

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

Premises Licence No.

LIQ/444

Premises details

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

**Three Ways Community Centre
Arundel Drive**

Post town **Borehamwood**

Post code **WD6 2ND**

Telephone number

Date of Commencement of licence

27 February 2009

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 Event
E: Live Music
F: Recorded Music
G: Performances of Dance
H: Similar to E, F or G
I: Provision of Fac. for Making Music
J: Provision of Fac. for Dancing
K: Provision of Fac. for Similar to I/J
L: Late Night Refreshment
M: Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

A: Plays	Mon-Fri	12:00	22:30
A: Plays	Sat	10:00	23:00
A: Plays	Sun	10:00	22:30
B: Films	Mon-Fri	12:00	22:30
B: Films	Sat	10:00	23:00
B: Films	Sun	10:00	22:30
C: Indoor Sporting Event	Mon-Fri	12:00	23:00
C: Indoor Sporting Event	Sat	10:00	23:30
C: Indoor Sporting Event	Sun	10:00	23:00
E: Live Music	Mon-Thur	12:00	23:00
E: Live Music	Fri	12:00	23:30
E: Live Music	Sat	10:00	23:30
E: Live Music	Sun	10:00	23:00
F: Recorded Music	Mon-Thur	12:00	23:00
F: Recorded Music	Fri	12:00	23:30
F: Recorded Music	Sat	10:00	00:00
F: Recorded Music	Sun	10:00	23:00
G: Performances of Dance	Sun-Thur	12:00	22:30
G: Performances of Dance	Fri-Sat	12:00	23:00
H: Similar to E, F or G	Mon-Thur	12:00	23:00
H: Similar to E, F or G	Fri	12:00	23:30
H: Similar to E, F or G	Sat	10:00	23:30
H: Similar to E, F or G	Sun	10:00	23:00

I: Provision of Fac. for Making Music	Mon-Thur	12:00	23:00
I: Provision of Fac. for Making Music	Fri	12:00	23:30
I: Provision of Fac. for Making Music	Sat	10:00	23:30
I: Provision of Fac. for Making Music	Sun	10:00	23:00
J: Provision of Fac. for Dancing	Mon-Thur	12:00	23:00
J: Provision of Fac. for Dancing	Fri	12:00	23:30
J: Provision of Fac. for Dancing	Sat	10:00	00:00
J: Provision of Fac. for Dancing	Sun	10:00	23:00
K: Provision of Fac. for Similar to I/J	Mon-Thur	12:00	23:00
K: Provision of Fac. for Similar to I/J	Fri	12:00	23:30
K: Provision of Fac. for Similar to I/J	Sat	10:00	00:00
K: Provision of Fac. for Similar to I/J	Sun	10:00	23:00
L: Late Night Refreshment	Fri-Sat	23:00	00:00
M: Supply of Alcohol	Mon-Thur	12:00	23:00
M: Supply of Alcohol	Fri	12:00	00:00
M: Supply of Alcohol	Sat	11:00	00:00
M: Supply of Alcohol	Sun	11:00	23:00

- (i) On Christmas Eve and New Year's Eve the terminal hour for **E** is extended to 00:30 and for **M** is extended to 01:00 the following day.
- (ii) On Christmas Eve the terminal hour for **F, H, I** and **J** is extended to 00:30 the following day. On New Year's Eve the terminal hour for the foregoing is extended to 01:00 the following day.
- (iii) On Burns' Night the terminal hour for **L** is extended to 00:30 and for **M** is extended to 01:00 the following day.

The opening hours of the premises	On Christmas Eve, New Year's Eve and Burns' Night the premises shall close no later than 01:00.
Monday : 09:00-23:30	
Tuesday : 09:00-23:30	
Wednesday : 09:00-23:30	
Thursday : 09:00-23:30	
Friday : 09:00-00:30	
Saturday : 09:00-00:30	
Sunday : 09:00-23:30	

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

ON/OFF

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

Name: **InspireAll Leisure and Family Support Services**

Address: **The Venue
Elstree Way
Borehamwood
Hertfordshire**

Postcode: **WD6 1JY**

Telephone:

Email:

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

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Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol	
Name:	David Smith
Licence No:	PER-1244
Issuing Authority:	Hertsmere Borough Council

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

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. (a) A CCTV system shall be installed and maintained in full operational order. It shall include coverage of the garden, front entrance, foyer, the members bar and main hall.

(b) Recordings shall be kept securely at the premises for at least 30 days and shall be produced on request to the police, police community support officers and licensing authority.

(c) All staff shall be trained in the use of the CCTV system and at least one such trained member of staff shall be on duty during periods when alcohol is sold (training records shall be kept on the premises and shall be made available to the police and licensing authority upon request).

2. (a) Except when the premises have been hired for a function, service of alcohol shall be confined to members of the Arundel Social club and their guests, who shall comply with the club rules. (b) Each member is permitted to be accompanied by no more than 2 guests who shall be required by the premises licence holder or the Designated Premises Supervisor, their agents and staff to sign the visitors' register.
3. (a) A personal licence holder shall be present from 22:00 hours during the time in which alcohol is sold. (b) Persons who are or appear to be intoxicated and/or acting in a disorderly fashion shall be removed from the premises.
4. The premises licence holder and/or the Designated Premises Supervisor shall seek active membership of the local Pub Watch scheme.
5. (a) The Challenge 21 scheme shall be implemented at the premises and staff shall be trained in its operation (training records shall be kept on the premises and shall be made available to the police and licensing authority upon request). (b) Anybody who appears to be under the age of 21 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.
6. (a) Children shall be supervised by an accompanying adult at all times. (b) S.I.A door supervisors shall be present when the Hall is hired for activities attended by persons who are between the ages of 16 and 21 years when alcohol is sold or supplied.
7. Ingress and egress notwithstanding, all external doors and windows to the premises shall be kept closed during any regulated entertainment.
8. All external doors shall be fitted with automatic door closers. Where an external door is served by a lobby, the door closer may be fitted to the internal lobby door.
9. Amplified music and/or speech external to the premises is not permitted.
10. Prominent, clear and legible notices shall be displayed at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.
11. The tipping of bottles into receptacles external to the premises shall not take place between 21:00 hours and 09:00 hours.
12. The use of the fenced area external to the premises for the consumption of alcohol, other refreshment or food, shall cease by 22:00 hours.
13. Ventilation ducts through external walls facing noise-sensitive premises within 100 metres shall be acoustically treated.
14. All external doors shall be fitted with acoustic seals and threshold strips.
15. Secondary or double-glazing shall be required for single glazed windows facing noise-sensitive premises within 100 metres.
16. A noise-limiting device shall be used for regulated entertainment that involves amplified music and/or amplified voice. This device shall be set and maintained in accordance with the requirements of the Environmental Protection Team of Hertsmere Borough Council.
17. The electrical and gas installations shall be inspected at least once in every 5 years, or such lesser period as is considered appropriate to the individual case, by competent relevant engineers appointed by or on behalf of the premises licence holder and a certificate stating the condition of the respective installations shall after each inspection, be forwarded to the Council by or on behalf of the premises licence holder.
18. The premises licence holder shall comply with the requirements and recommendations of the Hertfordshire Fire and Rescue Service in respect of fire safety.

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

N/A