



Public Document Pack

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Committee Manager Carrie O'Connor,

26 March 2019

Licensing Subcommittee

A meeting of the Licensing Subcommittee will be held in Committee Room 1 - Pink Room on the Friday, 5th April, 2019 **at 10.00 am** and you are requested to attend.

Members: Councillors Mrs Bower, Buckland, Cates, Clayden, Cooper, Mrs Daniells, Dillon, Edwards, Hitchins, Mrs Oakley, Oliver-Redgate, Patel, Purchase, Warren and Wheal

AGENDA

1. ELECTION OF CHAIRMAN

2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officers should make their declaration by stating :

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial
- c) the nature of the interest

3. ITEMS NOT ON THE AGENDA WHICH THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

4. APPLICATION FOR A REVIEW OF A PREMISES LICENCE, (Pages 1 - 38)
THE UNICORN, 76 HIGH STREET, BOGNOR REGIS

This report asks Members to consider the matter of an application for the review of a premises licence for The Unicorn, 76 High Street, Bognor Regis.

Please note this matter had previously been scheduled to be considered on 8 March 2019 but had been deferred at the request of the Premises Licence Holder.

Note : *Indicates report is attached for all Members of the Council only and the press (excluding exempt items). Copies of reports can be obtained on request from the Committee Manager).

Note : Members are reminded that if they have any detailed questions would they please inform the Chairman and/or relevant Director in advance of the meeting.

ARUN DISTRICT COUNCIL

LICENSING SUBCOMMITTEE – 5 APRIL 2019

PART A: REPORT

SUBJECT: Application for a Review of a Premises Licence

REPORT AUTHOR: Glenn James, Licensing Officer

DATE: 18 February 2019

EXTN: 37681

PORTFOLIO AREA: Place

EXECUTIVE SUMMARY: This report asks Members to consider the matter of an application for the review of a premises licence for The Unicorn, 76 High Street, Bognor Regis PO21 1RZ.

Please note this matter had previously been scheduled to be considered on 8 March 2019 but had been deferred at the request of the Premises Licence Holder.

RECOMMENDATIONS: It is recommended that the Members consider the application and evidence and make an appropriate determination, justified as being appropriate for the promotion of the licensing objectives.

The Subcommittee may only consider matters referred to in representations relevant to the promotion of one or more of the four licensing objectives. These must be considered in the context of what is relevant to the review application.

1. BACKGROUND:

1.0 Introduction

- 1.1 This is an application for a review of a premises licence which has been received from a local resident (see appendix 1).
- 1.2 The Unicorn is a premise situated on the High Street, Bognor Regis (see appendix 2). The High Street consists of many business premises including other Alcohol Licensed Premises. The business is the holder of a Premises Licence which was first issued in 2005 on transfer from a Justices Licence. Subject to a number of variations the Premises Licence Holder (PLH) is now Chambers Properties Ltd of which Mr Mulhern is a Director.
- 1.3 On 25th January 2019 following discussions with Sussex Police an application to vary the premises licence was made (see appendix 3). Following the relevant consultation period the variation to the licence was granted (see appendix 4). The PLH agreed to the following conditions to be added to the licence:-
 - (a) CCTV being installed in the premises;
 - (b) Door staff on Fridays and Saturdays if the premises is open after 11.00 p.m

- (c) Door staff when the premises is open for special events/days
- (d) Risk assessment of all licensable activities undertaken at the premises and controls to promote the licensable objectives
- (e) Premises to be an active member of Pub Watch
- (f) Operate a zero tolerance to drugs and drug misuse at the premises
- (g) Adopt a 'Challenge 25' policy and display appropriate signage
- (h) All staff engaged in selling alcohol shall receive appropriate training and have retraining
- (i) All training to be fully documented and made available to officers of any responsible authority
- (j) An incident log to be maintained at the premises and detail all incidents that occur in and immediately outside the premises

1.4 On 19th February an email was received from Mr Mulhern explaining details of a project plan showing how the management has dealt with issues relating to the premises.

1.5 The applicant has kept diaries of incidents relating to the area and premises and has provided video footage.

1.6 Representations in support of the application for the review have been made by Arun District Council Licensing Team and Sussex Police as responsible authorities.

1.7 A further representation in support of the application has been received from a member of the public.

2.0 Relevant Representations

2.1 The grounds for seeking the review are the Prevention of Crime and Disorder and Prevention of Public Nuisance and are contained in the review application.

2.2 The grounds for making representations from Arun District Council Licensing Team are the Prevention of Public Nuisance and Public Safety.

2.3 The grounds for relevant representations from Sussex police are the Prevention of Crime and Disorder, Prevention of Public Nuisance and Public Safety.

2.3 A summary of the representations are as follows:-

(a) Applicant:-

(i) Noise nuisance caused by music and noise from customers inside the premises.

(ii) Public order issues relating to persons leaving the premises

(iii) Staff not taking control or management of customers' behavior

(b) ADC Licensing:-

(i) Public order issues relating to persons leaving the premises.

(ii) Noise nuisance caused by music and noise from customers inside the premises. No intervention by door staff to request customers when leaving the premises to be quiet and respect neighbours

(iii) Staff not taking control or management of customers' behavior.

(c) Sussex Police:-

(i) Public order issues relating to persons at or on the premises

(ii) Lack of co-operation by staff with police investigations following incidents on or outside the premises

(iii) Lack of control and management of customers inside and outside the premises

Member of public:-

(i) Public order issues relating to person at or on the premises

(ii) Lack of control and management of customers inside and outside the premises

(iii) Noise and disturbance from customers at or on the premises.

2.4 On 21st February 2019 representations supporting the premises were received in petition form and also from local individuals. A summary of these representations is below

	Summary of comments
37 x signatures on a petition from football teams	Premises supports and funds three football teams and is a community based premises for all
6 x signatures on a petition	Book club supported by the Unicorn
13 x taxi drivers	Night time drivers feel premises is being targeted for anti-social behaviour in the area
Melissa Woods	Problems are associated with people walking past the Unicorn
R & J Williams	Problems occur after Unicorn is closed by people coming from direction of Waterloo Square
Mel Davis	Licensee is a valuable neighbour and helpful
Andy Edmonds	Unicorn being targeted unfairly
Derek Clift	Owners of premises very helpful.
Liam Griffiths	Asset to the community and welcoming
David Usher	Problems are associated with people walking past the Unicorn
P Parker	Problems are associated with people walking past the Unicorn and after premises are closed

3.0 POLICY CONSIDERATIONS

3.1 Relevant extracts from Arun District Council's Licensing Principles are shown in this

section.

(5.1) The main principles of the policy are:-

- to reduce the fear of crime;
- to encourage cultural diversity and lively, safe town centres;
- to reduce the burden of unnecessary regulation on business;
- to contribute to the quality of life;
- to promote public health;
- to ensure that premises are being managed responsibly;
- to ensure the promotion of the licensing objectives

(523) The Policy is also intended to ensure that the provision of additional opportunities for licensable activities are matched by appropriate and proportional measures enabling the police and licensing authorities to act promptly to maintain public order and safety.

(5.10) Arun District Council acknowledge that licensing law is not a mechanism for the general control of anti-social behaviour by people once they are beyond the direct control of the individual, club or business holding a licence, certificate or relevant permission. However, the Licensing Authority believes a level of responsibility for customer or member behaviour clearly exists beyond the site boundary. The Licensing Authority will seek compelling evidence linking incidents that occur away from particular premises when making decisions concerning licences, certificates or notices. The control of anti-social behaviour away from licensed premises, qualifying clubs and temporary events is primarily a matter for the Police but the individual, club or business holding a licence, certificate or relevant permission will be expected to work in co-operation with the Police to ensure that, wherever possible, anti-social behaviour away from premises and events is minimised.

8.2 The licensing committee or its subcommittee licensing authority is only able to impose additional conditions that are clearly proportionate and appropriate following relevant representation made to the authority or that are agreed with the applicant. Such conditions will only be imposed if appropriate for the promotion of the licensing objectives. The licensing authority may act in its capacity as a responsible authority and raise representations in relation to an application if it deems it appropriate to do so.

11.5 The Council may require stricter (noise) conditions where the premises are situated in an area primarily of a residential nature.

(Licence Review Guidelines)

The Licensing Committee and any of its Subcommittees, when holding licence review hearings, will follow these guidelines so as to maintain a degree of consistency and transparency when making decisions. The Committee

reserves the right to amend and republish these guidelines in light of operational experience and as a separate document to the statement of licensing policy. In reaching a decision the committee will take into account any of the aggravating or mitigating factors below but may also consider other relevant evidence before them. Likewise, they can consider any other proportionate and appropriate action as allowed under the Licensing Act 2003. Section 182 guidance will also be considered in conjunction with this policy.

Relevant representation received regarding The Prevention of Crime and Disorder

Aggravating Factors	Mitigating Factors
<p>Failure to cooperate with Police</p> <p>Encouraging or inciting criminal behaviour associated with licensed premises</p> <p>Serious injury results</p> <p>Encouraging or inciting</p> <p>Confidence in management ability to rectify defects</p> <p>Previous track record</p> <p>Voluntary anti-social behaviour associated with licensed premises (this might also include incidents in the locality)</p> <p>High rate of turnover of Licence holder/ designated premises supervisor</p> <p>Incidents not reported to police</p>	<p>Good controls, practices and training in place</p> <p>Willingness to attend and cooperate during mediation steps</p> <p>Previous track record</p>

Relevant representation received regarding Public Safety

Aggravating Factors	Mitigating Factors
<p>Death or serious injury occurred</p> <p>Substantial risk to public safety, in the view of a responsible authority involved</p> <p>Previous warnings ignored</p> <p>Review arose out of wilful/deliberate disregard of licence conditions</p>	<p>Minor or technical breach of licence condition</p> <p>Confidence in management to rectify defects</p> <p>Confidence in management to avoid repetition of incident</p> <p>Good controls, practices and training in place</p> <p>Voluntary acceptance/proposal of additional conditions</p>

Relevant representation received regarding The Prevention of Public Nuisance

Aggravating Factors	Mitigating Factors
<p>Noise late at night (especially if in breach of any condition)</p> <p>Previous warnings ignored</p> <p>Long and prolonged disturbance</p> <p>Poor procedures and controls for preventing (as far as is reasonably practicable) 'off premises' disturbance from customers leaving the premises/event</p> <p>Excessive nuisance emanating from premises during unsocial hours</p> <p>Litter problems (especially if in breach of any condition)</p>	<p>Noise limiting device installed</p> <p>Appropriate apology given to those disturbed by nuisance and nuisance subsequently ceased</p> <p>Complaints telephone/hotline available and communicated to complainants</p> <p>Short-term disturbance</p> <p>Undertaking/commitment not to repeat activity leading to disturbance</p> <p>Willingness to attend and cooperate during mediation steps</p> <p>Good controls, practices and training in place</p> <p>Voluntary acceptance/proposal of additional conditions by way of formal change to licence/certificate</p>

Relevant representation received regarding Protection of Children from Harm

Aggravating Factors	Mitigating Factors
<p>Age of Children</p> <p>Previous warnings ignored</p> <p>Children exposed to physical harm/danger as opposed to other threats</p> <p>Activity arose during normal school hours</p> <p>Deliberate or wilful exploitation of children</p> <p>Large number of children affected</p> <p>Children not allowed on premises as part of operating schedule</p> <p>Involves under-age exposure to alcohol</p> <p>Inappropriate or inadequate ratio of adults to children</p>	<p>Conduct occurred with consent of person with parental responsibility for child</p> <p>Short duration of event</p> <p>No physical harm</p> <p>Short-term disturbance</p> <p>Undertaking/commitment not to repeat activity</p> <p>Voluntary acceptance/proposal of additional conditions</p> <p>Children permitted on the premises as part of operating schedule</p> <p>Good controls, practices and training in place for preventing harm to children</p> <p>Not involving under-age exposure to alcohol</p>

4.0 OBSERVATIONS		
4.1	The Subcommittee is obliged to determine the application with a view to promoting the licensing objectives, which are:	
	<ul style="list-style-type: none"> i) The Prevention of Crime and Disorder ii) The Prevention of Public Nuisance iii) Protection of Children from Harm iv) Public Safety 	
4.2	In making its decision the Subcommittee is also obliged to have regard to national guidance and Arun's Statement of Licensing Policy.	
4.3	The Subcommittee must also have regard to all relevant representations and evidence that it hears	
2. PROPOSAL(S): To consider the application with a view of the licensing objectives and make an appropriate decision from the options available at section 3 of this report.		
3. OPTIONS		
<ul style="list-style-type: none"> i) To revoke the premises licence ii) Suspend the licence for a period not exceeding three months iii) Remove the Designated Premises Supervisor v) Modify the conditions of the licence vi) Take no further action 		
4. CONSULTATION: Not Applicable		
Has consultation been undertaken with:		YES
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify)		✓(public advert)
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)		YES
Financial		NO
Legal		x
Human Rights/Equality Impact Assessment		x
Community Safety including Section 17 of Crime & Disorder Act		x
Sustainability		x
Asset Management/Property/Land		x
Technology		x
Other (please explain)		x

6. IMPLICATIONS:

7. REASON FOR THE DECISION: The Council has a statutory duty to determine the application and give full reasons for their decision.

APPENDICES:

- 1 Application for review
- 2 Map of area
- 3 Application to vary the licence
- 4 Copy of the Premises Licence

BACKGROUND PAPERS:

Licensing Act 2003
Section 182 Guidance
Arun District Council Statement of Licensing Policy



LICENSING ACT 2003 – Section 51 / Section 87

Application for the review of a premises licence or club premises certificate

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF

Reference number:

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.
If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary. You may wish to keep a copy of the completed form for your records.

I MRS MARILYN MOORE

(Insert name of applicant)

apply for the review of a premises licence under section 51 / ~~apply for the review of a club premises certificate under section 87~~ of the Licensing Act 2003 for the premises described in Part 1 below (delete as applicable)

Part 1 – Premises or club premises details

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

THE UNICORN
76 HIGH STREET

Post town

BOGNOR REGIS

Post code (if known)

PO21 1RZ

Name of premises licence holder or club holding club premises certificate (if known)

CHAMBERS PROPERTIES UK LTD.

Number of premises licence or club premises certificate (if known)



Part 2 - Applicant details

I am

Please tick ✓ yes

1) an individual, body or business which is not a responsible authority (please read guidance note 1, and complete (A) or (B) below)

☒

2) a responsible authority (please complete (C) below)

☐

3) a member of the club to which this application relates (please complete (A) below)

☐

(A) DETAILS OF INDIVIDUAL APPLICANT (fill in as applicable)

Please tick ✓ yes

Mr ☐ Mrs ☒ Miss ☐ Ms ☐ Other title (for example, Rev)

Surname

MOORE

First names

MARILYN

I am 18 years old or over

Please tick ✓ yes

☒

Current postal address if different from premises address

Post town

BOGNOR REGIS

Post Code

Daytime contact telephone number

E-mail address (optional)

(B) DETAILS OF OTHER APPLICANT

Name and address

Telephone number (if any)
E-mail address (optional)

(C) DETAILS OF RESPONSIBLE AUTHORITY APPLICANT

Name and address
Telephone number (if any)
E-mail address (optional)

This application to review relates to the following licensing objective(s)

- 1) the prevention of crime and disorder
- 2) public safety
- 3) the prevention of public nuisance
- 4) the protection of children from harm

Please tick one or more boxes ✓

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

Please state the ground(s) for review (please read guidance note 2)

ANTI SOCIAL BEHAVIOUR OF
CUSTOMERS OUTSIDE PREMESIS

EG.

NOISE

SHOUTING

ARGUING

BAD LANGUAGE

FIGHTING

DRINKING, SMASHING BOTTLES

DRUNKENESS

DRUGS BEING SOLD AND TAKEN IN
PHONEBOX

LOUD MUSIC FROM JUKEBOX UNTIL
12.40 a.m.

GROUPS HANGING AROUND AFTER

CLOSING UNTIL EARLY HOURS

URINATEING IN CHURCHYARD

Please provide as much information as possible to support the application (please read guidance note 3)

SINCE THIS PUB STARTED STAYING OPEN UNTIL 1-1-30a.m LAST APRIL ATTRACTING LARGE GROUPS OF YOUTHS (18?-24yrs) THERE ARE TO MANY INCIDENTS FOR ME TO DETAIL IN THE SPACE PROVIDED, BUT WHAT I CAN DO IS PROVIDE COPIES OF THE DIARIES I HAVE BEEN SENDING TO E.H EVERY MONTH STATING WHAT GOES ON. I CAN ALSO PROVIDE VIDEO FOOTAGE I HAVE RECORDED TO PROVE WHATS HAPPENING OUTSIDE

APART FROM E.H I HAD A MEETING WITH MR V MULHERN IN OCTOBER AND A P.L.O (I WROTE TO WEST SUSSEX LICENCING) BOTH ACKNOWLEDGED THERE WERE PROBLEMS AND MADE PROMISES BUT SO FAR NO CHANGE AS SUCH.

I HAVE ALSO MET WITH NICK GIBB M.P. WHO WROTE TO HEAD OF ARUN COUNCIL BUT THE REPLY HE RECEIVED FROM KAREN ROBERTS WAS TOTALLY INCORRECT I HAVE ASKED FOR THE NAME WHO PROVIDED THE FALSE INFORMATION AS I FELT IT MADE ME LOOK A LIAR.

HAVE ATTACHED A COPY OF AN ARTICLE FROM DECEMBERS BOGNOR OBSERVER, AS YOU CAN SEE IT HAS COME TO THE ATTENTION OF THE TOWN COUNCILORS WHO ARE CONCERNED ABOUT THE TROUBLE SURROUNDING THIS PUB. I APPRECIATE E.H AND THE POLICE HAVE WORKED HARD TO RESOLVE THE PROBLEM BUT CLEARLY THE INTERVENTIONS THEY PLACED ARE NOT WORKING.

Please tick ✓ yes

Have you made an application for review relating to the premises before

☐

If yes please state the date of that application

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

If you have made representations before relating to the premises please state what they were and when you made them

News

Behaviour at Bognor pub a problem

Concerns have been raised by town councillors over anti-social behaviour around a Bognor pub.

The Unicorn in the High Street attracted attention from the town council after it received complaints regarding a breach on licensing and litter.

Speaking at a planning and licensing committee meeting on Tuesday, December 18, councillor Sandra Daniels said: "Some people have said that there is so much trouble round there late at night like fights, that clearly it is a problem."

Minutes for the council's previous meeting on Wednesday, 12 December, stated that following discussion, members decided the BID should be approached to see if it would work with the town council to tackle the problems.

Councillor Matt Stanley said: "I have had reports from constituents and businesses and I think the response sounds a little weak to be honest."

WHAT IS HAPPENING NOW IS THAT THE PUB IS NEARLY EMPTY UNTIL 11.15p.m THEN WHEN OTHER VENUES CLOSE THEY HEAD TO THE UNICORN, STILL ARRIVING AT 12.40a.m FOR LAST ORDERS. THEN NOT EXACTLY QUIET WHEN THEY LEAVE AT 1.20-1.30a.m

I ADMIT IT HAS BEEN QUIETER SOME NIGHTS BUT I BELIEVE THIS IS DOWN TO THE TIME OF YEAR AND NOT ANY RESTRICTIONS AND THAT BY APRIL IT WILL BE SAME AS LAST YEAR.

Please tick ✓ yes

- I have sent copies of this form and enclosures to the responsible authorities and the premises licence holder or club holding the club premises certificate, as appropriate ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

Part 3 – Signatures (please read guidance note 4)

Signature of applicant or applicant's solicitor or other duly authorised agent (please read guidance note 5). **If signing on behalf of the applicant please state in what capacity.**

Signature

.....

Date

23.1.19

.....

Capacity

.....

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 6)

Post town

Post Code

Telephone number (if any)

If you would prefer us to correspond with you using an e-mail address your e-mail address (optional)

Notes for Guidance

1. A responsible authority includes the local police, fire and rescue authority and other statutory bodies which exercise specific functions in the local area.
2. The ground(s) for review must be based on one of the licensing objectives.
3. Please list any additional information or details for example dates of problems which are included in the grounds for review if available.
4. The application form must be signed.
5. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
6. This is the address which we shall use to correspond with you about this application.

ARUN DISTRICT COUNCIL

**Application for a minor variation to a premises licence or club premises certificate
under the Licensing Act 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the Guidance Notes at the end of the form, especially Note 1.

If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and in black ink. Use additional sheets if necessary.

Once completed please send your application to the relevant licensing authority. You may wish to keep a copy of the completed form for your records.

CHAMBERS PROPERTIES UK LIMITED

(Insert name(s) of applicant)

being the premises licence holder(s)/club holding a club premises certificate, apply to vary a premises licence under section 41A/club premises certificate under section 86A of the Licensing Act 2003 for the premises described in Part 1 below.

Part 1 – Premises details

Postal address of premises (or, if none, ordnance survey map reference, or description)	
THE UNICORN HOTEL 78 HIGH STREET	
Post town BOGNOR REGIS	Postcode PO21 1RZ

Telephone number at premises (if any)

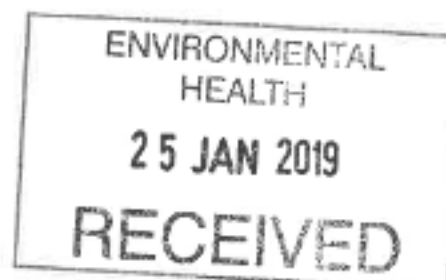
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Premises licence number/club premises certificate number

6513

Brief description of premises (Please see Guidance Note 2)
LICENSED PUB/BAR.

Part 2 – Applicant Details



I am the premises licence holder.

Contact phone number in working hours (if any)

0758 555 1147

Applicant Postal address IF DIFFERENT FROM PREMISES ADDRESS
CHAMBERS PROPERTIES UK LIMITED, THE BARN, TEDNAMBURY
FARM, TEDNAMBURY, SPELLBROOK, HERTS, CM23 4BD.

Post town
SPELLBROOK, HERTS

Postcode
CM23 4BD

Please provide email address if you would prefer us to contact you by email (optional)

[REDACTED]

Part 3 – Proposed variation(s)

Please tick

Do you want the proposed variation to have effect as soon as possible? ☒ Yes ☐ No

DDMMYYYY

If not, from what date do you want the variation to take effect?

[REDACTED]

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see Guidance Note 3) ☐

Yes ☐ No

Please describe the proposed variation(s) in detail in the box below and explain why you consider that they could not have an adverse effect on the promotion of any of the licensing objectives (See Guidance Note 1). This should include whether new or increased levels of licensable activities will be taking place indoors or outdoors (indoors may include a tent):

Details of proposed variation(s) (Please see Guidance Note 4)

Following consultation with Sussex Police Licensing I now wish to add the following new conditions to my premises licence to promote the licensing objectives:

The Prevention of Crime & Disorder

Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements

for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrance to the premises. The system shall be on and recording at all times the premises licence is in operation.

- The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
- CCTV footage will be stored for a minimum of 31 days.
- The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime. A member of staff must be present at all times who can operate the system and supply copies of these images on request to either Sussex Police or officers of the local authority.
- The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
- Subject to Data Protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk for the police without difficulty or delay and without charge to Sussex Police.
- Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.
- In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Sussex Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.

Two door staff are required every Friday and Saturday if the venue is planning to stay open past 11.00pm. Two door staff are required for all special events, including Christmas Eve, New Years Eve, bank holidays weekends (Sunday and Monday nights), Halloween. A minimum of two door staff (and one door staff for 100 persons or part thereof) must be on the premises from 9.00pm until the pub has closed its doors and is completely clear of all patrons inside and immediately outside. All door staff on duty will wear body worn cameras.

A documented risk assessment must be produced by the premises. The assessment will identify all licensable activities undertaken at the premises and the controls necessary to promote the licensing objectives. The written risk assessment will include:

1. When SIA trained and licensed door staff shall be employed [over and above Friday and Saturday nights as per the condition above] on occasions when a requirement is identified by the licence holder's

written risk assessment or requested by Sussex Police. When door staff are employed at the premises the will be at a ratio of one per one hundred persons, starting with a minimum of two door staff.

2. What considerations have been made by the licence holder regarding any additional special events which may arise in the City during the year. These special events will include Christmas Eve, New Year's Eve, bank holiday weekends, Halloween, significant sporting events including football matches.
3. The use of glassware versus shatterproof or polycarbonate drinking vessels and the supply of glass bottles to customers.

This written risk assessment will be reviewed every 12 months or sooner should the need arise and a copy shall be retained at the premises.

The premises will join and be an active participating member in the local pub watch or business crime reduction partnership as appropriate.

The premises licence holder will implement and operate a zero tolerance policy towards drugs and drug misuse at the premises. In the event that a person is found on the premises actively dealing in drugs, reasonable steps shall be taken to detain that person and the police called to the premises.

A lockable drugs storage box will be kept on the premises at all times. All illegal or unidentified drugs found or seized at the premises will be locked in the box

For the Protection of Children from Harm:

The premises will operate a "Challenge 25" policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, driving licenses with a photograph, photographic military ID or proof of age cards bearing the 'PASS' mark hologram.

Suitable and sufficient signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.

The Premises Licence Holder shall ensure that all staff members engaged or to be engaged, in selling alcohol at the premises shall receive the following induction training. This training will take place prior to the selling of such products:

- The lawful selling of age restricted products
- Refusing the sale of alcohol to a person who is drunk

Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed eight weeks, with the date and time of the verbal reinforcement/refresher training documented.

All such training undertaken by staff members shall be fully documented and

recorded. All training records shall be made available to officers of any responsible authority.

An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises and immediately outside, and any refusals of alcohol. The incident log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a month. The log book will be kept on the premises and be available for inspection at all times the premises are open by officers of any responsible authority. An incident will be defined as being one which involves an allegation of a criminal offence.

Part 4 – Operating Schedule

Please tick those parts of the Operating Schedule which would be subject to change if this application to vary was successful.

Provision of regulated entertainment

Please tick all that apply

a. plays

☐

b. films

☐

c. indoor sporting events

☐

d. boxing or wrestling entertainment

☐

e. live music

☐

f. recorded music

☐

g. performances of dance

☐

h. anything of a similar description to that falling within (e), (f) or (g)

☐

Provision of late night refreshment

☐

Supply of alcohol

☐

(Note that this can only relate to reducing licensed hours, or moving them without any overall increase between 7am and 11pm)

Please tick to indicate you have enclosed the following:

I have enclosed the premises licence/club premises certificate

☒

I have enclosed the relevant part of the premises licence/
club premises certificate

☐

I have included a copy of the plan
(this is necessary if the proposed variation will affect the layout)

☐

If you have not ticked one of the previous three boxes, please explain why in the box below.

Reasons why you have not enclosed the premises licence/club premises certificate or relevant parts.

Any further information to support your application. (See Guidance Note 5)

CHECKLIST:


Please tick to indicate agreement

- I have made or enclosed payment of the fee; or
☒
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy.
☐
- I have enclosed the plan, if appropriate, of the premises in scale [1mm to 100mm], unless otherwise agreed with the licensing authority.
☐
- I have enclosed the premises licence/club premises certificate or relevant part of it or provided an explanation.
☒
- I understand that if I do not comply with the above requirements my application will be rejected.
☒
- I understand that I must now advertise my application for a continuous period beginning on the first working day after the day on which the application was given to the relevant licensing authority and ending at the expiry of the ninth consecutive working day after that day.
☒

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

Part 5 – Signatures and Contact Details
(See Guidance Note 6)

Premises Licence: Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (see Guidance Note 7). If signing on behalf of the applicant, please state your name and in what capacity you are authorised to sign:

Signature	
Date	23.1.19
Capacity	Premises Licence Holder

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (See Guidance Note 8). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Where the premises are a club

I (insert full name)
authority to bind the club.

make this application on behalf of the club and have

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application. (See Guidance Note 9)	
[REDACTED]	
Post town	Postcode
Telephone number (if any)	If you would prefer us to correspond with you by email your email address (optional)
[REDACTED]	[REDACTED]

Notes for Guidance

1. General Note: The minor variations process can only be used for variations that could have no adverse impact on the promotion of any of the four licensing objectives. (These are: the prevention of crime and disorder; public safety; the prevention of public nuisance; and the protection of children from harm.)

It cannot be used to:

- extend the period for which the licence has effect;
- vary substantially the premises to which it relates;
- specify, in a premises licence, an individual as the designated premises supervisor;
- add the sale by retail or supply of alcohol as an activity authorised by a licence or certificate;
- authorise the sale by retail or supply of alcohol at any time between 11pm and 7am;
- authorise an increase in the amount of time on any day during which alcohol may be sold by retail or supplied;
- include the alternative licence condition referred to in section 41D(3) of the Licensing Act 2003 in a premises licence.

2. Description of premises: For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. This should include any activities in or associated with the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines etc.

3. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.

4. Give full details of all the proposed variation(s). Failure to provide sufficient information may lead to the refusal of your application. Details should include a description of the proposed variation(s) in terms as precise as possible. If you are not precise, the licensing authority may decide that the changes you propose would be potentially broader in scope than you intend and reject your application as not being a 'minor' variation. You should also include a statement about why you consider the variations proposed could not have an impact on the licensing objectives listed in section 4(2) of the Act. You should cover each of the objectives that could possibly apply to your proposal (or if more than one, to each proposal) and say why you think there could be no adverse impact on that objective. Your application will be assisted by including as much information as you can about this. **(However, there is a box at the end of the form for 'further information', and this should be used for any relevant background information not directly related to the variation.)** Relevant information includes:

a) **Variations to licensable activities/licensing hours** (all timings should be given in 24 hour clock e.g. 16.00. Only give details for the days of the week when you intend the premises to be used for the activity), such as:

- Whether new or increased levels of licensable activities will be taking place indoors or outdoors (indoors may include a tent);
- Relevant further details, for example whether music will be amplified or unamplified;
- Standard days and timing when the activity will take place, including start and finish times;
- Any seasonal variations in timings, e.g. additional days during the summer; and
- Non-standard timings, e.g. where you wish the activity to go on longer on a particular day such as Christmas Eve.

b) **Variations to premises/club layout:** If you are applying for a variation to the layout of your premises, you must include a revised plan. You should be aware that your application is likely to be refused if the proposed variation could:

- increase capacity for drinking on the premises;
- affect access between the public part of the premises and the rest of the premises or the street or public way, e.g. block emergency exits or routes to emergency exits; or
- impede the effective operation of a noise reduction measure.

c) **Revisions, removals and additions of conditions:** The minor variation process may be used to remove conditions which are out of date or invalid and to revise conditions which are unclear (as long as the intention and effect remains the same). It can also be used to add a new condition volunteered by the applicant or mutually agreed between the applicant and a responsible authority, such as the police or the environmental health authority (subject to impact on the licensing objectives).

d) **Variations to opening hours:** Details of any changes to hours when the premises or club is open to the public.

5. Further information: You should use this box to provide any additional evidence to support your claim that the proposed variation is 'minor' and could not have an adverse impact on the promotion of the licensing objectives.

6. Signatures: The application form must be signed.

7. Authorised agent: An applicant's agent (e.g. solicitor) may sign the form on their behalf and, in so doing, will be confirming that they have actual authority to do so.

8. 2nd Applicant: Where there is more than one applicant, both applicants or their respective agents must sign the application form.

9. This is the address which we shall use to correspond with you about this application. This might not be the same as the address of the premises or applicant, but these addresses must also be provided.

Licensing Act 2003
Premises Licence

Part A

Arun District Council
Civic Centre, Maltravers Road, Littlehampton, West Sussex, BN17 5LF

Premises Licence Number: 6513
Grant Date: 21 February 2019

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

Unicorn Public House, 76, High Street, Bognor Regis, West Sussex, PO21 1RZ

The opening hours of the premises:

Day	Start Time	End Time
Monday	10:00	01:30
Tuesday	10:00	01:30
Wednesday	10:00	01:30
Thursday	10:00	01:30
Friday	10:00	01:30
Saturday	10:00	01:30
Sunday	12:00	23:30

The premises will be open to residents 24 hours.

Where the licence is time limited the expiry date:

Licensable activities authorised by the licence:

Performance of Dance: (Indoors)
Recorded Music: (Indoors)
Live Music: (Indoors)
Provision of Late Night Refreshments: (Indoors)
Sale or Supply of Alcohol: (For consumption on and off the premises)

The times the licence authorises the carrying out of licensable activities:

Performance of Dance: (Indoors)

Day	Start Time	End Time
Monday	11:00	01:00
Tuesday	11:00	01:00
Wednesday	11:00	01:00
Thursday	11:00	01:00

Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	12:00	23:00

Maximum number of persons shall not exceed 100 when closely seated 100 when used for dancing only 50 when used for functions with seating at tables Maximum number of wheelchairs permitted as agreed with Fire Officer

Recorded Music: (Indoors)

Day	Start Time	End Time
Monday	11:00	01:00
Tuesday	11:00	01:00
Wednesday	11:00	01:00
Thursday	11:00	01:00
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	12:00	23:00

Karaoke Maximum number of persons shall not exceed 100 when closely seated 100 when used for dancing only 50 when used for functions with seating at tables Maximum number of wheelchairs permitted as agreed with Fire Officer

Live Music: (Indoors)

Day	Start Time	End Time
Monday	11:00	01:00
Tuesday	11:00	01:00
Wednesday	11:00	01:00
Thursday	11:00	01:00
Friday	11:00	01:00
Saturday	11:00	01:00
Sunday	12:00	23:00

Maximum number of persons shall not exceed 100 when closely seated 100 when used for dancing only 50 when used for functions with seating at tables Maximum number of wheelchairs permitted as agreed with Fire Officer

Late Night Refreshment times: (Indoors)

Day	Start Time	End Time
Monday	23:00	01:00
Tuesday	23:00	01:00
Wednesday	23:00	01:00
Thursday	23:00	01:00
Friday	23:00	01:00
Saturday	23:00	01:00
Sunday		

Provision of Late Night Refreshment will be available for residents 24 hours.

Alcohol times: (For consumption on and off the premises)

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	01:00
Thursday	10:00	01:00
Friday	10:00	01:00
Saturday	10:00	01:00
Sunday	12:00	23:00

Times apply to non-residents On Good Friday, 12 noon to 10.30 p.m. On Christmas Day, 12 noon to 3 p.m. and 7 p.m. to 10.30 p.m. On New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day.

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

For consumption on and off the premises

Name, (registered) address, telephone number and e-mail (where relevant) of holder of the premises licence:

Name: **Chambers Properties UK Ltd**
Address: **The Barn, Tednambury Farm, Tednambury, Spelbrook, Herts, CM23 4BD**
Telephone: [REDACTED]
Email: [REDACTED]

Registered number of holder, for example company number, charity number (where applicable): _____

Name and address of designated premises supervisor where the premises licence authorises the supply of alcohol:

Name: **Mr David William Slaughter**
Address: [REDACTED]

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

Licence Number: **29709**
Issuing Authority: **Arun District Council**

Mandatory Conditions

Supply of Alcohol

Section 19: Where the licence authorises the supply of alcohol

The licence is granted subject to the mandatory conditions for sale of alcohol as set out in the Licensing Act 2003 as amended by the Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010 and Order 2014.

1. No supply of alcohol may be made under the Premises Licence -

(a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence; or

(b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his 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.(1) 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. (2) 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).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

5.(1) 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. (2) The Designated Premises Supervisor in relation to the premises licences must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy. (3) 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.

6. The responsible person shall 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: 1/2 pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml; and

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.

Minimum Drinks Pricing

1. 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.

2. For the purposes of the condition set out in paragraph 1 -

(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.

3. Where the permitted price given by Paragraph (b) of paragraph 2 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.

4.(1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 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. (2) 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.

Conditions Consistent with the Operating Schedule

General Objectives:

Standard conditions from public entertainment licence apply.

Miscellaneous

The licensee will be required to provide a permanent sign outside the premises reflecting the times of opening hours of permitted entry. The sign is to be in a conspicuous position and clearly legible.

The licensee will be required to provide a permanent sign inside the premises requesting patrons to leave quietly. The sign is to be in a conspicuous position and clearly legible.

The event may be monitored by authorised officers of the Sussex Police and or the Licensing Authority.

Prevention of Crime and Disorder:

Door staff

A person must be nominated to control the access and egress to the licensed area for the duration of the entertainment to ensure the numbers recommended by the Fire officer are not exceeded.

The responsible person must ensure that customers leave the premises in an orderly manner.

Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK police requirements for digital CCTV system (PSDB publication number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrance to the premises. The system shall be on and recording at all times the premises licence is in operation.

The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels, inside the premises at all times.

CCTV footage will be stored for a minimum of 31 days.

The management will give full and immediate cooperation, and technical assistance to the police, in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime. A member of staff must be present at all times, who can operate the system and supply copies of these images, on request, to either Sussex Police, or officers of the local authority.

The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.

Subject to data protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk for the police, without difficulty or delay, and without charge to Sussex Police.

Any breakdown or system failure will be notified to the police immediately and remedied as soon as practicable.

In the event of the CCTV system hard drive being seized as evidence, as part of a criminal investigation by Sussex Police, or for any other reason, the premises will be expected to install a replacement drive as soon as practicable.

Two door staff are required every Friday and Saturday if the venue is planning to stay open past 23:00 hours. Two door staff are required for all special events, including Christmas Eve, New Years Eve, bank holiday weekends (Sunday and Monday nights), Halloween. A minimum of two door staff, and one door staff for 100 persons or part thereof, must be on the premises from 21:00 hours until the pub has closed its doors and is completely clear of all patrons inside and immediately outside. All door staff on duty will wear body worn cameras.

A documented risk assessment must be produced by the premises. The assessment will identify all licensable activities undertaken at the premises and the controls necessary to promote the licensing objectives. The written risk assessment will include:

1. When SIA trained and licensed door staff shall be employed, over and above Friday and Saturday nights, as per the condition above, on occasions when a requirement is identified by the licence holders written risk assessment, or requested by Sussex Police. When door staff are employed at the premises, there will be a ratio of one per one hundred persons, starting with a minimum of two door staff.
2. What considerations have been made by the licence holder regarding any additional special events which may arise in the city during the year. These special events will include Christmas Eve, New Years Eve, bank holiday weekends, Halloween and significant sporting events including football matches.
3. The use of glassware versus shatterproof or polycarbonate drinking vessels, and the supply of glass bottles to customers.

This written risk assessment will be reviewed every 12 months, or sooner, should the need arise, and a copy shall be retained at the premises. The premises will join and be an active participating member in the local Pub Watch, or business crime reduction partnership, as appropriate. The premises licence holder will implement and operate a zero tolerance policy towards drugs and drug misuse at the premises. In the event that a person is found on the premises, actively dealing in drugs, reasonable steps shall be taken to detain that person and the police called to the premises. A lockable drugs storage box will be kept on the premises at all times. All illegal or unidentified drugs found or seized at the premises will be locked in the box.

Public Safety:

Prevention of Public Nuisance:

Protection of Children from Harm:

The premises will operate a Challenge 25 policy whereby any person attempting to buy alcohol, who appears to be under 25, will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, driving licenses with a photograph, photographic military ID, or proof of age cards bearing the PASS mark hologram.

Suitable and sufficient signage advertising the Challenge 25 policy will be displayed in prominent locations in the premises.

The premises licence holder shall ensure that all staff members engaged, or to be engaged in selling alcohol at the premises, shall receive the following induction training. The training will take place prior to the selling of such products:

The lawful selling of age restricted products.

Refusing the sale of alcohol to a person who is drunk.

Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed eight weeks, with the date and time of the verbal reinforcement/refresher training documented.

All such training undertaken by staff members shall be fully documented and recorded. All training records shall be made available to officers of a responsible authority.

An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises and immediately outside, and any refusals of alcohol. The incident log will be inspected and signed off by DPS, or a person with delegated authority, at least once a month. The log book will be kept on the premises, and be available for inspection at all times the premises are open, by officers of any responsible authority. An incident will be defined as being one which involves an allegation of a criminal offence.

Conditions Attached after a Hearing by the Licensing Authority

Plans

See Separate Sheet

This Licence has been authorised by:



**Sarah L Meeten
Authorised Signatory**

Issue Date: 22 February 2019