

Appendix 5 – Correspondence between Police and Applicant

From: Swallow, Brian (2903) [REDACTED]
Sent: 29 November 2021 12:20
To: Philip Day <[REDACTED]>
Subject: FW: Application for a NEW Premises Licence - The Stable, 31B The Square, Winchester. SO23 9EX

Afternoon Phillip, hope you're well

This application puzzles me somewhat, so let me see if I have this right.

A new bar is being added to the 1st floor but the venue is becoming more food led? The existing terminal hours are to remain (02:30) but food shall only be served until 22:00 . Oh and the door staff provision is too be removed and replaced with a risk assessment basis.

All of this has been applied for on a new application? I can only assume that the water is being tested without risk to the existing licence.

I'll save us all a bit of time. Currently this is a night time economy venue in a vibrant City. If it intends to be a "restaurant" then I am happy to negotiate restaurant conditions that support a midnight closure with associated licensable activities Monday to Sunday. Otherwise, for a 02:30 terminal hour it's a night time economy venue and I shall be very minded to make reps on it.

See what they think

Regards

Brian

PC 2903 Brian Swallow

*Licensing Officer
Licensing and Alcohol Harm Reduction Team
Bishops Waltham Police Station
Hoe Road
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SO32 1DS*

Appendix 5 – Correspondence between Police and Applicant

From: [REDACTED]
Sent: 29 November 2021 12:24
To: Swallow, Brian (2903)
Subject: RE: Application for a NEW Premises Licence - The Stable, 31B The Square,
Winchester. SO23 9EX

Hi Brian

Thank you for this which did raise a smile!

I think it best in the first instance if we were to chat. I am extremely busy today but could we arrange a time to talk either tomorrow or Thursday?

Regards

Philip

Appendix 5 – Correspondence between Police and Applicant

From: Swallow, Brian (2903) [REDACTED]
Sent: 07 December 2021 12:53
To: Philip Day <[REDACTED]>
Subject: RE: Application for a NEW Premises Licence - The Stable, 31B The Square, Winchester. SO23 9EX

Afternoon Phillip

As discussed, please see my below proposals and some rationale:

I have purposely not mentioned any conditions that have an environmental impact as I know that Abby Toms at WCC would be in a position to comment. I have removed any reference to SIA as I am not a great fan of risk assessment conditions so they either have them or they don't. I have also not included any Pubwatch condition as they are reliant on a third party.

I would suggest that if your client intends to host any event that operates outside of the restaurant condition parameters, a TEN could be applied for but on the undertaking that all other conditions would be adopted as though they were attached to the TEN

As my sweetener for your client, I have not (presently) included any wind down or last entry stipulations.

CCTV

A colour recording CCTV system that captures images from the main public areas shall be fully operational whilst licensable activities are taking place.

The system shall be able to cope with all levels of illumination.

The recording equipment shall be stored and operated in a secure environment with limited access, to avoid damage, theft, unauthorised viewing and maintain the integrity of the system.

The system shall be serviced at twelve monthly intervals and maintained to a standard that is acceptable to the police licensing department responsible for the area.

The system clock shall be checked regularly for accuracy taking account of GMT and BST. Digital systems shall have sufficient storage capacity for 28 days evidential quality recordings (minimum 4 frames per second).

The images produced shall be date and time stamped.

A notice shall be displayed at the entrance to the premises advising that CCTV is in operation.

An additional recording CCTV camera shall be installed and fully operational whilst the venue is open to the public to cover the area immediately outside the front of the premises.

It is important that the Police are able to access data from the systems quickly and easily.

Therefore provision shall be made that at all times the venue is operating under its premises licence, a person is in attendance who is nominated by the data controller who has access to the secure area who is able to operate the equipment

Ensure all operators receive training from the installer when equipment is installed and that this is cascaded down to new members of nominated staff.

Have a simple operator's manual available to assist in replaying and exporting data (particularly important with digital systems) and to produce images to the police or responsible authority for the purpose of the prevention and detection of crime as long as the request is lawful and complies with GDPR.

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In the event of a technical failure of the CCTV equipment, the premises licence holder or DPS shall notify the police licensing department responsible for the area within 24 hours.

Refusals Log

A log, either written or electronic shall be kept of all refusals to sell alcohol. The Premises Licence Holder shall ensure that the refusals log is checked, signed and dated on a weekly basis by the venue manager/manageress or their deputy in their absence.

The refusals log shall be kept and maintained at the premises and shall be available for inspection immediately upon request by Hampshire Constabulary and any responsible authority.

The record of refusals shall be retained for 12 months.

STAFF TRAINING

Before commencing their duties all new staff who are involved the sale or supply of alcohol, shall receive information and training concerning the sale of age-restricted products.

This training shall cover their legal responsibilities and action to be taken in the event of suspicions being aroused that someone is purchasing or attempting to purchase an item under the legal age.

All employees shall sign an acknowledgement that they have completed this training and have understood their responsibilities on this area.

This training should be reviewed and updated at reasonable intervals but at least every 6 months

VULNERABILITY

A written policy on how the venue will deal with vulnerability shall be implemented and as a minimum shall include the following:

A definition of the different types of vulnerability that may present at the premises.

How best to communicate with vulnerable people. For example, people who are drunk, people on their own, people behaving aggressively and people who are ill.

How to safeguard vulnerable people, including information on first aid administration and referral to the ambulance service and police where relevant.

Best practice for partnering with agencies, such as taxi companies, local authorities and other venues.

What to do if you sense a vulnerable person is in danger, for example if they leave the venue alone or with people they didn't arrive with.

CHALLENGE 25

There shall be a Challenge 25 policy operating at the premises. Challenge 25 means that the holder of the premises licence shall ensure that every individual, who visually appears to be under 25 years of age and is seeking to purchase or be supplied with alcohol at the premises or from the premises, shall produce identification proving that individual to be 18 years of age or older.

Acceptable identification for the purposes of age verification shall include a valid photo card driving licence, passport or photographic identification bearing the "PASS" logo and the persons date of birth.

If the person seeking alcohol is unable to produce acceptable means of identification, no sale or supply of alcohol shall be made to or for that person.

'Challenge 25' posters shall be displayed in prominent positions at the premises.

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RESTURANT CONDITION

The premises shall only operate as a restaurant where;

Customers are shown to their table.

Substantial table meals are prepared on the premises and are served and consumed at the table using non-disposable crockery.

No take-away service of food or drink for immediate consumption is provided.

Intoxicating liquor is only sold, supplied or consumed on the premises to persons who are bona fide customers supplied with substantial table meals.

Waiter/Waitress service shall be available throughout the premises at all times

Substantial food shall be available until at least one hour before the intended closure of the premises.

Consumption of alcohol in the bar area is restricted to customers waiting to be escorted to a table

Numbers of patrons drinking in the bar areas (not awaiting tables) shall not exceed (6) persons

Alcohol shall only be sold or supplied to customers who are engaging in a sit down table meal, as an ancillary to that meal.

Regards

Brian

PC 2903 Brian Swallow

Licensing Officer

Licensing and Alcohol Harm Reduction Team

Bishops Waltham Police Station

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