

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

Premises Licence No.

**LIQ/573**

Premises details

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

**Potters Bar Football Club  
Parkfield  
The Walk**

Post town **Potters Bar**

Post code **EN6 1QN**

Telephone number

Date of Commencement of licence

**19 February 2016**

Where the licence is time limited the dates

Start date : **N/A**

Expiry date :

Licensable activities authorised by the licence

- A: Plays**
- B: Films**
- C: Indoor Sporting Events**
- E: Live Music**
- F: Recorded Music**
- G: Performance of Dance**
- H: Entertainment similar to E, F or G**
- I: Late Night Refreshment**
- J: Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

<b>A: Plays</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>
<b>B: Films</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>
<b>C: Indoor Sporting Events</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>
<b>E: Live Music</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>
<b>F: Recorded Music</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>
<b>G: Performance of Dance</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>
<b>H: Entertainment Similar to E, F or G</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>
<b>I: Late Night Refreshment</b>		<b>Mon – Sun</b>	<b>23:00</b>	<b>01:00</b>
<b>J: Supply of Alcohol</b>		<b>Mon – Sun</b>	<b>08:00</b>	<b>01:00</b>

The opening hours of the premises

Monday : **08:00 - 01:00**  
Tuesday : **08:00 - 01:00**  
Wednesday : **08:00 - 01:00**  
Thursday : **08:00 - 01:00**  
Friday : **08:00 - 01:00**  
Saturday : **08:00 - 01:00**  
Sunday : **08:00 - 01:00**

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies  
**On and Off the Premises**

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Name: **Potters Bar Football Club**  
Address: **Parkfield**  
**The Walk**  
**Potters Bar**  
**Hertfordshire**  
Postcode: **EN6 1QN**  
Telephone:  
Email:

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

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

Name: **John Robinson**  
Licence No: **LN9163/1**  
Issuing Authority: **Welwyn Hatfield Borough Council**

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.**

- 1) CCTV shall operate at all times while the premises remain open to the public and all images captured shall be recorded with the date and time and stored on site for a minimum of 31 days and made available to the police and licensing authority upon request;
- 2) The licence holder shall have contact numbers of bone fide taxi operators made readily available to customers who will be encouraged to use such services;
- 3) Ingress and egress notwithstanding, all external doors and windows to the premises shall be kept closed after 21:00 and at any time during any regulated entertainment;
- 4) Prominent, clear and legible notices are to be displayed at all exits requesting patrons to respect the needs of local residents and to leave the premise and the area quietly;
- 5) At no time shall there be any striptease or nudity on the premises;
- 6) A Challenge 21 policy shall be adopted at the premises and staff shall be trained in its operation. Anybody who appears to be under the age of 21 who attempts to purchase alcohol shall be asked to provide evidence of proof of age. If proof is not provided or if there is any doubt about the I.D., the service of alcohol shall be refused. The only forms of proof of age to be accepted shall be: Passport, Photographic Driving Licence or PASS approved I.D. card;

- 7) A refusals book shall be kept at the premises to record details of all refusals to sell alcohol. This book shall contain the date and time of the incident, a description of the customer, the name of the staff member who refused the sale, and the reason the sale was refused. The book shall be made available to Police and authorised council officers upon request;
- 8) There shall be no disposal of bottles between the hours of 21:00 and 09.00.
- 9) Prior to an event taking place in the marquee situated outside in the grassed area at the rear of the Club House:
  - a) An Event Notification Form to be submitted to Environmental Health minimum 21 days before the event;
  - b) A Noise Management Plan to be submitted to the Environmental Protection Team in Environmental Health minimum 21 days before the event;
  - c) The Premises Licence Holder or a nominated person shall carry out observations on the boundary of the premises in order to establish whether there is a noise breakout from the premises. The frequency of these observations to be determined by Environmental Health. If the observation reveals noise breakout at a level likely to cause disturbance to the occupants of properties in the vicinity, then the volume of music shall be reduced to a level that does not cause disturbance.

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