

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

Premises Licence No.

**LIQ/512**

**Premises details**

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

**V & M Food & Wine Ltd**  
**122 Manor Way**

Post town **Borehamwood**

Post code **WD6 1QX**

Telephone number

Date of Commencement of licence

**19 September 2012**

Where the licence is time limited the dates

Start date : **N/A**

Expiry date :

Licensable activities authorised by the licence

**M: Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities

**M: Supply of Alcohol**

**Monday to Sunday**

**07:00**

**23:00**

The opening hours of the premises

Monday : **07:00 to 23:00**

Tuesday : **07:00 to 23:00**

Wednesday : **07:00 to 23:00**

Thursday : **07:00 to 23:00**

Friday : **07:00 to 23:00**

Saturday : **07:00 to 23:00**

Sunday : **07:00 to 23:00**

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

**OFF**

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

Name: **Ponniah Vijayarajah**

Address: **1 Ladycroft Walk**

**Stanmore**

Postcode: **HA7 1PD**

Telephone:

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

**Not applicable**

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|--|---------------------------------|
| Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol |                                 |
| Name:  | <b>Ponniah Vijayarajah</b>      |
| Licence No:  | <b>LN/000006111/2013/1</b>      |
| Issuing Authority:   | <b>London Borough of Harrow</b> |

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| State whether access to the premises by children is restricted or prohibited |
| <b>No restrictions or prohibitions on access</b>                             |

**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.

**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.**

- A notice shall be displayed on the premises requesting customers to leave the shop quietly.

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

1 The licence holder shall adhere to the Challenge 25 protocol, seeking identification from everyone who appears to be under 25, to prove they are 18 years of age, prior to the sale of alcohol.

Acceptable forms of identification are:

1. A passport with photograph
2. A photo driving licence
3. A photograph proof of age card complying with the PASS approved identification scheme and bearing the PASS hologram.

2 A refusal book is to be maintained and staff are required to complete it when sales are refused to persons under the age of 18 years, or to those who fail to provide sufficient evidence of their age. The refusals book must be checked, signed and dated by the Designated Premises Supervisor once every two months and made available to Police, Licensing Authority and Trading Standards Officers.

3 In addition to any other training, all staff are to be trained to maintain the refusals book and monitored to ensure their training is put into practice. A written record is to be kept of all staff training and signed by both the DPS and the staff member.

4 The premises licence holder shall ensure that all electronic tills automatically prompt the seller to

check the age of the buyer when alcohol products are entered for sale into the till.

- 5 People who appear intoxicated or who are known to cause anti-social behaviour when under the influence of alcohol shall not be served and shall be asked to leave the premises quietly. An entry shall be made in the refusals book of any refusals of this nature.
- 6 Every effort shall be made to prevent the sale of alcohol to those purchasing alcohol on behalf of persons under the age of 18 years.
- 7 A digital CCTV system shall be installed and maintained in full operational order and shall comply with Home Office Guidance. All entry and exit points shall be covered to enable frontal identification of every person entering the Premises in any light condition.
- 8 There shall be two CCTV cameras external to the Premises, one focused towards each direction of approach to the front entrance of the Premises.
- 9 The CCTV system shall continually record whilst the Premises are open for Licensable Activities and during times when customers remain on the Premises. All recordings shall be stored for a minimum period of 31 days. Recordings shall be made available, immediately upon the request of Police, Licensing Authority or Trading Standards officer, throughout the preceding 31 day period.
- 10 A staff member who is knowledgeable with the operation of the CCTV system shall be present at all times when the Premises are open to the public. This staff member must be able to show to the Police, Licensing Authority or Trading Standards Officer, recent data or footage with an absolute minimum of delay when requested.
- 11 Upon commencement of business, a staff member in addition to the DPS, shall be a Personal Licence Holder and a Personal Licence Holder shall be present at all times when there are Licensable Activities.
- 12 A further member of staff shall obtain a Personal Licence with one year of commencement of the Premises Licence.
- 13 All staff shall attend the Londis approved course in relation to Conflict Management.