

Summary of Application

Name of Premises	The Anchor, Gunthorpe	Type of Application	Premises Licence
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Point Number	Detail	Action
1	<p>The application proposed the following activities:</p> <p>Live Music</p> <ul style="list-style-type: none"> Monday to Sunday 11:00 – 02:00 the following morning <p>Recorded Music</p> <ul style="list-style-type: none"> Monday to Sunday 11:00 – 02:00 the following morning <p>Late Night Refreshment</p> <ul style="list-style-type: none"> Monday to Sunday 23:00 – 02:00 the following morning <p>Supply of Alcohol (On and Off Sales)</p> <ul style="list-style-type: none"> Monday to Sunday 11:00 – 02:00 the following morning <p>Opening Hours</p> <ul style="list-style-type: none"> Monday to Sunday 11:00 – 02:30 the following morning <p>On Bank Holidays all licensable activities will be extended by 1 hour.</p>	
2	<p>The following conditions have been proposed by the applicant:</p> <ul style="list-style-type: none"> Training in relation to the promotion of the licensing objectives must be provided and undertaken by all members of staff (whether paid or unpaid) before he / she makes a sale or supply of alcohol and at least every six months thereafter. Documented training records must be kept at the premises and made available to an officer of a responsible authority on request. A digital Closed Circuit Television System (CCTV) will be installed and maintained in good working order and be correctly time and date stamped. -The system will incorporate sufficient built-in hard-drive capacity to suit the number of cameras installed. -The system will record and retain CCTV footage for a minimum of 28 days -The system will record at all times when the premises are open. -The system will incorporate a means of transferring images from the hard-drive to a format that can be played back on any desktop computer. 	

	<ul style="list-style-type: none"> • -CCTV footage must be made available to be viewed by an officer of a responsible authority during an inspection of or visit to the Premises. • -Upon receipt of a request for a copy of CCTV footage from any officer of a responsible authority, the premises will produce that footage within 24 hours. • An incident book must be kept at the Premises and maintained up to date (no later than 24 hours after the incident) at all times and will record the following: <ul style="list-style-type: none"> • -Time date and details of all incidents/complaints of crime and disorder or anti-social behaviour • -All crimes reported to the venue • -Any faults in the CCTV system, searching equipment or scanning equipment • -Any visit by a responsible authority or emergency service • -The incident book must be made available to officers of a responsible authority upon request or during an inspection • A refusals register must be kept at the Premises and maintained up to date at all times recording the date and time, type of product refused, reasons for every refusal to sell alcohol to a customer and the name and signature of member of staff refusing the sale. The refusals record must be made available to an officer of a responsible authority upon request. • The Licence Holder shall ensure that all emergency lighting is checked on a weekly basis. Entrances, exits and passageways shall be kept clear. The premises' Fire Risk Assessment will be made available to any officer of a responsible authority upon request. The premises licence holder shall ensure that the maximum number of persons on the premises at any one time shall not exceed the number agreed with the Fire Service • Signs shall be placed at all exits asking customers to respect the needs of local residents and requesting that they leave the premises quietly. • The premises shall have an operational dispersals policy and noise management plan. • The premises will adopt the Challenge 25 scheme with appropriate signage to be placed at the entrance to the premises and adjacent to the counter area. 	
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Summary of Representations/Conditions Requested (Responsible Authorities)

Point Number	Detail	Action
3	<p>Appendix F – Notts Police – Have agreed the following conditions with the applicant:</p> <ul style="list-style-type: none"> • A CCTV system shall be installed and operative in the premises when licensable activities are taking place. • All recordings used in conjunction with CCTV shall: • be of evidential quality • shall display accurate time and date stamps all year round to account for day light savings. • be retained for a period of 31 days. • Cover the point of sale, (Counter) and entrance and exit. • The CCTV System should be installed in a location that is safe and accessible. • Recordings to be made available for inspection to the Police or any other authorised person when requested. • At least one person trained and authorised to access the CCTV system shall be present during opening hours. They shall be able perform basic operations such as reviewing recordings and download recordings to removable media (USB) if required for Police or other authorised officers. • All staff engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales -: • - Induction training which must be completed and documented prior to the sale of alcohol via the online portal, for the relevant staff member. • - Refresher/reinforcement training at intervals of no more than 6 months. • - Training records will be retained at the premises for a minimum period of 6 months and available for inspection upon request by a Police Officer and/or authorised person • A bound and sequentially paginated incident book or electronic record shall be kept, to record all instances of disorder, damage to property and personal injury at the premises. This book shall be made available for inspection and copying by the Police or any other authorised person upon request and all such books shall be retained at the premises for at least 12 months. 	

	<ul style="list-style-type: none"> • A Challenge 25 scheme shall operate at the premises. Any person who appears to be under 25 years of age shall not be allowed to purchase alcohol unless they produce an acceptable form of photo identification. (e.g. passport, driving licence, Military ID or PASS accredited card). • Challenge 25 notices shall be displayed in prominent positions throughout the premises. • Signage shall be displayed advising customers to be respectful to residents and to leave the area in a quiet and orderly manner. 	
4	<p>Appendix G – NSDC Environmental Health – Have agreed the following with the applicant:</p> <ul style="list-style-type: none"> • Operating hours: <ul style="list-style-type: none"> ○ Regulated entertainment: <ul style="list-style-type: none"> ▪ Sunday – Thursday 1100 to 2330 ▪ Friday & Saturday 1100 to 0030 ○ Late night refreshment <ul style="list-style-type: none"> ▪ Sunday – Thursday 2300 to 0000 ▪ Friday & Saturday 2300 to 0100 ○ Supply of alcohol <ul style="list-style-type: none"> ▪ Sunday – Thursday 1100 to 0000 ▪ Friday & Saturday 1100 to 0100 ○ Opening hours <ul style="list-style-type: none"> ▪ Sunday – Thursday 1100 to 0030 ▪ Friday & Saturday 1100 to 0130 • A prominent, clear and legible notice shall be displayed and maintained to the exterior at the entrance to the premises requesting patrons respect the needs of local residents, and advising patrons that causing noise, nuisance or disturbance while outside or in vicinity of premises will result in admission being refused. • A prominent, clear and legible notice shall be displayed and maintained at each exit from the premises requesting patrons respect the needs of local residents and avoid causing noise, nuisance or disturbance when leaving the premises and the area. • A 'Winding-Down' & Dispersal policy shall be adopted that includes measures to achieve a gradual and orderly dispersal of customers at the end of each trading session. These measures shall commence at least 30-minutes before the premises closes, and shall include: <ul style="list-style-type: none"> ○ Slowing down the tempo of music. ○ A significant reduction in the volume of music i.e. gradually reduced down to background level. ○ Announcements by entertainers or DJ's (on occasions when they are used) requesting customers to leave the premises quietly and respect the peace and quiet of the local residents. ○ Any other measures calculated, designed or intended to create a calming and subduing atmosphere. 	

	<ul style="list-style-type: none"> • Any equipment generating amplified sound in the premises shall be permanently installed and connected to a sound limiting device capable of third octave band frequency adjustment and shall be located in a separate lockable cabinet remote from the volume control. • Any sound limiting device installed on the premises shall be set by a competent acoustic consultant in the presence of a representative of environmental health at Newark and Sherwood District Council to levels in third octave bands to be agreed and approved. No alteration shall be made to these levels without written consent from environmental health. • The operational panel of any sound limiting device shall be secured to the approval of a representative of Newark & Sherwood District Council. Keys or other mechanisms for securing any sound limiting device cabinet shall be held by the premises licence holder only and shall not be accessible to any other person. • Any sound limiting device installed on the premises shall be maintained in good working order. 	
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Summary of Representations/Conditions Requested (Other Persons)

Point Number	Detail	Action
5	<p>Appendix D – Leena Maddock Khan – Has concerns in relation to potential for public nuisance, particularly noise disturbances, people leaving the premises and congregating outside.</p> <p>Has requested the following timings:</p> <p>Opening hours:</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:30 (including bank holidays) • Friday and Saturday: 11:00 – 00:00 <p>Regulated entertainment (including music, live music, outdoor events, and other entertainment):</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:00 (including bank holidays) • Friday and Saturday: 11:00 – 23:30 <p>Late night refreshment:</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:00 (including bank holidays) • Friday and Saturday: 11:00 – 23:30 <p>Supply of Alcohol:</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:00 (including bank holidays) • Friday and Saturday: 11:00 – 23:30 	
6	<p>Appendix E – Emily Maddock Khan – Has concerns in relation to potential for public nuisance, particularly noise disturbances, people leaving the premises and congregating outside.</p>	

	<p>Has requested the following timings:</p> <p>Opening hours:</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:30 (including bank holidays) • Friday and Saturday: 11:00 – 00:00 <p>Regulated entertainment (including music, live music, outdoor events, and other entertainment):</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:00 (including bank holidays) • Friday and Saturday: 11:00 – 23:30 <p>Late night refreshment:</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:00 (including bank holidays) • Friday and Saturday: 11:00 – 23:30 <p>Supply of Alcohol:</p> <ul style="list-style-type: none"> • Sunday – Thursday: 11:00 – 23:00 (including bank holidays) • Friday and Saturday: 11:00 – 23:30 	
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Summary of Statutory Guidance Issued under s182 of The Licensing Act 2003

Point Number	Detail	Action
7	Pages 10-11, paragraph 2.21 – 2.27 – Public Nuisance	
8	Pages 60 – 61 paragraph 8.35 – 8.37 – Beer Gardens or other Outdoor Spaces	