



**West
Northamptonshire
Council**

Licensing Sub-Committee

Minutes of a meeting of the Licensing Sub-Committee held at Virtual Meeting via Zoom on Thursday 2 December 2021 at 10.00 am.

Present Councillor Andrew Kilbride (Chair)
 Councillor Sally Beardsworth
 Councillor Mike Warren

Officers Martin O'Connell, Senior Licensing Enforcement Officer
 Ruksana Munir, Licensing and Litigation Solicitor
 Richard Woods, Democratic Services Officer

1. Appointment of Chairman for the meeting of the Sub-Committee

The Democratic Services Officer opened the meeting and invited Councillors to appoint a Chair of the Sub-Committee Hearing. It was proposed by Councillor Mike Warren and seconded by Councillor Sally Beardsworth that Councillor Andrew Kilbride be appointed Chair of the Sub-Committee Hearing.

Resolved

(1) That Councillor Andrew Kilbride be appointed Chair of the Sub-Committee Hearing.

2. Declarations of Interest

There were no declarations of interest.

3. Premises Licence Application - Fresh

The Licensing Enforcement Officer submitted a report which requested that the Sub-Committee Hearing consider an application for a new Premises Licence under the Licensing Act 2003 in respect of Fresh at Unit 2, Dragonfly Way, Upton, Northampton, NN4 9EH.

The Sub-Committee Hearing also heard representations from the applicant and gave due consideration to these representations in making their deliberations.

Resolved

(1) That the Premises Licence be granted, subject to the inclusion of the following agreed conditions:

1. A fully working and maintained CCTV system capable of recording and storing images will be installed on the premises. The system must record at all times whilst the premises are open to the public and images must be stored for a minimum of 31 days with date & time stamping. As a minimum this must cover all entry and exit points.
2. A person conversant with the retrieval and downloading of CCTV footage must be present on the premises at all times whilst they are open.
3. All CCTV recordings will be made available to an officer from a responsible authority upon reasonable request and in line with the provisions of the current Data Protection Legislation.
4. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of the Council at all times whilst the premises are open.
5. All staff involved in the retail of alcohol will be trained in relation to the law regarding its sale. This training must be completed prior to them being authorised to sell alcohol and refreshed every 12 months as a minimum. A record of this training must be kept, maintained and made available to an officer from a responsible authority upon reasonable request.
6. A Challenge 21 or 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
7. No glass will be removed from the premises by customers and taken outside of the Licensable Area.
8. An incident log shall be kept at the premises and made available on request to an authorised officer of the Council or the Police. It must be completed within 24 hours of the incident and will record the following:
 - a) All crimes reported to the venue,
 - b) All ejections of patrons,
 - c) Any complaints received concerning crime and disorder,
 - d) Any incidents of disorder (e) all seizures of drugs or offensive weapons,
 - e) Any faults in the CCTV system, searching equipment or scanning equipment,
 - f) Any refusal of the sale of alcohol and
 - g) Any visit by a relevant authority or emergency service.
9. Signs will be displayed at the exit points of the venue requesting that customers respect local residents by leaving and dispersing from the premises and immediate area quietly.

The meeting closed at 10:20 am

Chair: _____

Date: _____