

Police conditions – Cheltenham Local – ref: 25/01584/PRMA

Prevention of Crime and Disorder

1. A CCTV system will be in operation when the premises is open and licensable activities are taking place. Recorded images shall be retained for a minimum period of 28 days (14 days for digital systems). The CCTV system shall be maintained in good working order. CCTV images will be provided to the police and other responsible authorities if requested as soon as practicable.
2. The correct time and date will be generated onto both the recording and the real time image screen and coverage must include the outside area and hatch serving point.
3. Any person left in charge of the premises must be trained in the use of any such CCTV equipment and be able to produce CCTV images to an officer from a responsible authority upon request.
4. If the CCTV equipment (Including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure the designated premises supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority and the Police shall be informed when faults are rectified.
5. All incidents of crime or disorder will be reported to the police.

Public safety

6. The DPS shall ensure there is a well-stocked First Aid box available on the premises at all times and all staff shall be informed of its location.
7. Staff will be trained on matters of safety, evacuation and use of emergency equipment as required.
8. An incident log be will kept which will include the date, time and details of incident that has taken place. The DPS shall check the book once a month ensuring that it is up to date. The DPS will sign and date the book each time it is checked. The book shall be made available for inspection upon the request of a duly authorised officer of the Licensing Authority or Police.
9. The Designated Premises Supervisor (DPS) shall ensure that all Staff concerned in the sale of alcohol are trained in their responsibilities under the Licensing Act 2003, particularly concerning drunk sales, underage sales and proxy sales. Training will include challenging every individual who appears to be under 25 years of age and to refuse service where individuals cannot produce acceptable means of identification, and using the refusal register. Such training (including any refresher training) will be logged and provided not less than every twelve months. The training log shall be made available for inspection by Police and "authorised persons" immediately upon request.
10. Sales of single cans will be refused and signage will be put up informing customer of such.

Prevention of public nuisance

11. Customers shall not be permitted to loiter outside the premises and consume alcohol.
12. The premises licence holder shall ensure that a notice shall be displayed at all times requesting customers leave quietly and avoid causing nuisance to local neighbours.=
13. To reduce disturbance, particularly during late-night hours, the premises must operate a window hatch to serve customers between 23:00hrs - 07:00hrs. This will minimise noise from customers entering and leaving the shop.
14. Waste and deliveries will be managed responsibly to avoid nuisance. No deliveries will take place between 22:00hrs - 07:00hrs
15. Alcohol consumption on site will not be permitted.

Protection of children from harm

16. The Designated Premises Supervisor (DPS) shall ensure that all Staff concerned in the sale of alcohol are trained in their responsibilities under the Licensing Act 2003, particularly concerning drunk sales, underage sales and proxy sales. Training will include challenging every individual who appears to be under 25 years of age and to refuse service where individuals cannot produce acceptable means of identification, and using the refusal register. Such training (including any refresher training) will be logged and provided not less than every twelve months. The training log shall be made available for inspection by Police and "authorised persons" immediately upon request.
17. The 'Challenge 25' scheme shall be adopted, so that any customer attempting to purchase alcoholic liquor who appears to be under the age of 25 shall be asked for an accredited photographic proof of their age (e.g. passport, photo driving licence or a PASS approved card) and that a sale shall not be made unless this evidence is produced. This will only be treated as a breach where the customer subsequently turns out to be under 18 years of age.
18. Challenge 25 Notices must be displayed in prominent positions where the notice can be conveniently read by members of the public
19. A log shall be kept at the premises to record all refused sales of alcohol for reasons that the person(s) is, or appears to be, under 18 years of age. The log shall record the date and time of the refusal and the name of the member of staff who refused the sale. The DPS will sign and date the book each time it is checked. The book shall be made available for inspection upon the request of a duly authorised officer of the Licensing Authority or Police.