

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

05/00053/LAPRE

Part 1 - Premises details

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

Old Punch Bowl
101 High Street

Post town: Crawley, **Post code:** RH10 1DD

Telephone number: 01293 529085

Where the licence is time limited the dates: Not Applicable

Licensable activities authorised by the licence:

SALE BY RETAIL OF ALCOHOL;
LIVE MUSIC, RECORDED MUSIC, ANYTHING OF A SIMILAR DESCRIPTION;
PROVISION OF LATE NIGHT REFRESHMENT.

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

Sale by retail of alcohol for consumption on & off the premises:

Standard days & timings: Sunday - Thursday 11.00 – 00.00;
Friday – Saturday 11.00 – 02.00;

Seasonal variations:

Sunday prior to a Bank Holiday; Statutory Bank Holidays: St Patrick's Day; St George's Day; Good Friday; Easter Saturday; Christmas Eve; Christmas Day; Boxing Day; New Year's Day; Any other day declared a public holiday: 11.00 – 01.30

New Year's Eve: From the end of permitted hours to the start of permitted hours on New Year's Day.

Live music and anything of a similar description:

Standard days & timings Sunday - Thursday 11.00 – 00.00;
Friday – Saturday 11.00 – 02.00;

Seasonal variations:

On each of the following days the finishing time is extended by one hour: Sunday prior to a Bank Holiday; Statutory Bank Holidays: St Patrick's Day, St George's Day, Good Friday, Easter Saturday, Christmas Eve, Christmas Day, Boxing Day, New Year's Day, Any other day declared a public holiday
New Year's Eve: From the end of permitted hours to the start of permitted hours on New Year's Day.

Recorded music and anything of a similar description:

Standard days & timings: Sunday - Thursday 11.00 – 00.00;
Friday – Saturday 11.00 – 02.00;

Seasonal variations:

On each of the following days the finishing time is extended by one hour: Sunday prior to a Bank Holiday, Statutory Bank Holidays, St Patrick's Day, St George's Day, Good Friday; Easter Saturday, Christmas Eve, Christmas Day, Boxing Day, New Year's Day, Any other day declared a public holiday
New Year's Eve: From the end of permitted hours to the start of permitted hours on New Year's Day.

Provision of late night refreshment:

Standard days & timings: Sunday - Thursday 23:00 - 00:00
Friday - Saturday 23.00 - 02.00

Seasonal variations:

*On each of the following days the finishing time is extended by one hour: Sunday prior to a Bank Holiday, Statutory Bank Holidays, St Patrick's Day, St George's Day, Good Friday, Easter Saturday, Christmas Eve, Christmas Day, Boxing Day, New Year's Day, Any other day declared a public holiday
New Year's Eve: From the end of permitted hours to the start of permitted hours on New Year's Day.*

The opening hours of the premises:

Standard days & timings: Sunday - Thursday 11.00 - 01.00
Friday - Saturday 11.00 - 02.30

Seasonal variations:

*Sunday prior to a Bank Holiday, Statutory Bank Holidays, St Patrick's Day, St George's Day, Good Friday, Easter Saturday, Christmas Eve, Christmas Day, Boxing Day, New Year's Day, Any other day declared a public holiday 11.00 – 02.00
New Year's Eve: From the end of permitted hours to the start of permitted hours on New Year's Day.*

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:

Green King Retailing Limited
Westgate Brewery
Bury St Edmunds
IP33 1QT

licening@greenking.co.uk 01284 714630

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

5265451

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

Liam Jewer
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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

[REDACTED]

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) Existing CCTV will be operated and maintained throughout the times that the premises are open for licensable activities.
- (2) Two door supervisors will be employed on Fridays and Saturdays from 19.00 hours until the premises closes.
- (3) Use of external area denoted as ‘external drinking area 1’ will cease at 00:30. For further details please view the licensing plans.
- (4) Signs will be displayed requesting customers to respect the needs of local residents and to leave the premises quietly.
- (5) Any person who appears to be under 18 years of age will be required to prove their identity in accordance with the company’s audited proof of age scheme.

- (6) No children will be permitted on the premises.
(Addition conditions agreed between Sussex Police and the applicant 22.08.12)
- (7) The only form of ID that will be accepted are passports, driving licences with a photograph or Portman Group, Citizen Card or validate proof of age cards bearing the "PASS" mark hologram.
- (8) The premises will operate a minimum 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.
- (9) Suitable signage advertising the 'challenge 25' policy will be displayed in prominent locations in the premises.
- (10) 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 to licensing, and the refusal of sales to persons believed to be under the influence of alcohol or drugs.
- (11) Induction training must be completed, and fully documented, prior to the sale of alcohol by the staff member and age related sales refresher training thereafter at intervals of no less than eight (8) weeks.
- (12) All restricted sales training undertaken by staff members shall be fully documented and recorded. All training records shall be made available to the Sussex Police and the local Trading Standards service upon request.
- (13) At all times the premises are open and undertaking licensable activity, members of staff must be able to communicate sufficiently to enable them to promote the four licensing objectives and the ability to make an effective challenge.
- (14) The premises shall at all times maintain and operate a sales refusals book and an incident log which shall be reviewed by the Designated Premises Supervisor at intervals of no less than four (4) weeks and feedback given to staff as relevant.
- (15) The refusals book & incident log shall be available upon request to Police, Police Licensing Officers, Local Authority Staff and Trading Standards
- (16) CCTV to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System.
- (17) CCTV Images shall be retained for at least 28 days and except for mechanical breakdown beyond the control of the proprietor, shall be made available upon request to the police. Any breakdown or system failure will be notified to the police on the non-emergency contact number or the Licensing Officer & remedied as soon as practicable.
- (18) It will be the responsibility of the DPS to ensure that any request from the police for a recording to be made for evidential purposes, is carried out as soon as possible
- (19) A minimum of three door supervisors will be employed on Friday and Saturdays, two door supervisors from 19.00hrs till the premises closes and a further door supervisor from 22.00 hrs till the premises closes.
- (20) Further, a written risk assessment must be carried out for all public holidays, special events and if any live sporting event is shown on television screens anywhere within the premises. The licence holder will employ door supervisors in accordance with the outcome of the risk assessment and in consultation with the licensing unit at Horsham Police Station.
- (21) Events that have been pre-booked will be risked assessed by the premises management in advance and following consultation with the licensing unit at Sussex Police a further door supervisor will be employed from 22:00hours till the premises closes.
(Additional condition agreed by the Applicant and CBC Pollution 23.08.12)

- (22) Noise from regulated entertainment shall be inaudible within any noise sensitive premises (this
24/02958/LAPRE DPSV 14.02.24

includes any residence which may have one or more windows open to allow for ventilation). A test for fulfilment of this condition shall be that noise from the premises shall be no more than barely audible at the boundary of any nearby noise sensitive premises. On each day that regulated entertainment takes place the designated premises supervisor shall ensure that a test for fulfilment of this condition takes place on at least 1 occasion.

- (23) Regulated entertainment shall not be provided unless the level of all noise due to regulated entertainment is controlled by a noise limiting device (NLD) that is satisfactory to the licensing authority. Regulated entertainment shall not be provided unless the NLD is set limit noise at a level satisfactory to the licensing authority. The NLD shall be maintained at settings satisfactory to the licensing authority at all times. The NLD shall be secured (to prevent any alteration of its settings) to the satisfaction of the licensing authority. The settings of the NLD shall not be altered in any way, nor shall its function be interfered with in any way without the prior written consent of the licensing Authority.
- (24) The provision of regulated entertainment shall not take place until a noise insulation and control scheme (the scheme) has been submitted to and approved in writing by the licensing authority and until the approved scheme is implemented to the satisfaction of the licensing authority. The scheme shall be maintained in accordance with the approved details thereafter and no alterations shall be made to the premises without the prior written consent of the licensing authority.
- (25). The provision of regulated entertainment shall not take place until a test of the sound insulation performance of the premises has been carried out to the satisfaction of the licensing authority.
- (26). Prominent, clear and legible signage shall be displayed at all exits which have the effect of requesting patrons to respect the right of local residents to a peaceful night and to leave the premises and the area quietly. Announcements to the same effect shall be made to patrons at appropriate times.

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

Not Applicable

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

Information for Licence Holder

As a premises licensed to provide regulated entertainment after 2300. Inaudibility within any affected noise sensitive premises (which may have windows open to allow ventilation) is the standard of noise control to be achieved. Noise sensitive premises includes residences, schools, hospitals and in some circumstances may also include businesses.

Inaudibility is normally achieved by a combination of preventing the sound of entertainment events from escaping the building envelope and by limiting the level of sound produced. The test for inaudibility within affected residential property (that the noise is no more than barely audible at the boundary) provides a practical test that can be performed to check compliance with the required standard on a day to day basis, without the use of expensive specialist equipment which would require a suitably trained person to use.

It is recommended that a compliance check is carried out at the beginning of each performance (so that appropriate levels can be set) and after 11pm so that audibility can be checked against the lower background noise levels that occur late at night. If performances carry on into the early hours of the morning or if the nature of a performance changes then further checks on inaudibility should be performed. Further advice on this issue can be sought from the responsible authority for prevention of public nuisance.

Where a noise control scheme is required by condition, the person or persons who design and implement the scheme on behalf of the applicant must be suitably qualified acousticians. If in any doubt the applicant or their representative should contact the responsible authority for prevention of public nuisance for advice on acceptable qualifications.

To avoid possible delays later on, if acoustic measurements or surveys are to be carried out, the applicant or his representative must contact the responsible authority for prevention of public nuisance and provide the opportunity for the survey or measurement to be attended by a member of that team. All acoustic data supplied is subject to checking and verification before acceptance