



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: 42 St Michaels Road
Aldershot
Hampshire
GU12 4JE

Map Ref (E): 486769
Map Ref (N): 150309
UPRN: 100062646638

Telephone Not Known

Where the licence is time limited the dates

This licence is **NOT** time limited

Licensable activities authorised by the licence

(1) The retail sale of alcohol

Times the licence authorises the carrying out of licensable activities

(1) The retail sale of alcohol;
➤ On any day – 08:00am to 23:00pm

The opening hours of the premises

➤ On any day – 08:00am – 23:00pm

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

Alcohol may be sold / supplied for consumption **OFF** the premises **ONLY**

Part 2

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

Name: Arulampalam Sarvananthasivam
Kaliyugiathevi Sarvananthasivam

Address:

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: Arulampalam Sarvananthasivam

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: 05SA-ODAQ-MH4Q-ETH3

Issuing authority: The London Borough of Harrow

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

Date Licence Granted: 14th December 2023

Date Licence Effective: 14th December 2023

SIGNED on behalf of the
Executive Head of Operations
(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.

Annex 2 – Conditions consistent with the Operating Schedule

- (1) (i) The premises licence holder shall ensure that a system is in place to ensure that every individual who appears to be under 25 years of age seeking to purchase or be supplied with alcohol at or from the premises, shall produce acceptable means of identification and age confirmation.
- (ii) Acceptable identification shall be a passport, photo driving licence or PASS accredited photo ID. If the person seeking alcohol is unable to produce acceptable means of identification, no sale or supply of alcohol will be made to or for that person.
- (iii) All refusals and challenges shall be recorded in the refusals book.
- (iv) A colour recording CCTV system that captures images from the main public areas must be fully operational whilst licensable activities are taking place.
- (v) The system shall be able to cope with all levels of illumination.
- (vi) The recording equipment 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.
- (vii) The system shall be serviced at twelve monthly intervals and maintained to a standard that is acceptable to the police licensing department responsible for the area.
- (viii) The system clock shall be checked regularly for accuracy taking account of GMT and BST.
- (ix) Digital systems shall have sufficient storage capacity for 28 days evidential quality recordings (minimum 8 frames per second).
- (x) The images produced shall be date and time stamped.
- (xi) A notice shall be displayed at the entrance to the premises advising that CCTV is in operation.
- (xii) An additional recording CCTV camera shall be installed and fully operational whilst the venue is open to the public to cover the area immediately outside the front of the premises.
- (xiii) It is important that the Police are able to access data from the systems quickly and easily and therefore provision shall be made that at all times the premises is open a person is in attendance who is nominated by the data controller who has access to the secure area who is able to operate the equipment

- (xiv) Ensure all operators receive training from the installer when equipment is installed and that this is cascaded down to new members of nominated staff.
 - (xv) Have a simple operator's manual available to assist in replaying and exporting data (particularly important with digital systems) and to produce images to the police or responsible authority for the purpose of the prevention and detection of crime as long as the request is lawful and complies with the GDPR
 - (xvi) In the event of a technical failure of the CCTV equipment, the premises licence holder or DPS shall notify, via email the police licensing department responsible for the area within 24 hours of the fault and provide details of when the fault will be repaired.
 - (xvii) The Premises Licence Holder will ensure that a CCTV system is fully compliant with the guidance contained in the Information Commissioner's Office (ICO) guidance document (www.informationcommissioner.gov.uk) regarding installation of CCTV is provided at the premises.
- (2)
- (i) An incident book shall be maintained to record any activity of a violent, criminal or anti-social nature.
 - (ii) The record will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.
 - (iii) This record shall be produced to a police officer or an authorised officer of the local authority on reasonable request. This record shall be retained for a period of 12 months.
 - (iv) A written log shall be kept of all refusals including refusals to sell alcohol. The Premises Licence Holder shall ensure that the refusals log is checked, signed and dated on a weekly basis by the venue manager/manageress.
 - (v) The refusals log will be kept and maintained at the premises and will be available for inspection immediately upon request by Hampshire Constabulary and any responsible authority.
 - (vi) The record of refusals will be retained for 12 months.
- (3)
- (i) Before commencing their duties all new staff must receive information and training concerning the sale of age-restricted products.

- (ii) This training must cover their legal responsibilities and action to be taken in the event of suspicions being aroused that someone is purchasing or attempting to purchase an item under the legal age.
 - (iii) All employees will sign a letter to acknowledge that they have completed this training and have understood their responsibilities on this area.
 - (iv) This training should be reviewed and updated at reasonable intervals but at least annually.
 - (v) All staff shall be fully trained to perform their role. They will also be trained in the contents of the premises licence including times of operation, licensable activities and all conditions.
- (4)
- (i) Training shall be recorded in documentary form that will be available for inspection at the request at all reasonable times by an authorised officer from a relevant responsible authority. The records will be retained for at least 12months.
 - (ii) The premises licence holder will conduct right to work checks on all persons employed, whether paid or unpaid, at the licensed premises.
 - (iii) A copy of any document checked as part of a right to work check will be retained at the premises.
 - (iv) These documents will be made immediately available for inspection by Hampshire Constabulary, Home Office Immigration Enforcement Officers, Test Valley Licensing Authority or any other responsible authority upon request.
 - (v) Documents that demonstrate an entitlement to work are set out by The Immigration (Restrictions on Employment) Order 2007 and the Immigration (Restrictions on Employment) (Codes of Practice and Amendment) Order 2014.

**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 23/00879/LAPRE – 10.

