

## **Appendix 4 – PREMISES LICENCE SUMMARY INCLUDING EXISTING PLAN**

### **Annex 1 - Mandatory Conditions (as applicable)**

1. No supply of alcohol may be made under this Premises Licence –
  - a) at a time when there is no designated premises supervisor in respect of the Premises Licence, or
  - b) at a time when the designated premises supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under this Premises Licence must be made or authorised by a person who holds a Personal Licence.

### **Where a Village Hall is exempt from needing DPS under s.19 Licensing Act 2003**

Every supply of alcohol under the premises licence must be made or authorised by the Management Committee.

### **Mandatory condition where the licence authorises the exhibition of films**

The admission of children to the exhibition of any film must be restricted in accordance with section 20 of the Licensing Act 2003. Admission of children must be restricted in accordance with any recommendation made by the British Board of Film Classification or the Licensing Authority.

### **Prohibited conditions: plays**

1. In relation to a premises licence which authorises the performance of plays, no condition may be attached to the licence as to the nature of the plays which may be performed, or the manner of performing plays, under the licence.
2. But subsection (1) does not prevent a licensing authority imposing, in accordance with section 18(2)(a) or (3)(b), 35(3)(b) or 52(3), any condition which it considers necessary on the grounds of public safety.

### **Mandatory condition: Door supervision**

Each individual engaged in security activities at the premises must either:

- a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
- b) be entitled to carry out that activity by virtue of Section 4 of the Private Security Industry Act 2001.

## **LICENSING ACT 2003 (MANDATORY LICENSING CONDITIONS)( AMENDMENT) ORDER 2014**

### **MANDATORY CONDITIONS**

#### **Condition 1**

1. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
2. In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises:
  - a) Games or other activities which require or encourage, or are designed to require or encourage individuals to –
    - i. Drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

- ii. Drink as much alcohol as possible (whether within a time limit or otherwise);
- b) Provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
- c) Provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
- d) Selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
- e) Dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

### **Condition 2**

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

### **Condition 3**

1. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
2. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
3. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -
  - a) A holographic mark, or
  - b) An ultraviolet feature

### **Condition 4**

The responsible person must ensure that –

- a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -
  - i. Beer or cider: ½ pint;
  - ii. Gin, rum, vodka or whisky: 25ml or 35ml; and
  - iii. Still wine in a glass: 125ml;
- b) These measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

c) Where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

### **The Licensing Act 2003 (Mandatory Licensing Conditions) Order 2014**

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1—
  - a) 'duty' is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
  - b) 'permitted price' is the price found by applying the formula—

$$P = D + (D \times V)$$

Where —

- i. P is the permitted price,
- ii. D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

c) 'relevant person' means, in relation to premises in respect of which there is in force a premises licence—

- i. the holder of the premises licence,
- ii. the designated premises supervisor (if any) in respect of such a licence, or
- iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;

d) 'relevant person' means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

e) 'valued added tax' means value added tax charged in accordance with the Value Added Tax Act 1994.

3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.  
  
(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

## **Annex 2 - Conditions consistent with the Operating Schedule**

### **Prevention of Crime and Disorder**

1. The Licence Holder shall constantly monitor the premises and take any necessary action to prevent crime and disorder.

### **Public Safety**

2. There shall be annual inspections of electrical installations, emergency lighting, gas boiler and appliances.

3. The Licence Holder shall monitor the premises so as to provide a safe environment for guests.

### **Prevention of Public Nuisance**

4. Noise or vibration from the premises shall be maintained at a level which shall not cause nuisance to neighbouring properties.

5. Doors and windows shall be kept closed whenever necessary to prevent public nuisance.

6. Refuse receptacles shall be cleaned with disinfectant on a regular basis.

7. Staff shall pick up litter outside the premises.

### **Protection of Children from Harm**

8. The premises shall offer a child friendly environment with no smoking areas and where appropriate children's facilities.

### **General – All Licensing Objectives**

9. Substantial and reasonably priced food will be available at all times when the premises are open.

10. There shall be a policy on the management of larger groups using the premises.

11. A secure area for customers personal belongings shall be available.

12. Suitable non-alcoholic beverages, including drinking water, shall be equally available for consumption with or otherwise as an ancillary to meals served in the licensed premises.

13. Where there is provided in the Premises an entertainment for children, or an entertainment at which the majority of the persons attending are children, then, if the number of children attending the entertainment exceeds one hundred, it shall be the duty of the person providing the entertainment to station and keep stationed wherever necessary a sufficient number of adult attendants, properly instructed as to their duties, to prevent more children or other persons being admitted to the building, or to any part thereof, than the building or part can properly accommodate, and to control the movement of the children and other persons admitted while entering and leaving the building or any part thereof, and to take all other reasonable precautions for the safety of the children

14. Where the occupier of the Premises permits, for hire or reward, the Premises to be used for the purpose of an entertainment, he shall take all reasonable steps to secure the observance of the provisions of condition (13.) above.

15. Children under 14 years of age shall be accompanied by an adult

#### Conditions converted from Public Entertainment Licence

### **1 Responsibilities of Licence Holder**

- 1.1 The Licence Holder shall be responsible at all times for compliance with all terms, conditions and restrictions of this Licence, together with any variations or amendments which may be monitored in writing to the Licence Holder by the Licensing Authority at any time.
- 1.2 The Licence Holder/Designated Premises Supervisor shall:
  - (a) take all reasonable precautions for the safety of the public, performers or employees on the Premises; and
  - (b) ensure that all parts of the Premises and all equipment, furnishings, fittings and the like, shall be constructed and maintained in good order and a safe condition.
- 1.3 The Licence Holder/Designated Premises Supervisor or some responsible person nominated by him and recorded in the log book required as set out below shall be in charge of, and upon, the Premises during the whole of the time they are open to the public. That person shall not be engaged in any activity that will affect his/her duties in the event of an emergency.
- 1.4 If the Premises are to be used for any of the Licensed Purposes other than under the direct control and supervision of the Licence Holder/Designated Premises Supervisor, the Licence Holder/Designated Premises Supervisor/Designated Premises Supervisor must provide the person responsible for the function with a copy of all conditions to which the Licence is subject.
- 1.5 The Premises and all performances and entertainments shall be kept and conducted in a decent and orderly manner, and drunkenness or other disorderly conduct shall not be permitted, nor shall any person be allowed to enter the Premises or remain there when in a state of intoxication.

### **2 Alterations to Premises**

- 2.1 No material alterations, refurbishment or additions shall be made to any part of the Premises without the prior approval in writing of the Licensing Authority. The application to the Local Authority for such approval, must be accompanied by four copies of a plan, showing all proposed amendments to the approved plan which was submitted with the original application.

### **3 Log Book**

- 3.1 Licence Holder/Designated Premises Supervisor shall keep a log book in which he shall record details of tests, examinations, training and instruction to persons working, whether voluntarily or otherwise, in the Premises and maintenance associated with safety from fire and other emergencies. The log book must be kept on the Premises at all times and be available for inspection by any Authorised Officer of the Licensing Authority, Fire Brigade or Police.

### **4 Attendants**

- 4.1 There shall be competent attendants who are over the age of 16 years on duty during the whole time that the public are on the Premises. All attendants shall be specifically instructed as to their responsibilities in the event of an emergency.

4.2 The number of attendants on duty in the Premises to assist persons entering or leaving shall be as follows:

<b>No of Persons Accommodated</b>	<b>No of Attendants Required</b>	<b>No of Male Attendants Required</b>
Less than 250	2	1
250 but less than 500	3	1
500 but less than 750	4	1
750 but less than 1,000	6	2

Over 1,000 - details of attendants required to be obtained from the Licensing Authority.

4.3 If the public are present on any upper floor or tier, one additional attendant shall be provided per floor or tier for up to 100 persons. If the number of persons is greater than 100, two additional attendants shall be available per floor or tier.

4.4 Where most of the audience is under the age of 16 years, the number of attendants on duty shall be not less than one for every 100 or part thereof within the auditorium and one attendant for every 50 or part thereof on any other floor or tier.

4.5 Where disabled persons attend the Premises, account shall be taken of the additional responsibilities referred to below.

4.6 Under the direction of the Licence Holder/Designated Premises Supervisor or other person nominated by him the main duty of an attendant shall be to ensure safe conditions are maintained in the Premises by:

- (a) Ensuring that no overcrowding occurs in any part of the Premises
- (b) Ensuring all gangways and exit routes are clear at all times
- (c) Preventing the public standing on seats or furniture
- (d) Being aware of any special requirements to ensure safe evacuation

4.7 All attendants shall be readily identifiable to the public by either conspicuous clothing or markings, visible under all light conditions.

4.8 Where Premises have facilities which separate children from their parents or guardians, the facilities should be on one level.

4.9 The Licence Holder/Designated Premises Supervisor or responsible person nominated by him shall not be engaged in duties which will prevent him from exercising general supervision.

4.10 The manager, cashier and similar staff, whose normal duty is other than the assistance of the public, must not be included in the attendant calculations.

## **5 Electrical Safety**

5.1 Electrical installations shall comply with all conditions and statutory regulations affecting the use of electricity for the time being in force and shall be installed to the satisfaction of the Licensing Authority. A Certificate of Safety issued by a qualified electrical engineer certifying that the electrical installations, including escape lighting, are in accordance with the relevant British or other approved standard and that the systems are maintained in safe working condition, must be submitted to the Licensing Authority at any time when alterations have taken place to any electrical installation. Any examination of the installation by a representative of the Licensing Authority will not relieve the Licence Holder/Designated Premises Supervisor of his primary responsibility for the safety of the Premises.

A qualified electrical engineer means:

A Chartered Electrical Engineer

A Member of the Electrical Contractors Association

A Certificate holder of the National Inspection Licensing Authority of Electrical Installation Contracting

The Local Electricity Board

- 5.2 The Licence Holder/Designated Premises Supervisor shall ensure that the electrical supply to the socket circuit of the Premises is fitted by a qualified electrical engineer with a residual current circuit breaker to British or other approved standard.

## **6 Access to Roof Spaces and Inspection of Ceilings**

- 6.1 In the case only of Premises which have suspended or plaster ceilings:

The Licence Holder/Designated Premises Supervisor shall report to the Licensing Authority when he proposes redecoration (other than redecoration work for minor maintenance purposes) or the erection of scaffolding in the Premises. The Premises shall then be examined by a qualified surveyor or architect on behalf of the Licence Holder/Designated Premises Supervisor and an approved representative of the Licensing Authority shall be present at that examination to ensure that it is as thorough as circumstances will allow, but the presence of the representative of the Licensing Authority will not relieve the Licence Holder of his primary responsibility for the safety of the Premises. If redecoration does not take place, or if scaffolding is not erected, within five years from the date of the last inspection, a special inspection will be carried out by a qualified surveyor or architect on behalf of the Licence Holder/Designated Premises Supervisor and approved representative of the Licensing Authority shall be present. Appropriate certificates as to the result of the joint inspection shall be furnished to the Licensing Authority.

- 7.2 Adequate access shall be provided to roof spaces above suspended fibrous plaster ceilings and other forms of suspended ceilings with access to all parts of the ceilings for the purpose of inspection and repair.

## **8 First Aid**

- 8.1 First aid equipment and facilities must be readily available on the Premises. A person shall be nominated to be responsible for the first aid equipment and to take charge in the event of an injury occurring.

## **FIRE SAFETY**

### **9 Responsibilities of Licence Holder/Designated Premises Supervisor**

- 9.1 Before the public are admitted to the Premises the Licence Holder/Designated Premises Supervisor or responsible person nominated by him shall ensure the following checks are made:

- (a) Exits are unlocked and available. An entry shall be made in the log book referred to above.
- (b) Escape routes are free from obstruction and can be used safely.
- (c) The Premises are free from any obvious fire hazard.

- 9.2 Where fitted, the Licence Holder/Designated Premises Supervisor or nominated member of staff shall raise or lower the safety curtain as appropriate.

- 9.3 The Licence Holder/Designated Premises Supervisor shall ensure that the following are provided and maintained:

- (a) Fire Instruction Notices
- (b) Fire Fighting Equipment
- (c) Fire Warning System
- (d) Electrical and Gas Installations where provided

In the case of items (b)-(d) above, it shall also be the Licence Holder/Designated Premises Supervisor's responsibility to ensure that they are maintained regularly by a competent person and details of the inspection or maintenance recorded in the log book, referred to above.

9.4 The Licence Holder/Designated Premises Supervisor shall be responsible for training all attendances and members of staff in respect of fire precautions and evacuation procedures. The instruction and training shall include the following:

- (a) The action to be taken upon discover of a fire.
- (b) The action to be taken upon hearing the fire alarm.
- (c) Raising the alarm, including the location of the alarm call points and alarm indicators.
- (d) The correct method of calling the Fire Brigade.
- (e) The location and use of the fire fighting equipment.
- (f) Knowledge of escape routes, including any stairway not in regular use.
- (g) Knowledge of the method of operation of any special escape door fastenings.
- (h) Appreciation of the importance of fire doors and the need to close all doors at the time of a fire and on hearing the fire alarm.
- (i) The operating of all escape doors not in regular use, to ensure they function satisfactorily.
- (j) Evacuation of the building to an assembly point at a place of safety.

9.5 The Licence Holder/Designated Premises Supervisor shall keep in the log book, records of training which will include the following:

- (a) Date of the instruction or exercise
- (b) Duration
- (c) Name of the person giving the instruction
- (d) Name of the person(s) receiving the instruction
- (e) The nature of the instruction, training and/or drill

9.6 Practice fire drills shall be held at a frequency which ensures all attendants and members of staff attend at least every three months. There must be conducted by the Licence Holder/Designated Premises Supervisor or a competent person approved by him/her. All attendants and members of staff shall be made aware of their duties prior to each event.

9.7 Printed fire instruction notices must be displayed throughout the Premises stating the action to be taken upon discovering a fire or hearing the alarm of fire.

## 10 Means of Escape

10.1 The means of escape in case of fire for the Premises shall be maintained at all times and kept free from obstruction.

10.2 Fire resisting doors and structures shall not be removed, modified etc without the prior approval of the Licensing Authority.

10.3 No rubbish or waste paper shall be stored or allowed to accumulate in any part of the Premises. Storage of necessary combustible materials shall be in such positions as approved by the Licensing Authority.

10.4 Unless otherwise approved, exit doors should open outwards in the direction of exit travel.

10.5 Fire resisting doors fitted with self closing devices shall be maintained positively self closing at all times and shall not be provided with means of keeping them open unless an approved automatic release device is fitted.

10.6 Any barriers or escape routes which may be provided with specific approval of the Licensing Authority for checking or controlling admission shall be provided with effective and approved bypass arrangements.

## 11 Fastenings on Doors

11.1 Any door or gate required to be held open shall be achieved using an approved device and be provided with a notice on both sides stating '**THIS DOOR TO BE LOCKED IN THE OPEN POSITION WHEN THE PREMISES ARE OCCUPIED**', the notice to be in conspicuous letters at least 20mm high. When the door is locked open the key must be kept on a designated key board.

11.2 All doors used for means of escape shall be kept unlocked at all times the public are on the Premises. In the case of doors required to be fastened for security purposes, this must only be undertaken by means of approved 'Emergency Fastenings'.

11.3 Where doors are secured 'out of hours' by means of removable security devices such as chains, bars, padlocks etc, these devices must be removed and placed on a numbered board on a position approved by the Licensing Authority which is not accessible to the public. There shall be one hook per device and no device shall be replaced on a door until all members of the public have left the Premises. Account must also be taken of all other persons still present within the Premises. A member of staff or attendant shall be nominated to check all devices are on the numbered board prior to opening.

## 12 Notices

12.1 All exit and directional signs indicating the exits from any part of the Premises to which the public are admitted shall (unless they are self luminous fire safety signs) be illuminated by means of the normal lighting and escape lighting in the event of normal lighting failure either externally or internally at all times when the public are on the Premises.

12.2 Signs or notices of the photo luminescent type, ie where active material making up the luminous parts of such signs or notices need a period of exposure to light before they become visible in darkness, are not acceptable.

12.3 A notice bearing the word 'EXIT' in plain block letters and not less than 125mm high (subject to viewing distance) or any other approved graphic symbol shall be placed over any door or opening leading from the place of assembly into an exit. Any new or replacement signs or notices must comprise of a graphic symbol with an 'EXIT' notice alongside. No other notice shall be incorporated in or form part of an 'EXIT' notice or graphic symbol, other than a directional arrow.

12.4 A notice with the words 'PUSH BAR TO OPEN' or approved graphic symbol shall be permanently displayed immediately above the push bar on all doors fitted with a panic latch or panic bolt.

12.5 A notice with the words 'FIRE DOOR KEEP SHUT' or approved graphic symbol shall be permanently displayed at about eye level on both faces of all fire doors except those to cupboards. Fire doors which are normally open but which close automatically on the operation of fire detectors should bear the words 'AUTOMATIC FIRE DOOR - KEEP CLEAR' or approved graphic symbol.

- 12.6 A notice with the words 'FIRE DOOR - KEEP LOCKED/SHUT' or approved graphic symbol shall be permanently displayed on the outside face of all fire doors not required to be self closing, eg cupboards.
- 12.7 A notice with the words 'FIRE ESCAPE - KEEP CLEAR' or approved graphic symbol shall be permanently displayed at about eye level on the external face of all doors which are provided solely as a means of escape in case of fire and which, because they are not normally used, are liable to be obstructed.
- 12.8 Any door(s) opening from the room(s) in which public entertainment takes place and not affording a means of exit therefrom, shall be conspicuously marked with its particular use, or 'NO ESCAPE'. In the case of a sign marked 'NO ESCAPE' it shall accord to the following:

	Background colour shall be yellow.
	Triangular band shall be black.
NO ESCAPE	The text shall be black and placed centrally on the background. Yellow shall cover at least 50% of the area of the sign.

- 12.9 Fire safety signs, notices and graphic symbols shall conform with the current British or other approved standard.

### 13 Normal Lighting

- 13.1 All parts of the Premises to which the public have access and all external exit ways should be provided with normal lighting capable of providing sufficient illumination of those parts of the Premises for the public to leave the Premises safely.
- 13.2 The normal lighting shall be arranged so that the requirements above shall continue to be met should a fault occur on other equipment fed from the same source of supply.
- 13.3 Whenever the public are on the Premises the normal lighting shall be kept on, in the absence of adequate daylight, and should provide the level of illumination required above save where emergency lighting is in use.

### 14 Escape Lighting

- 14.1 All parts of the Premises to which the public have access and all external exit ways shall be provided with escape lighting and capable of providing sufficient illumination for the public to leave the Premises safely.
- 14.2 The escape lighting shall be designed, installed, protected, maintained and operated as not to be affected adversely by other electrical or gas equipment.
- 14.3 The escape lighting may be supplied from the same source as the normal lighting but should also be capable of being powered by an independent supply. The independent supply shall be brought into operation immediately and automatically in the event of failure of the normal supply to the escape lighting.
- 14.4 The independent source of supply to the escape lighting shall be of such capacity that it is capable of maintaining sufficient level of illumination of at least one hour or such longer period as may be required by the Licensing Authority.
- 14.5 It shall be the duty of the Licence Holder/Designated Premises Supervisor or responsible person nominated by him to satisfy a representative of the Licensing Authority at any time that the escape lighting is capable of maintaining the level of illumination for at least one hour or such longer period as may be specified by the Licensing Authority.

- 14.6 Complete or substantially complete blackouts which may be required for production reasons may be permitted but this shall not include extinguishing any exit signs or graphic symbol which should, at all material times, comply with the requirements above.
- 14.7 All escape lighting installations shall conform to the current British or other approved standard and shall be subjected to the servicing, testing and inspection specified in that standard.
- 14.8 A record shall be kept of such maintenance and recorded in the log book referred to above.
- 14.9 Where in exceptional cases hand lamps have been approved for escape lighting, these shall be tested before each event takes place by the attendant to whom each is issued.

## 15 Seating Arrangements

- 15.1 Premises shall only be used for closely seated audiences in excess of 100 seats in accordance with a seating plan which has been submitted previously for approval by the Licensing Authority, a copy of which should be kept on the Premises for reference when arranging seats.
- 15.2 Where the audience is seated at chairs around tables, the seating need not be fixed but clear identifiable gangways must be provided leading to exits.
- 15.3 Where seating is provided at the perimeter of a room or area, they need not be fixed providing:
- (a) it comprises individual seats in the form of not more than three rows, or
  - (b) it is random seating within an area not more than 3m in depth and, in either case, the gangways to the exits are kept clear by the provision of fixed barriers designed to prevent encroachment of seats into the gangway.
- 15.4 Where permanent provision is made for a closely seated audience and in all cases of stepped tiers, all seating shall be fixed firmly to the floor.
- 15.5 In areas within the Premises where there is normally no fixed seating, any seating provided shall be so arranged and fixed in position that it cannot be moved easily by an audience in a state of excitement.
- 15.6 In cases where more than 250 temporary seats are to be used in the auditorium, the following arrangements shall apply:
- (a) chairs or other single seats shall be secured together in lengths of not fewer than four seats and not more than twelve seats so that they cannot be separated from each other merely by pushing one or more seats in the row; and
  - (b) provision shall be made for the rows of seating flanking the gangways to be fixed to the floor effectively preventing the individual seats or rows of seats from being dislodged into the gangways or from being toppled over except that:
    - (i) only end seats of such rows need to be fixed to the floor if all seats in each row are secured together; or
    - (ii) only the end seats of each length of seating referred to as (a) above which form such rows need to be fixed to the floor.
- 15.7 In premises which are intended to be used only occasionally for closely seated audiences where the fixing of seating to the floor is impractical or undesirable (eg on polished dance floors), the use of floor bars instead of floor screws may be permitted. Such floor bars should be not more than 25mm in height, have a cambered top surface as to avoid the risk of

tripping persons using the seat ways, and should extend from the row to be fixed to at least two adjacent rows, but should not extend across any gangways.

## **16 Fire Fighting Equipment**

- 16.1 The Premises shall be provided with means for fighting fire for use by persons on the Premises. All appliances provided must be to the current relevant British or other approved standards and be installed, tested and maintained in accordance with those standards.
- 16.2 The date of tests and examinations shall be clearly marked on the equipment and in the log book as referred to above.

## **17 Fire Warning System**

- 17.1 In the Premises there shall be a means of giving a warning in case of fire to all persons and it shall be maintained in efficient working order and tested before each day's entertainment.
- 17.2 The fire warning system shall be provided and be in accordance with the current British or other approved standard.
- 17.3 Where appropriate, automatic control devices may be required to cut off the sound from amplifying systems when the fire alarm is activated.

## **18 Fire Routine**

- 18.1 A procedure approved by the County Fire Officer, detailing the action to be taken by the attendants in the event of fire shall be devised and posted in the form of a notice in such a way that it can be read by the attendants, but not by members of the public.
- 18.2 If an exchange telephone is available in the Premises, a notice must be provided and prominently displayed in the appropriate part of the Premises, stating the location of this telephone. Additionally, a notice must be provided adjacent to the telephone giving instructions as to the method of calling the Emergency Services.
- 18.3 A notice must be provided and prominently displayed in appropriate parts of the Premises giving the location of the nearest public telephone.
- 18.4 The Fire Brigade must be called immediately to every outbreak of fire in the Premises, however small.

## **19 Restriction of Naked Light**

- 19.1 The use of naked light is prohibited other than with the written consent of the Licensing Authority.

## **20 Exclusion and Readmission of the Public**

- 20.1 All entertainments shall immediately stop and the public be instructed to leave the Premises:
- (a) In the event of an outbreak of fire or a suspected gas leak.
  - (b) If the normal lighting fails and remains inoperative for more than the rated duration of the emergency lighting system less one hour. The public shall not be readmitted until the emergency lighting system is fully charged.
  - (c) If the normal lighting fails and the emergency lighting is of one hour's duration.
  - (d) If the emergency lighting fails or has a level of illumination lower than that required.

## **21 Disabled People**

- 21.1 Where persons in wheelchairs attend functions on the Premises, attendants shall always be responsible for specifically ensuring that they are escorted from the building in the case of fire. Escape routes must be wide enough to allow wheelchairs through.
- 21.2 Ramps to be used by wheelchair users shall conform to the current British or other approved standard.

## **22 Surfaces of Walls, Partitions and Ceilings**

- 22.1 The surface of walls, partitions and ceilings must have a finish corresponding to a standard not less than that indicated in the appropriate surface spread of flame classification when tested in accordance with the current British or other approved standard and as specified in the Building Regulations.
- 22.2 The approval of the Licensing Authority shall be obtained before any proposed change is made to surface finishes on walls, partitions and ceilings, which would have the effect of increasing the rate of surface spread of flame.

## **23 Floor Surfaces and Coverings**

- 23.1 All stair and floor surfaces shall be secured and maintained with non slippery and even surfaces.
- 23.2 All floor coverings must be installed to comply with the current British or other approved standard for fire spread and should be secured so as not to create a trip hazard.

## **24 Upholstered Furniture**

- 24.1 Where furniture is used, unless otherwise approved, it must only contain filling materials specified in the current Furniture Safety Regulations, ie combustion modified foam. The materials must have been tested for ignition by an approved testing establishment to satisfy the current British or other approved standard and the Fire Officer.
- 24.2 Where the underside of any furniture is constructed in such a way that a fire occurring beneath it would affect its fire resistance, further precautions as specified by the Fire Officer shall be taken to protect the furniture.
- 24.3 All fixed and moveable seating shall be maintained free from tears, rips etc which would result in the filling being exposed.
- 24.4 Any change of furniture must not take place without the consent of the Licensing Authority. Application for consent shall be made in writing and be accompanied by full details of the materials to be used, together with a certificate from an approved testing establishment.

## **25 Curtains, Drapes and Other Textile Hangings**

- 25.1 All curtains or drapes must be of durably flame retardant fabric or inherently flame retardant fabric conforming to the current British or other approved standard.
- 25.2 Where curtains are permitted in front of fire exit doors, they must be hung so as not to obstruct exist signs and be arranged so that they do not trail on the floor and have a central opening when in front of pairs of doors.
- 25.3 Curtains will only be permitted where attendants are present nearby to open the curtains in the event of an emergency.

25.4 Temporary decorations shall not be used unless of a flame retarded type.

25.5 Application for consent for all decorations, curtains and hangings shall be made to the Licensing Authority in writing and be accompanied by full details including samples (not less than 1000 x 500mm) and test certificates or letters of confirmation.

## 26 **Artificial and Dried Foliage**

26.1 All artificial or dried foliage used for decorative purposes should be flame retardant treated.

## 27 **Cellular Foam**

27.1 Sports equipment and other foam filled items must only contain Combustion Modified foam as detailed in the current fire safety regulations or other approved standard, and comply with the current British or other approved standard, and shall be stored in a purpose built fire resistant store to a standard prescribed by the Licensing Authority.

## 28 **Stage and Stage Area**

28.1 All scenery including cloths, draperies, gauze cloths, floral decorations, hangings, curtains and all fabric decorations on the stage shall be flame retarded and should be so maintained. Scenery or props shall not be kept or used:

- (a) in the stage basement except when required for use in a current production, or
- (b) in any part of the Premises other than on the stage or in an approved property or scenery store.

28.2 Lighted candles shall not be used for decorative purposes. Suitable protection for lamps such as lampshades made from not readily ignitable materials must be provided for lighting. Other appliances which may become hot must be set well apart from scenery or any other combustible material and out of reach of the public.

29.3 Separation should, where appropriate, be formed between the audience and the stage by provision of panels or curtains of flame retardant treated materials.

29.4 The platform or stage shall not be congested with scenery or properties, and the exits leading from the stage shall be maintained free from obstruction.

## 30 **Heating**

30.1 All heating appliances shall be suitably guarded and fixed in position in such a manner so as to prevent unauthorised persons having access to the controls or being able to approach sufficiently close to the appliance to endanger themselves and should be sited a safe distance from any combustible materials.

30.2 No oil fired heaters other than those forming part of the boiler installation shall be used in the Premises.

30.3 No portable liquefied petroleum gas (LPG) heater shall be in the Premises when members of the public are present. LPG cylinders both full and empty should be kept in safe positions in the open air away from other flammable materials or in an approved separated and adequately ventilated storeroom.

## **STANDARD OF FACILITIES**

### **31 Disabled Persons**

31.1 The Licence Holder/Designated Premises Supervisor, where appropriate, shall ensure that facilities and adaption including staffing arrangements are made to enable disabled persons to attend entertainments at the Premises.

### **32 Heating, Lighting and Ventilation**

32.1 The licensed parts of the Premises are to be kept properly and sufficiently lighted, ventilated and heated to the satisfaction of the Licensing Authority.

### **33 Toilets**

33.1 Adequate and separate sanitary conveniences shall be provided for persons of both sexes. Where practicable a facility for disabled persons by means of a unisex facility should be provided.

33.2 The toilets, urinals and washing facilities in the Premises shall at all times be kept in good order and repair, and be kept clean, ventilated, disinfected and supplied with water, and the doors leading thereto shall be suitably marked. Suitable toilet paper, soap and hand drying facilities shall be provided.

33.3 Adequate sanitary and washing facilities shall be provided for all persons employed on the Premises.

### **34 Water**

34.1 An adequate supply of wholesome drinking water from a rising main shall be provided in positions approved by the Licensing Authority for the use of all persons employed on the Premises.

34.2 Where practicable a separate cleaner's sink should be provided.

## **AVOIDANCE OF NUISANCE**

### **35 Noise**

35.1 The Licence Holder/Designated Premises Supervisor or responsible person nominated by him in charge of the Premises shall ensure that any noise emanating from the Premises is such as not to cause annoyance to residents in the locality.

35.2 The Licence Holder/Designated Premises Supervisor or responsible person nominated by him in charge of the Premises shall ensure that the Premises, including the car park, are vacated quietly within thirty minutes of the terminal hour of the Licence, and that proper supervision of all persons leaving the car park and otherwise leaving the Premises is provided. Conspicuous notices shall be positioned at all exits from the Premises requesting patrons to make the minimum amount of noise on leaving.

35.3 No noise generated by any entertainment at the Premises shall be for such periods of time and such levels of intensity so as to render liable to damage the hearing of persons attending the entertainment.

## **SPECIAL EFFECTS**

### **36 Special Effects**

36.1 The use of special effects involving the use of pyrotechnics, smoke machines, dry ice, bomb tanks, firearms and fireworks, lasers and strobe lighting or other similar devices, shall not be permitted without prior written approval of the Licensing Authority, who may impose additional conditions. Written notice must be given to the Licensing Authority at least 28 days prior to the performance to allow time for consultation with the Fire Officer. Application for consent should be made in writing to the Licensing Authority.

### **37 Animals**

37.1 The use of animals in any act shall not be permitted without prior written approval of the Licensing Authority. Written notice must be given to the Licensing Authority at least 14 days before the performance.

## **LASER AND STROBE SPECIAL EFFECTS LIGHTING**

### **38 Lasers**

38.1 Laser special effects lighting shall not be used or installed within the Premises without the prior consent of the Licensing Authority.

38.2 The Licence Holder/Designated Premises Supervisor shall obtain from the laser manufacturer or operator sufficient information, sketches, calculations, radiometric measurement data etc to demonstrate that the system can be used safely and without risk to health together with the classification of the proposed system. This information shall be submitted to the Licensing Authority with the application for consent.

### **39 Equipment**

39.1 All display laser equipment shall be so designed, constructed and maintained as to be safe for use.

### **40 Control against Unauthorised Use**

40.1 All display laser products shall be provided with a key operated ON-OFF switch to secure the laser against unauthorised use.

### **41 Demarcation of Laser Display Area**

41.1 Each effect from a display laser product shall take place within a predetermined and defined display area. The emission of laser radiation shall be terminated automatically immediately the laser effect/beam leaves the boundaries of this display area.

### **42 Siting of Laser Control Console**

42.1 The control console for each display laser product shall be secure and sited in such a position that the operator is able to view the whole of the display area. Where this is not practicable, alternative effective arrangements shall be made whereby the operator is able to assess the situation and be aware of any malfunction etc.

### **43 Emergency Cut Off for Laser Radiation**

43.1 All display laser products shall be provided with one or more readily accessible controls which will immediately terminate the emission of any laser radiation. In the event that a laser

system is not required to be under the continuous supervision or control of an operator, a person at the display shall be designated to be responsible for the immediate termination of the laser radiation in the event of equipment malfunction, audience unruliness or other unsafe conditions.

#### **44 Determination of Laser Radiation Exposure Levels**

44.1 The accessible emission levels of laser radiation shall be measured and/or calculated by the operator at all positions where the audience, general public, operators or performers may be exposed to the primary beam(s), or to reflections from targets and scattering materials.

#### **45 Marking of Area Boundaries**

45.1 Any area where the levels of laser radiation exceed the accessible emission limit for Class 1 laser products shall be clearly identified, appropriate warning notices posted and barriers erected to prevent the entry of unauthorised persons. Entry into these areas shall be undertaken only by authorised persons if necessary and wearing the appropriate protective equipment.

#### **46 Permissible Exposure Levels for Audience/Members of the Public**

46.1 The level of laser radiation shall not exceed the maximum permissible exposure level at any point where the public is permitted during the display. In addition, unless effective means are employed to prevent access to the laser beam(s) the maximum permissible exposure level shall not be exceeded at any point:

- (a) Less than 3m above any surface upon which the audience/general public is permitted to stand; or
- (b) Less than 2.5m in lateral separation from any position where a person in the audience/general public is permitted during the display.

#### **47 Permissible Exposure Levels for Operators/Performers**

47.1 The accessible exposure level of laser radiation to operators/performers shall not exceed the maximum permissible exposure if such radiation is intended to be viewed by them in order to perform their functions. In the event that such radiation is not intended to be viewed by them, then the accessible exposure level shall not exceed the accessible exposure limit specified for Class 3A laser products.

#### **48 Use of Scanning Devices**

48.1 The use of scanning devices, including mirror balls, shall incorporate a means which shall automatically prevent exposure to levels in excess of those specified in the event of scan failure or other failure.

#### **49 Setting Up/Alignment of Laser Systems**

49.1 The following precautions shall be taken:

- (a) The setting up/alignment of laser systems shall only be undertaken by a trained laser operator.
- (b) Only those persons required to perform relevant functions should be present during the alignment/setting up of the system(s).
- (c) The accessible emission level of laser radiation shall be reduced to the minimum practicable level and in any event shall not exceed the accessible emission limit for Class 3A laser products.

- (d) Where necessary for the protection of those employed, appropriate protective equipment shall be worn during the alignment/setting up of the laser equipment.

## **50 Functional Checks Prior to each Public Operation of the Laser Display**

- 50.1 A functional check shall be made between the admittance of the public of all safety devices, interlocks etc which have been provided to ensure the safety of persons prior to each public use of a display laser product.

## **51 Special Consideration Out of Doors**

- 51.1 Where display laser products are used outdoors, consideration shall be given and adequate safeguards adopted for those persons liable to view the beam directly within the nominal hazard distance and also those who might view the beam or its reflections using optical aids. In this context special consideration shall be given to the hazards that the use of a display laser product might present to traffic movements including those by air, sea, harbour and road.

## **52 Strobes**

- 52.1 Strobe lighting shall not be used or installed within the Premises without the prior written consent of the Licensing Authority.
- 52.2 As the flashing lights can have a disorientating effect and have been known to induce epilepsy, the Licence Holder/Designated Premises Supervisor shall ensure that they are installed by experts and to reduce the hazard of strobe lights to be operated on a fixed rate of not more than 8 flashes per second. Where more than one strobe light is in use, the flashes shall be synchronised.
- 52.3 Where strobes are in use in a theatrical production, the Licence Holder/Designated Premises Supervisor shall provide a warning in the foyer and/or programme to this effect.

## **PYROTECHNICS, BOMB TANKS, EXPLOSIVES, DRY ICE AND SMOKE MACHINES**

### **53 Pyrotechnics**

- 53.1 Pyrotechnic devices must only be operated by a person competent to handle them, who has been adequately trained to the satisfaction of the Licensing Authority in the correct method of control and operation by either the manufacturer, importer or their agent.
- 53.2 The operator must have a direct view of all devices, the surrounding and fall out area.
- 53.3 The firing device must be fired by the use of a control box, such boxes must be fitted with a key operated isolating switch, the key to be in the possession of the operator at all times.
- 53.4 The control box must not be energised until immediately before use.
- 53.5 The device must not be placed where it will endanger the public, staff, attendants or the Premises. Any proposed locations must be discussed and approved by the Licensing Authority.
- 53.6 The device must not be fired until all persons are in a safe position. Should the device fail, it must be replaced with a fresh device and the defective item disposed of in a safe manner.
- 53.7 No devices must be stored or used on the Premises without the prior approval of the Licensing Authority.

- 53.8 Any devices approved for storage on the Premises must be in an enclosure which is fire resisting to the half hour standard in accordance with current British or other approved standard.
- 53.9 The enclosure must be against an outside wall with direct ventilation to open air. No sources of ignition or other materials must be within the store. A 'NO SMOKING' notice must be displayed on the door and a 9 litre water type extinguisher must be sited adjacent to the enclosure.
- 53.10 Fireworks, maroons and flash powder must be stored separately from percussion caps, safety cartridges, safety fuse and detonators, either in separate stores or if the aggregate weight does not exceed 7kg, one store subdivided by a fire resisting compartment.

#### **54 Bomb Tanks**

- 54.1 All bomb tanks must be constructed of metal and should be sited off stage. They must be sited clear of all persons and combustible items.
- 54.2 When bomb tanks are in use, warning notices to read 'DANGER - EXPLOSIVES - KEEP CLEAR' must be positioned on the tank so that they are visible from all sides. The notice to be in block letters not less than 50mm high.
- 54.3 If the tank is positioned where it can be approached without warning, 'NO ENTRY' notices must be placed at strategic points to isolate the tank from unsuspecting staff.
- 54.4 The operator must have a direct view of the tank and surrounding area before firing. Before reloading, the firing box must be isolated.
- 54.5 Only the smallest maroon capable of providing the effect must be used.
- 54.6 In any performance when bomb tanks are to be used, the Licence Holder/Designated Premises Supervisor shall display throughout the areas used by the public and in any associated programme, a warning of their intended use and their effects.
- 54.7 Bomb tanks must only be used and operated by a person competent to handle them, who has been adequately trained to the satisfaction and prior approval of the Licensing Authority in the correct method of control and operation by either the manufacturer, importer or their agent.

#### **55 Storage of Explosives**

- 55.1 Storage of explosives will be of two types, receptacles containing small amounts for use in the performance and storage enclosures for the keeping between performances.
- 55.2 Storage receptacles shall be constructed of substantial construction as required by current legislation, eg a japanned or tinned iron or steel box or a wooden box. Any metalwork exposed within the interior shall be either non ferrous or covered in non ferrous material, not readily ignitable material or paint of 1mm thickness.

A notice in block letters not less than 25mm high stated 'DANGER - NO SMOKING - NO NAKED FLAME' shall be provided on the outside of the lid.

- 55.3 The storage enclosure shall be of fire resisting construction and be positioned against an outside wall. It shall be secure, away from public areas and have ventilation direct to open air. It shall contain no combustibles or other substances which are not compatible with explosives. There shall be no sources of ignition within the store. A notice 'NO SMOKING' shall be provided on the external face of the door in the dimensions referred to for a receptacle.

## **56 Dry Ice Smoke Effects**

- 56.1 The concentration of carbon dioxide must be strictly controlled and monitored.
- 56.2 The machine and the effects must not obstruct exits or exit routes.
- 56.3 Dry ice must only be handled using suitably insulated gloves.

## **57 Smoke Machines**

- 57.1 The machine and its effects must be controlled and be within the sight of the operator at all times.
- 57.2 The smoke produced must be non toxic and non flammable. Documentary evidence to this effect may be required by the Licensing Authority.
- 57.3 The machine must not be sited near compatible materials or exits and should be in an approved position.
- 57.4 The machine must be operated for the minimum amount of time to achieve the necessary level of density and be switched off. The operating time may be controlled by the Licensing Authority following a practical demonstration.
- 57.5 The smoke produced must not obscure exits, exit routes, staircases or changes in levels. The amount of smoke entering the auditorium must not adversely affect public safety. Fans and ventilation may be required to control the direction and disposal of the smoke.

## **DEMONSTRATION OR PERFORMANCE OF HYPNOTISM**

### **Consents**

- 58 Any exhibition, demonstration or performance (hereafter referred to as a 'performance') of hypnotism (as defined in the Hypnotism Act 1952) on any person requires the express written consent of the Licensing Authority and must comply with any attached conditions. The Authority may consent either under the terms of a Public Entertainments Licence or under the provisions of the Hypnotism Act 1952.

### **Applications**

- 59 An application for consent under Condition 1 shall be in writing and signed by the applicant or his agent and shall normally be made not less than 28 days in advance of the performance concerned. This period may be reduced in the case of a hypnotist who has performed at the same venue within the last three years without any problems occurring. The Authority will normally respond within 7-14 days; less where the hypnotist has previously performed at the same venue. The applicant must at the same time forward a copy of the application to the Chief Officer of Police, and the Authority may also copy it to the local Fire Authority if it considers this necessary.
- 60 The application shall contain the following:
  - (a) the name (both real and stage, if different) and address of the person who will give the performance (hereafter referred to as the 'hypnotist'), along with details of their last three performances (where and when); and
  - (b) a statement as to whether, and if so giving full details thereof, the hypnotist has been previously refused, or had withdrawn, a consent by any Licensing Authority or been convicted of an offence under the Hypnotism Act 1952 or of an offence involving the

breach of a condition regulating or prohibiting the giving of a performance of hypnotism on any person at a place licensed for public entertainment. (Refusal of consent by another Authority does not necessarily indicate that the particular hypnotist is unacceptable and will not of itself prejudice the application).

## **Conditions**

61 The following conditions shall apply to any consent given:

### **61.1 Publicity**

- (a) No poster, advertisement or programme for the performance which is likely to cause public offence, shall be displayed, sold or supplied by or on behalf of the Licence Holder/Designated Premises Supervisor either at the Premises or elsewhere.
- (b) Every poster, advertisement or programme for the performance which is displayed, sold or supplied shall include, clearly and legibly, the following statement:  
“Volunteers, who must be aged 18 or over, can refuse at any point to continue taking part in the performance”.

### **61.2 Insurance**

- (c) The performance shall be covered to a reasonable level by public liability insurance. The hypnotist must provide evidence of this to the Local Authority if requested, and it must be available for inspection at the performance.

### **61.3 Physical Arrangements**

- (d) The means of access between the auditorium and the stage for participants shall be properly lit and free from obstruction.
- (e) A continuous white or yellow line shall be provided on the floor of any raised stage at a safe distance from the edge. This line shall run parallel with the edge of the stage for its whole width,. The hypnotist shall inform all subjects that they must not cross the line while under hypnosis, unless specifically told to do so as a part of the performance.

### **61.4 Treatment of Audience and Subjects**

- (f) Before starting the performance the hypnotist shall make a statement to the audience, in a serious manner, identifying those groups of people who should not volunteer to participate in it; explaining what volunteers might be asked to perform; informing the audience of the possible risks from embarrassment or anxiety and emphasising that subjects may cease to participate at any time they wish. The following is a suggested statement which might be amended as necessary to suit individual styles so long as the overall message remains the same:

“I shall be looking for volunteers aged over 18 who are willing to be hypnotised and participate in the show. Anyone who comes forward should be prepared to take part in a range of entertaining hypnotic suggestions but can be assured that they will not be asked to do anything which is indecent, offensive or harmful. Volunteers need to be in normal physical and mental health, and I must ask that no one volunteers if they have a history of mental illness, are under the influence of alcohol or other drugs or are pregnant.”

- (g) No form of coercion shall be used to persuade members of the audience to participate in the performance. In particular, hypnotists shall not use selection techniques which seek to identify and coerce onto the stage the most suggestible members of the

audience without their prior knowledge of what is intended. Any use of such selection techniques (eg asking members of the audience to clasp their hands together and asking those who cannot free them again to come onto the stage), should only be used when the audience is fully aware of what is intended and that participation is entirely voluntary at every stage.

- (h) If volunteers are to remain hypnotised during an interval in the performance, a reasonable number of attendants as are agreed with the Licensing Authority shall be in attendance throughout to ensure their safety.

### **61.5 Prohibited Actions**

- (i) The performance shall be so conducted as not to be likely to cause offence to a person in the audience or any hypnotised subject.
- (j) The performance shall be so conducted as not to be likely to cause harm, anxiety or distress to any person in the audience or any hypnotised subject. In particular, the performance shall not include:
  - (i) any suggestion involving the age regression of a subject (ie asking the subject to revert to an earlier age in their life; this does not prohibit the hypnotist from asking subject to act as if they were a child etc);
  - (ii) any suggestion that the subject has lost something (eg a body part) which, if it really occurred, could cause considerable distress;
  - (iii) any demonstration in which the subject is suspended between supports (so called 'catalepsy');
  - (iv) the consumption of any harmful or noxious substance;
  - (v) any demonstration of the power of hypnosis to block pain (eg pushing a needle through the skin).
- (k) The performance shall not include giving hypnotherapy or any other form of treatment.

### **61.6 Completion**

- (l) All hypnotised subjects shall remain in the presence of the hypnotist and in the room where the performance takes place until all hypnotic suggestions have been removed.
- (m) All hypnotic or post hypnotic suggestions shall be completely removed from the minds of the subjects and the audience before the performance ends. All hypnotised subjects shall have the suggestions removed both individually and collectively, and the hypnotist shall confirm with each of them that they feel well and relaxed (the restriction on post hypnotic suggestions does not prevent the hypnotist telling subjects that they will feel well and relaxed after the suggestions are removed).
- (n) The hypnotist shall remain available for at least thirty minutes after the show to help deal with any problems which might arise. (Such help might take the form of reassurance in the event of headaches or giddiness but this condition does not imply that the hypnotist is an appropriate person to treat anyone who is otherwise unwell.)

### **61.7 Authorised Access**

- (o) Where:
  - (i) a constable; or
  - (ii) an authorised officer of the Licensing Authority; or
  - (iii) an authorised officer of the Fire Authority

has reason to believe that a performance is being, or is about to be given, he may enter the venue with a view to seeing whether the conditions on which approval for the performance was granted are being complied with.

## **LAP, TABLE DANCING AND STRIPEASE AND OTHER SIMILAR PERFORMANCES**

- 62 No performance of lap, table dancing, striptease or other similar performance shall take place at the Premises without the express written consent of the Licensing Authority and in accordance with any conditions attached to such consent.
- 63 An application for consent under these conditions shall be in writing and signed by the Licence Holder/Designated Premises Supervisor, and shall be made not less than 28 days in advance of the performance concerned. A copy of the application shall at the same time be forwarded to the Chief Officer of Police and Fire Authority. A public notice in a prescribed form shall be displayed in a prominent position outside the Premises for 14 days beginning with the date of application. A copy of the same public notice shall be inserted by advertisement in a newspaper circulating in the administrative area of the Licensing Authority and published not later than seven days after the date of the application.
- 64 The application shall contain the following particulars:
- (a) A detailed description of the proposed performances, including number of performers, type of performance, length of performance etc.
  - (b) Full details of the proposal for staging the performances, including the proposed stage area or other structures to be used, and proposed seating arrangements accompanied by a suitable plan.
  - (c) Details of security and safety arrangements proposed for the performance, including dressing room facilities and control of access to these, and proposed number of attendants and door supervisors to be present.

Where the Licensing Authority grants consent for a performance of lap, table dancing, striptease or similar performance, specific detailed conditions will apply.

- 65 The performance shall only take place in the designated area of the Premises approved by the Licensing Authority and in accordance with the staging and seating plan approved by the Licensing Authority. Any maximum occupancy figure specified by the Licensing Authority for the performance shall not be exceeded and the performance shall only take place between the hours specified by the Licensing Authority. Any restrictions on the times of admission or readmission to the performance specified by the Licensing Authority shall be complied with. The Licensing Authority may specify minimum numbers of attendances and door supervisors who shall be on duty at the Premises during the whole time that the public are present and who shall monitor the Premises, including all entrances, exits and toilets.

No person under the age of 18 years shall be admitted to or be present upon any part of the Premises where any such performances are taking place and any such part must not be visible from any other part of the Premises or from outside the Premises. A notice shall be displayed in a conspicuous position at each entrance to any part of the Premises where the performance is to take place stating that 'NO PERSON UNDER 18 YEARS WILL BE ADMITTED'.

- 66 Performers shall be aged not less than 18 years and shall perform only on the stage area or to seated customers or in such other areas of the Premises as may be agreed in writing with the Licensing Authority. No audience participation in a performance shall be permitted.

During the performance, performers shall not (a) touch customers, (b) climb onto furniture, (c) simulate sex acts.

- 67 Notices setting out the restriction contained in Condition 5 shall be displayed at the Premises as required by the Licensing Authority.
- 68 There shall be no physical contact between the performers and customers before, during or after the performance.
- 69 The Licence Holder/Designated Premises Supervisor shall ensure that performers and members of the public have separate entrances for entering and exiting from the Premises, performers to use staff entrances.
- 70 There shall be agreed in writing with the Licensing Authority arrangements for restricted access to the dressing rooms used by the performers and such restricted access shall be maintained at all times until all performers using the dressing rooms have vacated the room.
- 71 Performers shall at all times wear at least a G string covering the genitalia, which shall not be removed during the performance.
- 72 Performers not currently performing shall not be in any public part of the Premises in a state of undress.
- 73 Any person who touches or attempts to touch a performer or directs lewd, vulgar or obscene language or gestures thereto shall be immediately removed from the Premises by the Licence Holder/Designated Premises Supervisor.
- 74 There shall be at least one Licence Holder/Designated Premises Supervisor on the Premises during the entertainment to ensure compliance with these special conditions. In addition, there shall be a nominated female present to oversee the activities of female performers and a like nominated male present to oversee the activities of any male performers.
- 75 A register shall be maintained by the Licence Holder/Designated Premises Supervisor and kept on the Premises to clearly record the identity of the Licence Holder/Designated Premises Supervisor on duty during the entertainment, the day and times of the start and finish of the entertainment, and the names and addresses of the performers. The record shall be retained for a period of not less than twelve months after the last entry in the register. The register shall be available at all times for inspection by the Police or Officers of the Licensing Authority.
- 76 The Licence Holder/Designated Premises Supervisor shall ensure that all performers read through these special conditions and sign a statement that they have understood them and agreed to abide by them.
- 77 The Licence Holder/Designated Premises Supervisor shall not display either outside or inside the Premises photographs or other images which indicate or suggest that lap, table dancing, striptease or other similar performances take place at the Premises.
- 78 No such entertainment shall take place on Christmas Day.
- 79 In all other respects the entertainment is to be subject to the Licensing Authority's standard conditions relating to public entertainments.

#### Additional conditions converted from Public Entertainment Licence

1. The maximum number of persons permitted to use the ground floor dining area (restaurant) at any one time shall not exceed 100 persons

2. The maximum number of persons to use the ground floor oak room shall not exceed 60 persons.
3. The maximum number of persons permitted to use oak room and lounge bar combined at any one time shall not exceed 100 persons
4. The maximum number of persons permitted to use the ground floor total at any one time shall not exceed 160 persons
5. The maximum number of persons permitted to use the first floor conference room at any one time shall not exceed 120 persons

**Annex 3 - Conditions attached after a hearing by the Licensing Authority**

None

**Annex 4 - Plans**

Please see attached



## Premises Licence Summary

**Premises Licence Number:**

PR/0248

### Premises Details

Postal address of Premises or, if none, ordnance survey map reference or description:

The Stanneylands Hotel  
Stanneylands Road  
Wilmslow

Post Town: Wilmslow

Post Code: SK9 4EY

Telephone Number:

Where the Licence is time limited, the dates:

Not applicable

Licensable activities authorised by the Licence:

Live music  
Recorded music  
Performances of dance  
Anything of a similar description to live music, recorded music and performances of dance  
Sale and Supply of Alcohol  
Provision for making music  
Provision for dancing  
Provision for entertainment of a similar description to making music and dancing  
Late night refreshment

The times the Licence authorises the carrying out of licensable activities:

#### Live music

Monday to Thursday	12.00 to 24.00
Friday & Saturday	12.00 to 02.00
Sunday & Christmas Day	12.00 to 15.00 and 19.00 to 22.30

From the end of permitted hours on New Years Eve to the commencement of hours on New Years Day

**Recorded music**

For times premises are open to the public

**Performances of dance**

Monday to Thursday	12.00 to 24.00
Friday & Saturday	12.00 to 02.00
Sunday & Christmas Day	12.00 to 15.00 and 19.00 to 22.30

From the end of permitted hours on New Years Eve to the commencement of hours on New Years Day

**Anything of a similar description to live music, recorded music and performances of dance**

Monday to Thursday	12.00 to 24.00
Friday & Saturday	12.00 to 02.00
Sunday & Christmas Day	12.00 to 15.00 and 19.00 to 22.30

From the end of permitted hours on New Years Eve to the commencement of hours on New Years Day

**Sale and Supply of Alcohol**

Monday to Saturday	10.00 to 02.00
Sunday	10.00 to 24.00

From the end of permitted hours on New Years Eve to the commencement of hours on New Years Day

**Provision for making music**

Monday to Thursday	12.00 to 24.00
Friday & Saturday	12.00 to 02.00
Sunday & Christmas Day	12.00 to 15.00 and 19.00 to 22.30

From the end of permitted hours on New Years Eve to the commencement of hours on New Years Day

**Provision for dancing**

Monday to Thursday	12.00 to 24.00
Friday & Saturday	12.00 to 02.00
Sunday & Christmas Day	12.00 to 15.00 and 19.00 to 22.30

From the end of permitted hours on New Years Eve to the commencement of hours on New Years Day

**Provision for entertainment of a similar description to making music and dancing**

Monday to Thursday	12.00 to 24.00
Friday & Saturday	12.00 to 02.00
Sunday & Christmas Day	12.00 to 15.00 and 19.00 to 22.30

From the end of permitted hours on New Years Eve to the commencement of hours on New Years Day

**Late night refreshment**

Monday to Saturday	23.00 to 24.00
Sunday	23.00 to 23.30
Christmas Day	23.00 to 23.30

From the end of permitted hours on New Years Eve to 05.00 on New Years Day.

The opening hours of the Premises:

Not specified

Where the Licence authorises supplies of alcohol, whether these are on and/or off supplies:

Sale and supply of alcohol for consumption either on or off the premises

Name, (registered) address of holder of Premises Licence:

The Mere Boutique Limited  
The Mere Golf Resort & Spa  
Chester Road  
Mere  
Knutsford  
WA16 6LJ

Tel: 01565 830 155

Registered number of holder, for example company number, charity number (where applicable):

Registered company number: 9393489

Name of designated Premises Supervisor where the Premises Licence authorises for the supply of alcohol:

Mark Christopher Boler

State whether access to the Premises by children is restricted or prohibited:

Children under 14 years of age shall be accompanied by an adult.

Licence issued: 1<sup>st</sup> November 2016

Signed by  
On behalf of Cheshire East Borough Council

