

## CONDITIONS

| <b>STEPS CONSISTENT WITH THE OPERATING SCHEDULE</b>  |
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| <p>The Premises Licence holder shall carry out due diligence checks to ensure, as far as practicable, that a person ordering alcohol to be delivered to their registered address, or collecting pre-ordered alcohol from the premises, is over 18 years of age. A record of each order and the checks carried out by the staff at the premises shall be kept either in a book or electronically and made available to Police, Local Authority Licensing and Trading Standards officers on request.</p> |
| <p>Internet sales / deliveries shall only be permitted to a registered address, not parks, open spaces or vehicles. If the sale contains alcohol, Challenge 25, Proof of age Photo ID must be validated by the person delivering the alcohol prior to it being handed to the customer.</p>   |
| <p>Alcohol deliveries by staff from the premises shall only be carried out by persons who have undergone appropriate Challenge 25 training.</p>  |
| <p>If deliveries are carried out by an external contractor a contract shall be in place ensuring that they train their delivery staff in line with current legislation relating to underage / drunkenness.</p>   |
| <p>Prominent, clear and legible notices are displayed at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.</p>  |
| <p>The store will be closed for public access between 00.00 to 06.00 hours. During that time all products and services offered via night hatch on the entrance iron door.</p>  |
| <b>CONDITIONS CONSISTENT WITH THE REPRESENTATION FROM LICENSING ENFORCEMENT</b>  |
| <p>The licence holder will ensure a high definition, colour HD CCTV camera system is installed, operational and recording whilst the premises is open to the public. The system must permit the identification of individual(s) in all lighting conditions.</p>  |
| <p>CCTV cameras must cover all areas that the public have access to, including the entrance, exit and pavement area immediately outside the premises</p>   |
| <p>CCTV system images must be securely stored, display an accurate date/time stamp and retained for a minimum of 31 days</p>   |
| <p>The licence holder will ensure that there is always a member of staff trained and available to download CCTV images/ footage immediately or an agreed timescale if requested by the police or the Licensing Authority</p>   |
| <p>An incident and refusals log will be kept on the premises and retained for a period of 12 months from the date of the incident. The log will be made immediately available for inspection on request of an officer from a responsible authority</p>   |
| <p>A Challenge 25 policy will be adopted with the only acceptable proof of age identification consisting of a current passport, photo card driving licence or identification carrying a PASS logo. A training record must be kept on the premises, retained for 12 months from the date of the incident and produced to an officer from a responsible authority upon request.</p>  |

The licence holder will ensure that a full fire risk assessment will be conducted and reviewed and implemented in line with Fire Safety Legislation annually.

There will be regular safety checks of areas such as entrances/exits recorded in a logbook which will be kept on the premises and immediately available upon request from any authority officers.

The licence holder will close the door which leads to New Walk from 19.30 hours and all access to and egress from the premises will be by the door which leads onto King Street. The door will be reopened again at 07:30hrs