



Dartford Borough Council
Civic Centre
Home Gardens
Dartford
Kent
DA1 1DR

Wig & Gown

The Court House
Spital Street
Dartford
Kent
DA1 2DX

Telephone Number:

Where the Licence is time limited
the dates:

Not applicable

Licensable Activities authorised by the licence:

Sale of Alcohol
Live Music
Late Night Refreshment
Recorded Music

The times the licence authorises the carrying out of licensable activities:

Sale of Alcohol

Description	From	To
Sunday To Thursday	10:00	- 00:00
Friday To Saturday	10:00	- 02:00

Seasonal Details

Sunday prior to a Bank Holiday, Christmas Eve and New Years Eve 10:00 to 02:00

Live Music**Description**

Thursday

From To

19:00 - 00:00

Late Night Refreshment**Description**

Friday To Saturday

Thursday

From To

23:00 - 02:00

23:00 - 00:00

Seasonal Details

Sundays prior to Bank Holidays, Christmas Eve and New Years Eve 23:00 to 02:00

Recorded Music**Description**

Friday To Saturday

Thursday

From To

19:00 - 02:00

19:00 - 00:00

Seasonal Details

Sundays prior to a Bank Holiday, Christmas Eve and New Years Eve 19:00 to 02:00

The opening hours of the premises:

Sunday To Thursday

Friday To Saturday

08:00

08:00

00:30

02:30

Where the licence authorises supplies of alcohol whether these are on and /or off

Alcohol is supplied for consumption on the Premises


Name, (registered) address, telephone number and email (where relevant) of holder of premises licence:

Yvonne Rickards




Registered number of holder, for example company number, charity number (where applicable)

Name address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol:

Mrs Yvonne Rickards


Personal Licence number and issuing authority of Personal Licence held by Designated Premises Supervisor (where the premises authorises for the supply of alcohol):

Personal licence Number: Licensing Authority:	Licence Number:  Licensing Authority: Dartford Borough Council
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Original Issue date of Premises Licence:

Date of last change: 21st May 2018

ANNEX 1 – MANDATORY CONDITIONS

1. No supply of alcohol may be made under the premises licence –
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

6. The responsible person must ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

7. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

For the purposes of this condition -

(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b) “permitted price” is the price found by applying the formula –

$$P = D + (D \times V)$$

where -

(i) P is the permitted price,

(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence -

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.

8. Where the permitted price would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

9. (1) Sub-paragraph (2) applies where the permitted price on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

If the Premises Licence allows Exhibition of Films

1. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation by that body.

3. Where

(a) The film classification body is not specified in the licence, or

(b) The relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question,

admission of children must be restricted in accordance with any recommendation made by that licensing authority.

4. In this section “children” means any person aged under 18; and “film classification body” means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984(c39) (authority to determine suitability of video works for classification).

If the Premises Licence has conditions in respect of Door Supervision except theatres, cinemas, bingo halls and casinos

1. Where a premises licence includes a condition that at specified times one or more individuals

must be at the premises to carry out a security activity, each such individual must:

(a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or

(b) be entitled to carry out that activity by virtue of section 4 of the Act.

2. But nothing in subsection (1) requires such a condition to be imposed:

(a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or

(b) in respect of premises in relation to:

(i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

(ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).

3. For the purposes of this section:

(a) “security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies, and which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and

(b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

General Licensing Objectives:

CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition. Cameras shall encompass all ingress and egress to the premises, fire exits and all areas where the sale and supply of alcohol occurs.

Equipment must be maintained in good working order, be correctly time and date stamped, recordings MUST be kept on the hard drive and kept for a period of 28 days and handed to Police and or Local Authority upon reasonable request.

The premises licence holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in a recordable format to the Police and Local Authority upon reasonable request. In the event of technical failure of the CCTV equipment the premises licence holder or DPS must report the failure to the Police Licensing Officer and Local Authority within 24 hours unless the CCTV will be repaired before that time
(licensing.north.division@kent.pnn.police.uk)

All persons that sell or supply alcohol to customers must have licensing training. Training should take place within six weeks of employment and any new employees will be supervised until the training has taken place. Refresher training should be repeated a minimum of every six months or earlier if required due to changes of legislation. Training records must be kept on the premises and shall contain the nature, content and frequency of all training. Records must be made available for inspection by Police, Police Licensing Officer and authorised officers from the Local Authority upon request either electronically or hard copy.

When the premises is open between Thursday to Sunday and Bank Holidays from 20:00 hours until close, the designated premises supervisor shall ensure that at least one personal licence holder is available on the licensed premises while the sale of alcohol is being undertaken at the premises.

Prevention Of Crime and Disorder Objectives:

The licensee shall ensure that no customers will take glasses or open bottles from the premises.

The premises licence holder or DPS shall maintain an accurate and up to date register in respect of all stewards, security staff or door supervisors working at the premises when it is open to the public.

The register will comprise of:

- the name, address, telephone number of the member of staff
- any registration number relating to the steward or door supervisor whether employed directly by the licensee or through an agency
- the name, address and telephone number of the agency providing stewards, security staff or door supervisor where not employed directly by the licensee
- the dates and times of commencement and finishing of work
- signature of the member of staff
- details of any incident in which the member of staff is involved including any calls to the police and any police action taken.

The premises shall have a written drugs policy, this will detail the strategies to minimise the use and supply of illegal drugs within the premises. The drugs policy shall include a structured training policy for all staff covering the issues of misuse of drugs in relation to licensed premises. Records must be kept to show members of staff who have taken the training.

Public Safety Objectives:

The premises licence holder or designated premises supervisor must keep an incident register. Staff members are to be trained to complete an incident book/records immediately after the incident but no later than the end of their shift. The register must be kept on the premises and will detail:

- Day, date and time of incident
- Nature of incident
- Resolution
- Each entry is to be checked and signed by the DPS/Licensee no later than 1 week after the entry has been made. The register must be made available to Police, Police Licensing Officers and authorised officers from the Local Authority either electronically or hard copy.

Prevention of Public Nuisance Objectives:

When the premises is open between Thursday to Sunday and Bank Holidays from 21:00 hours until close, all bottles will be decanted into polycarbonate or suitably toughened glass vessels save for when complete bottles of wine or champagne have been purchased.

When the premises are open on Thursday, Friday and Saturdays and Bank holidays there will be no admission or re-admission after 00:00 hours.

When the premises are open between 20:00hrs till close on Thursday, Friday and Saturdays and Bank Holidays a minimum of 4 SIA door supervisors must be present at the customer entrance and exit of the premises.

When the premises close, door supervisors will assist in the dispersal of patrons from the venue and the area immediately in front of the premises reminding customers to leave quietly.

Protection of Children from Harm Objectives:

No entertainment of a sexual or adult nature shall take place at this venue.

No under 18 children on site after 21:00 hours

ANNEX 3 – CONDITIONS ATTACHED AFTER A HEARING

1. Doors and windows to the premises shall be kept shut during the playing of music, with the exception of doors being opened to allow access and egress of patrons.
2. The rear garden shall not be used by patrons after 21:00 Sunday to Thursday, nor after 22:30 on Fridays, Saturdays, Bank Holidays or Christmas Eve.
3. Metal furniture shall not be used in the rear garden.
4. A speaker system shall not be installed in the rear garden. Live and recorded music shall not be played in the rear garden.
5. A Noise Management Scheme , including the installation of an electronic noise limiting device ,to be utilised at all times when live or recorded music is played, to be submitted and approved by the Local Authority Environmental Protection . Levels set to be tamper proof and to be agreed to the satisfaction of Environmental Protection. The scheme may include the utilisation of sound lobbies and secondary glazing.
6. Bottles and other waste should not be removed from the premises and tipped into refuse and recycling bins between 21:00 and 08:00. Kitchen waste may be emptied until 21:30. Waste and recycling bins utilised shall be lidded and large enough to hold all waste generated by the premises.
7. Hours for deliveries and collections from the premises shall be between 08:00 to 20:00 Monday to Saturday and 09:00 and 17:00 on Sundays, save for Bakery deliveries.
8. Signage shall be used, together with announcements, if possible, to advise patrons and staff to be quiet when leaving the premises. The signs shall be large, bold and clearly displayed for all patrons to see.
9. A log shall be maintained of all noise complaints received by the premises.