

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/we KELLY BUSBY
(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, Ordnance Survey map reference or description			
By the BRIDGE 4A THE GREEN WEST BAY BRIDPORT DT6 4HA			
Post town	BRIDPORT	Postcode	DT6 4HA

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£13,750.00

Part 2 - Applicant details

Please state whether you are applying for a premises licence as appropriate Please tick as

- | | |
|---|-----------------------------|
| a) an individual or individuals * | please complete section (A) |
| b) a person other than an individual * | |
| i) as a limited company/limited liability partnership | please complete section (B) |
| ii) as a partnership (other than limited liability) | please complete section (B) |
| iii) as an unincorporated association or | please complete section (B) |
| iv) other (for example a statutory corporation) | please complete section (B) |
| c) a recognised club | please complete section (B) |
| d) a charity | please complete section (B) |
| e) the proprietor of an educational establishment | please complete section (B) |
| f) a health service body | please complete section (B) |
| g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales | please complete section (B) |
| ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an | please complete section (B) |

independent hospital in England

h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a

statutory function or

a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr	Mrs	<input checked="" type="radio"/> Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Busby			KELLY		
Date of birth		I am 18 years old or over		Please tick yes <input checked="" type="checkbox"/>	
Nationality					
Current residential address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes <input type="checkbox"/>	
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
01	03	2024

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

WOODEN SEASIDE KIOSK. ALL CUSTOMERS SERVED THROUGH HATCH. SOME OUTSIDE PICNIC BENCHES, BUT ALL SALES FOR OFFSITE CONSUMPTION.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2) Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g)

(if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J) ✓

In all cases complete boxes K, L and M A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
				Outdoors
Day	Start	Finish		Both
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for performing plays (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
				Outdoors
Day	Start	Finish		Both
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon	-----	-----	
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
				Outdoors
				Both
Day	Start	Finish		
Mon	-----	-----	Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

E

Live music Standard days and timings (please read guidance note 7)	Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
---	---	---------

			Outdoors
Day	Start	Finish	Both
Mon			Please give further details here (please read guidance note 4)
Tue			
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)
Thur			
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)
Sat			
Sun			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
				Outdoors
Day	Start	Finish		Both
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
				Outdoors
Day	Start	Finish		Both
Mon			Please give further details here (please read guidance note 4)	

Tue			
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)
Thur			
Fri			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)
Sat			
Sun			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)
Mon			Indoors
			Outdoors
			Both
Tue			Please give further details here (please read guidance note 4)
Wed			
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)
Fri			
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)
Sun			

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)
			Indoors
			Outdoors
Day	Start	Finish	Both

Mon			Please give further details here (please read guidance note 4)
Tue			
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)
Thur			
Fri			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)
Sat			
Sun			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises <input checked="" type="checkbox"/>	
Day	Start	Finish	Both		
Mon	10.00	23.00	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
	Am	Pm			
Tue	10.00	23.00	n/a.		
	Am	Pm			
Wed	10.00	23.00			
	Am	Pm			
Thur	10.00	23.00	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
	Am	Pm			
Fri	10.00	23.00	n/a.		
	Am	Pm			
Sat	10.00	23.00			
	Am	Pm			
Sun	10.00	23.00			
	Am	Pm			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	Andrew Bateman
Date of birth	[REDACTED]
Address	[REDACTED]
Postcode	[REDACTED]
Personal licence number (if known)	59C/055492
Issuing licensing authority (if known)	South Gloucestershire Council

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon			
Tue			
Wed			
Thur			Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

M

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

We will challenge everyone to provide ID.
We will not serve anyone who appears to be intoxicated.
We will not serve anyone who we think could be buying alcohol for someone else.

b) The prevention of crime and disorder

SEE Risk assessment form

c) Public safety

[Empty box for public safety details]

SEE RISK ASSESSMENT FORM

d) The prevention of public nuisance

[Empty box for public nuisance details]

e) The protection of children from harm

[Empty box for protection of children from harm details]

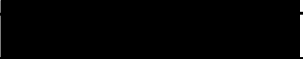
Checklist:

	Please tick to indicate agreement
<input checked="" type="checkbox"/> I have made or enclosed payment of the fee.	✓
<input checked="" type="checkbox"/> I have enclosed the plan of the premises.	✓
<input checked="" type="checkbox"/> I have sent copies of this application and the plan to responsible authorities and others where applicable.	✓
<input checked="" type="checkbox"/> I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	✓
<input checked="" type="checkbox"/> I understand that I must now advertise my application.	✓
<input checked="" type="checkbox"/> I understand that if I do not comply with the above requirements my application will be rejected.	✓
<input checked="" type="checkbox"/> [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	✓

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	15/12/23
Capacity	Partner

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

LICENSING ACT 2003

PREMISES LICENCES: PRO-FORMA RISK ASSESSMENT

INTRODUCTION

The Licensing Act 2003 and the regulations made under it detail those matters that the Licensing Authority expects applicants to address as part of premises' Operating Schedules.

The proper preparation of the Operating Schedules for each premises should therefore avoid the need for Responsible Authorities and Interested Parties to request the Licensing Authority to attach additional conditions to the licence to ensure the Licensing Objectives are met.

Even in the absence of conditions being attached to the licence, the Licensing Authority would expect licensees to act upon any advice given by Authorised Persons, thereby avoiding unnecessary requests for reviews of premises licences.

Whether or not any risk assessment of a premises shows the need to include measures in the Operating Schedule, or alternatively the imposition of a condition by the Licensing Authority, depends on a range of factors including the nature and style of the venue, the activities being conducted there, the location of the premises and the anticipated clientele of the business involved. It should also be borne in mind that club premises operate under codes of discipline to ensure the good order and behaviour of members.

Appropriate conditions for the licence or certificate will also depend on local knowledge of the premises.

Under no circumstances should the following measures be regarded as standard conditions to be automatically imposed in all cases. They are designed to provide a range of conditions drawn from experience relating to differing situations and to offer guidance.

The Licensing Authority would expect Responsible Authorities to submit their reasons for their request to attach one or more of the conditions suggested. There should be an evidential base, to demonstrate that the imposition of a condition is required to ensure the required measures are taken. Ideally, applicants and licensees should be prepared to co-operate with the authorities to achieve the Licensing Objectives without the need for specific conditions. This should ensure that any condition attached is proportionate and reasonable in line with Council Policy.

If a Responsible Authority is satisfied that the only way one of the Licensing Objectives can be achieved is by way of condition then the suggested wording of the condition should be submitted as part of the representation.

Any individual preparing an Operating Schedule is at liberty to volunteer any measure, such as in the following Pro-Forma Risk Assessment, as a step he or she intends to take to promote the Licensing Objectives. Good Operating Schedules should pre-empt the need for any non-mandatory conditions to be applied. When incorporated into the licence

or certificate as a condition, they become enforceable under the law and a breach of such a condition could give rise to prosecution.

The following conditions are not exhaustive and the Licensing Authority may attach whatever other conditions it feels necessary to ensure the Licensing Objectives are met. Even so, the following Pool of Conditions should give guidance to both applicants, Responsible Authorities, and Interested Parties when considering the type of measures available to the Licensing Authority.

Licensing Act 2003

Pro Forma Risk Assessment

Please complete the details below:

Applicant name:	Kelly Busby
Business name:	By the Bridge
Business address:	4a the Green West Bay DT6 4HA
	Postcode:

Guidance about this document

1. The Licensing Authority recommends that you complete this specially designed pro-forma risk assessment to help you decide what should be entered in your operating schedule of your licence application to show how you will promote the four licensing objectives.
2. Whilst the Licensing Authority cannot insist that you use this document it takes the view that it assists responsible authorities in assessing the operating schedule, promotes discussions and partnership working and will reduce the number of representations and hearings. Use of this document is especially recommended to those applying for a pub or club licence.
3. If you do not use this risk assessment pro forma then you will need to demonstrate how you will meet the licensing objectives by providing other supporting evidence via your operating schedule.
4. The Licensing Authority strongly recommends that you consult with the responsible authorities early in the application process to ensure that the measures you are suggesting are appropriate and sufficient for your application. Contact details for the responsible authorities are in the guidance note in the application pack. Please contact Business Licensing if you cannot find this information.

How to use this document

1. This document has four sections which correspond with the four licensing objectives. In each section you will find information on potential control measures (each with an individual code) which we suggest may help you meet the four licensing objectives.
2. Run through the questions at the beginning of each section and consider the potential control measures listed in the columns beneath. These Yes/No answers will not form licence conditions.
3. If you are happy to volunteer the suggested measures as part of your application place a tick in the relevant box in the right hand column. You can then enter the corresponding codes in page 14 of your application form in the boxes which match up with the licensing objectives or simply write "see pro forma risk assessment". These measures will then appear on your licence and will become enforceable conditions that you must adhere to. If you are not certain you can adhere to the condition at all relevant times, you may wish to re-word or

not agree to it being a formal licence condition.

Crime and Disorder

CCTV	
Does the premise have CCTV?	<input checked="" type="radio"/> YES • NO • N/A
If YES:	
Was the siting and standard agreed with Dorset Police?	YES • <input checked="" type="radio"/> NO •
Have you agreed a policy on the retention and security of the footage with Dorset Police?	YES • <input checked="" type="radio"/> NO • N/A
If NO:	
Have you consulted Dorset Police about whether CCTV should be installed?	YES • <input checked="" type="radio"/> NO • N/A
(NB unless Dorset Police have agreed CCTV is not required, a representation is likely)	

Suggested measures	Code	ü
A Closed-Circuit Television (CCTV) system will be operational at the premises at all times when licensable activities are being carried out and at any other times when members of the public are present on the premises.	CD01	✓
The CCTV system will cover all areas of the premises occupied by the public under the terms of the licence (licensed areas), including corridors and stairways (excluding WCs and changing rooms).	CD02	✓
The CCTV system will cover the main entrance/s and exit/s and designated emergency egress routes from the premises.	CD03	✓
The CCTV system will cover all external areas of the premises occupied by the public, i.e. queuing areas, beer gardens, smoking areas and car parks.	CD04	✓
The location of CCTV cameras are identified on the site plan of the premises. No amendments to the locations of the cameras will be made without prior consultation with Dorset Police and the Licensing Authority	CD05	✓
The CCTV system will be of a resolution quality which will enable the identification of persons and activities, and other fine details such as vehicle registration number plates in any light condition.	CD06	✓
The CCTV system will contain the correct time and date stamp information.	CD07	✓
The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage.	CD08	✓
The CCTV footage will be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of who has accessed the system, the reason why and when. This record must be made available to Police/Licensing on request.	CD09	✓
A designated member/members of staff at the premises will be authorised to access the CCTV footage and be conversant with operating the CCTV system. At the request of an authorised officer of the Licensing Authority or a Responsible Authority (under the Licensing Act 2003) any CCTV footage, as requested, will be downloaded immediately or secured to prevent any overwriting. The CCTV footage material will be supplied, on request, to an authorised officer of the Licensing Authority or a Responsible Authority with the absolute minimum of delay.	CD10	✓
The CCTV system will be capable of securing relevant pictures for review or export at a later date.	CD11	✓
The CCTV system will be adequately maintained and be capable of transporting recorded material onto a removable media.	CD12	✓
The CCTV system replay software must allow an authorised officer of the Licensing Authority or Responsible Authority to search the picture footage effectively and see all the information contained in the picture footage.	CD13	✓
It must be possible to replay exported files immediately e.g. no re-indexing of files or verification checks.	CD14	✓
Designated Premises Supervisor (DPS)		
Will the DPS generally be on site?	<input checked="" type="radio"/> YES • NO • N/A •	
Is the DPS contactable in emergency?	<input checked="" type="radio"/> YES • NO •	

	N/A •
If the DPS is not to be generally on site, have you made arrangements to nominate the supervisor in his/her absence?	YES • NO • N/A •
Is the Supervisor's Register bound with consecutively numbered pages?	YES • NO •

Suggested measures	Code	ü
A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and up-to-date contact details for the DPS and all personal licence holders.	CD15	✓
The Supervisors Register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out, and this information will be retained for a period of twelve months and produced for inspection on request to an authorised officer.	CD16	✓
There shall be a personal licence holder on duty on the premises at all times when the premises are authorised to sell alcohol.	CD17	
Door Supervisors and Other Security Staff N/A		
Do you use registered door supervisors or security staff?	YES • NO • N/A •	
Are they Security Industry Authority (SIA) registered?	YES • NO • N/A •	
Do you specify a minimum number of door supervisors?	YES • NO • N/A •	
If YES, state the number of staff _____		
Days (and times) employed _____ _____		
Has this been agreed with Dorset Police?	YES • NO • N/A •	
Do you have a policy with the door supervisor or security company which covers:		
• Vetting customers entering the premises?	YES • NO • N/A •	
• Is there a prominently displayed written search policy on the premises?	YES • NO • N/A •	
• Controlling customers entering, within or leaving the premises?	YES • NO • N/A •	
• Safeguarding the public within and immediately outside the premises?	YES • NO • N/A •	
• Notifying Dorset Police at the earliest opportunity of any problems or incidents?	YES • NO • N/A •	
• Exclusion of persons who have had too much to drink or appear inclined to disorder?	YES • NO • N/A •	
Do you have a Daily Record Register within which door supervisors/security staff sign on and off duty?	YES • NO • N/A •	
Is the Daily Record Register bound with consecutively numbered pages?	YES • NO •	
Can you identify who was on duty at any particular time?	YES • NO • N/A •	
Do you have an Incident Report Register?	YES • NO • N/A •	
Is the Incident Report Register bound with consecutively numbered pages?	YES • NO •	

Suggested measures	Code	ü
Persons entering or re-entering the premises may be searched at random by an SIA trained member of staff and monitored by the premises CCTV system.	CD18	
At least 2 SIA licensed door supervisors shall be on duty at the entrance of the premises at all times whilst it is open for business.	CD19	
All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high visibility jackets or vests.	CD20	

A minimum of (____) SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business.	CD21
A minimum of (____) SIA licensed door supervisors shall be on duty at the premises between the hours of ____ and ____.	CD22
The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.	CD23
The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature).	CD24
The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry and made available to an authorised officer from the Licensing Authority or Police on request.	CD25
Security staff/designated supervisors will be familiar with the premises policy concerning the admission, exclusion and safeguarding of customers whilst in the premises.	CD26
All external fire exit doors shall be fitted with sensor alarms and visible or audible indicators to alert staff when the doors have been opened.	CD27
The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti social behaviour, admissions refusals and ejections from the premises.	CD28
The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and / or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.	CD29
The Incident Report Register will be produced for inspection immediately on the request of an authorised officer from the Licensing Authority or Police.	CD30

Drugs and Offensive Weapons N/A	
Do you have a policy and procedure to prevent use of illegal drugs or weapons (e.g. a search policy)?	YES • NO • N/A •
Has this been agreed with Dorset Police?	YES • NO • N/A •
Does the policy include:	
• recording any search	YES • NO • N/A •
• seizing drugs/weapons found	YES • NO • N/A •
• a purpose made secure receptacle for items seized	YES • NO • N/A •
• informing the police of any search and seizure	YES • NO • N/A •
• prominently display notices to inform customers of the policy	YES • NO • N/A •

Suggested measures	Code
A policy for searching patrons at the entrance to premises will be adopted and prominently displayed on the premises.	CD31
The PLH/DPS will inform Dorset Police as soon as possible of any search resulting in a seizure of drugs or offensive weapons.	CD32
A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with Dorset Police.	CD33
Notices will be prominently displayed at the entrances of the premises which state: <ul style="list-style-type: none"> • Random searches will be conducted as a condition of entry to premises; • Incidents of crime and disorder will be reported to the police and a full recorded entry will be made in the incident report register. • Entry to the premises will be refused to any person who appears to be drunk, acting in a threatening manner or is violent; or appears to be under the influence of drugs. 	CD34

• entry will be refused to any person who has been convicted of an offence of drunkenness, violent or threatening behaviour or the use or distribution of illegal substances		
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Communication <i>NR</i>		
Do you subscribe to a form of communication link (radio/text/pager system)? The system shall be recognised by Weymouth and Portland Borough Council, West Dorset District Council and Dorset Police.	YES • NO • N/A	<input checked="" type="radio"/>
Has this been agreed with Dorset Police?	YES • NO • N/A	<input checked="" type="radio"/>

Suggested measures	Code	ü
There will be a communication link via radio to other venues in the town centre. This will be the system recognised by Weymouth and Portland Borough Council, West Dorset District Council and Dorset Police.	CD35	
A radio communication link will be kept in working order at all times when licensable activities are taking place.	CD36	
The radio communication link will be available to the Designated Premises Supervisor or other nominated supervisor and be monitored by that person at all times that licensed activities are being carried out.	CD37	
Any police instructions or directions given via the radio link will be complied with whenever given.	CD38	
All incidents of crime or disorder will be reported via the radio link to an agreed police contact point.	CD39	
As soon as possible, and in any event within one month from the initial grant of this licence, the premises shall join the local pubwatch or other local crime reduction scheme approved by the police, and local radio scheme, if such a scheme exists.	CD40	

Responsible Sale of Alcohol (cont.)

<u>Proof of Age</u>		
Have you adopted a proof of Age Scheme?	YES • NO • N/A	<input checked="" type="radio"/>
Have all staff been instructed of the steps required to prevent under age sales of alcohol?	YES • NO • N/A	<input checked="" type="radio"/>
<u>Glass and Bottles</u>		
Do you have a policy for the frequent collection of glasses and bottles?	YES • NO • N/A	<input checked="" type="radio"/>
Do you take steps to prevent glasses/bottles being removed from the premises, e.g. instruction to door/bar staff, display of notices?	YES • NO • N/A	<input checked="" type="radio"/>
Do you use plastic or toughened polycarbonate (or similar) drinking glasses/bottles when necessary?	YES • NO • N/A	<input checked="" type="radio"/>
<u>Alcohol Designated Public Places Orders</u>		
If your premises are in the area of an Alcohol Designated Public Places Order (DPPPO), do you prominently display notices advising customers of the Order and its effects?	YES • NO • N/A	<input checked="" type="radio"/>

Suggested measures	Code	ü
The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 21/25 (delete as appropriate) who attempts to purchase alcohol at the premises.	CD41	<input checked="" type="checkbox"/>
The PLH/DPS staff will ask for photographic identification in the form of either a passport, EU photographic driving licence or PASS accredited identification, from any person appearing to be under the age of 21/25 (delete as appropriate) who attempts to purchase alcohol at the premises.	CD42	<input checked="" type="checkbox"/>

A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale, a description of the person refused, why they were refused (e.g. no ID, fake ID) and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of a Responsible Authority (Licensing Act 2003).	CD43	<input checked="" type="checkbox"/>
Glass and Bottles Drinks, open bottles and glasses will not be taken from the premises at any time. Empty bottles and glasses will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of using tamper proof receptacles. Receptacles will be secured and not accessible to the customers.	CD44	
The PLH/DPS will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.	CD45	
Plastic or toughened polycarbonate (or similar) glasses/bottles will be used in all outdoor areas.	CD46	
Plastic or toughened polycarbonate (or similar) glasses/bottles will be used when requested by Dorset Police (e.g. football match days or at certain times i.e. after 23:00 hours).	CD47	
Alcohol Designated Public Places Orders Notices indicating the existence and effect of an Alcohol Designated Public Places Order will be prominently displayed at the exits to the premises.	CD48	
Responsible Sale of Alcohol (cont.)		
Membership of a Recognised Body Do you belong to a Licensees Association/Body	YES • <input checked="" type="radio"/> NO • N/A •	
If YES, please state which body		
Exclusion from Premises Do you operate a system of excluding customers known to cause problems?	YES • NO • N/A •	
If YES: • is this your own system or	YES • NO • N/A •	
• a system run by a local licensees body such as Pubwatch/Townwatch	YES • NO • N/A •	
Dispersal Policy Do you have a written dispersal policy (e.g. A policy on how you disperse your clientele from your premises to reduce the risk of anti social behaviour) If YES:	YES • NO • N/A •	
• Was this agreed with Dorset Police?	YES • NO • N/A •	
• Are all bar and door staff trained on the policy?	YES • NO • N/A •	
Suggested measures	Code	U
The PLH/DPS will belong to a recognised trade body or Pub Watch Scheme where one exists, whose aims include the promotion of the licensing objectives.	CD49	
The PLH/DPS will operate to a written dispersal policy which ensures the safe and gradual dispersal of customers from the premises. The policy will be agreed with Dorset Police. The PLH/DPS will ensure that staff receive training on the policy and a record of training shall be kept/made available to an authorised officer upon request.	CD50	
Entertainment of an Adult Nature e.g. Strip Tease Dancing or Nude Dancing		
Do you provide any entertainment consisting of striptease or nude dancing including where dancers are wearing 'see through' clothing or the show includes sexual stimulation?	YES • NO • N/A •	
Please note that should you provide relevant entertainment more than 12 occasions per 12 month period or more frequently than monthly you will be required to apply for a Sex Establishment licence.		

Suggested measures	Code	U
All adult entertainers will be aged no less than 18 years.	CD51	

Adult entertainment price lists will be clearly displayed at each table and at each entrance to the premises.	CD52
Adult entertainers will only be present in the licensed area in a state of nudity when they are performing on stage or providing a private dance.	CD53
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	CD54
Entertainers will only perform on the stage area, or in areas identified on the plan attached to the licence.	CD55
Relevant entertainment will only be performed by the entertainer. There must be no audience participation. There must be no physical contact between entertainers.	CD56
Customers will not touch the breasts or genital area of entertainers. Entertainers will not directly or indirectly touch the breasts or genital area of customers.	CD57
Any performance will be restricted to dancing and the removal of clothes. There will not be any other form of sexual activity or stimulation which, for the avoidance of doubt, includes kissing.	CD58
Sex toys must not be used and penetration of the genital area must not take place.	CD59
Customers will not be permitted to throw money at the entertainers.	CD60
All areas used for private dances must be visible to supervision and must not have closing doors or curtains that prevent performances from being observed.	CD61
All areas used for private dances must be directly supervised by either a SIA registered door supervisor, or a member of staff who has direct contact with SIA registered door supervisors working on the premises at all times when the areas are in use. Direct supervision does not include remote supervision by CCTV.	CD62

Public Safety

Management Arrangements *N/A*

Suggested measures	Code
The number of persons permitted in the premises at any one time (including staff) shall not exceed () persons.	PS01
Before opening to the public, checks will be undertaken to ensure all accesses to the premises are clear for emergency vehicles. Hourly checks will be undertaken when the premises are open.	PS02
Written records of all accidents and safety incidents involving members of the public and/or staff will be kept. These will be made available at the request of an authorised officer.	PS03
During opening hours the cellar door must be kept locked or supervised to prevent unauthorised access by the public.	PS04
A suitably trained and competent person must ensure daily/weekly/monthly (delete as appropriate) safety checks of the premises, decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.	PS05
Empty bottles and glasses will be collected at least hourly, paying particular attention to balcony areas and raised levels.	PS06
Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. Inspection records/certificates will be kept and made available at the request of an authorised officer. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.	PS07
One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models: a) Each socket-outlet circuit will be protected by a residual current device having a rated residual operating current not exceeding 30mA, or b) Each individual socket-outlet will be protected by an integral residual current device having a rated residual operating current not exceeding 30mA. The current operation of all residual current devices will be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device.	PS08

General Housekeeping

Do you have written procedures for the inspection of:

• Furnishings and fabrics	<input checked="" type="radio"/> YES • NO • N/A •
• Suspended decorations/lights/amplification systems	<input checked="" type="radio"/> YES • NO • N/A •
• Guarding to stairs/balconies/landings/ramps	YES • NO • <input checked="" type="radio"/> N/A •
• Condition of floor surfaces	<input checked="" type="radio"/> YES • NO • N/A •
• Provision of safety glazing	<input checked="" type="radio"/> YES • NO • N/A •
• Guardings to fires or open flames	YES • NO • <input checked="" type="radio"/> N/A •

Suggested measures	Code	ü
Daily/weekly/monthly (delete as appropriate) safety checks of guardings to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour, including climbing which may lead to a fall from height.	PS09	<input checked="" type="checkbox"/>
Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public may come into contact with it. (N.B. for windows and doors etc).	PS10	<input checked="" type="checkbox"/>
A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner. All staff will be made aware of the policy.	PS11	<input checked="" type="checkbox"/>

Refreshments	
Do you prepare hot food / drinks in proximity to the public?	YES • <input checked="" type="radio"/> NO • N/A •
If YES: Has the risk of scalding or burns been assessed?	<input checked="" type="radio"/> YES • NO • N/A •

Suggested measures	Code	ü
Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risk of scald or burns.	PS12	<input checked="" type="checkbox"/>

First Aid

Do you have staff trained in First Aid?	<input checked="" type="radio"/> YES • NO • N/A •
If YES, please state numbers <u>1</u>	
Do you provide facilities for treatment of minor injuries (e.g. First Aid box)?	<input checked="" type="radio"/> YES • NO • N/A •
Do you have procedures for dealing with customers who are unwell including those who appear to be affected by drugs / alcohol)?	YES • <input checked="" type="radio"/> NO • N/A •

Suggested measures	Code	ü
A suitably trained First Aider or appointed person to deal with first aid issues will be provided at all times when the premises are open.	PS13	<input checked="" type="checkbox"/>
An appropriately qualified medical practitioner will be present throughout any sporting entertainment.	PS14	<input checked="" type="checkbox"/>
Staff holding a current qualification issued by a recognised national body in rescue and life safety procedures will be stationed and remain in the vicinity of the water at all material times.	PS15	<input checked="" type="checkbox"/>
First Aid equipment and materials adequate for the number of persons on the premises will be available on the premises at all times. All staff will be made aware of first aid location.	PS16	<input checked="" type="checkbox"/>
A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.	PS17	<input checked="" type="checkbox"/>
A dedicated first aid room will be available for use at all times the premises is open for licensable activities.	PS18	<input checked="" type="checkbox"/>

Special Effects	
Do you use special effects on/at the premises, e.g. strobes, lasers, smoke machines or fireworks?	YES • NO • <input checked="" type="radio"/> N/A •
If yes, please give details :	

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Suggested measures	Code	U
A written health and safety policy covering all aspects of the safe use of strobes, lasers, smoke machines or any other special effects, will be provided and staff will be trained on the policy.	PS19	
No strobes, lasers or smoke machines will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.	PS20	

Sporting Events

N/A

Suggested measures	Code	U
Prior to any "designated sporting event" (as defined in the Sporting Events Control of Alcohol Act 1985) the premises licence holder shall ensure that;		
(i) Alcohol sales in respect of cans of beer or cider are limited to no more than four cans per person for a minimum of four hours before the commencement of the relevant designated sporting event;	PS21	
(ii) No sales of alcohol in glass bottles or glass containers are made in the period four hours before the commencement of the designated sporting event;	PS22	
(iii) Alcohol sales cease for a period of one hour immediately before the commencement of the relevant designated sporting event;	PS23	
(iv) On any day where there is a relevant designated sporting event taking place, the premises will not externally advertise as a result of a local store promotion the availability of beer or cider in such a way as to be likely to be the sole inducement to attract persons to the premises who are either attending the designated sporting event or in the vicinity of the premises as a result of the designated sporting event;	PS24	
(v) All members of staff working at the premises are informed of this condition prior to taking up employment;	PS25	

Prevention of Public Nuisance

N/A

Noise and Vibration	
<u>Noise and vibration</u>	
Identify the potential sources of noise and vibration which apply/could apply to your premises:	
• Amplified music	•
• Unamplified music	•
• Singing and speech	•
• Waste disposal, including bottle bins	•
• Plant and machinery, including extraction systems e.g. cooking extraction	•
• Food preparation	•
• Cleaning	•
Identify where sources of noise may occur outside your premises:	
• Beer garden	•
• Play area	•
• Car park	•
• Temporary structure	•
• Plant and equipment	•
• Smoking area	•

• Sitting out area	•
Identify which measures are in place/proposed:	
• Soundproofing	•
• Air conditioning to allow windows to be kept closed	•
• Sound limiters	•
• Use of lobby doors	•
• Cooling down period with reduced music volume	•
• Fixed and appropriate times for collection of waste	•
• Restricted use of outdoor areas	•
• No external loud speakers	•
Are the premises located near (<100m) noise sensitive properties, e.g. residential areas, residential homes, hospitals?	YES • NO •
Applicants should refer to the Clean Neighbourhoods and Environment Act 2005 which has amended the Noise Act 1996 to introduce "night noise offences" for licensed premises in completing this section.	

Suggested measures	Code	ü
Licensable activities will be conducted and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties.	PPN01	
Noise from a licensable activity at the premises will be inaudible at the nearest noise sensitive premises.	PPN02	
There will be no external loudspeakers.	PPN03	
All windows and external doors shall be kept closed after (____) hours, or at any time when regulated entertainment takes place, except for the immediate access and egress of persons.	PPN04	
A sound limiting device located in a separate and lockable cabinet from the volume control shall be fitted to any musical amplification system and set at a level determined by and to the satisfaction of an authorised officer of the Environmental Health Service to ensure that no noise nuisance is caused to local residents. The operational panel of the noise limiter shall then be secured to the satisfaction of an officer from the Environmental Health Service. The keys securing the noise limiter cabinet shall be held by the licence holder or authorised manager only, and shall not be accessed by any other person. The limiter shall not be altered without prior agreement with the Environmental Health Service.	PPN05	
A direct telephone number for the manager at the premises shall be publicly available at all times the premises is open. This telephone number is to be made available to residents and businesses in the vicinity.	PPN06	
Bottles will not be placed in any external receptacle after 23.00 hours and before 07.00 hours to minimise noise disturbance to neighbouring properties.	PPN07	
No deliveries to the premises shall be arranged between 23:00 hours and 07:00 hours.	PPN08	
All waste shall be properly presented and placed out for collection no earlier than 30 minutes before the scheduled collection times.	PPN09	
Noise from plant or machinery will be inaudible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery will be regularly serviced and maintained to meet this level.	PPN10	
The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after (____) hours.	PPN11	
The activities of persons using the external areas will be monitored after (____) hours and they will be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary.	PPN12	
There shall be no admittance or re-admittance to the premises after (____).	PPN13	
Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall be limited to (____) persons at any one time.	PPN14	
Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks with them.	PPN15	
The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises e.g. for the last hour of opening.	PPN16	

Litter	
Does the premise sell takeaway food, drinks or other produce/packaging	YES • NO • N/A •

which may generate litter/waste?	
If YES, please identify the steps taken to prevent nuisance caused by litter:	
Regular Collections & Bins	
• Provision of litter bins in vicinity of premises	<input checked="" type="checkbox"/>
• Display of notices to customers near exits	<input checked="" type="checkbox"/>
• Warnings/advice on packaging	<input checked="" type="checkbox"/>
• Instructions to staff to periodically clear litter from the street around the premises	<input checked="" type="checkbox"/>
• Other (please specify)	<input type="checkbox"/>

Suggested measures	Code	U
The PLH/DPS will ensure that litter arising from people using the premises is cleared away daily and that promotional materials such as flyers do not create litter.	PPN17	<input checked="" type="checkbox"/>
The pavement from the building line to the kerb edge immediately outside the premises, including gutter/channel at its junction with the kerb edge, shall be swept and or washed, and litter and sweepings collected in accordance with the business's refuse storage arrangements.	PPN18	<input checked="" type="checkbox"/>
No advertisements of any kind (including placard, poster, sticker, flyer, picture, letter, sign or other mark) that advertises or promotes the establishment, its premises, or any of its events, facilities, goods or services shall be inscribed or affixed upon the surface of the highway, or upon any building, structure, works, street furniture, tree, or any other property, or be distributed to the public.	PPN19	<input checked="" type="checkbox"/>

Transport/Pedestrian Movement	
Do you have a procedure to ensure that local residents and businesses are not disturbed by customers entering and or leaving your premises:	YES • <input checked="" type="radio"/> NO • N/A
If YES:	
What steps do you take to ensure that the procedure(s) works?	

Suggested measures	Code	U
Clear and legible notices will be displayed at exits, car parks and other circulatory areas requesting patrons to leave the premises quietly having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and loud use of vehicle stereos and anti-social behaviour.	PPN20	<input type="checkbox"/>
() SIA Registered door staff will be employed and used to manage queues and ensure queues are restricted to cordoned areas to prevent them obstructing footpaths and spilling out onto roads, and to keep noise and obstructions away from residential property.	PPN21	<input type="checkbox"/>
The premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary.	PPN22	<input type="checkbox"/>
A facility will be provided for customers to order taxis/private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent position on the premises.	PPN23	<input type="checkbox"/>
There shall be no admittance or re-admittance to the premises after () hours.	PPN13	<input type="checkbox"/>
Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall be limited to () persons at any one time.	PPN14	<input type="checkbox"/>
Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks with them.	PPN15	<input type="checkbox"/>

Protection of Children from Harm

Entertainment of an Adult Nature	
Do you provide entertainment of a sexual or adult nature (including	YES • NO • N/A

strong or offensive language)?	•
If so, do you only provide the adult entertainment at certain times/days of the week?	YES • NO • N/A •
Is your premises located near to premises which are children orientated?	YES • NO • N/A •

Suggested measures	Code	ü
People under 18 (including staff) will not be admitted to the premises at any time when entertainment of a sexual or adult nature is being provided.	PCH01	
The PLH/DPS will provide clear signage that entertainment of an adult nature is occurring which is not suitable for under 18s.	PCH02	
Measures will be put in place for ensuring non-admission to persons under 18 years of age when entertainment of an adult nature is taking place, such as door supervision and age identification checks (including staff)	PCH03	
The PLH/DPS will not externally display photographs or other images which indicate and suggest that striptease or similar entertainment takes place on the premises.	PCH04	
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	PCH04	
Any written, visual or auditory advertisement material, posters, signage or window display must not be of a sexually explicit or suggestive nature, will not contain images or text of a sexually explicit, obscene or offensive nature.	PCH05	

Under Age Sales of Alcohol	
Do the premises sell or supply alcohol?	YES • NO • N/A •

Suggested measures	Code	ü
People under 18 years of age will not be admitted.	PCH06	N/A

Gambling	
Is there a strong element of gambling on the premises?	YES • NO • N/A •

Suggested measures	Code	ü
People under 18 (including staff) will not be admitted to the premises at any time when gambling is taking place.	PCH07	✓
or		
There will be a physical screen of the relevant entertainment from view of those under 18 years who are in a separate area of the premises.	PCH08	

Performers Under 18	
Do entertainment performances include performances by children and young persons under 18 years of age?	YES • NO • N/A •
NOTE The Children (Performance) Regulations 1968 as amended – continue to apply but are not conditions on the licence as that would be duplication	

Suggested measures	Code	ü
The PLH/DPS will provide an adequate number of suitable adult supervisors who can provide care for the children as they move from stage to dressing room etc, and to ensure that all children can be accounted for in case of an evacuation or an emergency.	PCH09	
All supervisors and crew will receive instruction on the fire procedures applicable to the venue prior to the arrival of the children	PCH10	
The PLH/DPS will ensure that all special effects e.g. flashing lights, dry ice, smoke etc are safe for the children involved in the performance.	PCH11	

Entertainment and/or Facilities Specifically Provided for Children	
Is any entertainment/facilities specifically provided for children?	YES • NO • N/A •
If yes are the children unaccompanied or supervised by staff without parental presence (including where parents are elsewhere in the	YES • NO • N/A •

licensed premises).	•
Do you provide young persons discos or similar entertainment?	YES • NO • N/A •

Suggested measures	Code	Ü
The PLH/DPS will ensure that an adult supervisor is stationed in the area(s) or levels which are occupied by children. The supervisors will be placed in the vicinity to exits to the premises. There will be one supervisor per 50 children at all times.	PCH12	
For closely seated audiences, i.e. theatres and cinemas, the ratio of supervisors will be 1 per 25 children, provided that where the children are in the charge of an adult organiser such organisers will be regarded as attendants to an extent not exceeding half of the number of attendants required by the above condition 4PF088.	PCH13	
No child will be permitted to occupy the front row of any balcony gallery or tier, unless accompanied by and in the charge of a person who appears to have attained the age of 16 years.	PCH14	
Upon egress from the premises the Licensee will deploy staff on exit doors and within the vicinity of the premises to ensure the safe dispersal of children and the premises will not close until all children have left the area.	PCH15	

Child Protection Measures	
Do you have a system for ensuring the suitability of staff who work closely with children?	YES • NO • N/A •
If YES state measures used:	
Are your premises located near any adult orientated premises e.g. an adult retail sex shop or a betting shop?	YES • NO • N/A •

Suggested measures	Code	Ü
The PLH/DPS will perform the necessary background checks including relevant police checks on all potential staff before offering them employment. The Licensee will report any child related concerns to the police he/she has about potential staff, existing staff and customers.	PCH17	
The PLH/DPS will ensure staff receive training to deal with unaccompanied children on the premises and prevent them from harm.	PCH18	
The PLH/DPS will comply with the written guidance for protecting children from harm issued by Dorset County Council, Department of Social Services.	PCH19	
The PLH/DPS will liaise with any adult orientated premises close to his/her premises which the Licensee suspects are at risk of admitting underage children from his/her own premises.	PCH20	

Total Width 2900

Serving Window 2440

↑
depth 2330
↑

Total Depth 2330
Side Serving Window.

fire exit through window

NO CLEAN SERVING OVER COOK TOP
All other items
Kitchen prep under counter

Serving Area
No furniture

fixed prep area
cold food
donuts

fridge

fridge

Sink

⊙

1620

Main/Duty door with one step.

2 x fire extinguisher
on door.

X fire extinguisher
⊙ fire blanket above sink.

No tables
No reserved walls

