

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
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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