

NOTICE OF MEETING

Licensing Panel

Wednesday 2 April 2014, 2.00 pm

**Function Room, Fifth Floor, Easthampstead House, Town Square,
Bracknell**

To: The Licensing Panel

Councillor Allen (Chairman), Councillors Baily and Davison

cc: Substitute Members of the Committee

Councillors Mrs Angell, Mrs Barnard, Brossard, Brunel-Walker, Finch, Finnie, Gbadebo, Leake, Porter, Mrs Temperton, Thompson and Ms Wilson

ALISON SANDERS
Director of Corporate Services

EMERGENCY EVACUATION INSTRUCTIONS

- 1 If you hear the alarm, leave the building immediately.
- 2 Follow the green signs.
- 3 Use the stairs not the lifts.
- 4 Do not re-enter the building until told to do so.

If you require further information, please contact: Amanda Roden
Telephone: 01344 352253
Email: amanda.rodan@bracknell-forest.gov.uk
Published: 14 March 2014



Licensing Panel

Wednesday 2 April 2014, 2.00 pm

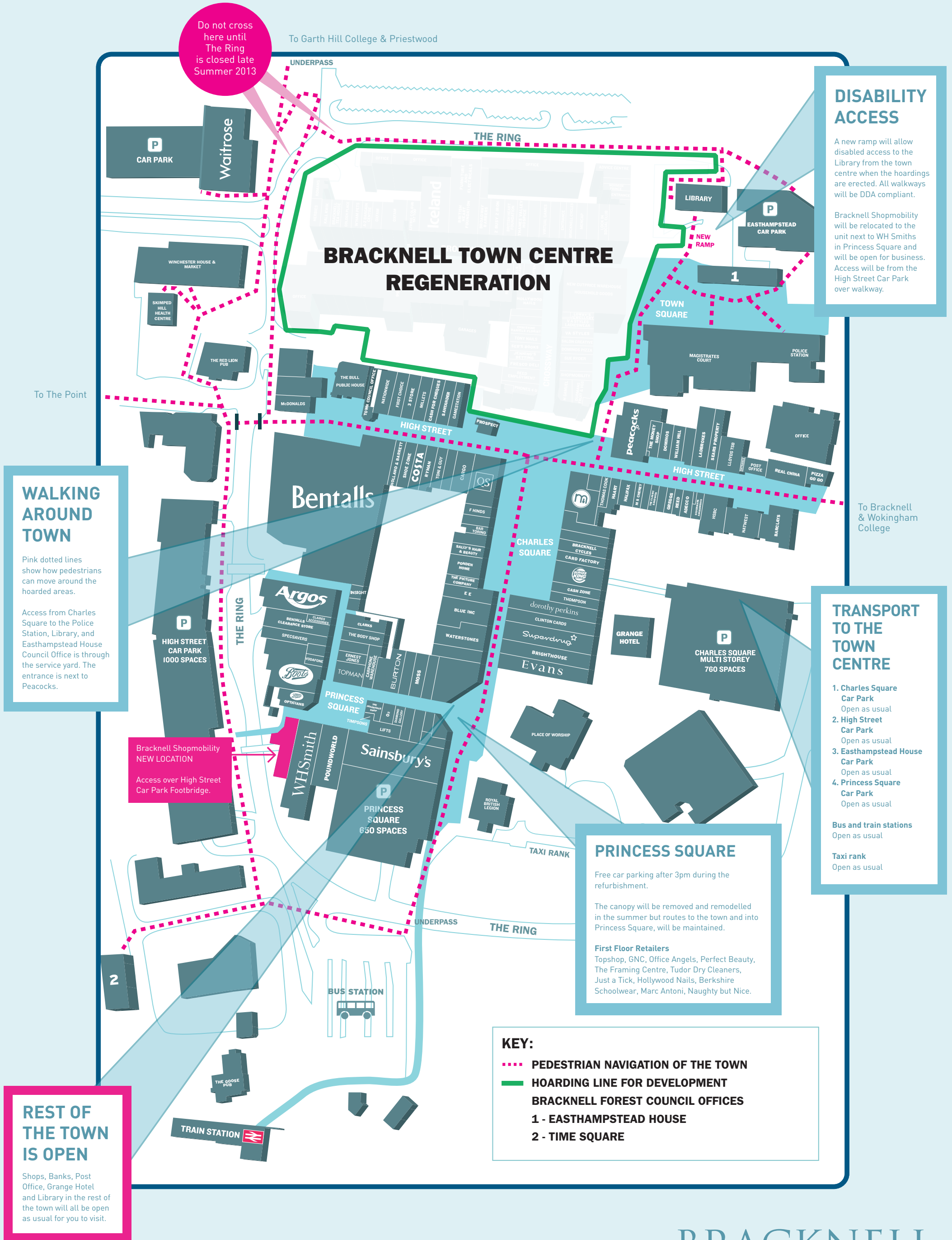
Function Room, Fifth Floor, Easthampstead House, Town Square, Bracknell

Sound recording, photographing, filming and use of social media at meetings which are held in public are permitted subject to the provisions of the Council's protocol for recording. Those wishing to record proceedings at a meeting are advised to contact the Democratic Services Officer named as the contact for further information on the front of this agenda as early as possible before the start of the meeting so that arrangements can be discussed and the agreement of the Chairman can be sought.

AGENDA

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1. Maps	1 - 6
2. Declarations of Interest Any Member with a Disclosable Pecuniary Interest or an Affected Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.	
3. The Procedure for Hearings at Licensing Panels	7 - 12
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Annex D – Representation	
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Annex F – Proposed Conditions	

BRACKNELL TOWN CENTRE OPEN AS USUAL DURING DEMOLITION



Do not cross here until The Ring is closed late Summer 2013

DISABILITY ACCESS

A new ramp will allow disabled access to the Library from the town centre when the hoardings are erected. All walkways will be DDA compliant.

Bracknell Shopmobility will be relocated to the unit next to WH Smiths in Princess Square and will be open for business. Access will be from the High Street Car Park over walkway.

WALKING AROUND TOWN

Pink dotted lines show how pedestrians can move around the hoarded areas.

Access from Charles Square to the Police Station, Library, and Easthampstead House Council Office is through the service yard. The entrance is next to Peacocks.

TRANSPORT TO THE TOWN CENTRE

- Charles Square Car Park
Open as usual
- High Street Car Park
Open as usual
- Easthampstead House Car Park
Open as usual
- Princess Square Car Park
Open as usual

Bus and train stations
Open as usual

Taxi rank
Open as usual

PRINCESS SQUARE

Free car parking after 3pm during the refurbishment.

The canopy will be removed and remodelled in the summer but routes to the town and into Princess Square, will be maintained.

First Floor Retailers
Topshop, GNC, Office Angels, Perfect Beauty, The Framing Centre, Tudor Dry Cleaners, Just a Tick, Hollywood Nails, Berkshire Schoolwear, Marc Antoni, Naughty but Nice.

KEY:

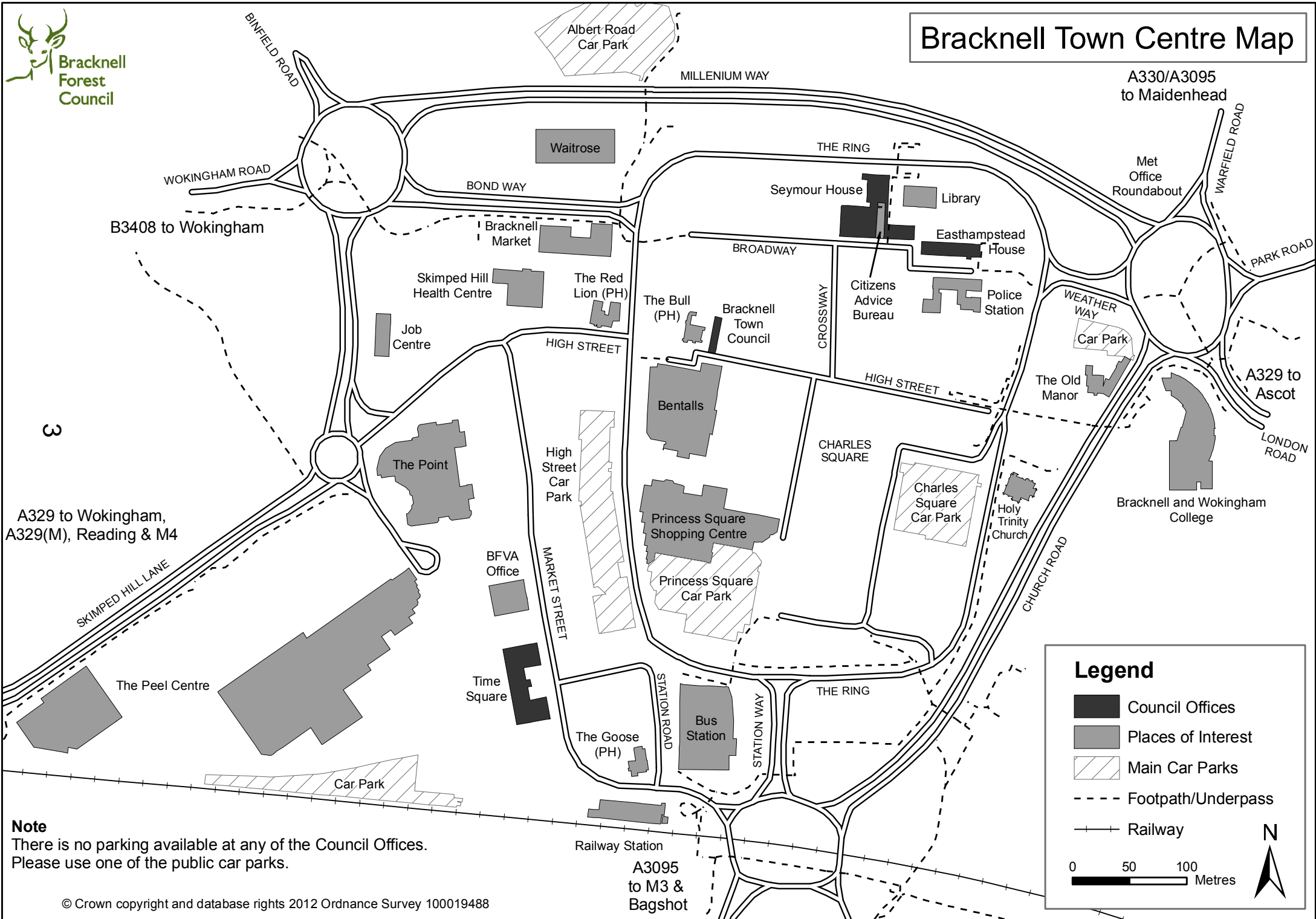
- PEDESTRIAN NAVIGATION OF THE TOWN
- HOARDING LINE FOR DEVELOPMENT
- BRACKNELL FOREST COUNCIL OFFICES
- 1 - EASTHAMPSTEAD HOUSE
- 2 - TIME SQUARE

REST OF THE TOWN IS OPEN

Shops, Banks, Post Office, Grange Hotel and Library in the rest of the town will all be open as usual for you to visit.

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Bracknell Town Centre Map








3
A329 to Wokingham,
A329(M), Reading & M4

A330/A3095
to Maidenhead

A329 to
Ascot

A3095
to M3 &
Bagshot

Legend





-  Council Offices
-  Places of Interest
-  Main Car Parks
-  Footpath/Underpass
-  Railway

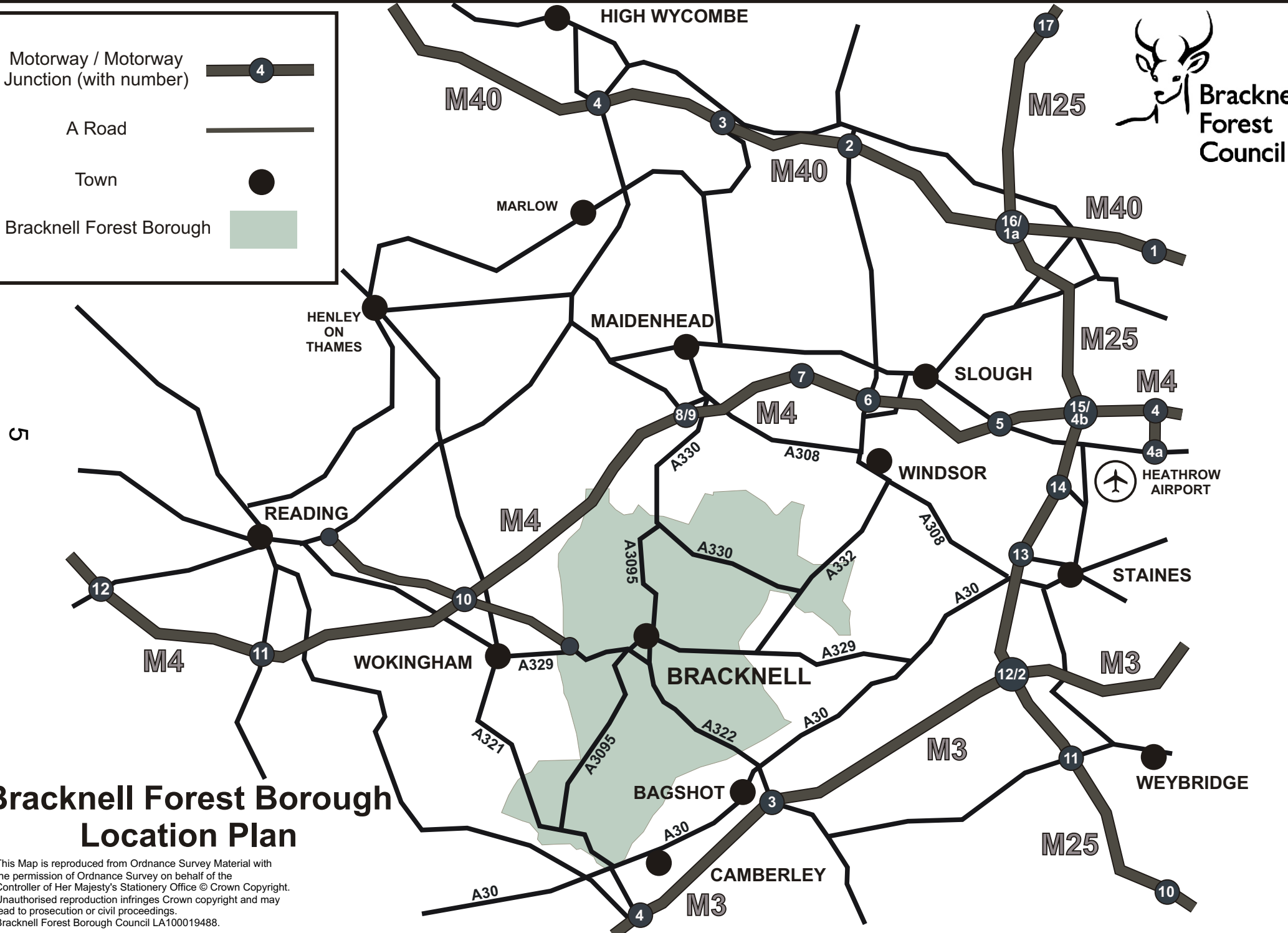
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N

Note
There is no parking available at any of the Council Offices.
Please use one of the public car parks.

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Motorway / Motorway Junction (with number)	
A Road	
Town	
Bracknell Forest Borough	



Bracknell Forest Borough Location Plan

This Map is reproduced from Ordnance Survey Material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Bracknell Forest Borough Council LA100019488.

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INFORMATION AND THE PROCEDURE FOR HEARINGS OF THE LICENSING PANEL

The following document provides information and outlines the procedure taken for hearings by the Licensing Panel, when considering applications.

1. REQUIREMENTS FOR THE HEARING

- 1.1 The applicant will normally be required to attend the meeting in person. They will be entitled to be represented by a solicitor or counsel or by any other individual provided that the name of any such person is given to the Council's Licensing Manager 48 hours in advance of the hearing.
- 1.2 Written notification of the intended proceedings will be given to the applicant not less than ten clear working days before the meeting. This notification will give details of the procedure to be followed at the hearing and shall advise applicants of their right to be represented. Included with the written notification shall be the Agenda for the meeting.
- 1.3 Any documents to be produced at the hearing by the Director of Environment, Culture and Communities representative shall be sent so as to reach the applicant by no later than 48 hours before the hearing. A copy of these documents shall at the same time be given to Democratic Services to distribute to members of the Panel.
- 1.4 Any documents to be produced at the hearing by the applicant shall be sent to the Council's Licensing Manager by no later than 48 hours before the hearing. A copy of these documents shall at the same time be sent to Democratic Services to distribute to members of the Panel.
- 1.5 At the discretion of the Panel any or all of the requirements set out in paragraphs 1.3 to 1.4 above may be waived, provided that the Panel is satisfied that the interests of the applicant or any objector have not been prejudiced.
- 1.6 Financial costs incurred by either party in the hearing must be met in full by those parties and no awards for costs will be made to either party regardless of the outcome of the hearing.
- 1.7 The public will be allowed access, except if "Confidential Information" as defined by Section 100A of the Local Government Act 1972 is likely to be disclosed (in which case the public must be excluded) or, if "Exempt Information" falling within Schedule 12A of the Local Government Act 1972 is likely to be disclosed in which case the Panel may decide to exclude the public.

2. ORDER OF THE HEARING

- 2.1 Hearings shall be conducted as follows:
 - (a) The Chairman will open the proceedings by stating the nature of the matter which is to be considered and will welcome the parties, introduce them and confirm the roles of those present.
 - (b) The Chairman will ask the officers to confirm whether or not the formal requirements in respect of the matter to be considered have been complied with.
 - (c) The applicant will be asked if there is any reason for the case to be adjourned. An adjournment will only normally be granted if unforeseeable circumstances can be demonstrated which would be prejudicial to a fair hearing if it was heard at that time.

- (d) The Chairman shall first call upon the Director of Environment, Culture and Communities representative to put forward their case.
 - (e) If satisfied as to the formal requirements, the Panel will consider the merits of the application or proposed suspension/revocation and the report of the officer. The Panel may ask the Director of Environment, Culture and Communities representative for clarification of any points.
 - (f) The applicant shall have an opportunity to put questions to the Director of Environment, Culture and Communities representative.
 - (g) The Chairman will then invite (if any) interested parties who have made representations to speak. The Panel may ask interested parties questions and points of clarification.
 - (h) The Chairman will then invite the applicant or licence holder to make any representations.
 - (i) The Chairman, members of the Panel and the Director of Environment Culture and Communities representative may ask the applicant questions and points of clarification. Having heard the applicant's statement, any Responsible Authorities in attendance will be given the opportunity to respond.
 - (j) An opportunity shall be given to the Director of Environment, Culture and Communities representative and the applicant, in that order, to sum up their case (but not to add any new facts).
 - (k) The Panel members, the representative from Legal Services and Clerk to the Panel shall withdraw. Officers present do not take part in the decision making but will provide legal and procedural advice and record the decision.
 - (l) The members of the Panel consider their decision. The applicant or his/her representative (if any) and any officer present is asked to remain in attendance and if any further clarification or information is required from the applicant or licence holder or any officer, this will be sought by the clerk.
- 2.2 The decision of the Panel shall be notified to the applicant and her/his representative (if any) within two working days following the meeting. In most cases, a verbal decision will be given on the day of the hearing.

3. ROLES OF THOSE AT THE HEARING

- 3.1 The Director of Environment Culture and Communities representative is present at the hearing to present the professional officer's case for refusal, suspension or revocation of licences. They are also present to challenge points put forward by the applicant.
- 3.2 Members of the Panel are present to consider and determine an application or to consider if a licence should be suspended or revoked. In doing so they will follow the above procedure.
- 3.3 The representative from Legal Services is present to provide legal and procedural advice to the members of the Panel and to assist in the clarification of any issues which might arise.
- 3.4 The representative from Democratic Services is present to provide procedural advice to members of the Panel and to record the decision.

Address for Correspondence:

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Democratic Services, Corporate Services
Bracknell Forest Council
Easthampstead House
Town Square
Bracknell
Berkshire RG12 1AQ
Tel: 01344 352253
e-mail: amanda.roden@bracknell-forest.gov.uk

4. BACKGROUND

4.1 The Council's Licensing Panel has been given delegated authority to deal with the following applications:

Matter to be dealt with:	Licensing Panel
Application for personal licence	If a Police objection
Application for personal licence with unspent convictions	All cases
Application for premises licence/club premises certificate	If a relevant representation is made
Application for provisional statement	If a relevant representation is made
Application to vary designated premises supervisor	If a Police objection
Application for transfer of premises licence	If a Police objection
Applications for interim authorities	If a Police objection
Applications to review premises licence/club premises certificate	All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application.	All cases
Determination of a police objection to a temporary event notice.	All cases

4.2 In carrying out its licensing function, the Licensing Authority will promote the four Licensing Objectives. These are the only matters to be taken into account when determining an application. The four Licensing Objectives are:

- Prevention of Crime and Disorder;
- Public Safety;
- Prevention of Public Nuisance; and
- Protection of Children from Harm.

- 4.3 The Licensing Policy is about the regulation of licensable activities and as such is focussed on the direct impact of activities taking place on or in the vicinity of those premises. It is not a mechanism for controlling general nuisance unconnected to the Licensing Objectives.
- 4.4 The Council has, apart from the above, delegated power to determine applications, renew, suspend or revoke existing licences and consents to the Director of Environment Culture and Communities. The Director has in turn delegated such authority to officers within the Department.
- 4.5 Whilst officers have delegated authority there will be occasions where it is considered appropriate to refer the matter to the Licensing Panel. Specifically the Licensing & Safety Committee at its meeting on 12 March 2003, resolved to receive representations from applicants for either a licence or a consent where under delegated powers the applicant has been advised that a refusal or revocation is likely.
- 4.6 Where the application is being considered for refusal, having exhausted all options for negotiating an acceptable solution, the applicant is invited should they wish to present their case to the Panel. This request must have been made in writing within 21 days following receipt of a letter from the Council offering the opportunity of a hearing. If the applicant or licence holder fails to comply with this requirement or declines the offer, the matter will be dealt with under delegated authority.
- 4.7 Where an application is refused or a licence/consent is suspended or revoked by the Panel the applicant may have a right of appeal to the courts under the relevant provisions of the legislation and the Panel will inform the applicant within their decision letter.

LICENSING ACT 2003
HEARINGS – Right of Attendance, Assistance and Representation

Regulation 15 of the Licensing Act 2003 (Hearings) Regulations 2005.

15. Subject to regulations 14(2) and 25 in relation to hearings taking place in public and the right for the Chairman to ask a person attending the hearing to leave the room, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified to do so.

LICENSING ACT 2003
HEARINGS – REPRESENTATIONS AND SUPPORTING INFORMATION

Regulation 16,17,18 and 19 of the Licensing Act 2003 (Hearings) Regulations 2005.

16. At the hearing, a party shall be entitled to:
- In response to a point upon which the Panel has given notice to a party that it will want clarification under regulation 7(1)(d), give further information in support of their application, representations or notice (as applicable).
 - If given permission by the Panel, question any other party.
 - Address the Panel.
17. Members of the Panel may ask any question of any party or other person appearing at the hearing.
18. In considering any representations or notice made by a party, the Panel may take into account documentary or other information produced by a party in support of their application, representations or Notice, (as applicable), either before the hearing or, with the consent of all the other parties at the hearing.
19. The Panel shall disregard any information given by a party or any other person to whom permission to appear at the hearing is given by the Panel which is not relevant to:
- their application, representations or notice, (as applicable); or in the case of another person, the application representations or notice of the party requesting their appearance, and
 - The promotion of the licensing objectives or, in relation to a hearing to consider a notice given by a chief officer of police, the crime prevention objective.

LICENSING ACT 2003
HEARINGS – CONSEQUENCES WHERE A PARTY DOES NOT ATTEND, OR IS NOT
REPRESENTED AT A HEARING

Regulation 20 of the Licensing Act 2003 (Hearings) Regulations 2005.

20. (1) If a party has informed the Authority that he does not intend to attend, or be represented at, a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated fails to attend, or be represented, at a hearing, the Authority may:
 - (a) where it considers it to be **necessary in the public interest**, adjourn the hearing to a specified date, or
 - (b) hold the hearing in the party's absence.
- (3) Where the Authority holds the hearing in the absence of a party, the Authority shall consider at the hearing, the application, representations or Notice made by that party.
- (4) Where the Authority adjourns the hearing to a specified date, it must, forthwith, notify the parties of the date, time and place to which the hearing has been adjourned

LICENSING PANEL 2 APRIL 2014

LICENSING ACT 2003 SANDHURST SOCIAL CLUB, WELLINGTON ROAD, SANDHURST, GU47 9AW APPLICATION FOR VARIATION OF CLUB PREMISES CERTIFICATE (Chief Officer: Environment and Public Protection)

1. CURRENT POSITION

- 1.1 The premises currently has a club premises certificate, which was originally granted on 26 August 2005 following a panel hearing of a conversion and variation application. The certificate was subsequently varied in March 2009 to amend the plan of the premises.
- 1.2 The club premises certificate is attached at **Annex A**, and the plan at **Annex B**. It permits supply of alcohol and live and recorded music from 08:00 to midnight, and performance of dance 11:00 to 23:00, seven days a week. The opening hours are 08:00 to 00:30, seven days a week.

2. APPLICATION

- 2.1 On 13 February 2014 an application was made by Sandhurst Social Club for a variation to the club premises certificate, as attached at **Annex C**.
- 2.2 The application is to vary the conditions of the club premises certificate in order to extend permitted hours for use of the outside areas from 22:30 to 23:00, and to remove and merge redundant and duplicate conditions.

3. REPRESENTATIONS RECEIVED

- 3.1 In the period from 13 February to 13 March 2014, one representation was received, which is attached at **Annex D**.
- 3.2 None of the responsible authorities (Thames Valley Police, Environmental Protection, Trading Standards, Royal Berkshire Fire and Rescue, Child Protection Committee, Planning, Public Health and Environmental Health & Safety) have made representations against the application.

4. SUPPORTING INFORMATION

- 4.1 A map showing the location of the premises is attached at **Annex E**.
- 4.2 The proposed conditions arising from the operating schedule are attached at **Annex F**.

5. RELEVANT BRACKNELL FOREST BOROUGH COUNCIL POLICIES

- 5.1 In determining applications, the Licensing Authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the area concerned (p 1.24).
- 5.2 The Council, as Licensing Authority recognises that conditions attached to licences will be focused on matters which are within the control of individual licensees (p 1.11).
- 5.3 When determining applications the Licensing Authority must be satisfied that the applicant's operating schedule seeks to promote the licensing objectives (p 1.13).
- 5.4 In appropriate cases, and where its discretion is engaged, the Licensing Authority may attach conditions in line with the achievement of the licensing objectives, as listed in the model conditions (p 2.12, 3.15, 4.8 & 5.17).

5.5 The Licensing Authority will apply a level of conditions proportionate to the individual style and characteristics of the premises concerned (p 6.8).

6. RELEVANT NATIONAL GUIDANCE

6.1 All licensing determinations should be considered on a case-by-case basis. They should take into account any representations that have been received from responsible authorities or other persons, and representations made by the applicant (9.38).

6.2 For representations in relation to variations to be relevant, they should be confined to the subject matter of the variation. There is no requirement for a responsible authority or other person to produce a recorded history of problems at premises to support their representations. (9.4)

6.3 In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the licensing authority must give appropriate weight to:

- a) the steps that are appropriate to promote the licensing objectives;
- b) the representations (including supporting information) presented by all the parties;
- c) the s182 Guidance;
- d) its own statement of licensing policy. (9.34)

6.4 The authority's determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve. (9.39)

6.5 The licensing authority should only impose conditions which are appropriate and proportionate for the promotion of the licensing objectives. If other existing law already places certain statutory responsibilities on an employer at or operator of a premises, it is not appropriate to impose the same or similar duties on the club. It is only where additional and supplementary measures are appropriate to promote the licensing objectives that there will be a requirement for conditions to be attached. (1.17)

6.6 Conditions attached to certificates must be tailored to the individual type, location and characteristics of the premises concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions. (1.16). Licence conditions should be both realistic, proportionate and within the control of the applicant and management of the premises. (8.43)

7. RECOMMENDATION

7.1 The Licensing Authority must, having regard to the representations, take such steps as it considers necessary for the promotion of the licensing objectives, either:

- a) to vary the certificate subject to the conditions as proposed, or
- b) to vary the certificate subject to modified and/or additional conditions, or
- c) to reject the application.

Background Papers

Licensing Act 2003 and associated regulations
Guidance issued under section 182 of the Licensing Act 2003
Bracknell Forest Council Licensing Policy (January 2011)

Contact for further information

Laura Driscoll, Licensing Team Leader - 01344 352517
laura.driscoll@bracknell-forest.gov.uk

LICENSING ACT 2003**PART A - CLUB PREMISES CERTIFICATE****Granted by Bracknell Forest Borough Council as Licensing Authority****Club Premises Certificate Number:** LN/20050250**Club Details****Club in whose name this certificate is granted and relevant postal address of club :**

Name of Club : Sandhurst Social Club
Address : 33 Wellington Road
 Sandhurst
 GU47 9AW
Telephone Number : 01344 775721

Postal address to which this certificate relates (if different from above) :**Address :** As above**Where the club premises is time limited the dates :** N/A**The qualifying club activities authorised by the certificate and the times the certificate authorises the carrying out of those activities :**

Qualifying Club Activities :	Authorised Times :
Supply of alcohol Live and recorded music	Sunday to Saturday 08:00 to 00:00
Performance of dance	Sunday to Saturday 11:00 to 23:00

The opening hours of the club : Sunday to Saturday 08:00 to 00:30**Where the certificate authorises supplies of alcohol whether these are on and/or off supplies :** On-supplies

Signed:
for Chief Officer: Environment and Public Protection
Date: 29 July 2011

Licensing Team, Bracknell Forest Council, Time Square, Market Street, Bracknell, RG12 1JD
 Telephone: 01344 352000
 Email: licence.all@bracknell-forest.gov.uk

Annex 1 – Mandatory Conditions:

- (1) The supply of alcohol for consumption off the premises must be made at a time when the premises are open for the purposes of supplying alcohol to members of the club for consumption on the premises.
- (2) Any alcohol supplied for consumption off the premises must be in a sealed container.
- (3) Any alcohol supplied for consumption off the premises must be made to a member of the club in person.
- (4) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises. “Responsible person” means the holder of a premises licence, the designated premises supervisor under such a licence or any individual aged 18 or over who is authorised to sell alcohol by a licence holder or designated premises supervisor. 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children:
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to
 - ii) 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
 - iii) 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 (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
 - (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;
 - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on
 - i) the outcome of a race, competition or other event or process, or
 - ii) the likelihood of anything occurring or not occurring;
 - (e) 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.
- (5) The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
- (6) The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

- (7) The club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol. 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 a holographic mark.
- (8) The responsible person shall 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; and
 - (b) customers are made aware of the availability of these measures.

Annex 2 – Conditions consistent with the club operating schedule:

- (9) Non standard timings: Supply of Alcohol on New Year's Eve: 11:00 to 01:00, Opening hours 11:00 to 01:30.
- (10) Customers shall be prevented from taking any alcoholic drinks, or other drinks, from the premises in open containers (e.g. glasses and opened bottles).
- (11) A valid proof of age card or UK passport shall be required to be produced by any person appearing to those selling or supplying alcohol, to be under 18 (or 16 in the case of the consumption of beer, wine and cider in the company of adults during a table meal) and who is attempting to buy alcohol.
- (12) The management of the premises shall devise and implement a policy (which is approved by Thames Valley Police) to monitor and control the access and exit of young persons possibly underage from the premises.
- (13) The licensee shall display in a prominent position a copy of their policy on checking proof of age.
- (14) The licensee shall take measures to promote 'sensible drinking' (including measures to encourage the purchase of safe drinks).
- (15) The licensee shall ensure that adequate measures are taken to prevent the use and supply of illegal drugs.
- (16) Performances involving danger or risk to the public shall not be given.
- (17) The number of persons admitted to the premises on any one occasion shall not exceed the maximum occupant capacity as specified by the Fire Authority and overcrowding in any part of the premises which would interfere with the safety or comfort of the public shall not be permitted.
- (18) The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the approved arrangements.
- (19) In restaurants and other premises where chairs and tables are provided, clear gangways shall be provided in accordance with the approved arrangements.
- (20) All exit doors shall be available at all material times without the use of a key, code, card or similar means.

- (21) Doors at such exits are regularly checked to ensure they function satisfactorily.
- (22) All fire resisting doors to ducts, service shafts and cupboards shall be kept locked and shut.
- (23) All internal gangways shall be kept unobstructed.
- (24) Only hangings, curtains, upholstery and temporary decorations complying with the relevant British (or where appropriate European) Standard shall be used. Where necessary these shall be periodically tested for flame resistance and re-treated as necessary to the satisfaction of the Licensing Authority.
- (25) Hangings, curtains, and temporary decorations are maintained in a flame- retardant condition.
- (26) Any upholstered seating meets on a continuous basis the pass criteria for smouldering ignition source 0, flaming ignition source 1, and crib ignition source 5 when tested in accordance with section 5 of BS 5852:1990.
- (27) Curtains, hangings, and temporary decorations are arranged so as not to obstruct exits, fire safety signs or fire-fighting equipment.
- (28) Curtains, where permitted across doors, shall be hung in two halves on a free running rail to enable them to be parted easily. Such curtains shall have a clearance of at least 25mm between the bottom of the curtain and the floor.
- (29) Notices dealing with actions to be taken in the event of a fire or other emergency, including how the fire brigade are summoned, are prominently displayed and protected from damage and deterioration.
- (30) Access routes for emergency vehicles shall be kept clear and free from obstruction.
- (31) An adequate and appropriate supply of first aid equipment and materials is available on the premises.
- (32) All electrical wiring, fittings and appliances shall be constructed and maintained in a safe and satisfactory condition to the satisfaction of the Licensing Authority.
- (33) In the absence of adequate daylight, the lighting in any area accessible to the public, members or guests shall be fully in operation during all times when they are present.
- (34) A system of emergency lighting, independent of the normal lighting of the premises shall be provided and shall illuminate all escape routes. The system shall operate automatically on failure of the normal lighting or be on at all times, and shall be maintained in efficient working order and tested at specified intervals to the satisfaction of the Licensing Authority and Fire Authority, with details of tests recorded in the fire logbook.
- (35) The premises shall be effectively ventilated. Where the ventilation system is designed to maintain positive air pressure within part of the premises, that pressure shall be maintained whenever the public, member or guests are present in that part of the premises.
- (36) Ventilation ductings shall be kept clean, and air filters are periodically cleaned and replaced to maintain a satisfactory air supply.
- (37) Free toilet facilities in proper working order shall be available as specified by the Licensing Authority.
- (38) All parts of the premises shall be kept in a clean condition to the satisfaction of the Licensing Authority.
- (39) A sufficient number of suitable receptacles for refuse storage shall be provided to the satisfaction of the Licensing Authority. These receptacles shall be maintained in a clean condition.

- (40) The premises shall be effectively ventilated at all material times.
- (41) (a) The flue of any boiler or heating appliance shall be professionally cleaned at intervals not less than the minimum recommended by the appliance manufacturer. (b) Ventilation ducting and shafts generally shall be maintained in a clean condition. (c) Ventilation air filters shall be cleaned or changed for new filters periodically as may be necessary to maintain a satisfactory flow of air supply. (d) All interior surfaces of extract ventilation ducting, serving kitchens and serveries, shall be thoroughly cleaned at least annually. (e) Grease filters in extract ventilation hoods in kitchens and serveries shall be regularly cleaned e.g. weekly.
- (42) Noise and vibration shall not be permitted to emanate from the premises so as to cause a nuisance to nearby properties.
- (43) The doors at the front of the premises shall remain closed except for the immediate access and egress of customers and staff.
- (44) Whenever the premises are in use under this licence, the external doors and windows shall remain closed except for immediate access and egress of staff and customers.
- (45) The placing of refuse into receptacles such as bottles shall only take place between the hours of 08:00 and 19:00 on Mondays to Saturdays only.
- (46) Entertainment shall be held internally only and no music or speakers shall be provided to external areas of the premises.
- (47) No music or speech shall be relayed via external speakers without the prior approval of the Environmental Health responsible authority.
- (48) The premises shall be properly ventilated and noxious smells shall not be permitted to emanate from the premises so as to cause a nuisance to nearby properties.
- (49) The licensee shall not use or cause or permit the use of unauthorised advertisements (fly posting) to advertise events, exhibitions, publications or recordings, and shall take all reasonable steps to ensure that unauthorised advertising (fly posting) connected with events at the premises does not take place. NOTE: This does not prohibit the distribution of leaflets to persons within the premises.
- (50) No poster, advertisement, photograph, sketch, synopsis or programme shall be displayed, sold or supplied anywhere by or on behalf of the licensee which is unsuitable for general exhibition. If the licensee is notified by the Licensing Authority in writing that it objects under this rule to a poster, advertisement, photograph, sketch, synopsis or programme, it shall not be displayed, sold or supplied.
- (51) The licensee shall ensure that no noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
- (52) Clearly legible notices shall be displayed at all exits from the premises requesting patrons to respect the needs of local residents and to leave the premises and area quietly.
- (53) All parts of the premises shall be kept in a clean condition to the satisfaction of the Licensing Authority.
- (54) The licensee shall ensure that the pavement from the building line to the kerb edge immediately outside the premises, including the gutter/channel at its junction with the kerb edge, is kept clean and free from litter at all material times to the satisfaction of the Licensing Authority.
- (55) No unauthorised advertisements of any kind (including placard, poster, sticker, flyer, picture, sign, or other mark) is inscribed or affixed upon the surface of the highway, or upon any building, structure, works, street furniture, tree, or any other property, or is distributed to the public, that advertises or promotes the establishment, its premises, or any events, facilities, goods or services.

- (56) Staff must be given training to prevent them causing unnecessary noise when leaving the premises. Prominent, clear notices displayed at all points where staff leave the building must instruct them to respect the needs of local residents and leave the premises and the area quietly.
- (57) A 'refusal log' shall be implemented, maintained and monitored in respect of persons that have been refused alcohol by staff.
- (58) The external area of the premises shall not be used after 22:30; all external areas of the premises shall be monitored by an appropriate member of staff.
- (59) There shall be a suitable facility for the recording and storage of images collated from CCTV, and a capability of CCTV to work effectively in low levels of light.
- (60) The management will ensure the external smoking areas are monitored to ensure they are not used after 22:30.
- (61) Signs will be displayed prohibiting children from the bar area.
- (62) The management of the premises shall devise and implement a policy designed to prevent the sale of alcohol to children and that policy should be approved by Bracknell Forest Trading Standard Services.

Annex 3 - Conditions attached after a hearing by the Licensing Authority:

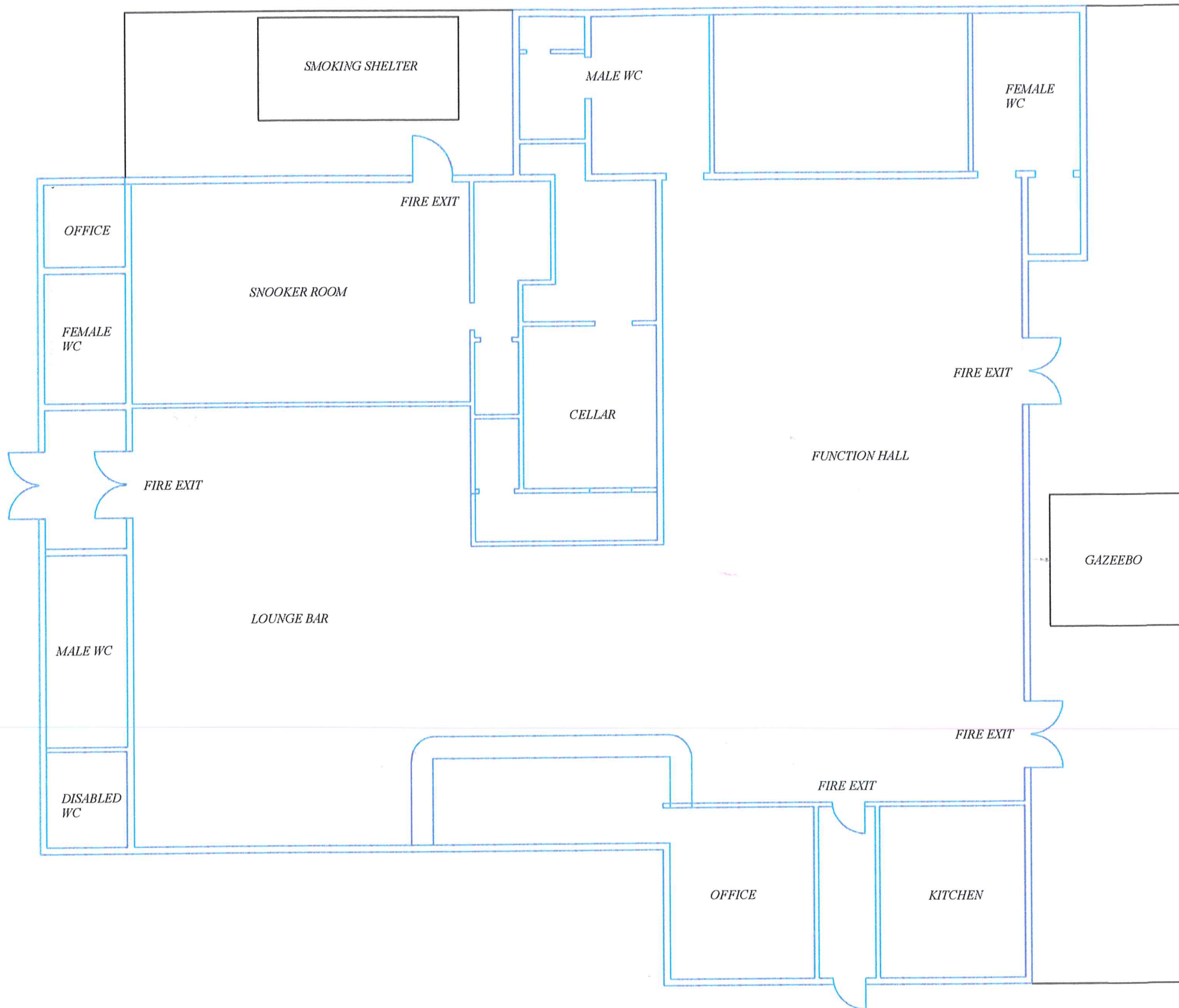
None

Annex 4 – Plans:

Attached

21

PARK ROAD



WELLINGTON ROAD

Scale	Date	
1:50	NOV 2008	
Drawn	Checked	Rev
Eng No.	Contract No.	Drawing No.

SANDHURST SOCIAL CLUB
 33-35 WELLINGTON ROAD
 SANDHURST
 GU47 9AW

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BRACKNELL FOREST BOROUGH COUNCIL
Licensing Team, Time Square, Market Street, Bracknell, RG12 1JD

**Application to vary a club premises certificate
to be granted under the Licensing Act 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING APPLICATION

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 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.

Sandhurst Social Club applies for a club premises certificate under section 84 of the Licensing Act 2003 for the premises described in Part 1 below.

Club premises certificate number

LN/20050250

Part 1 – Club Premises Details

Name of club Sandhurst Social Club Ltd	
Postal address of premises or, if none, ordnance survey map reference or description 33/35 Wellington Road	
Post town Sandhurst	Postcode GU47 9AW
Telephone number (if any) 01344 775721	
E-mail address (optional) secretary@sandhurstsocialclub.com	

Name of person performing duties of a secretary to the club [REDACTED]	
Address of person performing duties of a secretary to the club [REDACTED]	
Post town [REDACTED]	Postcode [REDACTED]
Daytime contact telephone number (if any) [REDACTED]	
E-mail address (optional)	

Part 2 – Applicant details

Daytime contact telephone number

01344 775721

Email address (optional)

secretary@sandhurstsocialclub.com

Current postal address if different from premises address

N/A

Post Town

N/A

Postcode

N/A

Part 3 – Variation

Do you want the proposed variation to have effect as soon as possible?

Yes

Please tick ✓

✓	No	
---	----	--

If not, from what date do you want the variation to take effect?

DD		MM		YYYY	

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (please see guidance note 1)

Yes

No

✓

Please describe briefly the nature of the proposed variation (please see guidance note 2)

Single storey Social Club. Function Room and Lounge Bar available. Located in mostly residential area but has been in current location for approximately 90 years. Serving mostly the local community and family friendly environment.

Proposed variation to extend both smoking area opening hours to 23:00 (currently 22:30 limitation).

Also variation and removal of current conditions to merge and shorten document, and to bring up to date with modern day regulations.

If the club's proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

N/A

Part 4 Club Operating Schedule

Please complete those parts of the Club Operating Schedule which would be subject to change if this application to vary is successful.

What qualifying club activities do you intend to conduct on the club premises which will be affected by your application?

Provision of regulated entertainment

Please tick ✓

- 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) performance 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)

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club (if ticking yes, fill in box I)

The sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

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

B

Films Standard days and timings (please see guidance note 7)			Will the exhibition of a films take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please see guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the exhibition of films (please see guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the club premises for the exhibition of films at different times to those listed in the column on the left, please list (please see guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please see guidance note 7)			Please give further details (please see guidance note 4)
Day	Start	Finish	
Mon			Please give further details (please see guidance note 4)
Tue			
Wed			State any seasonal variations for indoor sporting events (please see guidance note 5)
Thur			
Fri			Non standard timings. Where you intend to use the club premises for indoor sporting events at different times to those listed in the column on the left, please list. (please see guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainment Standard days and timings (please see guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon			Please give further details here (please see guidance note 4)	Both		
Tue						
Wed				State any seasonal variations for the boxing or wrestling entertainment (please see guidance note 5)		
Thur						
Fri				Non standard timings. Where you intend to use the club premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list. (please see guidance note 6)		
Sat						
Sun						

E

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

F

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

G

Performance of dance Standard days and timings (please see guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please see guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the performance of dance (please see guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the club premises for the performance of dance at different times to those listed in the column on the left, please list. (please see guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please see guidance note 7)			Please give a description of the type of entertainment you will be providing					
			Will the entertainment take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors				
				Outdoors				
				Both				
Day	Start	Finish	Please give further details here (please see guidance note 4)					
Mon								
Tue								
Wed						State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please see guidance note 5)		
Thur								
Fri						Non standard timings. Where you intend to use the club 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. (please see guidance note 6)		
Sat								
Sun								

I

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption on or off the premises or both – please tick (✓) (please read guidance note 8)					
			On the premises					
			Off the premises					
			Both					
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)					
Mon								
Tue								
Wed						Non standard timings. Where you intend to use the club premises for the supply of alcohol at different times to those listed in the column on the left, please list. (please read guidance note 6)		
Thur								
Fri								
Sat								
Sun								

J

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

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)

None

L

Please identify those conditions currently imposed on the certificate which you believe could be removed as a consequence of the proposed variation you are seeking

Condition 11 – Remove as duplicate of Condition 7
 Removal of Conditions: 16, 2nd part of 17, 18, 19, 20, 21, 22, 23, 27, 28, 30, 31, 32, 33, 35, 36, 37, 38, 39, 40, 41, 53 as all conditions covered by H&S at Work Act 1990
 Removal of 1st part of Condition 17, 24, 25, 26 as covered by Fire Risk Assessment
 Merging of Conditions 43 + 44, and amendment to read 'the external doors and windows shall remain closed after 22:00 except for immediate access and egress of staff and customers'
 Merging of Conditions 46 + 47
 Removal of Condition 61 as is a duplication of Condition 42

Please tick ✓

I have enclosed the club premises certificate

✓

I have enclosed the relevant part of the club premises certificate

If you have not ticked one of these boxes please fill in reasons for not including the certificate or part of it below:

Reasons why the club has failed to enclosed the club premises certificate or relevant part of it

N/A

M

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

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

As existing with particular emphasis on noise pollution and monitoring of outside areas of the Club.

b) The prevention of crime and disorder

As existing

c) Public safety

As existing

d) The prevention of public nuisance

The external areas of the premises shall not be used after 23:00.

The outside smoking areas shall be monitored by an appropriate member of staff on an hourly basis after 21:00, and on a 30 minute basis where there is a function with regulated entertainment in the Function Hall of the Club, to ensure there is no noise nuisance to nearby residential premises.

All monitoring of the external areas shall be recorded and made available to authorised officers of Bracknell Forest Council or Thames Valley Police on request.

CCTV screens shall be situated behind the bar of the Club to ensure additional ongoing monitoring of the smoking areas.

There shall be no consumption of food or drink in the outside areas of the premises after 22:00.

e) The protection of children from harm

As existing

Checklist:


Please tick ✓ to indicate agreement

- I have made or enclosed payment of the fee; or
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy
- I have sent copies of this application and the plan to responsible authorities
- I understand that I must now advertise my application
- I have enclosed the club premises certificate or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 5 – Signatures (please read guidance note 11)

I (insert full name)
make this application on behalf of the club and have authority to bind the club.

Signature	
Date	11/02/14
Capacity	Club Secretary

Address for correspondence associated with this application (please read guidance note 12) 33 – 35 Wellington Road	
Post town Sandhurst	Postcode GU47 9AW
Telephone number (if any) 01344 775721	
If you would prefer us to correspond with you by email your email address secretary@sandhurstsocialclub.com	

LN/20050250.

SANDHURST SOCIAL CLUB
INCREASE SMOKING AREA TILL 2300 HRS.

[REDACTED] PARK ROAD
SANDHURST
BERKSHIRE
GU47 [REDACTED]

Dear Laura Driscoll, Licensing Team Leader. 6/3/2014

I would like to object to the increase in the smoking area till 2300. Unfortunately due to the smoking ban in the premises, we have to put up with the noise as smoking takes place outside. One of our bedroom windows which is about 60 feet away faces toward the smoking area. When people have been in the club for a few hours and had a few drinks, people tend to make more noise.

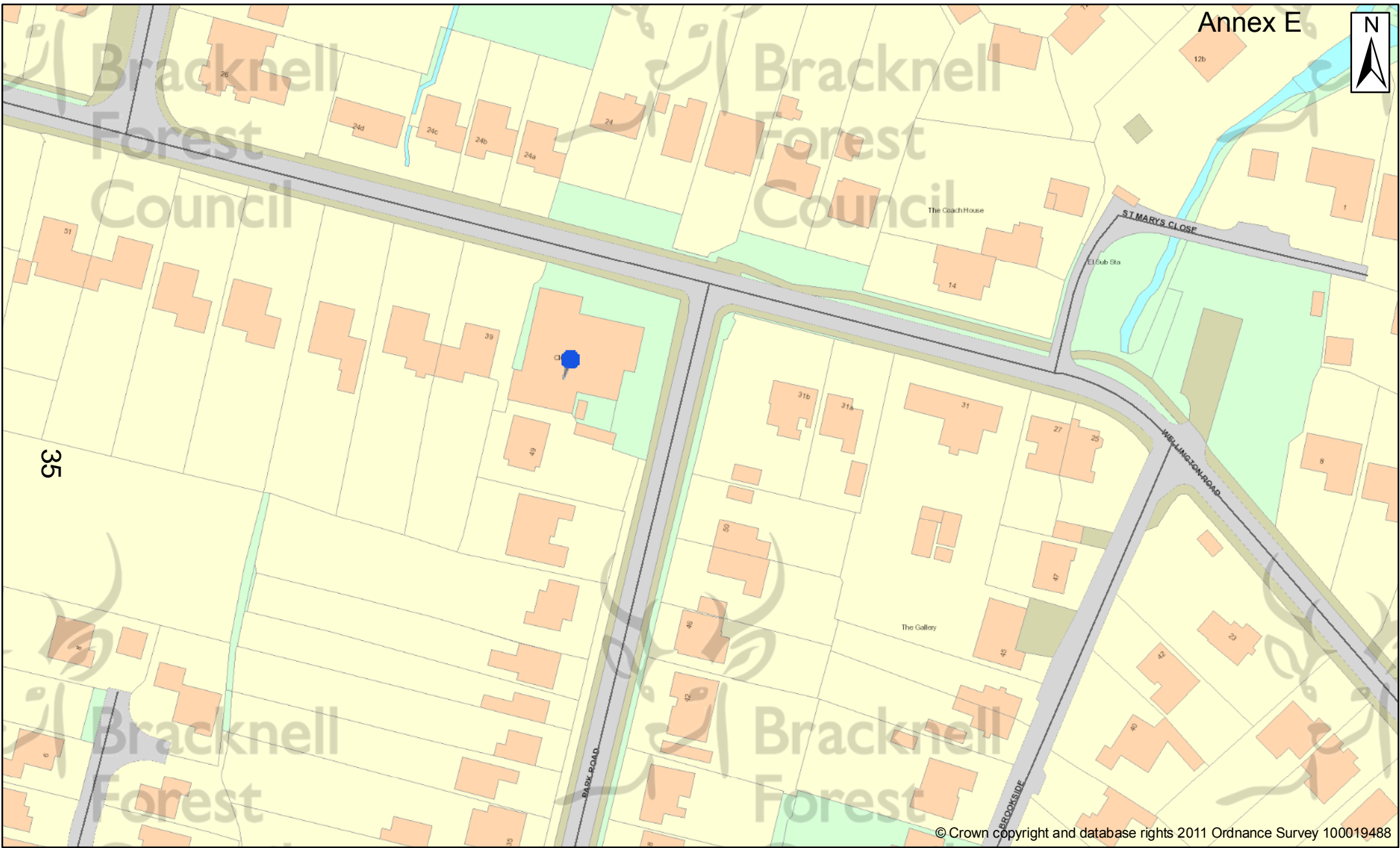
Unfortunately when the noise takes place it is usually late at night or over the weekends when there is nobody on the Council to contact. We shall have to contact the Police I know they say it is not their problem but, as with the poor parking by cars at the Club I find that when I ring 999 they seem to come out if only to complain about me ringing 999.

Unfortunately the Police are the only people you can contact when the Council are not available

Yours faithfully



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Annex E



35

© Crown copyright and database rights 2011 Ordnance Survey 100019488

Title: Sandhurst Social Club

Author: Laura Driscoll

Notes: Blue dot denotes location of premises

Date: 14 March 2014

Scale (when printed on A4) 1:1,000

Map Units are in Metres

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Proposed Conditions - Sandhurst Social Club

Annex 1 - Mandatory Conditions:

- (1) The supply of alcohol for consumption off the premises must be made at a time when the premises are open for the purposes of supplying alcohol to members of the club for consumption on the premises.
- (2) Any alcohol supplied for consumption off the premises must be in a sealed container.
- (3) Any alcohol supplied for consumption off the premises must be made to a member of the club in person.
- (4) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises. "Responsible person" means the holder of a premises licence, the designated premises supervisor under such a licence or any individual aged 18 or over who is authorised to sell alcohol by a licence holder or designated premises supervisor. 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children:
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to
 - ii) 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
 - iii) 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 (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
 - (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;
 - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on
 - i) the outcome of a race, competition or other event or process, or
 - ii) the likelihood of anything occurring or not occurring;
 - (e) 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.
- (5) The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
- (6) The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

- (7) The club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol. 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 a holographic mark.
- (8) The responsible person shall 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; and
 - (b) customers are made aware of the availability of these measures.

Annex 2 – Conditions consistent with the club operating schedule:

- (9) Non-standard timings: New Years Eve - Supply of Alcohol: 11:00 - 01:00, Opening hours 11:00 - 01:30.
- (10) Customers shall be prevented from taking any alcoholic drinks, or other drinks, from the premises in open containers (e.g. glasses and opened bottles).
- (11) The management of the premises shall devise and implement a policy (approved by Thames Valley Police) to monitor and control the access and exit of young persons possibly underage from the premises.
- (12) The licensee shall take measures to promote 'sensible drinking' (including measures to encourage the purchase of safe drinks).
- (13) The licensee shall ensure that adequate measures are taken to prevent the use and supply of illegal drugs.
- (14) A system of emergency lighting, independent of the normal lighting of the premises shall be provided and shall illuminate all escape routes. The system shall operate automatically on failure of the normal lighting or be on at all times, and shall be maintained in efficient working order and tested at specified intervals to the satisfaction of the Licensing Authority and Fire Authority, with details of tests recorded in the fire logbook.
- (15) Signs will be displayed prohibiting children from the bar area.
- (16) The management of the premises shall devise and implement a policy designed to prevent the sale of alcohol to children and that policy should be approved by Bracknell Forest Trading Standard Services.
- (17) The licensee shall display in a prominent position a copy of their policy on checking proof of age.
- (18) A 'refusal log' shall be implemented, maintained and monitored in respect of persons that have been refused alcohol by staff.
- (19) The licensee shall not use or cause or permit the use of unauthorised advertisements (fly posting) to advertise events, exhibitions, publications or recordings, and shall take all reasonable steps to ensure that unauthorised advertising (fly posting) connected with events at the premises does not take place.

- (20) No poster, advertisement, photograph, sketch, synopsis or programme shall be displayed, sold or supplied anywhere by or on behalf of the licensee which is unsuitable for general exhibition. If the licensee is notified by the Licensing Authority in writing that it objects under this rule to a poster, advertisement, photograph, sketch, synopsis or programme, it shall not be displayed, sold or supplied.
- (21) No unauthorised advertisements of any kind (including placard, poster, sticker, flyer, picture, sign, or other mark) is inscribed or affixed upon the surface of the highway, or upon any building, structure, works, street furniture, tree, or any other property, or is distributed to the public, that advertises or promotes the establishment, its premises, or any events, facilities, goods or services.
- (22) The premises shall be properly ventilated and noxious smells shall not be permitted to emanate from the premises so as to cause a nuisance to nearby properties.
- (23) Noise and vibration shall not be permitted to emanate from the premises so as to cause a nuisance to nearby properties.
- (24) The external doors and windows shall remain closed after 22:00 except for immediate access and egress of staff and customers.
- (25) The disposal of glass bottles outside shall only take place between 08:00 and 19:00 Monday to Saturday.
- (26) Entertainment shall be held internally only and no music or speakers shall be provided to external areas of the premises without the prior approval of the Environmental Health responsible authority.
- (27) Staff must be given training to prevent them causing unnecessary noise when leaving the premises. Prominent, clear notices displayed at all points where staff leave the building must instruct them to respect the needs of local residents and leave the premises and the area quietly.
- (28) Clearly legible notices shall be displayed at all exits from the premises requesting patrons to respect the needs of local residents and to leave the premises and area quietly.
- (29) There shall be a suitable facility for the recording and storage of images collated from CCTV, and a capability of CCTV to work effectively in low levels of light.
- (30) CCTV screens shall be situated behind the bar of the Club to ensure additional ongoing monitoring of the smoking areas.
- (31) The external areas of the premises shall not be used after 23:00.
- (32) The outside smoking areas shall be monitored by an appropriate member of staff on an hourly basis after 21:00, and on a 30 minute basis where there is a function with regulated entertainment in the Function Hall of the Club, to ensure there is no noise nuisance to nearby residential premises.
- (33) All monitoring of the external areas shall be recorded and made available to authorised officers of Bracknell Forest Council or Thames Valley Police on request.
- (34) There shall be no consumption of food or drink in the outside areas of the premises after 22:00.

Annex 3 - Conditions attached after a hearing by the Licensing Authority:

None

Annex 4 – Plans:

Attached; dated Nov 2008

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