

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