

**LOCAL AUTHORITY**

West Suffolk Council • West Suffolk House •  
Western Way • Bury St Edmunds • IP33 3YU  
[www.westsuffolk.gov.uk](http://www.westsuffolk.gov.uk)

## Licence details

**Postal address of premises, or if none, ordnance survey map reference or description**

91 High Street, Haverhill, Suffolk, CB9 8AN

**Where the licence is time limited, the date of expiry****Licensable activities authorised by the licence**

- Alcohol Sales OFF and ON Premises

**The times the licence authorises the carrying out of licensable activities****Alcohol Sales OFF and ON Premises**

<i>Day of Week</i>	<i>From</i>	<i>To</i>
Monday to Sunday	10:00	18:00

**Opening Hours**

<i>Day of Week</i>	<i>Open From</i>	<i>Open To</i>
Monday to Sunday	07:00	18:30

## Part 2

**Name and (Registered) Address of Holder of Premises Licence**

Joao Miguel Fernandes Passos

46 Glebe End Elsenham Bishops Stortford CM22 6EL

**Registered Number of Holder, for example, Company Number, Charity Number (where applicable)****Name and address of Designated Premises Supervisor where the Premises Licence authorises the supply of alcohol**

Joao Miguel Fernandes Passos

**Personal Licence number and issuing authority of personal Licence held by Designated Premises Supervisor where the Premises Licence authorises the supply of alcohol**

**Licence number:**  
PA1039

**Name of the Issuing authority:**  
Uttlesford Council



**ANNEXES****Annex 1 - Mandatory Conditions**

1. No supply of alcohol may be made under this licence:-
  - At a time when there is no designated premises Supervisor in respect of it
  - or,
  - At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.
3. Any individuals used to carry out a security activity (e.g. door supervisors) shall be licensed by the SIA.
4. Where a premises licence authorises the exhibition of films, the admission of children to the exhibition of any film must be restricted in accordance with the film classification (Section 20 - Licensing Act 2003).

**New Mandatory Conditions effective 1 October 2014**

1.
  - (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
  - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities,
    - or
    - substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises –
      - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to –
        - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol),
        - or
        - (ii) drink as much alcohol as possible (whether within a time limit or otherwise):
      - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public
      - or
      - to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective:
      - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective:
      - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour
      - or
      - to refer to the effects of drunkenness in any favourable manner:
      - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licence must ensure that the supply at the premises is carried on in accordance with the age verification policy...
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request before being served alcohol, identification bearing their photograph, date of birth and either -

(a) A holographic mark,

or

(b) An ultraviolet feature

4. 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.

#### **Mandatory Licence Condition from 28 May 2014**

1) 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.

2) In this condition:-

(a) 'permitted price is the price found by applying the formula  **$P = D + (D \times V)$**  where-

(i) **P** is the permitted price

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

and

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

(b) '**duty**' is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

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

(i) the holder of the premises licence,

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

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

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

and

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

3) Where the permitted price would not be a whole number, the permitted price shall be taken to be the price rounded up to the nearest penny.

4) 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, 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.

## **Annex 2 - Conditions consistent with the Operating Schedule**

### **General:**

The premises licence holder or appointed member of staff shall provide or have unhampered use of a telephone on the premises for use in an emergency during licensable activities.

### **Prevention of Crime and Disorder:**

An incident log will be kept on the premises and be made available on request to an authorised officer of the Licensing Authority or Police the incident log will record the following:

- Any complaints received
- Any incidents of crime and disorder
- Any refusal of sale of alcohol
- Any visit by a relevant authority or emergency service

All staff engaged in the sale of alcohol to be trained in Responsible retailing to a minimum standard of BIIAB level 1 or equivalent within 3 months of commencing employment at the premises. Training records shall be kept on the premises and produced to the Police/Local Authority on demand. For the avoidance of doubt this training can be administered in-house in accordance with the relevant criteria of this qualification. Training should be reviewed 6 monthly to ensure staff are up-to-date with the latest legislation and their training records will be endorsed accordingly.

A CCTV system will be installed such system to be fit for the purpose

Any recording will be retained and stored in a suitable and secure manner for a minimum of 28 days and shall be made available, subject to compliance with data protection legislation, to the police and/or licensing authority for inspection within 24 hours of request.

### **Public Safety:**

Staff will routinely check the premises before and during opening hours to ensure that the premises are clean and tidy, including the toilets.

Complete first aid kits must be located in the premises and readily available to all staff at all times. Kits will be inspected weekly and replenished in the event of an item being used.

### **Public Nuisance**

At all times, there shall be appropriate signage at the premises requesting the customers to leave quietly.

The premises licence holder shall take appropriate measures to ensure that patrons leave the premises in a quiet and orderly fashion.

The premises licence holder shall ensure that adequate measures are in place to remove litter or waste arising from their customers and to prevent such litter from accumulating in the immediate vicinity of their premises.

### **Protection of Children from harm**

Challenge 25 proof of age scheme is adopted. The premises licence holder will operated a requirement for the production of a passport, driving licence or other bona fide form of

identity carrying a photographic image, where the individual requesting the supply of alcohol appears to be under the age of 25. All staff will be fully trained on the scheme, including proxy sales, and sign their training records.

**Annex 3 - Conditions attached after a hearing by the licensing authority**

None

**Annex 4 – Plan**

As attached

Plan of premises



**Premises Licence Summary****PL05208****LOCAL AUTHORITY**

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Joao Miguel Fernandes Passos

**State whether access to the premises by children is restricted or prohibited**

Not Applicable