

RS-1

From: Fundrey, Dan
Sent: 13 August 2020 09:10
To: thineshxxxxxxxxxxxxxx
Subject: Licensing inspection - Oxford Food and Wine 8 August 2020

Dear Thinesh Sinniah,

Licensing Act 2003
Premises Name: Oxford Food and Wines
Premises Address: 512 Oxford Road, Reading, , RG30 1EG

On 7 August 2020, Licensing Officer, Anthony Chawama visited your premises to ensure you are complying with the above premises licence and to advise on any matters that may arise during the inspection.

During the inspection, the officer found a number of items that require your attention as outlined below:

Mandatory conditions

- No Section 57 notice could be found on the premises. This is a legal notice that states where Part A of the licence is kept and who has custody of it. Please ensure this is rectified immediately.
- It could not be demonstrated that any of your staff had been authorised to sell alcohol. You may be aware that the mandatory conditions attached to your licence state that all sales of alcohol shall be made by, or authorised by, a personal licence holder. The best way to demonstrate compliance with this condition is to do a written authorisation list. If staff have not been authorised then they will not be permitted to sell alcohol. This is a breach of condition and should be rectified immediately.
- You were unable to demonstrate that you have an age verification policy in place. Please ensure that this is rectified.

Conditions agreed with licensing

- Condition 1 on page 7 of your licence under the heading 'Prevention of Public Nuisance' in respect of notices being displayed at all exits requesting customers to leave quietly was not being complied with. No notices could be located. They are required to be placed at all exits. This is a breach of condition and should be rectified immediately.
- In respect of staff training on the sale of alcohol. No training records could be produced. This is a breach of condition and should be rectified.

Whilst we consider what, if any, further action to take in respect of the findings detailed in this letter, please rectify all of the above within 28 days. Once you believe all of the above has been

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rectified, please contact Anthony Chawama by email on anthony.chawama@reading.gov.uk so that we can arrange a re-inspection.

If you have any questions in relation to the contents of this letter then please contact me.

Yours faithfully

Dan Fundrey

Licensing Enforcement Officer

Licensing Department | Directorate of Environment and Neighbourhood Services



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Sent via email on 13/01/2021

RS-2

Dear Sirs,

Licensing Act 2003

Premises Name: Oxford Food and Wines

Premises Address: 512 Oxford Road, Reading, RG30 1EG

On **12/01/2021**, I visited your premises to ensure you are complying with the above premises licence and to advise on any matters that may arise during the inspection.

During the inspection, I found a number of items that require your attention as outlined below:

Mandatory conditions

- Part B of your licence was not on display. It is a requirement that this document is on display in a prominent position so that your customers can see it. All pages must be displayed. Please ensure this is rectified immediately. I have included a copy of Part B with this letter.
- You could not produce your personal licence to us. This is an offence under Section 135 of the Licensing Act. Please ensure that this is rectified.
- You were unable to tell officers what the four licensing objectives are. All licence holders are expected to have a basic knowledge of these objectives as they are supposed to be actively promoted. You are advised to refresh yourself and your staff of these objectives and what they mean.

Conditions agreed with licensing

- Condition 1 on page 7 of your licence under the heading 'Public Safety' in respect of providing bins and keeping the premises clean and tidy was not being fully complied with. The premises was generally clean, however it was not tidy due to there being numerous bottles, cans and stacks of goods on the floor. Furthermore, no bin was being provided. This is a breach of condition and should be rectified immediately.
- Condition 2 on page 7 of your licence under the heading 'Protection of Children from Harm' in respect of underage sales was not being fully complied with. There was no signage explaining to customers that it is illegal to purchase or attempt to purchase alcohol under the age of 18. This is a breach of condition and should be rectified immediately.

Advisories

- No refusal book seemed to be in operation at the premises. We would expect premises that sell alcohol to be utilising a refusal book and would also expect all staff would know how and when to ask for ID and how to record any refusals.
- No incident book seemed to be in operation at the premises. You are advised to action this so that any incidents are recorded.

Fire Risk Assessment

- The Regulatory Reform (Fire Safety) Order 2005 requires all licensed premises to have a written fire risk assessment. No risk assessment was available at the time of my visit. Please rectify this immediately. Royal Berkshire Fire and Rescue Service's website contains more information regarding fire risk assessments - <https://www.rbfrs.co.uk/your-safety/safety-at-work/legislation/fire-risk-assessment/>. Furthermore, your fire exit did not have any signage identifying it as a fire exit, please rectify this immediately.

Whilst we consider what, if any, further action to take in respect of the findings detailed in this letter, please rectify all of the above within 28 days. Once you believe all of the above has been rectified, please contact me so that we can arrange a re-inspection.

If you have any questions in relation to the contents of this letter then please contact me.

Yours faithfully



Robert Smalley
Licensing Enforcement Officer