

LICENSING ACT 2003 HEARING 13th January 2015 @17.00

APPLICATION FOR A TEMPORARY EVENT NOTICE

1. Premises:

Face Bar
Ambrose Place
Chatham Street
Reading
RG1 7RB

2. Applicant:

Helen Djerkallis

3. Premises Licence:

The premises is located in Chatham Street. The premises has a licence under the Licensing Act 2003 which permits the sale of alcohol, provision of regulated entertainment and the provision of late night refreshment. A copy of the premises licence is attached at Appendix 1.

4. Proposed licensable activities and hours:

The application is to extend licensable activities at the premises on Sunday 18th January 2015. These activities are:

Hours for the sale of alcohol by retail from 0000hrs until 0600hrs
Provision of regulated entertainment from 0000hrs until 0600hrs
Provision of late night refreshment from 0000hrs until 0600hrs

5. Temporary Event Notices

In considering any application the Licensing Authority should be aware of the possible use of Temporary Event Notices to extend entertainment activities or hours of operation. A premises having a Premises Licence may extend the hours or scope of their operation by the use of Temporary Event Notices. Up to 12 events per year can be held under this provision at a particular premises. These events may last for up to 168 hours provided less than 500 people are accommodated and provided the total number of days used for these events does not exceed 21 per year.

6. Date of receipt of application: 02/01/2015

A copy of the application form is attached as Appendix II.

7. Date of closure of period for representations:

3 working days after the application is received - 07/01/2015

8. Representations received:

Representations were received on 05/01/2015 from:
Mr Ross Jarvis of the Council's Environmental Protection Team (attached as Appendix III)

A plan showing the location of the premises (identified in black) and surrounding area is attached as Appendix IV.

9. The Licensing Authority approach to Temporary Event Notices

In considering representations received the Licensing Authority has a duty to carry out its functions with a view to promoting the licensing objectives, Temporary Events Notice can only be objected to by the police and can only be considered under the prevention of crime and disorder objective;

Members are advised that the Cumulative impact policy does not apply to Temporary Events Notices.

Options

The sub Committee has the following options.

- a) to serve a Counter Notice and state the reasons for their decision.
- b) not to serve a Counter Notice and state the reasons for their decision.
- c) To reinstate existing premises licence conditions on the Temporary Events Notice.

Should the Sub Committee decide to serve a Counter Notice the event shall not take place.

Should the Sub Committee decide not to serve a Counter Notice the event shall take place.

Reading Borough Council Licensing Policy states;

10.10.1 Section 100 of the Act states that the organiser of a Temporary Event must give the Authority notice of the proposed event. Section 104 of the Act states that a copy of the notice must also be provided to the Police and Environmental Health. No notification need be given to other authorities Such as the Fire Authority or Planning Section by the applicant but see below.

10.10.2 Section 100(7) states that the organiser must give the Authority a minimum of 10 clear working days notice. This does NOT include the application date, event date, weekends and bank holidays. However, in a significant number of cases this time period would not allow enough time for the organiser to liaise with the police and other relevant bodies to ensure that the event passes off safely

with minimum disturbance to local residents.

10.10.3 The Authority strongly recommends that it and Thames Valley Police receive all Temporary Event applications at least 28 days before the planned event. This will ensure that full discussion can occur between the organiser and any interested parties in order that the event can take place with the minimum risk of crime and disorder.

10.10.4 Although applicants are not required to notify the Fire Authority of temporary events the Authority will, if requested to do so, notify the Fire Authority of all temporary events notices received, in order that they are able to ensure the safety of such events. In addition, whilst applicants do not have to notify the Planning Section in respect of a temporary event, they should at least ensure that they have the relevant planning consent to hold the event or extend their hours. However, neither the Fire Authority nor any other responsible authority will be able to make any representations to the Licensing Authority in respect of temporary events.

The Secretary of state guidance as amended in October 2014 chapter 7 of the guidance states;

Police and Environmental Health intervention

- 7.32 The system of permitted temporary activities gives police and EHAs the opportunity to consider whether they should object to a TEN on the basis of any of the licensing objectives.
- 7.33 Such cases might arise because of concerns about the scale, location, timing of the event or concerns about public nuisance. however, in most cases, where (for example) alcohol is supplied away from licensed premises at a temporary bar under the control of a personal licence holder, (for example, at weddings with a cash bar or small social or sporting events) this should not usually give rise to the use of these powers.
- 7.34 The police and EHA have the right under sections 109(5) and (6) of the 2003 Act to request the premises user to produce the TEN for examination. If the police do not intervene when a TEN is given, they will still be able to rely on their powers of closure under Part 8 of the 2003 Act should disorder or noise nuisance be expected or arise.
- 7.35 If the police or EHA believe that allowing the premises to be used in accordance with the TEN will undermine the licensing objectives, they must give the premises user and the licensing authority an objection notice. The objection notice must be given

within three working days of their receipt of the TEN.

- 7.36 Where a standard TEN was given, the licensing authority must consider the objection at a hearing before a counter notice can be issued. At the hearing, the police, EHA and the premises user may make representations to the licensing authority. Following the hearing, the licensing authority may decide to impose conditions where there is an existing premises licence or club premises certificate at the venue or issue a counter notice to prevent the event going ahead. If the police, EHA or both give an objection to a late TEN, the TEN will not be valid.

Modification

- 7.37 As noted above, the police or EHA (as “relevant persons”) may contact the premises user to discuss their objections and try to come to an agreement which will allow the proposed licensable activities to proceed. The TEN can be modified (for example, by changing the details of the parts of the premises that are to be used for the event, the description of the nature of the intended activities or their duration). The other relevant person has to agree.

Applying conditions to a TEN

- 7.38 The 2003 Act provides that only the licensing authority can impose conditions from the existing conditions on the premises licence or club premises certificate to a TEN. The licensing authority can only do so:

if the police or the EHA have objected to the TEN;
if that objection has not been withdrawn;

- there is a licence or certificate in relation to at least a part of the premises in respect of which the TEN is given;
- and if the licensing authority considers it appropriate for the promotion of the licensing objectives to impose one or more conditions.

- 7.39 This decision is one for the licensing authority alone, regardless of the premises user’s views or willingness to accept conditions. The conditions must be notified to the premises user on the form prescribed by regulations.

Hearings to impose conditions

- 7.40 Section 105 of the 2003 Act is clear that a licensing authority must hold a hearing to consider any objections from the police or EHA unless all the parties agree that a hearing is not necessary. If the parties agree that a hearing is not necessary and the licensing

authority decides not to give a counter notice on the basis of the objection, it may impose existing conditions on the TEN.



LICENSING ACT 2003 PREMISES LICENCE - PART A

Reading Borough Council being the Licensing Authority under the above Act,
HEREBY GRANT a PREMISES LICENCE as detailed in this licence.

Premises Licence Number	LP2001433
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Premises Details

Trading name of Premises and Address	
The Face Bar Ambrose Place Chatham Street Reading RG1 7RB	
Telephone Number	0118 956 8188

Where the Licence is time limited the dates the Licence is valid
N/A

Licensable Activities

Licensable Activities authorised by the Licence
Performance of Plays - Indoor Exhibition of Films - Indoor Indoor Sporting Events Performance of Live Music - Indoor Playing of Recorded Music - Indoor Performance of Dance - Indoor Anything similar to Live Music, Recorded Music & Performance of Dance - Indoor Late Night Refreshment - Indoor Sale of Alcohol by Retail - On & Off the Premises

Authorised Hours for Licensable Activities

The times the licence authorises the carrying out of licensable activities	
Hours for the Performance of Plays	
Monday	from 1100hrs until 0200hrs
Tuesday	from 1100hrs until 0200hrs
Wednesday	from 1100hrs until 0200hrs
Thursday	from 1100hrs until 0200hrs
Friday	from 1100hrs until 0400hrs
Saturday	from 1100hrs until 0400hrs
Sunday	from 1200hrs until 2400hrs

Hours for the Exhibition of Films

Monday from 1100hrs until 0200hrs
Tuesday from 1100hrs until 0200hrs
Wednesday from 1100hrs until 0200hrs
Thursday from 1100hrs until 0200hrs
Friday from 1100hrs until 0400hrs
Saturday from 1100hrs until 0400hrs
Sunday from 1200hrs until 2400hrs

Hours for Indoor Sports

Monday from 1100hrs until 0200hrs
Tuesday from 1100hrs until 0200hrs
Wednesday from 1100hrs until 0200hrs
Thursday from 1100hrs until 0200hrs
Friday from 1100hrs until 0400hrs
Saturday from 1100hrs until 0400hrs
Sunday from 1200hrs until 2400hrs

Hours for the Performance of Live Music

Monday from 1100hrs until 0200hrs
Tuesday from 1100hrs until 0200hrs
Wednesday from 1100hrs until 0200hrs
Thursday from 1100hrs until 0200hrs
Friday from 1100hrs until 0400hrs
Saturday from 1100hrs until 0400hrs
Sunday from 1200hrs until 2400hrs

Hours for the Playing of Recorded Music

Monday from 1100hrs until 0200hrs
Tuesday from 1100hrs until 0200hrs
Wednesday from 1100hrs until 0200hrs
Thursday from 1100hrs until 0200hrs
Friday from 1100hrs until 0400hrs
Saturday from 1100hrs until 0400hrs
Sunday from 1200hrs until 2400hrs

Hours for the Performance of Dance

Monday from 1100hrs until 0200hrs
Tuesday from 1100hrs until 0200hrs
Wednesday from 1100hrs until 0200hrs
Thursday from 1100hrs until 0200hrs
Friday from 1100hrs until 0400hrs
Saturday from 1100hrs until 0400hrs
Sunday from 1200hrs until 2400hrs

Hours for anything similar to Live Music, Recorded Music & Performance of Dance

Monday from 1100hrs until 0200hrs
Tuesday from 1100hrs until 0200hrs

Wednesday from 1100hrs until 0200hrs
Thursday from 1100hrs until 0200hrs
Friday from 1100hrs until 0400hrs
Saturday from 1100hrs until 0400hrs
Sunday from 1200hrs until 2400hrs

Hours for the Provision of Late Night Refreshment

Monday from 2300hrs until 0200hrs
Tuesday from 2300hrs until 0200hrs
Wednesday from 2300hrs until 0200hrs
Thursday from 2300hrs until 0200hrs
Friday from 2300hrs until 0400hrs
Saturday from 2300hrs until 0400hrs
Sunday from 2300hrs until 0200hrs

Hours for the Sale by Retail of Alcohol

Monday from 1100hrs until 0200hrs
Tuesday from 1100hrs until 0200hrs
Wednesday from 1100hrs until 0200hrs
Thursday from 1100hrs until 0200hrs
Friday from 1100hrs until 0400hrs
Saturday from 1100hrs until 0400hrs
Sunday from 1200hrs until 2400hrs

Non Standard Timings

All licensable activities to be extended as follows:

New Years Eve, Christmas Eve and Sundays preceding Bank Holiday Mondays until 0400 hours the following day.

British Summer Time does not come into effect until the commencement of the following days trading session.

Opening Hours

Hours the Premises is Open to the Public

Monday from 0800hrs until 0230hrs
Tuesday from 0800hrs until 0230hrs
Wednesday from 0800hrs until 0230hrs
Thursday from 0800hrs until 0230hrs
Friday from 0800hrs until 0430hrs
Saturday from 0800hrs until 0430hrs
Sunday from 0800hrs until 0230hrs

Opening Times to be extended as follows:

New Years Eve, Christmas Eve and Sundays preceding Bank Holiday Mondays until 0430 hours the following day.

British Summer Time does not come into effect until the commencement of the following days trading session.

Licensable Activities for the First Floor

Licensable Activities authorised by the Licence

Performance of Plays - Indoor
Exhibition of Films - Indoor
Indoor Sporting Events
Performance of Live Music - Indoor
Playing of Recorded Music - Indoor
Performance of Dance - Indoor
Anything similar to Live Music, Recorded Music & Performance of Dance - Indoor
Late Night Refreshment - Indoor
Sale of Alcohol by Retail - On & Off the Premises

Hours for the Performance of Plays

Monday	from 1000hrs until 2400hrs
Tuesday	from 1000hrs until 2400hrs
Wednesday	from 1000hrs until 2400hrs
Thursday	from 1000hrs until 2400hrs
Friday	from 1000hrs until 2400hrs
Saturday	from 1000hrs until 2400hrs
Sunday	from 1200hrs until 2400hrs

Hours for the Exhibition of Films

Monday	from 1000hrs until 2400hrs
Tuesday	from 1000hrs until 2400hrs
Wednesday	from 1000hrs until 2400hrs
Thursday	from 1000hrs until 2400hrs
Friday	from 1000hrs until 2400hrs
Saturday	from 1000hrs until 2400hrs
Sunday	from 1200hrs until 2400hrs

Hours for Indoor Sports

Monday	from 1000hrs until 2400hrs
Tuesday	from 1000hrs until 2400hrs
Wednesday	from 1000hrs until 2400hrs
Thursday	from 1000hrs until 2400hrs
Friday	from 1000hrs until 2400hrs
Saturday	from 1000hrs until 2400hrs
Sunday	from 1200hrs until 2400hrs

Hours for the Performance of Live Music

Monday	from 1000hrs until 2400hrs
Tuesday	from 1000hrs until 2400hrs
Wednesday	from 1000hrs until 2400hrs
Thursday	from 1000hrs until 2400hrs
Friday	from 1000hrs until 2400hrs
Saturday	from 1000hrs until 2400hrs
Sunday	from 1200hrs until 2400hrs

Hours for the Playing of Recorded Music

Monday from 1000hrs until 2400hrs
Tuesday from 1000hrs until 2400hrs
Wednesday from 1000hrs until 2400hrs
Thursday from 1000hrs until 2400hrs
Friday from 1000hrs until 2400hrs
Saturday from 1000hrs until 2400hrs
Sunday from 1200hrs until 2400hrs

Hours for the Performance of Dance

Monday from 1000hrs until 2400hrs
Tuesday from 1000hrs until 2400hrs
Wednesday from 1000hrs until 2400hrs
Thursday from 1000hrs until 2400hrs
Friday from 1000hrs until 2400hrs
Saturday from 1000hrs until 2400hrs
Sunday from 1200hrs until 2400hrs

Hours for anything similar to Live Music, Recorded Music & Performance of Dance

Monday from 1000hrs until 2400hrs
Tuesday from 1000hrs until 2400hrs
Wednesday from 1000hrs until 2400hrs
Thursday from 1000hrs until 2400hrs
Friday from 1000hrs until 2400hrs
Saturday from 1000hrs until 2400hrs
Sunday from 1200hrs until 2400hrs

Hours for the Provision of Late Night Refreshment

Monday from 2300hrs until 2400hrs
Tuesday from 2300hrs until 2400hrs
Wednesday from 2300hrs until 2400hrs
Thursday from 2300hrs until 2400hrs
Friday from 2300hrs until 2400hrs
Saturday from 2300hrs until 2400hrs
Sunday from 2300hrs until 2400hrs

Hours for the Sale by Retail of Alcohol

Monday from 1000hrs until 2400hrs
Tuesday from 1000hrs until 2400hrs
Wednesday from 1000hrs until 2400hrs
Thursday from 1000hrs until 2400hrs
Friday from 1000hrs until 2400hrs
Saturday from 1000hrs until 2400hrs
Sunday from 1200hrs until 2400hrs

Hours the Premises is Open to the Public

Monday from 0800hrs until 0030hrs
Tuesday from 0800hrs until 0030hrs
Wednesday from 0800hrs until 0030hrs
Thursday from 0800hrs until 0030hrs
Friday from 0800hrs until 0030hrs
Saturday from 0800hrs until 0030hrs
Sunday from 1100hrs until 2400hrs

Alcohol

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Sale of Alcohol by Retail - On & Off the Premises

Premises Licence Holder

Name, (registered) address of holder of premises licence

Name: Club 123 Limited
Address: Sher House, Bisterne Avenue, London, E17 3QR

Additional Details

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Name: Ms Helen Marie Djerkallis
Address: Cholmeley Road, Reading, Berkshire, RG1 3NJ

Designated Premises Supervisor

Personal Licence number and issuing authority of personal licence held by the designated premises supervisor where the premises licence authorises the supply of alcohol

Personal Licence Number: LP7002275
Issuing Authority: Reading Borough Council

This Licence shall continue in force from 28/08/2013 unless previously suspended or revoked.

Dated: 28 August 2013

Head of Environment & Consumer Services

Mandatory Conditions

Supply of Alcohol

To be applied where a premises licence authorises the supply of alcohol

- 1 No supply of alcohol may be made under the premises licence:-
 - a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended
- 2 Every supply of alcohol made under the premises licence must be made or authorised by a person who holds a personal licence.

Film Exhibitions

To be applied only where a premises licence or club premises certificate authorises the exhibitions of films

- 1 The admission of children to any exhibition of any film must be restricted in accordance with section 20 of Part 3 of the Licensing Act 2003.
- 2 In the case of films which have been classified by the British Board of Film Classification admission of children to films must be restricted in accordance with that classification.
- 3 In the case of films which have not been classified by the British Board of Film Classification, admission of children must be restricted in accordance with any recommendation made by the Licensing Authority.

Door Supervisors

To be applied where a premises licence or club premises certificate includes a condition that any person must be at the premises to carry out a security activity. [Except premises with a premises licence authorising only plays or films or premises used exclusively by a club].

- 1 Each individual present at the licensed premises to carry out a security activity must be licensed by the Security Industry Authority.

Responsible drinks promotions.

On licence premises only (commencement date 6/4/2010)

- 1 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.
- 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 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-
 - (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 (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.

Responsible drinking On and Off Sales

(Commencement date 6 April 2010)

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).

Supply of tap water

On licence premises only (commencement date 6/4/2010)

The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

Age Verification (commencement 1st October 2010)

(1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the supply of alcohol.

(2) The policy must require individuals who appear to the responsible person, as defined within the meaning of Section 153 (4) of the Licensing Act 2003, 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.

Drink Measurements (commencement 1st October 2010)

1. The responsible person, within the meaning of Section 153 (4) of the Licensing Act 2003, 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: half a pint
- ii) gin, rum, vodka or whisky: 25ml or 35ml and
- iii) still wine in a glass: 125 ml and

b) customers are made aware of the availability of these measures

Acts applicable to this licence for the purposes of embedded restrictions

The following Acts and embedded restrictions are applicable to this licence:-

Local Government (Miscellaneous Provisions) Act 1982 - Public Entertainment Licence Conditions

Local Government (Miscellaneous Provisions Act) 1982 Public Entertainment Licence

The Maximum permitted numbers for the premises:

Ground Floor - 400 persons

First Floor - 200 persons

Control & Conduct of Premises

1 Violence

1.1 A suitable policy and practices for dealing with violence to staff must be devised and implemented. Guidance on developing such a policy is provided with these conditions.

2 Responsibility of Designated Premises Supervisor

2.1 Before admitting any audience the Designated Premises Supervisor shall inspect his premises to ensure compliance with all licence conditions.

2.2 The Designated Premises Supervisor shall maintain good order at all times and shall monitor the audience numbers. The Designated Premises Supervisor must at all times ensure that the permitted audience numbers are not exceeded.

2.3 The Designated Premises Supervisor shall ensure that the premises are safe and without risk to the health and safety of employees and customers.

2.4 The Premises Licence holder and the Designated Premises Supervisor shall ensure that no poster, advertisement, photograph, sketch, synopsis or programme shall be displayed, sold or supplied anywhere by or on behalf of an entertainment which may cause offence to the public. If the Premises Licence Holder or the Designated Premises Supervisor is notified by the Council of such a poster, advertisement, photograph, sketch, synopsis or programme such items shall not be displayed, sold or supplied.

2.5 The Premises Licence Holder and the Designated Premises Supervisor should provide suitable and sufficient first aid arrangements for members of the public and non-employees.

3 Noise

3.1 Where it is considered by the Council that there may be a risk of noise disturbance due to high levels of sound then the Head of Environment and Consumer Services (HECS) may require that any or all of the following be provided by the Designated Premises Supervisor:-

a. A report by an independent person who is qualified to be a member of the Institute of Acoustics identifying the weakness in the sound control measures and recommending actions to remedy this.

b. Sound insulation measures as recommended in any Acoustic report to be completed within a reasonable time scale as specified by the Council.

c. The installation of an Entertainment Noise Controller which is to be set at a level of 90dBA or such other level as may be agreed by HECS, after subsequent monitoring.

d. A sound measuring device which can be used on a regular basis to check actual noise levels.

4 Disturbance

4.1 The Designated Premises Supervisor shall take all reasonable precautions and exercise all due diligence to ensure that patrons who have used or are intending to use the licensed premises do not at any time cause nuisance or annoyance to occupiers of the premises in the vicinity.

5 Attendants

5.1 There shall be on duty at the premises during the whole time that the audience is present, a staff of attendants instructed by the Designated Premises Supervisor as to their duties in the event of fire or similar emergency. The instructions given to attendants should aim to avoid panic and to supervise the evacuation of the premises.

5.2 Attendants must not engage in any functions which will hinder the discharge of their duties in the event of an emergency or would entail their absence from the floor or tier where they are on duty as attendants.

6 Special Risks

6.1 No entertainment, sport or sporting events involving special risks or intended wholly or mainly for children shall take place without the prior consent of the Council. Seven days notice in writing of any such entertainment shall be given to the Council.

6.2 Performances involving danger to the public shall not be given.

6.3 No balloons filled with flammable gas shall be on the premises.

6.4 The Designated Premises Supervisor shall ensure that no person gives any exhibition, demonstration or performance of hypnosis except with the prior approval of the Council.

6.5 The Designated Premises Supervisor shall ensure that the premises are not used for any special effects without the prior approval of the Council.

7 Structure

7.1 All new, or structurally altered premises shall be inspected by a qualified Structural Engineer to certify that the building constructed, or altered is capable of sustaining the loads imposed upon it, bearing in mind the proposed or existing use.

7.2 The inspection report shall be forwarded to the Council. If the Structural Engineer considers the premises unsafe for the proposed or existing use, recommendations should be included in the inspection report.

8 Alterations

8.1 In the event of the premises closed for alterations, additions, repairs or decorating they shall not be reopened until the consent of the Council has been obtained.

8.2 Except with the prior consent of the Council no work in connection with any alterations, repairs or decorating in areas occupied by the public or performers should be carried out while the public or performers are on the premises. If the Council so require, the premises shall be closed to the public until the work has been completed.

N.B. Any consent given by the Council for licensing purposes does not exempt you from the need to obtain Planning Permission or Building Regulations Approval. Nor does consent given by the Council relieve the Designated Premises Supervisor of the necessity to seek a variation in the terms of the licence e.g. increase in the permitted numbers or variation of hours, and if required by the Council, of advertising that application.

9 Toilet Provision

9.1 The Designated Premises Supervisor shall ensure that toilets for the audience are available for use in accordance with the British Standard.

9.2 The toilets shall be kept in a clean and well maintained condition.

9.3 All wash hand basins shall be provided with a supply of hot and cold running water, soap, a suitable means of drying hands and, if necessary, waste bins.

10 Cleanliness

10.1 All parts of the premises, including any external areas, storage areas etc... and external means of escape from the premises shall be kept in a clean condition to the satisfaction of the Council.

11 Testing and Certification

11.1 The Designated Premises Supervisor shall be responsible for ensuring that periodic tests are carried out in accordance with Appendix 1.

11.2 The results of these tests shall be entered in a log book and kept at the licensed premises. The log book is to be available for inspection by any authorised officer of the Council.

12 Door Supervisors

12.1 Registered and trained door supervisors will be required at all licensed premises that provide regulated entertainment which operate beyond the standard permitted hours, currently 11 pm, unless specifically exempt as per para 12.2 below.

12.2 The requirement for door supervisors shall not apply to premises or places where entertainment is provided:-

- a. At a church hall, chapel hall or similar building occupied in connection with a place of public religious worship.
- b. At a village hall, parish or community hall or other similar building which is of an educational or other like character.
- c. At an outdoor musical event, garden fete, bazaar, sale of work, outdoor sporting or athletic event, exhibition, display or other function or event of a similar character whether limited to one day or extending over two or more days.
- d. At premises which have the benefit of a Registration Certificate under the Licensing Act 1964, ie. registered clubs with bone fide members and which are not open to members of the public.
- e. Where Reading Borough Council and Thames Valley Police do not consider that it is necessary due to the nature of the establishment or event.

12.3 The premises described in sub-paragraph 12.1 shall have appropriate numbers of registered door supervisors. Registered door supervisors shall be employed solely for vetting, regulating, controlling and supervising patrons whilst entering and whilst on the premises and to ensure the maintenance of good order, public safety and internal security.

12.4 There may be circumstances, due to potential public order problems, where Thames Valley Police advise Reading Borough Council that door supervisors be employed at premises which do not fall within the criteria as outlined in para 17.1. in such circumstances appropriate notice will be given to the Designated Premises Supervisor.

13 Fly posting

13.1 The designated premises supervisor shall not display in an unlawful manner advertisements promoting the entertainment or the premises, in particular;

- a. no display of advertisements should take place on street furniture;
- b. no display of advertisements should take place on premises or structures placed on, over, in or adjacent to the highway, unless the Designated Premises Supervisor has first obtained the written consent of the owner of the premises or structure. Such consent shall be shown to the licensing authority on request.

13.2 The Designated Premises Supervisor shall take all reasonable precautions and exercise all due diligence to ensure that no person promoting or providing entertainment on the premises, nor any person acting on behalf of any such person, shall display in an unlawful manner advertisements promoting the entertainment or the premises, in particular;

- a. no display of advertisements should take place on street furniture;
- b. no display of advertisements should take place on premises or structures placed on, over, in or adjacent to the highway, unless the Designated Premises Supervisor has first obtained the written consent of the owner of the premises or structure. Such consent shall be shown to the licensing authority on request.

13.3 The licensing authority may require the Designated Premises Supervisor to

remove any unlawfully displayed advertisement forthwith. Failure to remove any unlawfully displayed advertisement in accordance with such a request shall be in breach of these conditions and may result in the licensing authority in removing such unlawful advertisements. Any costs incurred by the licensing authority in removing such unlawful advertisements shall be recoverable from the Designated Premises Supervisor as a debt.

14 Use of safe drinking glasses

14.1 Glasses used for the service of drinks must not be capable of forming shards when broken.

This condition shall not apply:

- a. at a church hall, chapel hall or similar building occupied in connection with a place of public religious worship;
- b. at a village hall, parish or other community hall or similar building which is used for events only of an educational nature or other like character;
- c. Where the Head of Environment and Consumer Services does not consider that it is necessary due to the nature of the establishment or event.

15 Prevention of patrons removing bottles from premises

15.1 The Designated Premises Supervisor shall take all reasonable precautions and exercise all due diligence to ensure that no patron removes glasses or open bottles from the premises. The Designated Premises Supervisor shall display notices advising that glasses and bottles must not be removed from the premises at all exit points normally used by patrons.

16 Nudity

16.1 Neither the Designated Premises Supervisor, nor any other person having involvement in the management of the licensed premises, shall promote or provide entertainment such as striptease or lap-dancing or other entertainment of a like kind to dancing which involves nudity or the sexual stimulation of patrons.

17 Exemption of Conditions

17.1 The conditions listed and attached to your licence were approved in the respect of any premises which operate beyond 23:00 hours. The Head of Environment and Consumer Services is authorised to exempt premises which operate beyond this time from compliance with these conditions, having first given regard to the nature of the establishment or event and the customer base and music policy of the premises and the risks to the public.

17.2 In the event of a Designated Premises Supervisor being dissatisfied with the decision made by the Head of Environment and Consumer Services not to grant exemption in respect of any of the conditions listed, the Designated Premises Supervisor may, at any time before the expiration of 21 days, appeal in writing to the Licensing Authority.

18 Designated Premises Supervisor training

18.1 "All new designated premises supervisors must have successfully completed the British Institute of Inn Keepers (BII) Designated Premises Supervisor's National Drugs Certificate and must have undertaken a BII approved training course appropriate to this qualification prior to a licence being granted. Evidence of possession of this qualification and attendance on an approved course must be provided to the council.

19 Provision of quiet areas

19.1 A quiet, cool, temperature controlled area of such size and in such a location as shall be approved by the Head of Environment and Consumer Services, shall be provided for patrons in order that they can relax and cool down.

20 Provision of free drinking water

20.1 Unlimited cold drinking water shall be available to patrons free of charge.

21 Searching of patrons

21.1 A policy covering searching of patrons and staff members must be submitted to and approved by the Head of Environment and Consumer Services. The approved policy must be actively operated within the licensed premises.

22 Participation in Pubwatch

22.1 The Designated Premises Supervisors must, where it is available, hold membership of the Reading Pub Watch Scheme and must make use of apparatus supplied as part of the scheme.

CONDITIONS FOR DISABLED USERS

1 General

1.1 Where practicable the Designated Premises Supervisor shall make every effort to ensure that disabled persons can attend all licensed events without risk to their own and others' safety.

2. Wheelchairs

2.1. If wheelchairs are to be admitted to the premises, their numbers and position must be agreed with the Council at least 28 days in advance of the event. For a seated audience, a seating plan must be provided showing the proposed positions of occupied and unoccupied wheelchairs.

2.2. Occupied or unoccupied wheelchairs must not obstruct the means of escape from the premises.

3. Evacuation in Emergency

3.1. Disabled persons may use a lift as a means of escape only if it is an evacuation or fire fighting lift operated under the direction and control of the Designated Premises

Supervisor, using an approved evacuation procedure.

3.2. The licence shall ensure that all disabled persons using the premises have adequate assistance provided to enable them to evacuate the premises safely in the event of fire or other emergency.

FIRE PREVENTION & MEANS OF ESCAPE

1. Means of Escape

1.1. The licensed premises shall be provided with adequate means of escape to the satisfaction of the Council. Escape routes must be kept clear of obstruction at all times.

1.2. Where staircases, steps or ramps form part of a means of escape they shall be identified by having conspicuous nosings or treads. Ramps or gradients must be greater than 1 in 12.

1.3. All escape routes shall be clearly indicated. Mats, rugs or other ancillary floor coverings must not be used in these areas unless firmly secured to the floor surface.

1.4. Doors which are accessible to the audience which lead off a means of escape shall remain locked for the duration of any performance and shall have a notice conspicuously displayed marked 'PRIVATE'.

1.5. Where means of escape are via passageways or corridors, conspicuous signs indicating the escape route shall be provided. These shall be placed in locations as required by the Council and shall consist of both wording and arrow direction indicators.

1.6. Where corridors, passageways or other open areas, which are not part of a means of escape, intersect the approved route, barriers shall be provided which are suitably sized and constructed to prevent access to unauthorised areas. These barriers shall be locked and made tamper-proof at all times whilst the premises are in use for a licensable event.

2. Exits and Exit lighting

2.1. All exits, either from the auditorium to means of escape or from the premises to external safe areas shall be maintained free from obstruction and shall be illuminated by means of an emergency EXIT sign. These signs should (unless they are self-luminous fire safety signs) be illuminated by means of the normal lighting and the emergency lighting at all times when the public are on the premises.

2.2. Door wells in emergency exits are to be constructed in such a manner as to provide a non trip/slip surface. Where matting which is constructed of materials which may give rise to a snagging hazard and exists immediately to the exterior of the emergency exit doors of the premises, the external areas of these exits must be provided with emergency lighting.

2.3. All exit door shall be fixed in such a manner as to prevent their accidental or malicious locking.

2.4. Exit door and gates which are secured by means other than panic bolts will be subject to conditions as endorsed upon the licence.

3. Emergency Lighting

- 3.1. In addition to the normal lighting circuit within the building, a system of emergency lighting shall be installed to the satisfaction of the Council, independent of the main electricity circuit. This system shall be provided to all parts of the building to which the public have access and shall operate upon failure of the main lighting circuit.
- 3.2. The emergency lighting system must be capable of providing power to all lamps, signs and other emergency lighting requirements for a period of not less than one hour.
- 3.3. Emergency lighting shall be provided exterior to the building to the satisfaction of the Council.

4. Surfaces and Materials

- 4.1. All ceilings, walls and floors shall be so constructed and decorated as to render them capable of resisting the action of fire for a period of not less than 30 minutes, or greater, if required by the Council.
- 4.2. Materials used as cladding or coverings must comply with current safety standards with regard to toxic gas and smoke emissions.
- 4.3. Curtains, drapes and other textile hangings shall be of durable flame retarded fabric. Curtains and drapes shall not be hung so as to conceal notices, exits or signs and shall not trail along the floor.
- 4.4. Where the use of a stage is included in any performance, all potentially combustible hangings, scenery, flats, carpets or other props must conform to a standard which is to the satisfaction of the Council.

5. General Fire Requirements

- 5.1. All fire extinguishers on the premise shall be maintained in a fully charged state and shall be inspected at least annually.
- 5.2. All outbreaks of fire, however slight, shall be immediately notified to the Fire and Rescue Service, by means of the 999 telephone system.
- 5.3. Fire alarms, where fitted, must be maintained in working order and must be inspected at least annually. Testing of fire alarms shall be done on a weekly basis.
- 5.4. Fire fighting equipment and appliances are to be provided as required by the Council.
- 5.5. In the event of the premises having to be evacuated through fire or any other dangerous occurrence, a system of effectively counting heads (both members of the audience and performers etc) must be available and the Designated Premises Supervisor shall appoint responsible persons to carry out this function.
- 5.6. Signs detailing actions and procedures in the event of an outbreak of fire are to be displayed in locations to the satisfaction of the Council.

SEATING AND GANGWAYS

1. General

1.1. The Designated Premises Supervisor shall ensure that seating and gangways are so arranged as to allow free and ready access to the exits. No portion of any gangway shall be more than 18 metres from an exit from the auditorium or hall measured along the line of the gangway.

2. Seating sizes

2.1. Premises shall not be used for closely seated audiences except in accordance with plans submitted to the Council for prior approval.

2.2. The seating assigned to each person shall not be less than:

a. 760 mm deep where backs are provided for the seat or 600 mm deep where backs are not provided.

b. 500 mm wide where arms are provided to the seats or 450 mm wide where arms are not provided.

2.3. In fixed seats there should be a clear seat-way or space of at least 305 mm measured between the perpendiculars from the back of one seat to the front of the seat immediately behind it.

2.4. Where seats tip up automatically, the clear seat-way should be measured between the back of one seat to the maximum projection of the seat behind, when the seat is in the "up" position.

3. Gangways

3.1. Gangways shall be of adapted width for the number of seats served, but shall in no circumstances be less than 1.05 metres wide.

3.2. There shall be no projection into the gangway which would diminish its clear width and the ends of all rows and seats should be so aligned as to maintain a uniform width of gangway throughout its length.

4. Handrails

4.1 A continuous handrail shall be fixed on each side of all stairs, steps, landings and ramps at a height of not less than 840 mm or more than 1 metre, measured vertically from the pitch line of the nosing of steps and from the floor of landings, except that a second handrail need not be provided to such stairs and ramps or flight of steps which are not more than 1.05 metres wide. The handrail shall not project more than 100 mm and the ends of the handrail shall be turned for safety.

5. Seating layout

5.1. The number of seats in a row shall not exceed:

a. 7 seats where there is a gangway at one end only, except that up to a maximum of 11 seats may be permitted if the 405 mm seat-way is increased by 25 mm for each

additional seat over 7.

b. 14 seats where there is a gangway at each end, except that up to 18 seats may be permitted if the 305 mm seat-way is increased to not less than 400 mm and more than 18 seats may be permitted if the seat-way is not less than 500 mm.

Any alternative arrangements shall be submitted to the Council for prior approval.

5.2. Where the audience is seated at chairs around tables, the seating need not be fixed, but both the tables and chairs shall be arranged so that clearly identifiable gangways are provided.

5.3. In circumstances where more than 250 temporary seats are to be used in the auditorium, the following arrangements shall apply:

a. Chairs or other single seats shall be secured together in lengths of not fewer than 4 seats and nor more than 12, so that seats cannot be separated from each other merely by pushing one or more seats in the row.

b. Provision shall be made for the rows of seating flanking the gangways to be fixed to the floor effectively preventing the individual seats of rows of seats from being dislodged into the gangways or toppling over, except that:

(i) only end seats such as rows need to be fixed to the floor if all seats in each row are secured together, or

(ii) only the end seats of each length of seating referred to above which forms such rows need to be fixed to the floor.

5.4. In premises which are intended to be used only occasionally for closely seated audiences and the fixing of seating into the floor is impractical or undesirable (leg on polished dance floors) the use of floor bars instead of floor screws may be approved by the Council. Such floor bars should be not more than 25 mm in height, have a cambered top surface so as to avoid the risk of tripping persons using the seat-ways and should extend from the row to be fixed to at least two adjacent rows should not extend across any gangways.

5.5. Space beneath temporary tiered seats must not be used for storage and must be made secure. Such spaces shall be kept clear of accumulation of rubbish. These spaces shall be checked between performances and cleared as necessary.

5.6. If it is intended to use a temporary tiered seating structure, prior approval must be obtained from the Council.

5.7. In premises annually licensed for stage plays and premises regularly used for closely-seated audiences, all seating, except for chairs in boxes or other approved enclosures, shall be firmly fixed to the floor.

5.8. All seats shall be so maintained so as not to present a risk of injury to the audience.

APPENDIX 1

Testing & Certification

The Designated Premises Supervisor shall be responsible for ensuring that the following tests are carried out at the specified intervals and that appropriate records are kept for inspection by an authorised officer. The Designated Premises Supervisor is also responsible for forwarding the relevant test certificates to the Council.

FREQUENCY OF TEST	TYPE OF TEST	TYPE OF RECORD
1. Prior to performance	(a) Panic bolts and bars on	Written in log book emergency exits should move freely and be clear from obstruction.
	(b) Doors adjacent to or intersecting exit routes shall be locked or pinned open as required by the Council.	Written in log book
	(c) Emergency lighting must be functioning correctly.	Written in log book
	(d) Protective electrical units ie. Residual Current Devices (RCD's) must be tested using the test/reset button.	Written in log book
2. Once a week	Fire Alarms, where fitted must be functioning correctly.	Written in log book
3. Once a month	Fire Drills should be carried out whilst only staff are present and adequate records kept.	Written in log book including names of staff present and the duration of the exercise
4. Once a month	Emergency lighting must be tested.	Written in log book
5. Every 12 months	(a) Fire extinguishers shall be checked by a competent person.	Check date and result shall be prominently displayed on the outside of the extinguisher
	(b) Mechanical or suspension arrangements ie. revolving stage, orchestra/organ lift shall be checked by a competent engineer.	Certificate of safe working condition issued by a competent engineer
	(c) Steam boilers and pressure vessels shall be inspected by a competent engineer from a boiler insurance company.	Certificate of safe working condition issued by a competent engineer from a boiler company

This will include electrode boilers within a closed system, calorifiers with steam receivers and hot water boilers.

7. Every 12 months

- | | | |
|-----|---|---|
| (a) | Electrical installations shall be inspected by a competent person. | Certificate of electrical safety issued by a competent person |
| (b) | Gas installations (including LPG systems) shall be inspected by a competent person. | Certificate of safety issued by a competent person |
| (c) | Oil fired installations shall be inspected by a competent engineer. The inspection must include the boiler, burners and any safety devices. | Certificate of safety issued by a competent engineer |
| (d) | Ceilings, ornamental plasterwork and other suspended structures must be maintained in a safe condition. | Structural report issued by a competent structural engineer |

Conditions Consistent with the Operating Schedule & Conditions attached after a hearing by the Licensing Authority

General

1. The following drinks promotions must not be permitted on the premises:
 - a. Drink all you can for a fixed price
 - b. Charging less per unit for multiple units than for singles units
 - c. Refusing to sell single measures
 - d. The running of drinking games or competitions that involve consumption of alcohol or awarding of drinks as prizes
2. All staff must be adequately trained to understand their duties in relation to the licensing objectives. A record of all staff training shall be kept on the premises
3. Adequate lighting must be maintained at all times to a level that will facilitate emergency egress from any licensed area;
4. An evacuation plan must be developed and maintained, which must be advised to all members of staff;
5. Structural surveys must be regularly conducted at the premises and any defects rectified or recommendations implemented. In addition, the public must be excluded from the affected parts of the premises until the defects have been completed and the recommendations have been carried out.
6. The Designated Premises Supervisor (DPS) shall take all reasonable precautions and exercise all due diligence to ensure that no patron removes glasses or open bottles from the premises. The DPS shall display notices advising that glasses and bottles must not be removed from the premises at all exit points normally used by patrons;
7. Fire alarms, where fitted, must be maintained in working order and must be inspected at least annually. Testing of fire alarms shall be on a weekly basis and recorded in a log book; adequate first aid provision must be supplied and maintained; at times when licensable activities are being held, sufficient numbers of staff must be engaged to assist in monitoring the activities and ensuring safe access and egress from the premises;
8. The service of drinks must cease 30 minutes before customers are required to leave the premises;
9. During the 30 minutes after the service of alcohol ceases, a "Winding Down Time" must be operated, namely the tempo or pace of any music played must be reduced, volume of music must also be reduced and lighting levels must be raised so as to ensure that as far as is practicable, that customers are not exiting onto the street in an excited or agitated state;
10. Clearly legible and suitable notices shall be displayed at all exits requesting customers to respect the needs of local residents and to leave the premises and area quietly. After 2300 hours, staff shall be available to ensure that customers disperse quietly;

11. The Premises Licence Holder must ensure that the Designated Premises Supervisor (DPS) holds membership of, and actively participates in, the Reading Pub Watch Scheme, including making use of apparatus supplied as part of the scheme;

12. Sound from the premises shall be kept at a level whereby it does not cause a nuisance to the occupiers of any adjacent premises;

13. Contact details of local public transport providers shall be available at the premises;

Conditions attached after hearing by the Licensing Authority 04/09/2009 in reference to Variation of First Floor Activities:

a) Professional acoustic product fitters shall be used to install all sound mitigation materials;

(b) Prior to the use of the First Floor for amplified entertainment a noise assessment to demonstrate sound insulation works have met the recommendations of the Accon UK Limited Acoustic Report (13.03.2009, A0167v2) shall be carried out and the report submitted and approved in writing by the Environmental Protection Team. The sound checks shall be arranged for a date and time that a Reading Borough Council Environmental Protection Officer can attend;

(c) If the sound mitigation installed is found to fail to meet the required level of sound insulation, remedial action shall be identified and implemented as necessary and further acoustic tests shall be carried out and submitted as at condition (b) above prior to use of the first floor for amplified entertainment;

(d) Security staff shall be available to control noise from patrons using all external areas, particularly the smoking area;

(e) Prior to the use of the first floor area for amplified entertainment the external staircase shall be fully enclosed and used only in an emergency;

(f) As all windows will be sealed a suitable ventilation system shall allow a minimum of eight air changes per hour. Any new plant associated with this system shall be suitably guarded and shall not result in an increase in the background noise level (L90) as measured at the nearest noise sensitive premises;

(g) That all conditions currently attached to the Licence for licensable activities on the ground floor of the premises also apply to licensable activities on the first floor.

Conditions agreed with Environmental Protection for the First Floor upon Variation 15/5/2010:

- 1) Access to external areas to the side and rear of the premises shall only be accessed via a lobbied door system during amplified music, live music or similar.
- 2) Fire escape doors (with no lobby) leading out of the premises shall not be used except in an emergency

Conditions attached after Signed Consent Order in Magistrates Court - 20/11/2012

1. Whenever the premises are open for the sale or consumption of alcohol, a nominated person who is the Designated Premises Supervisor or another person who is the holder of a Personal Licence shall be responsible for the bar areas.

2. Appropriately trained SIA door supervisors shall be present whenever the premises are open to the public and regulated entertainment is being provided. All door supervisors must be employed or deployed by the holder of the licence. The number of door supervisors shall be dictated by occupancy. A register of door supervisors shall be kept and shall record the following details:-

(i) The name, home address and registration number of all door supervisors working at the premises.

(ii) Full SIA registration number

(iii) The date and time the door supervisor commenced duty

(iv) The date and time the door supervisor finished work.

Each entry shall be countersigned by the DPS or Duty Manager each day.

3. The register of door supervisors shall be separate from the incident register and shall be kept at the premises and made available for inspection by authorised officer of the Police and Licensing Authority. The records shall be retained for a period of at least 12 months.

4. Door Supervisors shall be clearly identifiable at all times whilst on duty through Hi-Vis personalised armbands for those working inside the venue. Those working outside the venue, including the smoking areas, shall wear high visibility jackets.

5. On all occasions that the premises are scheduled or advertised to be open beyond 21:00 hours and providing regulated entertainment in the form of live or recorded music, door supervisors shall be employed as follows:-

5.1. 2 door supervisors from 21:00 and 3 from 23:00 hours with an additional door supervisor for every hundred persons (or part thereof) admitted to the premises over and above 100 persons. To ensure compliance with this condition, a clicker or other counting system shall be utilised to ensure that occupancy does not exceed that permitted by the number of door supervisors on duty. A record of the numbers of people in the premises shall be recorded in the Incident Book.

5.2. At least one female SIA registered door supervisor shall be employed to undertake searches of female customers. On the day that the DPS is working as a door supervisor then another person who is the holder of a Personal Licence shall be nominated in writing to act in place of the DPS.

6. An incident book shall be used to record details of incidents which impact the four licensing objectives that occur in and around the venue. The incident book shall truly reflect what has occurred and shall be specific in detail. The names of the person recording the incident and members of staff who deals with any incident shall also be recorded. Where known any offenders name(s) shall also be recorded. If incidents involve members of staff, including door

supervisors their names shall be entered onto the log book. All incidents shall be signed off either by the DPS or the nominated individual when the DPS is not on site.

7. The premises shall at all times operate a Challenge 25 policy to prevent any customers who attempt to purchase alcohol and who appear to the staff member to be under the age of 25 years from making such a purchase without having first provided identification. Only a valid British driver's licence showing a photograph of the person, a valid passport or proof of age card showing the 'Pass' hologram are to be accepted as identification.

7.1 Notices advertising the Challenge 25 policy shall be displayed in prominent positions on the premises.

7.2 The Premises Licence holder shall display in a prominent position a copy of their policy on checking proof of age.

7.3 The premises shall install a form of electronic identification system of a type approved by the police or Home Office, such as "Club Scan." The system shall be installed no later than 20th December 2012 and be fully operational no later than 17th January 2013.

8. A CCTV system shall be installed, in accordance with current or amended Home Office Guidelines relating to UK Police Requirements for Digital CCTV Systems. The system shall be maintained and operated correctly to the satisfaction of Thames Valley Police, ensuring ALL licensed areas of the premises (except toilet facilities) are monitored, including all entry and exit points enabling frontal identification of every person entering and in any light condition.

8.1. All cameras shall continually record whilst the premises are open to the public and the recordings shall be kept and available for a minimum of 31 days with time and date stamping.

8.2. Any breakdown or system failure will be notified to the police immediately and remedied as soon as practicable.

8.3. Viewing of CCTV

Provided in all cases that any request relating to CCTV footage is made in compliance with data protection legislation, the following shall apply:-

8.3.1 Facilities shall be made available so that the police may at any time that the premises are open to the public and at any other reasonable time, review the CCTV recordings and, to that end, at least one person qualified and capable of playing back such footage shall be employed at all times that the premises are open to the public and the holder of the licence shall ensure that the police are provided with appropriate contact details should they require sight of CCTV recordings when the premises are closed.

8.3.2 Any request made by the police for copies of recordings shall be complied with as soon as reasonably practicable and such copies shall be provided in a playable format.

8.4. A sign advising customers that CCTV is in use shall be positioned in a prominent position.

9. A First Aid Box containing equipment and material appropriate to the premise shall be kept on the premises.

10. On Sunday to Thursday nights (excluding Sundays falling on a Bank Holiday Weekend and New Year's Eve), no customer shall be allowed to enter or re-enter the premises after 01:00 hours and on Friday and Saturday nights, Sundays falling on a Bank Holiday Weekend and New Year's Eve no later than 02:00 hours or an hour before the premises are scheduled to close, whichever is earlier.

11. The DPS or his/her deputy shall provide the police with advance details of all events scheduled to take place at the premises, including the date, time(s) and nature of the event and whether it is intended to use the form of electronic identification system as required by condition 7.3 above, until such time as the police state in writing that they do not require this information. If the event is to be run by an outside promoter not normally associated with the premises whereby the promoter takes the door proceeds, the notification shall be made at least 7 days in advance of the event. The notification shall include details of the promoter, the event being promoted and the nature of the music being promoted. A full risk assessment shall be undertaken with regard to any such event and copies made available to the police and/or the Licensing Authority on request.

11.1. As from 17th January 2013 the identification system as required by condition 7.3 shall be used to refuse admission to any person not registered on the system unless the DPS or his/her Deputy have indicated that it is not their intention to use the system and the police have not objected.

12. The premises will operate a "zero tolerance" policy towards illegal drugs and weapons and shall post notices in the premises to that effect. Whenever the premises are open to the public at large, door supervisors will be instructed to search all customers and their bags and to refuse admission to any person who does not consent to a search. If any illegal weapon or drug is detected, door supervisors will be instructed to confiscate the same and to retain the item in a secure place. Full details of any such find shall be recorded in the Incident Book and reported to the police any substantial seizure (such as amounts of drugs inconsistent with personal use or of a firearm or imitation firearm) and any seizure of any substance suspected of being a Class A drug as defined by the Misuse of Drugs Act 1971 shall be reported to the police immediately.

12.1. The current Designated Premises Supervisor (Sharon Northmore) must successfully complete the British Institute of Inn Keepers (BII) Licensee's National Drugs Certificate (or equivalent) and must undertake a BII approved training course appropriate to this qualification before 31st January 2012. Any future Designated Premises Supervisor must successfully complete the British Institute of Inn Keepers (BII) Licensee's National Drugs Certificate (or equivalent) and must undertake a BII approved training course appropriate to this qualification either before being appointed or within 2 months of being so appointed. Evidence of possession of this qualification and attendance on an approved course must be provided to the Reading Borough Council Licensing Authority.

13. The means of escape from the external smoking areas to the side and rear of the building shall be alarmed so that if opened by an unauthorised person, door

staff in the front entrance lobby of the premises are immediately alerted by way of audible alarm.

14. The premises shall be equipped with a portable metal detecting device that door staff will be instructed to use in addition to "pat down" searches if either a risk assessment undertaken by the premises identifies a need to use it or if so requested by the police following notification under numbered paragraph 11 above.

15. No person under 18 shall be permitted to enter or remain on the premises after 23:00 hours in any circumstances.

16. No function shall take place at the premises which is targeted at or marketed to an audience of persons who are predominantly under 19 years of age, including in particular (but not limited to) 6th form parties, "16+" events and 18th birthday parties, unless no alcohol is sold, or supplied at any time during the event and for 30 minutes before and after the event and admission is by pre-purchased ticket only.

16.1. Nothing however shall prevent persons under the age of 18 attending private functions held at the premises such as wedding receptions, anniversaries, christenings, bar mitzvahs and the like, provided that each person under the age of 18 is accompanied by a responsible adult such as a parent, guardian or close relation and nothing shall prevent accompanied children attending live music events at the premises provided that the event finishes before 22:30.

17. The Premises shall be an active member and partake in the Reading "Townsafe radio" scheme for as long as the same shall subsist and any successor scheme.

Annex 4

Plans

As attached plan no. 2nd August 2005



* required information

Section 1 of 9

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

Planet Bob's chai Emporium

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

- Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

First name

Helen

Family name

Djerkallis

E-mail address

[REDACTED]@googlemail.com

Main telephone number

0118 [REDACTED]

Include country code.

Other telephone number

[REDACTED]

- Indicate here if you would prefer not to be contacted by telephone

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Continued from previous page...

Your Address

Address official correspondence should be sent to.

Building number or name	<input type="text"/>
Street	<input type="text" value="Cholmeley Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Reading"/>
County or administrative area	<input type="text" value="Berkshire"/>
Postcode	<input type="text" value="RG1 3NJ"/>
Country	<input type="text" value="United Kingdom"/>

Section 2 of 9

APPLICATION DETAILS (See also guidance on completing the form, general notes and note 1)

Have you had any previous or maiden names?

Yes No

Your date of birth / /

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Correspondence Address

Is the address the same as (or similar to) the address given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name	<input type="text"/>
Street	<input type="text" value="Cholmeley Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Reading"/>
County or administrative area	<input type="text" value="Berkshire"/>
Postcode	<input type="text" value="RG1 3NJ"/>
Country	<input type="text" value="United Kingdom"/>

Continued from previous page...

Additional Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes No

E-mail

Telephone number

Other telephone number

Section 3 of 9

THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). (See also guidance on completing the form, note 2)

Does the premises have an address?

Yes No

Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes No

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

Neither Premises licence Club premises certificate

Premises licence number

Location Details

Provide further details about the location of the event

Continued from previous page...

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below ([see also guidance on completing the form, note 3](#))

Describe the nature of the premises below ([see also guidance on completing the form, note 4](#))

Nightclub

Describe the nature of the event below ([see also guidance on completing the form, note 5](#))

Planet Bob's chai emporium
Chilled beats, electro and progressive trance music

Section 4 of 9

LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises ([see also guidance on completing the form, note 6](#)):

- The sale by retail of alcohol
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment
- The giving of a late temporary event notice

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.

[\(See also guidance on completing the form, note 7\).](#)

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

[\(see also guidance on completing the form, note 8\)](#)

Event start date / /
 dd mm yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date / /
 dd mm yyyy

Continued from previous page...

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

00.00 to 06.00

[\(see also guidance on completing the form, note 9\)](#)

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

380

[\(see also guidance on completing the form, note 10\)](#)

Note that the maximum number of people cannot exceed 499.

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

[\(see also guidance on completing the form, note 11\):](#)

- On the premises only
 Off the premises only
 Both

Section 5 of 9

RELEVANT ENTERTAINMENT [\(See also guidance on completing the form, note 12\)](#)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

DJs will be playing music throughout the entire event

Section 6 of 9

PERSONAL LICENCE HOLDERS [\(See also guidance on completing the form, note 13\)](#)

Do you currently hold a valid personal licence?

- Yes No

Provide the details of your personal licence below.

Issuing licensing authority

Reading Borough Council

Licence number

LP7002275

Date of issue

25 / 06 / 2013
dd mm yyyy

Date of expiry

24 / 06 / 2023
dd mm yyyy

Continued from previous page... Any further relevant details

We have held events for the same promoter numerous times and have not had any problems or noise complaints

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 14\)](#)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

Yes No

Have you already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or Yes No

b) Begins 24 hours or less after the event period proposed in this notice?

Section 8 of 9

ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 15\)](#)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

Yes No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or Yes No

b) Begins 24 hours or less after the event period proposed in this notice?

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

Yes No

Continued from previous page...

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

Yes No

- a) Ends 24 hours or less before; or
- b) Begins 24 hours or less after the event period proposed in this notice?

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 17\)](#)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

This formality requires a fixed fee of £21

DECLARATION [\(See also guidance on completing the form, note 18\)](#)

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

Full name

Capacity

Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/temporary-event-notice/reading/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

OFFICE USE ONLY

Applicant reference number	Planet Bob's chai Emporium
Fee paid	21.00
Payment provider reference	
ELMS Payment Reference	
Payment status	Paid
Payment authorisation code	shelm00000434
Payment authorisation date	02/01/2015
Date and time submitted	02/01/2015 @ 16.03
Approval deadline	
Error message	
Is Digitally signed	<input type="checkbox"/>



Received by Reading Borough
Council Licensing
02/01/2015

< Previous 1 2 3 4 5 6 7 8 9 Next >



INTERNAL MEMORANDUM

To: Licensing	From: Ross Jarvis
Dept: Licensing	Dept: Environmental Protection
Cc:	Date: 5 th January 2015

Urgent Response required Further action (see below)

Subject: Application for TEN 18 January 2015
 Premises: The Face Bar, Ambrose Place, Chatham Street, Reading.

I refer to the above application.

I have consulted our records and would like to make representation against the application. I am concerned due to the proximity to residential dwellings, the construction of the building, confidence in management with regards noise control and recent complaints.

Council officers received a report that noise nuisance had been caused throughout an event held under a TEN at the premises on 1st and 2nd November 2014. The explanation given for the excess noise was that the noise limiter needed repairing. This explanation is not considered to be satisfactory. It should be clear to the management of the premises when a noise nuisance is being caused and they should be in a position to take swift action to remedy the situation. On this occasion the complainant contacted the premise on a number of occasions but nothing was done to reduce the volume.

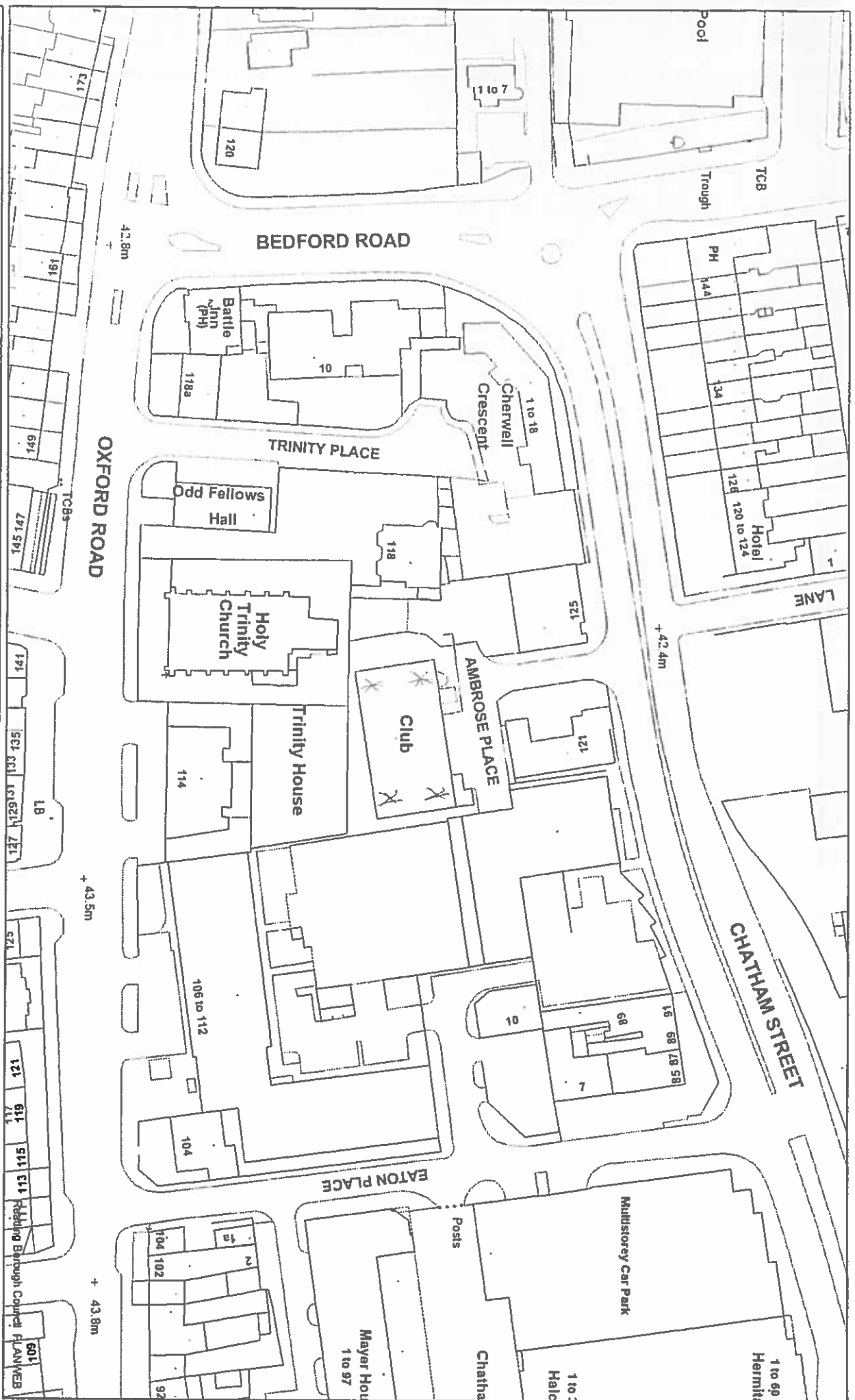
I am concerned that if the venue holds another event such as this, as requested for on 18 January, the necessary management controls are not in place in order to prevent a public nuisance occurring. Prevention of public nuisance is one of the four licensing objectives.

I recommend this application for refusal unless the applicant can provide reassurance on how noise would be controlled.

Please contact me if you require any further information.

Kind regards

Ross Jarvis
Environmental Protection



Date 7/1/2015
 Scale 1/759
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nlpg
 The National Planning Grid
 and 3-Storey Buildings

Reading
 BOROUGH COUNCIL