

LICENSING SUB-COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 21 JUNE 2024

Present: Cllrs Derek Beer, Les Fry and Val Potheary

Officers present (for all or part of the meeting):

Elaine Tibble (Senior Democratic Services Officer), Lara Atree (Senior Lawyer - Regulatory), Kathryn Miller (Senior Licensing Officer) and John Miles (Democratic Services Officer) and Kirsty Gatehouse (Dorset Police).

Also present: Ms Sofian (Applicant)

33. Election of Chair and Statement for the Procedure of the Meeting

Proposed by Cllr Les Fry, seconded by Cllr Val Potheary.

Decision: that Cllr Derek Beer be elected as Chair for the duration of the meeting.

34. Apologies

Apologies for absence were received from Cllrs Kate Wheller and David Shortell, substituted by Cllrs Les Fry and Val Potheary.

35. Declarations of Interest

No declarations of disclosable pecuniary interests were made at the meeting.

36. Urgent items

There were no urgent items.

37. New Premises Licence Application for Ninas Bistro, 1 West Street, Wareham, Dorset.

The Senior Licensing Officer introduced the application for the sale of alcohol (on the premises) Monday to Sunday from 10 am to 10 pm. Dorset Police had requested that conditions be added to any licence granted. The applicant agreed to these conditions.

Ms Sofian, the applicant informed the Sub-Committee that the premises would not be open every day until 10 pm but had applied for that time in order to have more flexibility. The premises was a very small bistro that used to be a bakery before and was not noisy and did not have any live music or television screens. It would have small speakers connected to a phone and only wine and beer would be sold.

Ms Gatehouse from Dorset Police made the Sub-Committee aware that she had been in contact with the applicant, who had been happy to agree to the conditions put forward.

All parties were given the opportunity to have their say and sum up.

Decision

To GRANT a Premises Licence with the usual mandatory conditions, the conditions consistent with the Operating Schedule, and the conditions added by the Sub-Committee as set out below, to permit the following:

Supply of alcohol (on the premises)

Monday to Sunday 10:00-22:00 hours

Hours premises open

Monday to Sunday 10:00-22:00 hours

Conditions Consistent with the Operating Schedule and Conditions Added by the Sub-Committee

- Fire extinguishers will be sited in the dining room and in the kitchen.
- Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport, or holographically marked PASS scheme identification cards. Appropriate signage advising customers of the policy shall prominently displayed in the premises.
- 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. The CCTV system will contain the correct time and date stamp information and will have sufficient storage retention capacity for a minimum of 28 days of continuous footage. Weekly checks will be made and documented to ensure the system is functioning as required and all details are correct, including the time and date shown. CCTV shall be downloaded on request of the Police or authorised officer of the council. A staff member who is conversant with the operation of the CCTV system will be on the premises at all times when the premises is open to the public. Appropriate signage advising customers of CCTV being in operation, shall be prominently displayed in the premises.
- All staff involved in the sale of alcohol shall receive training on the Licensing Objectives, the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attached to the Premises Licence. Refresher training shall be provided at least once every six months. A record shall be maintained of all staff training and that record shall be signed and dated by the person receiving the training and the trainer. The records shall be kept for a minimum of 12 months and made available for inspection by Police, Licensing or other authorised officers.

- A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale 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 the Council at all times whilst the premises is open.
- The DPS will ensure that an incident report register is maintained on the premises to record incidents such as anti-social behaviour. The incident report register will be kept on the premises and produced for inspection immediately on the request of an authorised officer or Police. The register will be checked and signed on a weekly basis by management.
- After 1700hrs, alcohol shall only be served to patrons who are sitting to eat.

38. **Exempt Business**

There was no exempt business.

Duration of meeting: 2.00 - 2.14 pm

Chairman

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