

**Licensing Act 2003. Section 24
Premises Licence Summary**

Premises Licence No. LIQ/606

Premises details

Postal address of premises, or if none, ordnance survey map reference or description	
High Canons Estate High Canons	
Post town Borehamwood	Post code WD6 5PL
Telephone number	

Date of Commencement of licence	21 July 2018
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Where the licence is time limited the dates
Start date : 21st July 2018
Expiry date : 21st July 2018

Licensable activities authorised by the licence
E: Live Music F: Recorded Music H: Entertainment similar to E, F or G J: Supply of Alcohol

The times the licence authorises the carrying out of licensable activities				
E: Live Music		Saturday 21st July 2018	13:00	22:30
F: Recorded Music		Saturday 21st July 2018	13:00	22:30
H: Entertainment similar to E, F or G		Saturday 21st July 2018	13:00	22:30
M: Supply of Alcohol		Saturday 21st July 2018	13:00	22:30

The opening hours of the premises
Saturday : 13:00 – 22:30

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies
ON

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence	
Name:	VS Creative Limited
Address:	41 South Croxted Road

West Dulwich
London
Postcode: **SE21 8AZ**
Telephone: **07768 641 494**
Email: **victoria@vscreative.co.uk**

Registered number of holder, for example company number, charity number (where applicable)
05309214

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Name: **Marilyn Newman**
Licence No: **City of Westminster**
Issuing Authority: **05/09314/ILIPERS**

State whether access to the premises by children is restricted or prohibited

Annex 1 – Mandatory Conditions

All supplies of alcohol

1. No supply of alcohol may be made under the 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 the premises licence must be made or authorised by a person who holds a personal licence.

Exhibition of films

1. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation by that body.
3. Where
 - (a) The film classification body is not specified in the licence, or
 - (b) The relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question,admission of children must be restricted in accordance with any recommendation made by that licensing authority.

4. In this section “children” means any person aged under 18; and “film classification body” means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c39) (authority to determine suitability of video works for classification)

Door supervision

1. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:

- (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 Act.

2. But nothing in subsection 1. Requires such a condition to be imposed:

- (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or
- (b) in respect of premises in relation to:
 - (i) Any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising films or under a gaming licence, or
 - (ii) Any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act.

3. For the purposes of this section:

- (a) “security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act,
- (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

Age verification policy

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.

Permitted price

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) “value 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.

The following conditions apply where the licence or certificate authorises “on” or “on and off” sales

Irresponsible drinks promotions

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).

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

Alcoholic drink measures

1. 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: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
 - (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.

Annex 2 - Conditions consistent with the operating schedule.

The prevention of crime and disorder

1. A full and comprehensive Emergency Procedure Plan will be set in place including a chain of command and communication, including the provision and use of radio communication and mobile phones;
2. A Security Industry Authority registered professional event security organisation shall be employed to secure the premises, supervise authorised access to the premises and marshal all traffic within the premises on the event day. They will also deal with any anti-social behaviour in conjunction with the in-house security team;
3. There shall be no more than 4750 guests. There shall be no public access to the premises; access shall be limited to invited guests only;
4. All staff shall undergo a health and safety induction/briefing and shall be issued with a wristband pass;
5. Guests shall be required to wear a badge and their authority to enter shall be checked at the main entrance to the premises;
6. (i) There shall be no charge for the supply of alcohol. (ii) Alcohol shall only be supplied by personal licence holders at 3 bars distributed around the guest picnic site;
7. Parking for all staff and guests shall be within the boundary of the premises;

Public Safety

8. The premises licence holder shall produce and maintain a detailed event safety plan, (herein referred to as 'ESP'), which shall be available for inspection during the event. The ESP shall show all access and egress points, vehicle traffic flow, firefighting equipment locations, paramedic stations and communication plans;
9. Professionally qualified gas engineers shall be employed to deal with any temporary gas installations;

10. During the course of the event day the premises licence holder shall constantly reassess the safety of all guests, staff and entertainers working and appearing at the event;
11. Disabled toilet facilities and a golf buggy shall be provided at the premises for the use of the disabled;
12. A professional paramedic support unit shall be employed to provide first aid care during the event day. There shall be trained first aiders within the management team and a maintained first aid kit shall be kept at the premises;

Prevention of public nuisance

13. The premises licence holder shall liaise with the police regarding the traffic management plan for the arrival and departure of guests attending the event day so as to minimise disruption;
14. All guests, staff and entertainers shall arrive at and depart from the premises either by personal car, coach or shuttle bus facilities provided by the premises licence holder;
15. The premises licence holder shall devise and implement traffic and parking management plan for the event day and supply all guest coaches and shuttle buses;
16. The premises licence holder shall produce a noise management plan to control the emission of amplified noise from the site, with the emphases on preventing nuisance to neighbouring noise-sensitive premises;
17. Temporary event lighting shall be provided and restricted to internal tent environments and after sunset, to the vicinity of the main house, working areas and the walkways to the guest carpark areas;
18. A professional event site cleaning contractor shall be employed to maintain a clean site at all times throughout the build, event day and de-rig. There shall be provided litter receptacles, recycling facilities and larger scale compacting equipment. All waste shall be professionally managed and removed from the premises;
19. A professional mobile toilet contractor shall be employed to supply toilet facilities appropriate to an event for 4750 guests in an open air environment. They will also provide toilet facilities for staff, entertainers and disabled guests. All sewage and grey water shall be professionally removed from the premises;

Protection of children from harm

20. No adult-only entertainment, entertainment containing a sexual content or gambling shall be permitted or facilitated;
21. Only guests over the age of 18 years shall be supplied with alcohol. They shall be identified by means of an authorised coloured wristband worn by them as proof of age. The only forms of proof of age to be accepted shall be: Passport, Photographic Driving Licence or PASS approved I.D. card;

22. All persons under the age of 18 years attending the event day shall be accompanied by a responsible adult at all times and shall be identified by means of a named badge with a contact number;
23. Signage shall be erected providing guidance where guests under the age of 18 years are excluded from participating in an activity due to age, height, weight or by law;
24. Separate sanitary facilities shall be provided for parents and babies and facilities put in place to ensure they are provided with sufficient suitable hydration, nourishment, shelter and shade. There shall be facilities provided for lost children. These facilities shall form part of the ESP;
25. The premises licence holder shall ensure that all contractors providing entertainment specifically for children hold a Disclosure and Barring Service certificate.

Annex 3 - Conditions attached after hearing by the licensing authority.