

## **23 PARLIAMENT SQUARE**

### **PROPOSED 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. A written 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 a least one year from the date of last entry.

## **23 PARLIAMENT SQUARE**

### **PROPOSED CONDITIONS**

3. An incident book 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 are fully trained and briefed on the four licensing objectives, Challenge 25, the conditions on this licence, policies referred to in this licence. Also, any other Police initiatives, such as CSE. Every 6 (six) months these staff are to be given refresher training and this is to be documented in such a way that it can be given to an authorised officer on request. Staff should also sign documentation confirming the training has taken place and the date.
  
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

## 23 PARLIAMENT SQUARE

### PROPOSED CONDITIONS

6. Alcohol to be served ancillary to food and only be served to customers sitting inside the premises and to those seated at tables within an area licensed by a pavement licence under S115E of the Highways Act 1980.
7. There will be no more than **9 (nine)** customers inside the premises at any one time. This includes those either eating and or drinking or waiting for a takeaway. No patrons to take open vessels outside while waiting.
8. Food and beverages to the designated seated area will need to be covered and carried within specialised containers to avoid spillage and breakages.
9. No vertical drinking in the designated outside area
10. The Licence Holder shall erect and maintain in a prominent position at every exit, a clear and conspicuous notice requesting patrons to avoid causing noise, nuisance or disturbance to local residents.
11. The Premise Licence Holder or DPS to ensure all tables and chairs shall be removed from the outside area by 22:00 hours each day and ensure groups of people do not gather/loiter