

THE WOOLPACK

AGREED CONDITIONS

1. A digital closed circuit television (CCTV) system to be installed internally ensuring the following:-
 - a. All entry and exit points must be covered to enable frontal identification of every person entering the premises in any light condition
 - b. The CCTV system shall continually record whilst the premises is open for licensable activities and during times when customers remain on the premises.
 - c. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31 day period.
 - d. A staff member from the premises who is knowledgeable with the operation of the CCTV system shall be on the premises on Friday and Saturday nights and nights leading into a Bank Holiday, when premises are open to the public. At all other times, a member of staff will be on duty within each 24 hour period. This staff member must be able to show and supply if requested a Police or authorised office recent data or footage with the absolute minimum of delay when requested.

2. An electronic record of all refused sales shall be kept on the premises. It must include details of the member of staff who refused service, time and date it occurred and the reason for refusal. The record shall be made available to Police and/or local authority immediately upon request and shall be kept for at least one year from the date of last entry.

3. An incident book in the accepted Company policy shall be maintained to record any activity related to drugs or of a violent, criminal or serious anti-social nature and be available for inspection at all times (when the premises is open) by an authorised officer of relevant responsible authority, it should record the following details:-
 - a) Time and date and nature of the incident,
 - b) People involved
 - c) Action taken
 - d) Details of the person responsible for the management of the premises at the time of the incident.

4. The Premises Licence Holder or Designated Premises Supervisor to ensure that all management and staff who are not personal licence holders are fully trained and briefed on the four licensing objectives, Challenge 25, operating procedures, the conditions on this licence and other police initiatives such as CSE training. Ongoing training to be provided, as per Company policy. Electronic training records to be made available to an authorised officer on request.

5. The age verification policy operated at the premises shall be "Challenge 25". This means that whilst alcohol may be sold to persons aged 18 years or over, any person who appears under 25 years of age shall be required to provide proof of age using an acceptable form of ID. Notices advertising that the premises operate a "Challenge 25" scheme shall be displayed in a clear and prominent position at the premises entrance(s)/and inside at the premises bar serving area. The only forms of ID that may be accepted shall be
 - a. Proof of age card bearing the PASS hologram logo
 - b. Passport; or
 - c. UK photo driving licence

6. If the premises serves alcohol after 00:00 hours on Friday and Saturday nights and nights leading into a Bank Holiday, it will be required to have two SIA registered door staff on the premises from 20:00 hours and until 30 minutes after the closure of the premises.
7. Additional door supervisors shall be employed at the premises on occasions as deemed necessary by the Designated Premises Supervisor and/or premises management following a risk assessment and on occasions following consultation with the Police.
8. Where SIA registered door supervisors are used at the premises, a record must be kept of their SIA registration number and the dates and times when they are on duty.
9. No entry or re-entry of customers shall be permitted to the premises after 00:00 hours on Friday and Saturday nights and nights leading into any Bank Holiday.
10. Management team to actively seek to prevent customers from exiting the premise onto The Wash with drink glasses or glass bottles whether they contain alcohol or not or any other vessel that contains alcohol.
11. On Friday and Saturday nights and nights leading into a Bank Holiday, no children aged under 18 years of age to be on the premises after 21:00 hours until closing, if alcohol is being served, unless they are eating.
12. The Licence Holder shall actively participate in the Pubwatch Scheme, including attending the meetings, participating in radio link, and supporting the Pubwatch banning systems including keeping records and sharing information with the police.
13. The Licence Holder shall erect and maintain in a prominent position at every exit and in the outside area clear notices requesting patrons to avoid causing noise, nuisance or disturbance to local residents.
14. On occasions when SIA staff are on duty, they will operate a search policy if they suspect any patrons are attempting to enter the premises in the possession of alcohol purchased off the premises, illegal drugs and or offensive weapons. They will refuse entry to any patron refusing such a search.
15. On occasions when SIA staff are on duty, they will encourage patrons to disperse in an orderly manner to avoid causing noise, nuisance or disturbance to local residents. They will be encouraged to identify vulnerable customers, and take appropriate steps to address any concerns and if necessary notify the management team.
16. During music events, music levels will be reduced during the last 30 minutes of trading and lighting levels will be increased if possible during the last 30 minutes of trading