

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) 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 $P = D + (D+V)$ where –
 - i) P is the permitted price,
 - ii) D is the rate 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;

Where the permitted price given by this formula is not a whole number, it should be rounded up to the nearest penny.

 - (c) “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.
 - (d) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
 - (e) (i) Sub-paragraph (ii) 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.
(ii) 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.
- (5) 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. “Responsible person” means any member or officer of the club present on the premises in a capacity which enables him to prevent the supply in question. 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 a disability).
- (6) The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- (7)
- (a) The 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.
 - (b) 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
 - (i) holographic mark or
 - (ii) an ultraviolet feature
- (8) 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; and
 - (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.

Annex 2 – Conditions consistent with the club operating schedule:

- (9) Only provide alcohol to members of CRFC and visiting teams.
- (10) The Club has a designated Safeguarding Officer; we limit the hours during which children can be present on the premises and requirements for attendants to be present when children's activities are taking place.
- (11) The Club have a close working relationship with the Local PCSO's and will maintain this.
- (12) The business will operate a challenge 25 policy.
- (13) All staff employed in the sale of alcohol shall be trained in respect of the law relating to the sale of alcohol. The training shall include: Details of the Challenge 25 Policy operated by the premises, how to ask for ID, what ID to accept, what to do if a customer complains about being refused/asked and

how to record any challenges. This training will be documented in writing and made available on request to Thames Valley Police, Trading Standards & Licensing Officers. Staff will be trained at the start of each year's season and the content of the training will be reviewed and updated on a regular basis.

- (14) The Club has CCTV in place and will make recordings of any incidents available to Thames Valley Police and Licensing Officers if required to do so.
- (15) The Club has a drugs policy.
- (16) The Club premises has emergency lighting, provision for additional escape routes and first aid provision.
- (17) The Club House has secondary glazing, litter clearance processes in place, restricted hours for amplified music and notices asking patrons to leave quietly.
- (18) All management staff shall ensure that a member of the Club will monitor all exits to ensure no person exits with any drinking vessel including bottles, glasses etc at any time.
- (19) A member of staff shall undertake external noise monitoring checks to ensure no entertainment is audible beyond the nearest resident.
- (20) Notices shall be displayed asking customers to respect neighbours when leaving the premises.
- (21) The doors shall remain closed during licensable hours except for access and egress.
- (22) Last entry policy: There shall be no new entry after 21:00 Saturday and Sunday.
- (23) The management shall ensure all cans sold & served in the bar will have club initials on the base so that in case of littering in the vicinity they can be identified.
- (24) A member of the committee shall undertake monitoring checks to ensure no drinking vessels shall be taken outside the licensable area.
- (25) Noise and vibration shall not be permitted to emanate from the premises so as to cause a nuisance to nearby properties.
- (26) The doors and windows (including those to the smoking shelter) shall remain closed during musical entertainment except for access and egress.
- (27) The external areas of the premises shall be monitored a nominated committee member every 30 minutes from the start of any regulated entertainment (including live and recorded music) and for a further 30 minutes after the permitted closing time of the premises, to ensure there is no noise nuisance to local residents.
- (28) All external monitoring is to be recorded in a day to page diary along with actions or any complaints received from residents and shall be made available by an authorised officer for inspection.