of SIA licensed door supervisor(s) following closure of the premises, for 15 minutes or until the immediate vicinity of the premises is cleared (whichever is greater) to assist with the safe dispersal of customers from the area.
  - (v) Any SIA licensed door supervisors on duty shall wear a fluorescent or reflective orange tabard, clearly marked security at all times.
  - (vi) A nominated member of security staff shall be positioned at the entrance / exit door and shall be responsible for counting persons in and out of the venue. They shall use a device suitable for counting as approved by the police licensing department responsible for the area. As such, an accurate number of persons in the venue must be known at all times that the venue is operating. The number must include staff.

- (vii) At all times when SIA licensed door supervisors are on duty at the premises, a minimum of two SIA licensed door supervisors shall wear and operate body worn video (BWV) recording equipment. One must be positioned at the main entrance to the venue, and one must be positioned within the venue.
  - (viii) The BWV equipment shall be maintained and the images made available as soon as is reasonably practicable, but in any event no later than 48 hours after request by the Police (subject to Data Protection legislation in force at the time).
  - (ix) The BWV equipment shall record high definition colour images, and be able to capture sound, in particular conversation. The equipment shall be able to operate in all levels of illumination. Images shall be correctly time and date stamped. The equipment shall be of a similar specification to those utilised by Hampshire Constabulary, as they should be of sufficient quality to produce evidential data.
  - (x) There shall be a suitable number of devices or batteries at the venue to ensure that the devices can operate continually.
  - (xi) In the instance that the BWV equipment fails, the police licensing department responsible for the area shall be notified as soon as is reasonably practicable in writing or by e-mail, and the defect rectified within 14 days of the failure.
  - (xii) Data obtained on the BWV equipment shall be downloaded as soon as is reasonably practicable and be retained at the venue for a minimum of 28 days.
- (4) Management and staff shall effect suitable and sufficient supervision of all trading areas within the premises, every hour during any period of licensable activity, and carry out regular searches for suspicious items.
- (5) The licence holder shall maintain a bound, consecutively page-numbered written register giving details of each and every person employed in the role of a door supervisor. The log shall be kept in a secure environment to prevent unauthorised access or alteration, but shall be readily available and provided upon request by any Police or Council Officer and shall contain the following information:
- a. The SIA licence number, name, residential address and telephone number of that person;
  - b. The time at which (s)he commenced that period of duty, with a signed acknowledgement by that person;
  - c. The time at which (s)he finished the period of duty, with a signed acknowledgment by that person;



- d. Any times during the period of duty when (s)he was not on duty;  
and
  - e. If that person is not employed directly by the licence holder or venue but via a security contractor company, the name and out of office hours contact details for that company.
- (6) (i) A written incident log shall be kept and maintained at the premises, and should contain details of the following:
- a. All refusals of entry to the premises, recorded promptly, including the reason for the refusal; and
  - b. All ejections from the venue, including a summary of the circumstances leading to the ejection, and details of all staff members involved. This log must be completed as soon as is reasonably practicable after an incident, and in all circumstances prior to the end of the staff member's shift.
- (ii) The log must be kept at the premises to which it relates and be made available to responsible authorities on request
- (7) (i) A suitable and sufficient digital colour CCTV camera system linked to a suitable recording facility, which captures images of evidential quality (minimum 4 frames per second), shall, so far as is reasonably practicable, be operational at the premises during any period in which licensable activities are permitted.
- (ii) The CCTV system shall incorporate cameras covering both the main public internal areas of the premises, the entrances / exits and the external area immediately outside the front of the premises, and shall be able to cope with all levels of illumination.
- (iii) So far as is reasonably practicable, the CCTV system must be maintained to a standard acceptable to the relevant Police.
- (iv) CCTV recordings and footage must be retained for a minimum period of 28 (twenty-eight) days and be made available for immediate review by the Police upon request (subject to the requirements of the Data Protection legislation in force at the time).
- (v) The CCTV system shall be stored and operated in a secure environment with limited access, to avoid damage, theft, unauthorised viewing and maintain the integrity of the system.
- (vi) All CCTV recorded images / footage and copies thereof shall, so far as is reasonably practicable, display the correct time and date of

each recording. The system clock shall be checked regularly for accuracy taking account of GMT and BST.

- (vii) Suitable and sufficient warning signs shall be displayed in the public areas of the premises, including at the entrance advising that CCTV is in operation at the premises.
  - (viii) A competent person conversant with the operation and retrieval of information contained in the CCTV system / footage shall be available to provide immediate copies of footage to the police on request. Any images recovered must be in a viewable format on either disc or VHS. Footage supplied in a digital format on CD or DVD must also have a copy of the CCTV system software enabled on the disc to allow playback.
  - (ix) All operator's shall be trained to use the system, and a simple operator's manual shall be available at the premises to assist in replaying and exporting data from the CCTV system.
  - (x) A written record shall be kept of any access made to the CCTV system, and shall be made available to the responsible authorities on request.
  - (xi) In the event of a technical failure of the CCTV system, the premises licence holder or DPS shall notify the police licensing department responsible for the area in writing or by email within 24 hours.
- (8)
- (i) A written log shall be kept of all refusals, including refusals to serve alcohol. The holder of the premises licence shall ensure that the refusals log is properly maintained and this shall involve, but is not limited to, the venue manager checking, signing and dating it on a weekly basis.
  - (ii) Written records of any refusals shall be maintained at the premises for 12 (twelve) months and be made available to the responsible authorities immediately on request.
- (9)
- (i) Anyone authorised to sell or supply alcohol at the premises shall request and ensure sight of suitable identification, for proof of age, of any person appearing to them to be under the age of 25 (twenty-five) and who is attempting to purchase alcohol.
  - (ii) For the purposes of this condition, suitable identification is photo driving licence, passport, or any other photographic identification bearing the "PASS" logo and the person's date of birth.
  - (iii) Further to the above, anyone authorised to sell or supply alcohol at the premises shall be instructed that no sale of alcohol shall be

made unless suitable identification, for proof of age, can be provided.

- (iv) Suitable and sufficient warning signs shall be displayed in the premises providing information in respect of the above challenge 25 policy and the request for suitable identification in connection thereof.
- (10) A suitable till prompt system shall be in place reminding staff to check identification for age-restricted products.
- (11) (i) Anyone authorised to sell alcohol at the premises shall (before being permitted to make sales of alcohol) be suitably trained in respect of the following matters to a level commensurate with their duties and responsibilities:-
- a. the refusal of the sale of alcohol to those who appear intoxicated and how to recognise them; and
  - b. the appropriate precautions to prevent the sale of alcohol to persons under the age of 18, including the above Challenge 25 policy.
- (ii) Refresher training shall take place at least every 12 months.
- (iii) Written records of such training shall be produced, and be signed and dated by the member of staff receiving the training, acknowledging that they have received and understood the training. They shall be kept on the premises to which they relate for a minimum of 2 years and be made available to the responsible authorities immediately on request
- (12) (i) An electronic identification scanning system such as Scannet or a suitable equivalent shall be operated at the premises at all times and maintained in good working order. All customers entering the premises shall be asked to provide photographic identification in the form of Passport, Driving Licence or PASS card, which shall be scanned. Customers refusing to allow their Identification to be scanned or failing to provide identification shall be refused entry to the premises.
- (ii) Details of persons banned from the venue are to be entered on to the device used at the venue, and the information shall be shared both locally and nationally with other venues using the same system by way of the Internet Technology System (internet protocol), subject to the data protection legislation in force at the time.

- (iv) The premises licence holder or DPS shall notify the police licensing department responsible for the area in writing or by email, as soon as is reasonably practicable if any issues arise in respect of the operation of the scanning system or the internet service accompanying it.
- (13) A suitable written policy on the ejection of customers and refusal of entry, to the satisfaction of the police licensing department for the area shall be produced and implemented at the premises.
- (14) A suitable written policy on how the venue will tackle and deal with drugs and drug prevention, to the satisfaction of the police licensing department for the area shall be produced and implemented at the premises.
- (15) A suitable written policy on the management of customers queuing for and dispersing from the premises, to the satisfaction of the police licensing department for the area shall be produced and implemented at the premises.
- (16) Entry/access to the premises is not permitted between 01:30am and the end of the specified opening hours on Fridays and Saturdays, for patrons not already using the premises and returning from the designated smoking area.
- (17) A Personal Licence holder shall be on the premises at all times when alcohol is available for sale to customers.
- (18) All external doors/windows must be kept closed, other than during access and egress after 17:00 hrs. All doors serving the acoustic lobby shall be provided with self-closing devices (which are adequately maintained) to prevent noise escape from the building.
- (19) The premises shall be fitted with acoustically treated ventilation/air conditioning allowing windows and doors to be kept closed in accordance with the above condition.
- (20) All speakers must be kept within the premises and shall not be positioned near to or facing openings such as doors or windows.
- (21) (i) Sound amplification systems shall be played through a sound-limiting device.
- (ii) The sound level shall be set at a level agreed with Environmental Health Services at Rushmoor Borough Council.
- (22) Prominent, clear, and legible notices shall be displayed at all exits requesting patrons and staff to leave the premises and area quietly.

- (23) The licence holder or a nominated representative thereof shall regularly, throughout any regulated entertainment being provided, proactively assess noise levels arising from such activities at the nearest residential façade(s) and, undertake corrective/remedial action(s) to reduce such noise levels as may be necessary. Those noise checks are to be documented and made available to officers of the responsible authorities on request. These assessments shall be undertaken at hourly intervals starting from 2100 hrs.
- (24) Procedures for responding to noise complaints shall be established. Written records of noise complaints and action taken in response shall be kept and made available to officers from Rushmoor Borough Council when requested.
- (25) Disposal of refuse such as waste bottles into external receptacles where the noise will be audible to neighbouring properties must not occur between 2200 and 0800 hrs.
- (26) The maximum number of customers permitted to use the public highway at the front of the premises shall be limited to 10 (ten) at any time. The SIA Door Supervisors or staff shall monitor the public highway at the front of the premises where it is being used for smoking by patrons of the premises, to ensure that the above limit is not exceeded, and that patrons behaviour does not cause public nuisance. Customers shall not be permitted to take drinks onto the public highway at the front of the premises.
- (27) The area in the immediate vicinity of the premises, including the smoking area, shall be cleared of litter, including waste arising from smoking activities on a regular basis and always at the close of business.
- (28) All staff shall be made aware of the conditions of this licence by a mechanism in writing.

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

None

## 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 22/00452/LAPRE - 16

