

Licensing

From: Gatehouse, Kirsty [REDACTED]
Sent: 25 May 2023 09:14
To: Licensing
Cc: .Licensing
Subject: RE: New Premise Licence Application - Holton Heath

Categories: Karen

Good morning

I can confirm we have no objections to this application. Please see below correspondence between myself and the applicant's agent agreeing to the conditions I have proposed. I would be grateful if these conditions could be applied to the Premises Licence when it is granted:

From: Naga Rajesh [REDACTED]
Sent: 24 May 2023 10:14
To: Gatehouse, Kirsty [REDACTED]
Subject: Re: Premises Licence Application - Holton Heath Service Station

Dear Ms Kristy,

Thank you for your email, I have checked these conditions with my client and I can confirm that we can accept all the conditions listed below in full.

Best Regards,

Naga Rajesh BSc(Hons), ACP
Licensing Consultant

From: Gatehouse, Kirsty [REDACTED]
Date: Wednesday, 24 May 2023 at 09:58
To: [REDACTED]
Subject: Re: Premises Licence Application - Holton Heath Service Station

Good morning

My name is Kirsty and I am one of the Licensing Officers for Dorset Police. I have been passed the above Premises Licence Application submission to look at.

Reading through, I can see that you have proposed the majority of conditions that we would like to see applied to an application such as this. The only thing I would request to change is that you operate a Challenge 25 age verification policy instead of Challenge 21. This is our "gold standard" and we have plenty of posters etc to advertise this should you need them.

We usually word the conditions in a specific way and I would therefore like to propose the conditions below to be attached to the Premises Licence should it be granted. If you are in agreement with these and their wording, I can confirm we have no objections to this application:

- The premises will be managed and controlled by a responsible person at all times. The Designated Premises Supervisor will be on the premises or contactable during the operating hours of the premises.

- The premises shall install and maintain a comprehensive CCTV system both internally and externally. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum of 30 days with correct date and time stamping. A documented check of the CCTV shall be completed weekly to ensure all cameras remain operational and the 30 days storage for recordings is being maintained. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member must be able to show a Police or authorised Council officer recent data or footage with the absolute minimum of delay when requested. CCTV shall be downloaded on request of the Police or authorised officer of the Council. Appropriate signage advising customers of CCTV being in operation shall be prominently displayed in the premises.
- Spirits (with the exception of spirit mixers and pre mixed spirit drinks) will be located behind the counter.
- All staff involved in the sale of alcohol shall receive training on 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.
- 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 contain consecutively numbered pages, the date and time of the incident, details of the nature of the incident, the names of any staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident. The incident report register will be kept on the premises and produced for inspection immediately on the request of an authorised officer or Police.
- Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification, such as a driving licence or passport, or holographically marked PASS scheme identification cards. Only identification documents shown in a physical format shall be accepted. Documents presented on mobile devices will not be accepted. Appropriate signage advising customers of the age verification policy shall be prominently displayed in the premises. The EPOS terminal will have a till prompt for staff whenever alcohol and/or tobacco are attempted for sale.
- 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 (eg no ID, fake ID) and the name of the member of staff who refused the sale. The log shall be kept on the premises and shall be made available for inspection by the Police or an authorised officer of the Council at all times when the premises is open.

I hope that the above conditions are agreeable. If they are, please can you reply to this email confirming your acceptance of them so that I can forward this on to the Licensing Authority to show the conditions we would like to be added and to show we have no objection. Equally if you have any questions relating to the above, please do not hesitate to contact me. I look forward to hearing from you.

Many thanks
Kirsty

Many thanks
Kirsty



**DORSET
POLICE**

Kirsty Gatehouse 6084

Licensing Officer

Tel: [REDACTED]

Email: [REDACTED]

Drug and Alcohol Harm Reduction Team

Weymouth Police Station, Radipole Lane, DT4 9WW

From: Licensing [REDACTED]
Sent: 05 May 2023 10:03
To: .Licensing [REDACTED]
Subject: FW: New Premise Licence Application - Holton Heath
Importance: High

Apologies,

I missed you off the email below!

Kind regards,
Joanna

Joanna Jesson
Licensing Officer
Place Services
Dorset Council

[REDACTED]
dorsetcouncil.gov.uk



From: Licensing
Sent: 05 May 2023 10:02
To: ENV Health [REDACTED] TradingStandards [REDACTED]
SaSteam [REDACTED] [REDACTED] planningteamd
<[REDACTED] fire safety <[REDACTED]>>
Subject: New Premise Licence Application - Holton Heath
Importance: High

Hi all,

Please see application for a new premises licence in Holton Heath. Please can I have any representations by 2 June.

Kind regards,
Joanna

Joanna Jesson
Licensing Officer
Place Services
Dorset Council

[REDACTED]





From: Naga Rajesh [REDACTED]
Sent: 04 May 2023 12:10
To: Licensing [REDACTED]
Subject: Premise Licence Application
Importance: High

Dear Licensing,
Please find the application for a Premises Licence and the relevant documents are attached.

Please note that the attached copy of the Site Notice will be displayed on premises from tomorrow in pale blue paper.

Please advise us the method to make the payment and if there are any other changes we need to make regarding this application.

Thank you

Best Regards,

Naga Rajesh BSc(Hons), ACP
Licensing Consultant

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