

From: AGENT
Sent: 19 September 2024 09:11
To: KENT POLICE
Subject: Re: EXTERNAL - New Premises Licence - 382-386 High Street, Rochester

Yes, that's fine, no problem. Just wanted to check

JL Licensing

From: KENT POLICE
Sent: 19 September 2024 08:58
To: AGENT
Subject: RE: EXTERNAL - New Premises Licence - 382-386 High Street, Rochester

Hi Ian,

Thanks for getting back to me.

The challenge 25 I amended just to simplify things. I hope that's ok?

Regards

Carrie

From: AGENT
Sent: Thursday, September 19, 2024 8:40 AM
To: KENT POLICE AND LICENSING
Subject: Re: EXTERNAL - New Premises Licence - 382-386 High Street, Rochester

Morning all

Carrie - thanks for your email and for our discussions.

Could I just check the conditions under 'Challenge 25'?

On the updated operating schedule, I note that several of the conditions that were included on my draft document are not shown on the latest version?

I know we spoke briefly yesterday evening about the final version and I just want to be sure that everything is included as necessary.

The previous Challenge 25 conditions were;

The premises shall operate a 'Challenge 25' scheme which will serve as a reminder to staff of the need to be vigilant in preventing underage sales and to customers that it is against the law for anyone under 18 to purchase alcohol.

The premises shall only accept photographic driving licence, passports or PASS (proof of age standards scheme) cards approved as means of ID. If other forms of ID are accepted such as EU national ID cards, these must bear a photograph, date of birth and a and holographic mark.

The premises shall use till prompts to remind staff to ask for proof of age.

The premises shall prominently advertise Challenge 25 on site so that customers are aware of it, and shall display proof of age signs at the point of sale.

The latest version states;

The premises shall operate a 'Challenge 25' scheme policy will be in place. (if we use this - remove the words 'will be in place')

The premises shall prominently advertise Challenge 25 on site so that customers are aware of it, and shall display proof of age signs at the point of sale

I'd suggest the original conditions are stronger but I'll go with whichever you prefer.

Thanks, Ian

JL Licensing

From: KENT POLICE

Sent: 19 September 2024 07:12

To: LICENSING

Subject: FW: EXTERNAL - New Premises Licence - 382-386 High Street, Rochester

Good afternoon,

You have asked Kent Police to review a premises licence application 382-386 High Street, Rochester.

I have been in contact with the applicants licensing representative Mr Ian Rushton (who I have cc'ed into this email). The application has been discussed at length and it has been agreed that conditions be amended. The main being the following - This is in addition to that which has already been provided.

sale of alcohol –

- No beer, lager or cider above 6.5% ABV will be sold – previously artisan and craft beer was included and this has been removed by the applicant.
- No single can sales of beer, lager or cider will be made – From discussions it was asked about 4/6 packs only but it has been agreed that no single cans to be sold
- Spirits will be displayed behind the counter. It was discussed about having no 20cl spirits being sold but this has been removed.

Clear Glazing –

- A 'clear glazing' policy shall be implemented at the premises to allow for a clear and unobstructed view to the exterior. The exception of this shall be the display of notices required by law and any other required as a condition on the licence. Where the counter has been identified on the plan this does not apply.

Please see attached amended operating schedule with the list of conditions agreed between all parties.

Based on his agreement to the extra conditions I have no objections.

Kind regards

Carrie

AMENDED OPERATING SCHEDULE

Application for a new premises licence

New convenience store (shop name tbc)

382-386 High Street, Rochester ME1 1DJ

Operating schedule/proposed licence conditions

This is a new business venture and the shop, currently empty, will be refurbished with a big investment as a new general convenience store. The new shop will sell a wide range of goods and the proposed alcohol sales would just be a part of the overall business.

The applicant has a personal licence and plenty of retail experience. He is aware that the shop is located in an identified 'stress area' and detailed and robust operating schedule is proposed to promote the licensing objectives.

Prevention of crime and disorder

CCTV

CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions.

Cameras shall encompass all ingress and egress to the premises, fire exits and all areas where the sale and supply of alcohol occurs.

Equipment must be maintained in good working order, be correctly time and date stamped, recordings MUST be kept on the hard drive and kept for a period of 31 days and handed to Police upon reasonable request.

The premises licence holder must ensure at all times the DPS or an appointed member of staff is capable and competent at downloading CCTV footage in a recordable format to the Police and Local Authority upon reasonable request.

In the event of technical failure of the CCTV equipment the premises licence holder or DPS must report the failure to the Police Licensing Officer within 24 hours unless the CCTV will be repaired before that time - licensing.north.division@kent.police.uk

Staff Training

All staff who sell or supply alcohol to customers will have licensing training. Such training will take place within six weeks of employment.

All authorised staff (selling alcohol) will be trained on relevant matters such as the prevention of underage sales, proxy sales and not selling alcohol to a drunk person.

Any new employees will be supervised until training has taken place.

All staff will have individual training records that detail the date and nature of training.

All training will be documented and will be made available to the responsible authorities on request along with the content of the training. All records will be kept for a period of 2 years.

Incident Log

An Incident log shall be kept at the premises and be made available on request to a police officer or other authorised officers. It must be completed within 24 hours of the incident and will record the following:

- All crimes reported at the venue.
- All ejections of patrons
- Any complaints received concerning crime and disorder.
- Any incident of disorder
- All seizure of drugs or offensive weapons
- Any visit by a Local authority or emergency service

Each entry is to be checked and signed by the DPS/Licensee no later than 1 week after the entry has been made. The register must be made available (either electronically or hard copy) to the Police and other authorised officers upon request.

Refusals book

A refusals book will be used at the premises and the licence holder must ensure that it is completed whenever a sale is refused to a person who cannot prove they are over the age of 18 years.

The refusals book will include the date and time of the incident, a brief description of the customer, the name of the staff member who refused the sale and the reason the sale was refused.

The book should be made available to the Police and authorised Council Officers on request.

Challenge 25

The premises shall operate a 'Challenge 25' scheme policy will be in place.

The premises shall prominently advertise Challenge 25 on site so that customers are aware of it and shall display proof of age signs at the point of sale.

Alcohol

No beer, lager or cider above 6.5% ABV will be sold.

No single can sales of beer, lager or cider will be made.

Spirits will be displayed behind the counter.

The premises shall display prominent signage upon entry indicating that it is an offence to sell alcohol to anyone who is drunk.

All staff selling alcohol will be authorised to sell alcohol in writing and a record of the authorisation will be made available for inspection.

The shop shall operate an alcohol refusals policy as follows - alcohol will not be sold to;

(1) Any person recognised or identified as a street drinker (regardless of their level of inebriation at the time);

- (2) Any person found to be drinking alcohol in the street;
- (3) Any person who is drunk or appears to be drunk;
- (4) Any person suspected of trying to buy alcohol for another person who is drunk or appears to be drunk;
- (5) Any person unable to provide valid ID when requested by staff;
- (6) Any person who is verbally or physically abusive towards staff or customers.
- (7) To any person suspected of trying to buy alcohol for another person(s) who may be under age.

A notice advising customers of the refusals policy shall be on display.

General

A 'clear glazing' policy shall be implemented at the premises to allow for a clear and unobstructed view to the exterior. The exception of this shall be the display of notices required by law and any other required as a condition on the licence. Where the counter has been identified on the plan this does not apply.

The DPS and other staff will be vigilant and monitor the area immediately outside the shop to check that youths are not causing annoyance by congregating.

Public safety

No specific risks have been identified under The Licensing Act 2003 (note – the applicant is aware of the need to comply with other legislative requirements to ensure that the shop is safe for customers and staff).

Prevention of public nuisance

A notice will be displayed asking customers to leave the shop quietly and not to drop any litter on the floor.

Staff will monitor the area immediately outside the shop on a regular basis to check for, and to dispose of, any litter.

Protection of children from harm

A notice shall be displayed in the premises where they can be seen clearly to advise customers that it is unlawful for persons under 18 to purchase alcohol or for any persons to purchase alcohol on behalf of a person under 18 years of age.