

Licensing Act 2003. Section 24
Premises Licence Summary

Premises Licence No.

LIQ/679

Premises details

Postal address of premises, or if none, Ordnance Survey map reference or description
Fairway Hall
Brook Close
Borehamwood
WD6 5BT

Date of Commencement of licence

14 April 2023

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

D: Boxing or Wrestling Entertainment

E: Live Music

F: Recorded Music

G: Performance of Dance

H: Anything of a Similar Description to That Falling Within (E, F or G)

I: Late Night Refreshment

J: Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

A: Plays	Indoors	Sunday to Thursday	23:00	00:00
A: Plays	Indoors	Friday and Saturday	23:00	02:00
B: Films	Indoors	Sunday to Thursday	23:00	00:00
B: Films	Indoors	Friday and Saturday	23:00	02:00
C: Indoor Sporting Events	Indoors	Sunday to Thursday	23:00	00:00
C: Indoor Sporting Events	Indoors	Friday and Saturday	23:00	02:00
D: Boxing/Wrestling	Indoors	Monday to Sunday	09:00	23:00
E: Live Music	Indoors	Sunday to Thursday	23:00	00:00
E: Live Music	Indoors	Friday and Saturday	23:00	02:00
F: Recorded Music	Indoors	Sunday to Thursday	23:00	00:00
F: Recorded Music	Indoors	Friday and Saturday	23:00	02:00
G: Performance of Dance	Indoors	Sunday to Thursday	23:00	00:00
G: Performance of Dance	Indoors	Friday and Saturday	23:00	02:00
H: Anything of a Similar (E, F or G)	Indoors	Sunday to Thursday	23:00	00:00
H: Anything of a Similar (E, F or G)	Indoors	Friday and Saturday	23:00	02:00
I: Late Night Refreshment	Indoors	Friday and Saturday	23:00	02:00
J: Supply of Alcohol		Sunday to Thursday	09:00	00:00
J: Supply of Alcohol		Friday and Saturday	09:00	02:00

The opening hours of the premises

Monday	09:00 to 00:00
Tuesday	09:00 to 00:00
Wednesday	09:00 to 00:00
Thursday	09:00 to 00:00
Friday	09:00 to 02:00
Saturday	09:00 to 02:00
Sunday	09:00 to 00:00

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

Elstree and Borehamwood Town Council
Fairway Hall
Borehamwood
WD6 5BT

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: **Daniel Salter**
Licence No: **01SX/WK/200517532**
Issuing Authority: **London Borough Of Barnet**

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 All staff shall be trained to understand, comply with and carry out all of the legal duties imposed on the premises licence holder such as those relating to Health and Safety, Building regulations, PAT Testing, Sound checks, Fire safety and Food hygiene;

2 A record shall be kept of all members of staff and the training that they have undertaken. Such records shall be made available for inspection by any authorised officer of a Responsible Authority;

3 CCTV covering the internal and external areas shall be maintained in good order and recordings shall be retained for at least 31 days and be made available for inspection by authorised officers of the Licensing Authority and the Police upon request;

4 The premises shall keep a suitable store of necessary recording media (Hard Drive, USB, SD cards or anything similar) to enable footage to be recorded from the CCTV system and provided to an authorised officer of the Licensing Authority or the Police upon request;

5 The Premises Licence Holder or The Designated Premises Supervisor shall carry out, and keep at the premises, a written risk assessment as to whether or not to employ SIA registered door supervisors and shall employ such door supervisors on all occasions and in such numbers as identified as being necessary in its risk assessment.

6 Valid Public Liability Insurance shall be in place at all times licensable activities are provided and such certificate, or copy of a certificate, shall be kept on the premises at all time and produced upon request to an officer of a responsible authority;

7 All staff shall be trained on risk assessment and public safety procedures. A record of this training shall be kept and made available upon inspection;

8 No third party shall be allowed to hire the premises, or any part of it, to conduct licensable activities without having produced a risk assessment and valid insurance to the satisfaction of the premises licence holder;

9 An emergency contact number shall listed on the website and shall be operational when licensable activities are provided in order to receive calls from the public about the effect of an event;

10 The premises licence holder shall operate a complaints policy which shall be available to the public;

11 The terms and conditions and codes of practice put in place by the premises licence holder for third party's to follow shall be documented and available upon request to any officer of a responsible authority;

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A written record of all hiring's of the venue, and the contractual agreement (terms and conditions/code of practice and any express provisions) between the hirer and the premises licence holder shall be kept, along with the relevant risk assessment and insurance for the event, for a period of at least 12 months and available for inspection by any officer of a responsible authority;

13 A Challenge 21 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram;

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