

# **PREMISES LICENCE APPLICATION – The Eccentric Englishman**

## **Licensing Sub-Committee**

**10.00am on 25th August 2021**

### **Remote Hearing via Zoom**

#### **1.0 Purpose of Report**

1.1 To consider an application for a new premises licence submitted by Ms Elizabeth Cox for a premises licence at 21 St Giles Street, Northampton.

#### **2.0 Summary**

2.1 An application was submitted by Miss Cox and the application was received by West Northamptonshire Council on 9th July 2021.

#### **3.0 Application Details**

3.1 The premises are intended to be a café/bar with an emphasis during the daytime on hot beverages, cake and afternoon teas but with some alcohol provision. In the evenings the premises will be more of a bar with a range of quality alcoholic and non-alcoholic beverages. There will be provision for recorded music and some acoustic live music, mainly 1920's style jazz. The application is for the following licensable activities:

##### **The performance of plays**

Sunday - Thursday 11.00 - 23.00

Friday - Saturday 11.00 - 00.00

##### **Live Music**

Sunday - Thursday 11.00 – 23.00

Friday – Saturday 11.00 – 00.00

##### **Recorded Music**

Sunday - Thursday 11.00 – 23.00

Friday - Saturday 11.00 – 00.00

### **Anything of a similar description to live music, recorded music or dance**

Sunday – Thursday 11.00 - 23.00

Friday - Saturday 11.00 - 00.00

### **Late-Night Refreshment**

Friday - Saturday 23.00 – 00.00

### **The Sale of Alcohol (on premises only)**

Sunday – Thursday - 11.00 – 23.00

Friday – Saturday - 11.00 – 00.00

The proposed Designated Premises Supervisor is Ms Elizabeth Cox, the holder of a personal licence issued by Northampton Borough Council.

## **4.0 Consultations/Representations**

4.1 When a request for a new premises licence or club premises certificate is received, the applicant must display a notice at or near the premises and serve a copy of the application onto the responsible authorities. For electronic applications it is a requirement of the local authority to serve a copy of the application onto the responsible authorities.

This gives responsible authorities and interested parties the opportunity to make representations in relation to the application for a period of 28 calendar days. The last date for making representations was 6th August 2021.

4.2 The obligatory notice was displayed at the premises as verified by licensing officers as was the newspaper advertisement.

4.3 Northamptonshire police have considered the application and made a representation after considering the application and have agreed some conditions with the applicant that they see as necessary to meet the licensing objectives for this premises and its operating schedule. These agreed conditions can be seen at **Appendix C**

4.5 Environmental Protection have considered the above-mentioned premises licence application pertinent to the licencing objective of the prevention of public nuisance and made no representation.

## 5.0 Attendance

- 5.1 The local authority is required to send a notice of hearing to all interested parties and request confirmation of attendance. A notice of hearing was sent to the following persons on 12th August 2021 to the following:

**Applicant** – Ms Elizabeth Cox

**Northamptonshire Police** (not attending having agreed conditions with applicant)

## 6.0 Plan of Premises Layout & Location

Please see premises Plan attached to this report.

## 7.0 Options

- 7.1 If representations are received, then at the end of the consultation period the licensing authority must hold a hearing to consider them. It must take such steps as it considers appropriate for the promotion of the licensing objectives, which are:

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and,
- the protection of children from harm.

The steps the Sub-Committee can take are to:

- grant the licence subject to –
  - (i) the conditions mentioned in subsection (2)(a) of the Act modified to such extent as the authority considers appropriate for the promotion of the licensing objectives, and
  - (ii) any condition which must under section 19, 20 or 21 be included in the licence;
- exclude from the scope of the licence any licensable activity to which the application relates
- refuse to specify a person in the licence as the premise's supervisor
- reject the licence application.

## 8.0 Policy Considerations

8.1 Statement of Licensing Policy

8.2 Guidance issued under section 182 of the Licensing Act 2003.

Section 9 gives guidance for determination of this application.

## 9.0 Committee

Each application must be considered on its own merits and any conditions attached to licences and certificates must be tailored to the individual style and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions. Standardised conditions should be avoided and indeed, may be unlawful where they cannot be shown to be necessary for the promotion of the licensing objectives in any individual case.

<b>Appendix No</b>	<b>Title</b>
<b>A.</b>	Application for new premises licence (redacted of personal information)
<b>B.</b>	Premises Plan
<b>C.</b>	Police Representation & Agreed Conditions
<b>Report Author</b>	Martin O'Connell Senior Licensing Enforcement Officer

## Appendix A. - Application



### Application for a premises licence to be granted under the Licensing Act 2003

#### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/we \_\_\_\_\_ **ELIZABETH COX**

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

#### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description <b>THE ECCENTRIC ENGLISHMAN</b> 21 ST GILES STREET			
<b>Post town</b>	NORTHAMPTON	<b>Postcode</b>	<b>NN11JA</b>
Telephone number at premises (if any)		<b>07999891044</b>	
Non-domestic rateable value of premises		<b>£</b>	<b>8260</b>

#### Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- |  |                                     |                             |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals *                    | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual *               |                                     |                             |
| i as a limited company/limited liability partnership | <input type="checkbox"/>            | please complete section (B) |
| ii as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
| iii as an unincorporated association or              | <input type="checkbox"/>            | please complete section (B) |
| iv other (for example a statutory corporation)       | <input type="checkbox"/>            | please complete section (B) |
| c) a recognised club                                 | <input type="checkbox"/>            | please complete section (B) |
| d) a charity   | <input type="checkbox"/>            | please complete section (B) |

- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- h) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- i) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

Continuing the use of function to the sale of alcohol in the building

x

I am making the application pursuant to a

statutory function or

a function discharged by virtue of Her Majesty's prerogative

**(A) Individual applicants** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input checked="" type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname COX</b>			<b>First names ELIZABETH</b>		
<b>Nationality BRITISH</b>					

<b>E-mail address (optional)</b>	<b>theeccentricenglishman@gmail.com</b>
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit "share code" provided to the applicant by that service (please see note 15 for information):	

**Part 3 Operating schedule**

When do you want the premises licence to start?

D	D	M	M	Y	Y	Y	Y
0	1	0	8	2	0	2	1

If you wish the licence to be valid only for a limited period, when do you want it to end?

D	D	M	M	Y	Y	Y	Y

Please give a general description of the premises (please read guidance note 1)

I intend to open the premises as a bar/café. The building consists of two floors. Downstairs will be the main bar area, where the kitchen is also situated and upstairs will be for seating only. We do not intend to open many late nights unless we have a private function, these will also end by midnight. Daytimes will mainly consist of hot beverages and cake, there will also be a choice for an afternoon tea with alcohol. These will all be pre-booked. We hope to mainly run on a booking system when the "Tiddley Teas" take off but people will be able to walk in if we are able to accommodate them. Our main focus will be the theatre crowd and ladies who lunch, along with people who fancy something different which will be reflected in our décor. Weekdays I will have recorded music playing and weekends will be piano or acoustic music playing mainly 1920s style jazz. I do not intend to have a loud, heavy drinkers bar. We will be stocking premium alcohol mainly for cocktails but also premium lager and beer.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?  
(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

**In all cases complete boxes K, L and M**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	x <input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	11.00	23.00	<b>Please give further details here</b> (please read guidance note 4)	Both	<input type="checkbox"/>
Tue	11.00	23.00			
Wed	11.00	23.00	<b>State any seasonal variations for performing plays</b> (please read guidance note 5)		
Thur	11.00	23.00			
Fri	11.00	00.00	<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	11.00	00.00			
Sun	11.00	23.00			



E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	11.00	23.00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	11.00	23.00			
Wed	11.00	23.00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur	11.00	23.00			
Fri	11.00	00.00	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	11.00	00.00			
Sun	11.00	23.00			

F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	11.00	23.00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	11.00	23.00			
Wed	11.00	23.00	<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)		
Thur	11.00	23.00			
Fri	11.00	00.00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	11.00	00.00			
Sun	11.00	23.00			

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing We will be offering karaoke for private functions but volume will be kept to a minimum. We will also have live music but not bands as the size of the venue would not be able to cope.		
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Mon	11.00	23.00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	11.00	23.00	<b>Please give further details here</b> (please read guidance note 4)		
Wed	11.00	23.00			
Thur	11.00	23.00	<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 5)		
Fri	11.00	00.00			
Sat	11.00	00.00	<b>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sun	11.00	23.00			

**I**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	11.00	23.00		<b>Please give further details here</b> (please read guidance note 4)	
Tue	11.00	23.00			
Wed	11.00	23.00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)		
Thur	11.00	23.00			
Fri	11.00	00.00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	11.00	00.00			
Sun	11.00	23.00			

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
Day	Start	Finish		Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	11.00	23.00		<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)	
Tue	11.00	23.00			
Wed	11.00	23.00			
Thur	11.00	23.00	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	11.00	00.00			
Sat	11.00	00.00			
Sun	11.00	23.00			

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor. (Please see declaration about the entitlement to work in the checklist at the end of the form):**

Name ELIZABETH COX
-----------------------

Personal licence number (if known)PL2970
NORTHAMPTON

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)
Day	Start	Finish	
Mon	11.00	23.00	<p><b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 6)</p>
Tue	11.00	23.00	
Wed	11.00	23.00	
Thur	11.00	23.00	
Fri	11.00	00.00	
Sat	11.00	00.00	
Sun	11.00	23.00	

**M** Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b, c, d and e)** (please read guidance note 10)

As an active member of pubwatch in my current location, I will ensure The Eccentric Englishman is also an active member especially with us being in the town centre now. I will inform Northamptonshire Police and environmental health of our intentions and invite them for a tour of the premises and take on any feedback they offer. I do not intend to be a late night drinkers pub, my plan is to be closed by 8pm most nights, I hope to be more of a daytime destination so the need for security will not be essential, it is however something we will look into as time progresses if needed.

**b) The prevention of crime and disorder**

We have already arranged for cctv to be fitted when we receive the keys for the property. This will be connected to my phone for live feeds and playback/recording. The cameras will be on the front door, one on the bar and one upstairs as the building is quite small. Again with Pubwatch we will be connected to the radio system should we need assistance and to keep in contact with other venues. I will also be displaying posters for the no drug tolerance including a one in and one out policy in the toilet.

**c) Public safety**

In regards to vulnerable people I will ensure the staff are fully trained in managing drunkenness and refusal. I will also have posters in the toilets following the Ask Angela campaign, so people know they are able to speak to any of us. I will contact a local taxi firm to set up a line direct to my premises to get someone out safely should they need it. Most of my team are female and are my existing staff who are coming with me to my new bar and are very experienced in dealing with anyone feeling threatened in anyway and managing large or small groups of people. We will only have a small capacity in respect to most venues, our full capacity will be 80 persons.

**d) The prevention of public nuisance**

When we have live music playing I will ensure the internal door is kept closed except for people arriving and leaving, these will only be pianists or acoustic. The weekday daytime music will be for background purposes only but if we do have a function that requires loud music the same rules will apply. Customers will be advised they are not permitted to take drinks outside when smoking so as to avoid unnecessary rubbish and breakages, outside will be swept daily in case of any cigarette butts. Signs will be provided at the exit to advise people to be quiet when leaving.

**e) The protection of children from harm**

As I previously mentioned, I do not intend to be a late opening venue but on the occasions we are, children under will not be permitted after 9pm unless attending a private function and are with a suitable adult. Signs will be displayed showing a 21 plus policy, my staff are fully educated on this matter.

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
  
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)

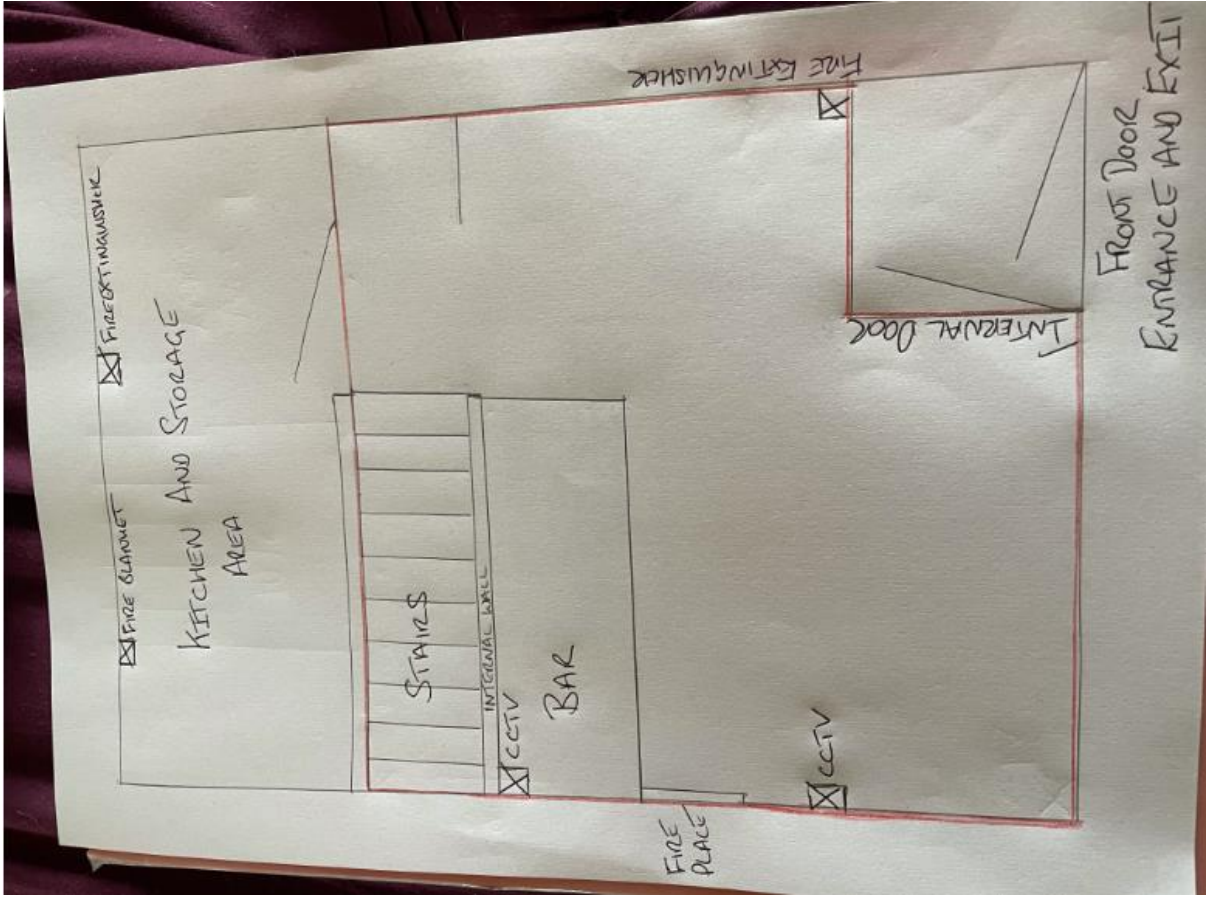
**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"><li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li><li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li></ul>
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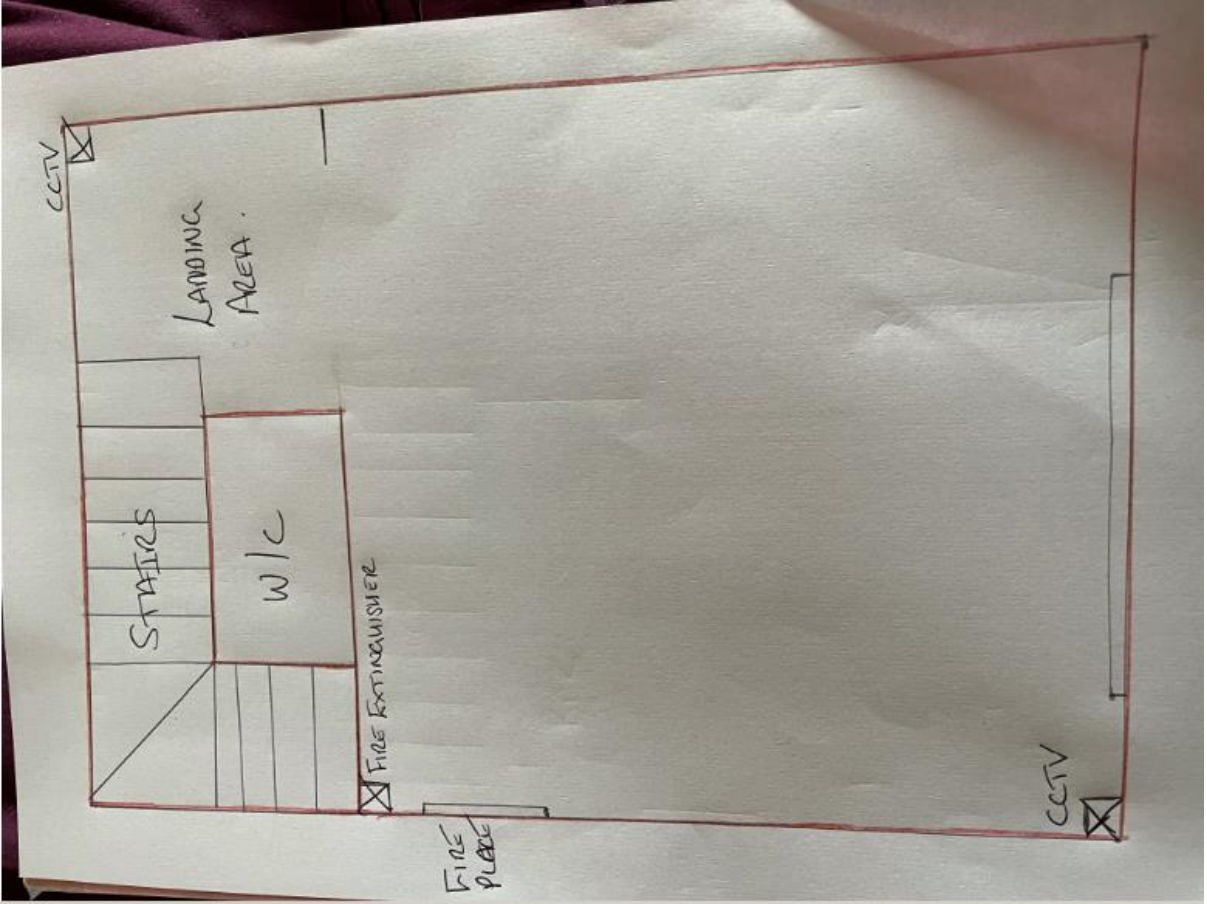
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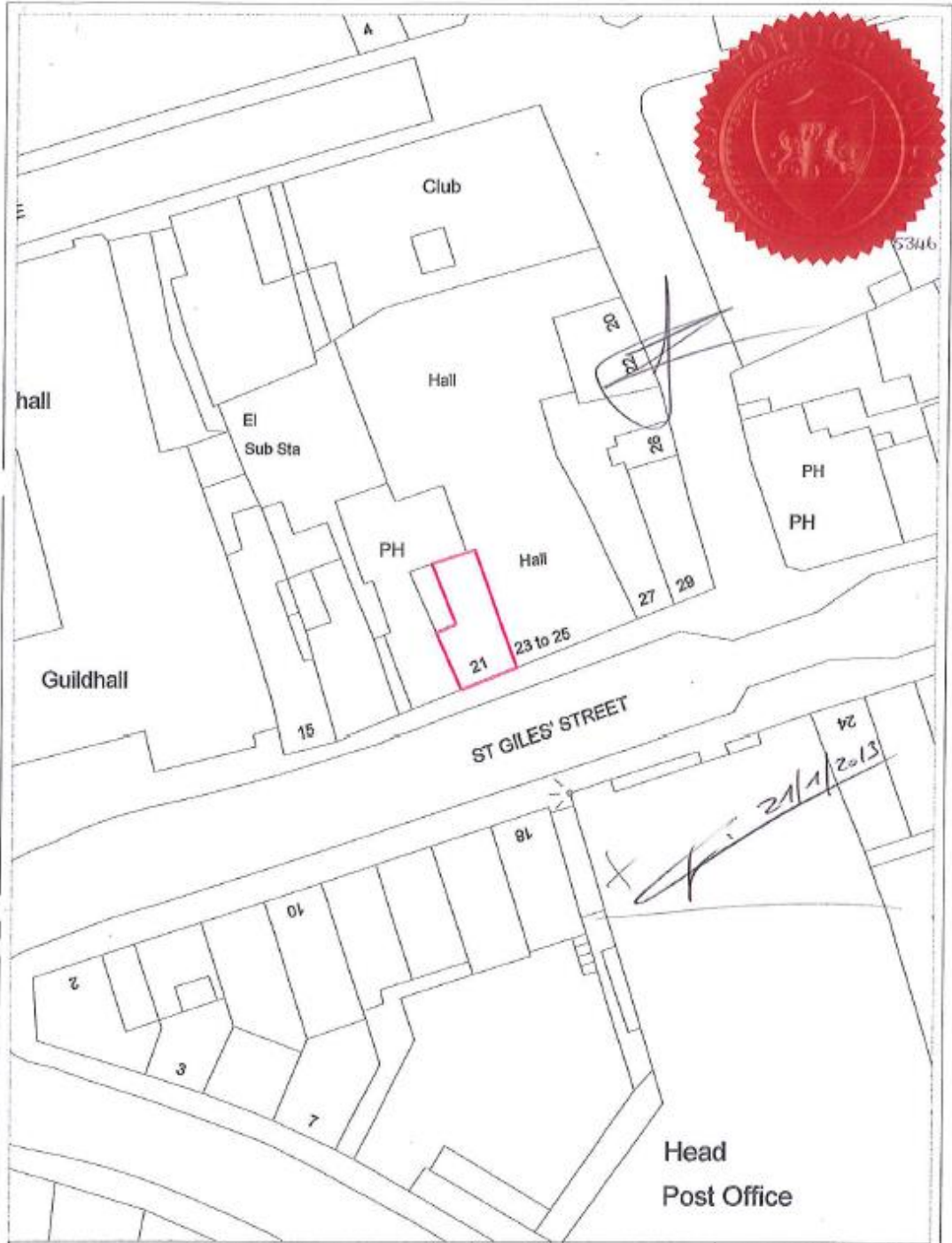
Signature	
Date	
Capacity	

Appendix B – Premises Plan









Title: 21 ST GILES STREET

DWG No. X0109P1040

**ESTATES & VALUATION SERVICES**



**Directorate of Strategic Resources**  
Northampton Borough Council

DRAWN BY: JCM      SCALE: 1:500      DATE 10th June 2003

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## Appendix C - Representation & Agreed Environmental Health Conditions



Tracey Sandy <[Sandy.Tracey@northants.pnn.police.uk](mailto:Sandy.Tracey@northants.pnn.police.uk)>  
To: [theeccentricenglishman@gmail.com](mailto:theeccentricenglishman@gmail.com)  
Cc: NBC Licensing; Martin O'Connell



12/07/2021



Dear Miss Cox,

I act on behalf of the Chief Officer of Police, Mr Adderley, he has delegated responsibility and has authorised me to act on his behalf with regard to representations made by Northamptonshire Police to Licensing Authorities across the county of Northamptonshire.

I am placing an objection to your Premises Licence Variation application due to the conditions on your application not being robust enough to support the prevention of crime and disorder and the protection of children from harm Licensing Objectives. For this application to do so we would like to propose suitably worded police conditions which I will forward within 24 hours for your consideration.

Kind regards,

Sandy

**Police Constable 0010 Sandy TRACEY**  
Northamptonshire Police Alcohol Licensing Constable

Wellingborough Police Station  
Midland Road, Wellingborough. NN8 1HF.

Telephone 101 Ext. 346307

Mobile 07973 880381

Email [Sandy.Tracey@northants.pnn.police.uk](mailto:Sandy.Tracey@northants.pnn.police.uk)

**From:** Tracey Sandy <[Sandy.Tracey@northants.pnn.police.uk](mailto:Sandy.Tracey@northants.pnn.police.uk)>

**Sent:** 13 July 2021 14:59

**To:** Liz Cox <[theeccentricenglishman@gmail.com](mailto:theeccentricenglishman@gmail.com)>; NBC Licensing <[Licensing.NBC@westnorthants.gov.uk](mailto:Licensing.NBC@westnorthants.gov.uk)>

**Cc:** Liquor Licensing <[LiquorLicensing@northants.pnn.police.uk](mailto:LiquorLicensing@northants.pnn.police.uk)>

**Subject:** NBC Licensing - 2021.07.09 - New Grant - The Eccentric Englishman - LDR 07.08.21 - 89492

Dear Ms Cox and NBC,

As a result of Ms Cox agreeing to have the police conditions showing below in this email attached to her operating schedule once her licence is issued, Northants Police withdraw our representation.

Regards,

Sandy

**Police Constable 0010 Sandy TRACEY**  
Northamptonshire Police Alcohol Licensing Constable

Wellingborough Police Station  
Midland Road, Wellingborough. NN8 1HF.

Telephone 101 Ext. 346307

Mobile 07973 880381

Email [Sandy.Tracey@northants.pnn.police.uk](mailto:Sandy.Tracey@northants.pnn.police.uk)

**From:** Liz Cox <[theeccentricenglishman@gmail.com](mailto:theeccentricenglishman@gmail.com)>

**Sent:** 13 July 2021 11:31

**To:** Tracey Sandy <[Sandy.Tracey@northants.pnn.police.uk](mailto:Sandy.Tracey@northants.pnn.police.uk)>

**Subject:** Re: NBC Licensing - 2021.07.09 - New Grant - The Eccentric Englishman - LDR 07.08.21 - 89492

Dear Tracey

I am more than happy to adhere to these rules.

Thanks

Liz x

Sent from my iPhone

On 13 Jul 2021, at 11:11, Tracey Sandy <[Sandy.Tracey@northants.pnn.police.uk](mailto:Sandy.Tracey@northants.pnn.police.uk)> wrote:

Good Morning Liz,

Please see our proposed conditions below.

Let me know whether they are agreeable to you, if they are please let me know as this will enable us to withdraw our Representation. If you have any questions or queries in the meantime please get in touch. Remember that you have not applied for off sales of alcohol or off sales of late night

refreshment in your application. It is commonly accepted that an unfinished bottle of wine could be taken by a customer after a meal.

### **Proposed Police 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. Any SIA licensed door supervisors the venue may require will be calculated via a risk assessment conducted by the Designated Premises Supervisor
8. No glass will be removed from the premises by customers and taken outside of the Licensable Area
9. 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 (f) any faults in the CCTV system, searching equipment or scanning equipment
- (g) Any refusal of the sale of alcohol
- (h) Any visit by a relevant authority or emergency service

10. 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.

Kind regards,

Sandy

**Police Constable 0010 Sandy TRACEY**  
Northamptonshire Police Alcohol Licensing Constable

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