

# Premises Licence

Licensing Act 2003 – Part A

## CRAWLEY BOROUGH COUNCIL

Licensing Section, Town Hall, The Boulevard, Crawley, West Sussex.  
RH10 1UZ - 01293 438289



**PREMISES LICENCE NUMBER**

**05/00050/LAPRE**

### Part 1 - Premises details

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

Knight  
Worth Road  
Pound Hill

**Post town:** Crawley **Post code:** RH10 7DY

**Telephone number:** 01293 513197

**Where the licence is time limited the dates:** Not Applicable

### Licensable activities authorised by the licence:

SALE BY RETAIL OF ALCOHOL; PROVISION OF LATE NIGHT REFRESHMENT;  
FILMS; INDOOR SPORTING EVENTS; LIVE MUSIC, RECORDED MUSIC, PERFORMANCES OF  
DANCE, ANYTHING OF A SIMILAR DESCRIPTION;

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

#### Sale by retail of alcohol:

**Standard days & timings:** Monday – Thursday 10.00 – 00.00 hours  
Friday & Saturday 10.00 – 00.30 hours\*  
Sunday 11.00 – 23.30 hours

**Non-standard timings:** Sunday prior to a Bank Holiday 10.00 – 00.30 hours\*  
Bank Holiday Monday 10.00 – 00.00 hours  
Christmas Eve 10.00 – 01.30 hours  
New Year's Eve From the end of permitted hours to the start of  
permitted hours on New Year's Day.

*\*The standard permitted hours for the supply of alcohol for Fridays, Saturdays and Bank Holiday Sundays may be extended by up to one hour on no more than twelve occasions per calendar year, subject to the giving of ten days written notice of each such occasion to the Local Licensing Authority and the Police.*

#### Provision of late night refreshment:

**Standard days & timings:** Monday – Thursday 23.00 – 00.30 hours  
Friday & Saturday 23.00 – 01.00 hours\*  
Sunday 23.00 – 00.00 hours

**Non-standard timings:** Sunday prior to a Bank Holiday 23.00 – 01.00 hours\*  
Bank Holiday Monday 23.00 – 00.30 hours  
Christmas Eve 23.00 – 02.00 hours  
New Year's Eve 23.00 – 05.00 hours (New Year's Day)

*\*The standard permitted hours for the provision of late night refreshment for Fridays, Saturdays and Bank Holiday Sundays may be extended by up to one hour on no more than twelve occasions per calendar year, subject to the giving of ten days written notice of each such occasion to the Local Licensing Authority and the Police.*

**Films; indoor sporting events; Live music, Recorded music, Performances of dance, anything of a similar description;**

**Standard days & timings:** Monday – Thursday 10.00 – 23.00 hours  
Friday & Saturday 10.00 – 00.00 hours\*  
Sunday 11.00 – 23.00 hours

**Non-standard timings:** Sunday prior to a Bank Holiday 10.00 – 00.00 hours\*  
Bank Holiday Monday 10.00 – 23.00 hours  
Christmas Eve 10.00 – 01.00 hours  
New Year's Eve 10.00 – 02.00 hours

*\* The standard permitted hours for the provision of regulated entertainment for Fridays, Saturdays and Bank Holiday Sundays may be extended by up to one hour on no more than twelve occasions per calendar year, subject to the giving of ten days written notice of each such occasion to the Local Licensing Authority and the Police.*

**The opening hours of the premises:**

**Standard days & timings:** Monday – Thursday 10.00 – 00.30 hours  
Friday & Saturday 10.00 – 01.00 hours\*  
Sunday 11.00 – 00.00 hours

**Non-standard timings:** Sunday prior to a Bank Holiday 10.00 – 01.00 hours\*  
Bank Holiday Monday 10.00 – 00.30 hours  
Christmas Eve 10.00 – 02.00 hours  
New Year's Eve: From the end of permitted hours to the start of permitted hours on New Year's Day.

*\* The standard permitted hours for opening hours of the premises for Fridays, Saturdays and Bank Holiday Sundays may be extended by up to one hour on no more than twelve occasions per calendar year, subject to the giving of ten days written notice of each such occasion to the Local Licensing Authority and the Police.*

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

For Consumption On & Off The Premises

Off Sales of alcohol shall not be sold in an open container or be consumed on the licensed premises

**Part 2**

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

Ei Group Plc  
3 Monkspath Hall Road  
Solihull  
B90 4SJ

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

N/A

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

Simon Musk

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

South Norfolk Council 19/01160

## **Annex 1 Mandatory Conditions**

- 1 If this premises licence authorises the supply/sale of alcohol, the following two conditions apply:
- (i) No supply of alcohol may be made under the premises licence at a time when there is no designated premises supervisor in respect of the premises licence, or at a time when the designated supervisor does not hold a personal licence or his personal licence is suspended.
  - (ii) Every supply/sale of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- 2 If this premises licence authorises the exhibition of film(s), the admission of children under the age of 18 years is restricted in accordance with the age restrictions of the British Board of Film Classification (BBFC) or authority designated under Section 4 of the Video Recordings Act 1984.
- 3 If this premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity (as defined by the Private Security Industry Act 2001) then such individuals must be licensed by the Security Industry Authority.  
*(Condition 4 effective from 6th April 2014)*
4. (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 this 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 5 to 8 effective from 1st October 2014)*

5. (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).
6. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available
7. (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 licence 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.
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.”

## **Annex 2 – Conditions consistent with the Operating Schedule**

- (1) Notices will be displayed detailing action to be taken in the event of fire or other emergencies.
- (2) Empty bottles and glasses will be removed from the trading area to prevent accumulation.
- (3) Any person known to be the subject of an Exclusion Order made by the courts will also be excluded from the premises even though the premises are not party to the order.
- (4) The placing of refuse into receptacles outside the premises and restocking will take place at times that will minimise disturbance to nearby premises.
- (5) Signs will be displayed requesting customers to respect the needs of local residents and to leave the premises quietly.
- (6) The premises will operate an age verification policy set at a minimum of 25 years, whereby any person attempting to buy alcohol who appears to be under 25 (or the age set by the policy) will be asked for photographic ID to prove their age. Signage advertising the policy will be displayed at the point of sale as a minimum.
- (7) 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.
  - a. The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
  - b. CCTV footage will be stored for a minimum of 31 days
  - c. 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.
  - d. The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
  - e. 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.
- (8) The premises shall at all times maintain and operate a sales refusals log and an incident log book. These will be kept to record all refusals and incidents of crime or disorder. These records shall be kept for a minimum of twelve months, and made immediately available upon request to the Local Authority Licensing Officers and Sussex Police Officers or Licensing staff
- (9) All staff members engaged, or to be engaged, in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs. Induction training must be completed and refresher training thereafter at intervals of no more than three months. All restricted sales training undertaken by staff members shall be fully documented and signed by the employee and the DPS. All training records shall be made immediately available upon request to the Local Authority Licensing Officers and Sussex Police Officers or Licensing staff.

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

- (1) The Designated Premises Supervisor shall arrange for a responsible person to check noise levels at the boundary of nearby noise sensitive premises several times throughout the course of the provision of any form of regulated entertainment to ensure that noise emanating from the licensed premises is no more than barely audible.
- (2) At all times during which any form of regulated entertainment is being provided, all doors and windows shall be kept closed other than to allow for ingress and egress.
- (3) All embedded restrictions inherent in the Licensing Act 1964, the Cinematograph (Safety) Regulations 1955 and the Children and Young Persons Act 1933 are removed from the premises licence.
- (4) All external drinking areas shall be closed from 23:20 to closing time, Monday to Sunday, except for a Designated Smoking Area, the size and location of which must be agreed with the Environmental Health Pollution Team
- (5) Prominent, clear and legible notices must be displayed, identifying the Designated Smoking Area and requesting that the customers respect the right of the local residents to a peaceful night and to use the Designated Smoking Area quietly.
- (6) Prominent, clear and legible notices must be displayed, requiring that no children shall be allowed in the Designated Smoking Area.
- (7) No drinks or food must be consumed in the Designated Smoking Area after 23:20.
- (8) The Applicant must provide suitably sized receptacle(s) for the disposal of cigarette butts.
- (9) The Designated Smoking Area must predominantly be used and utilised by smokers, after 23:20.

### **Annex 4 – Plans:-**

This licence is issued subject to the attached approved plan (plan which was submitted as part of the application process) and now forms a very important part of the 'authorisation'.

*(Any alternation made to the premises or a substantial change to the approved plans which are currently in the possession of the Council may require a variation of the licence. You are advised to consult with this Licensing Authority before you make any proposed changes).*

#### **IMPORTANT:**

This licence is issued subject to the relevant (Licensing Act 2003, the Act) legislation and does not constitute an authorisation for any other purpose administered by Crawley Borough Council and it may not be construed that the grant of this premises licence shall indicate the approval of any other authorisation administered by this Council.

This licence forms an authorisation which indicates the approved licensable activities applicable to the premises so mentioned, the times of these activities, the approved layout of the premises and the conditions by which the premises may lawfully operate.

You are advised that in accordance with s136 on the Act , a person commits an offence if they carry on or attempt to carry on a licensable activity on or from any premises otherwise than under and in accordance with an authorisation or knowingly allow a licensable activity to be so carried on.