

# Licensing Act 2003

Premises Licence - Part A

## Crawley Borough Council

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



Premises licence number

**05/00128/LAPRE**

### Part 1 - Premises details

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

The Hawth  
Hawth Avenue  
Furnace Green

Post town: Crawley Post code: RH10 6YZ

Telephone number: 01293 552941

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; Plays; Films;  
Live music, Recorded music, Performance of dance and anything of a similar description;  
(All of the above both indoors / outdoors).

Indoor sporting events; Boxing or Wrestling; (indoors only).

*(All of the above licensed activities may take place in the areas so indicted on the relevant attached plans only).*

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

#### Sale by retail of alcohol

Standard days and timings; Monday – Sunday (indoors) 06.00 – 02.00  
Monday – Sunday (outdoors) 06.00 – 00.00

#### Live Music; Recorded Music;

Standard days and timings; Monday – Sunday (indoors) 06.00 – 02.30  
Monday – Sunday (outdoors) 06.00 – 23.00.

#### Plays; films; Performances of Dance, anything of a similar description;

Standard days and timings; Monday – Sunday (indoors) 06.00 – 02.30  
Monday – Sunday (outdoors) 06.00 – 00.00

#### Indoor sporting events; boxing & wrestling entertainment:

Standard days and timings; Monday – Sunday (indoors) 06.00 – 02.30.

#### Provision of late night refreshment:

Standard days and timings; Monday – Sunday (Indoors) 23.00 – 02.00  
Monday – Sunday (outdoors) 23.00 – 00.00

*(All of the above licensed activities may take place in the areas so indicted on the relevant attached plans only).*

### The opening hours of the premises:

Standard days and timings; Monday – Sunday: 05.00 – 03.30

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

For Consumption On & Off The Premises

## Part 2

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

Parkwood Community Leisure  
3 De Salis Court  
Hampton Lovett  
Droitwich Spa  
Worcestershire  
WR9 0QE

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

3232979

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

Louise Street  
[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] Crawley Borough Council

## **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.  
*(Conditions 4 to 6 effective from 6<sup>th</sup> April 2010 – Sch 4 Policing & Crime Act 2010)*
4. (1) The responsible person shall take all reasonable steps to 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—
  - (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 (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
  - (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;
  - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—
    - (i) the outcome of a race, competition or other event or process, or
    - (ii) the likelihood of anything occurring or not occurring;
  - (e) 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.
5. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
  6. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available  
*(Conditions 7 & 8 effective from 1<sup>st</sup> October 2010 – Sch 4 Policing & Crime Act 2010)*
  7. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
    - (2) 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 a holographic mark.
  8. 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: ½ pint;
      - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
      - (iii) still wine in a glass: 125 ml; and
    - (b) customers are made aware of the availability of these measures.
  9. (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.

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

1. Embedded conditions attached to the converted Public Entertainment Licence apply to this licence.
2. Existing CCTV will be operated and maintained throughout the times that the premises are open for licensable activities.
3. Where entertainment of an adult nature is provided persons under 18 years of age will not be admitted.
4. Where alcohol is supplied, it is for consumption on/off the premises and is to be served in strengthened glass or plastic containers.
5. Where special functions are scheduled to continue after midnight, SIA approved door-staff are to be employed to control entry to and dispersal from the premises.
6. In keeping with the purposes of the premises application, the provision of facilities for special occasions such as 18<sup>th</sup> or 21<sup>st</sup> birthday celebrations is prohibited.
7. Employees must be instructed accordingly and sales of alcohol to persons under 18 years of age are prohibited. Proof of age must be requested if there is any doubt.
8. Notices will be posted around the site requiring those leaving to leave quietly & consider the welfare of others in the area especially at night.
9. Regular sound readings will be taken and recorded especially with outdoor events.
10. *(Following conditions agreed with environmental services 28<sup>th</sup> May 2014 – Variation)*  
All outdoor events must be planned and executed as recommended by the Noise Report prepared by Robin Cross (RCA-13-146. The Hawth outdoor concert noise plan V2. (Dated 27<sup>th</sup> November 2013) or any alternative noise report submitted and agreed by the Licensing Authority.

11. (a) All events at the Hawth must comply with The Code of Practice on Environmental Noise Control at Concerts: 1995 and the following Noise Criteria;-
  - (b) The Maximum Noise Levels (MNL), set out below, shall not be exceeded at any Noise Sensitive Location throughout the duration of any Regulated Entertainment at The Hawth.
    - (i) Between 1-3 events per year;  
Between the hours of 11:00 to 23:00 – The MNL shall not exceed 65 dB, measured as a LAeq over a 15 minute period.
    - (ii) Between 4-12 events per year;  
Between the hours of 11.00 to 23:00 – The MNL shall not exceed the background noise level (measured as an LA90) by more than 15dB, measured as a LAeq over a 15 minute period.

*(The following conditions agreed with Sussex Police 22<sup>nd</sup> May 2014 – Variation)*

12. 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.
13. The only form of ID that will be accepted are passports, driving licences with a photograph or Citizen card or validated proof of age cards bearing the “PASS” mark hologram. The list of approved ID may be amended or revised subject to prior written agreement with Sussex Police.
14. Signage advertising the “Challenge” policy will be displayed in prominent locations in the premises and shall include the point of sale and the area where the alcohol is displayed, as a minimum.
15. 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 6 (six) 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 Licensing Officers.
16. A written record of those authorised to make sales of alcohol shall be kept. This shall be endorsed by the DPS with the date such authorisation commences. This shall be made available immediately upon request to the Local Authority Licensing Officers and Sussex Police Licensing Officers
17. The premises shall at all times maintain and operate a sales refusals log and an incident log will be kept on the premises to record all refusals and incidents of crime or disorder. These shall be reviewed and signed at intervals of no more than 6 (six) months. Feedback shall be given to staff to ensure these are used on each occasion that a refusal or incident occurs at the premises. These records shall be made immediately available upon request to the Local Authority Licensing Officers and Sussex Police Licensing Officers.
18. CCTV to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV Systems and shall as a minimum cover the bar area and entrances and exits.
19. CCTV Images shall be retained for at least 28 days and except for mechanical breakdown beyond the control of the proprietor, shall be made immediately available upon request to the police. Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.

20. It will be the responsibility of the DPS, or duty manager, to ensure that any request from the police for a CCTV recording to be made for evidential purposes, is carried out immediately, in compliance with data protection legislation.
21. A documented risk assessment must be written and prior to each outdoor event/festival, which identifies the activities undertaken at the premises and the controls necessary to promote the licensing objectives. This will include the need for SIA door supervisors, Polycarbonate drinking vessels for use both externally and internally. This document shall be immediately available for inspection by the Police and the Licensing Authority, upon request.
22. When an outdoor events are taking place all alcohol is to be served in plastic or polycarbonate drinking vessels. No glass will be used.

### **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:**

Embedded Restrictions under the Licensing Act 1964 apply to the licence otherwise indicated at annex 2 – Conditions consistent with the Operating Schedule.

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.