

**Castle House, Great North Road, Newark on Trent, NG24 1BY
Premises Licence****Premises licence number** 002822**Part 1 – Premises details****Postal address of premises, or if none, ordnance survey map reference or description**Locke and Key
16 – 20 Middle Gate**Post town** Newark**Post code** NG24 1AG**Telephone number** [REDACTED]**Where the licence is time limited the dates**

Not applicable

Licensable activities authorised by the licence

1. Regulated Entertainment
 - a) Live Music (Indoors)
 - b) Recorded Music (Indoors)
2. Supply of alcohol

The times the licence authorises the carrying out of licensable activities

1. Regulated Entertainment
 - Live Music
Monday to Sunday 08:00 – 23:00
 - Recorded Music
Monday to Sunday 08:00 – 23:00
2. Supply of alcohol
Monday to Sunday 08:00 – 23:00

The opening hours of the premises

Unrestricted

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

On Sales

Part 2

Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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

N/A

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

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

N/A

Annex 1 - Mandatory conditions

Supply of Alcohol

No supply of alcohol may be made under this premises licence:

- (a) at a time when there is no Designated Premises Supervisor in respect of this licence; or
- (b) at a time when the Designated Premises Supervisor does not hold a personal licence or his personal licence is suspended.

Every supply of alcohol under this premises licence must be made or authorised by a person who holds a personal licence.

Door Supervision

Door Supervisors shall be licensed with the Security Industry Authority in accordance with the Private Security Industry Act 2001.

Drinks Promotions

1. (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);

(iii) 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;

(b) 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;

(c) 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;

(d) 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).

2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

3. (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.

4. 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.

Alcohol Pricing

(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(1);

(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 rate 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(b)

(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

Annex 2 - Conditions consistent with the Operating Schedule

1. A CCTV system shall be installed and operative in the premises when licensable activities are taking place.
2. All recordings used in conjunction with CCTV shall:
 - a) be of evidential quality
 - b) display accurate time and date stamps all year round to account for day light savings.
 - c) be retained for a period of 31 days.
 - d) Cover the point of sale, (Counter) and entrance and exit.
3. The CCTV System shall be installed in a location that is safe and accessible.
4. Recordings to be made available for inspection to the Police or any other authorised officer when requested.
5. 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 downloading recordings to removable media (USB) if required for Police or other authorised officers.
6. All staff engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales:
 - a) Induction training which must be completed and documented prior to the sale of alcohol by the staff member.
 - b) Refresher/reinforcement training at intervals of no more than 6 months.

7. Training records will be retained at the premises for a minimum period of 12 months and available for inspection upon request by a Police Officer or authorised officer
8. 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/record shall be made available for inspection and copying by the Police or any other authorised person upon request and all such books/records shall be retained at the premises for at least 12 months.
9. 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).
10. Challenge 25 notices shall be displayed in prominent positions throughout the premises.
11. Signage shall be displayed advising customers to be respectful to residents and to leave the area in a quiet and orderly manner.
12. At all times the premises licence holder shall risk assess the need for door supervisors at the premises, and/or employ such door supervisors at such times and in such numbers as deemed necessary by the risk assessment, and/or at any other times upon agreement with the Police.
13. Cognisance shall be taken of Police advice if events are taking place which may directly or indirectly impact on the safety of staff and customers and provision shall be made for the required number of SIA licensed door supervisors to be on duty at times as agreed with the Police i.e. events requiring extra Police resources (Bank Holiday weekends, significant international or local sporting events etc.)
14. The written risk assessment shall be made available on request to the Police or Licensing Authority.
15. No children shall be permitted in the bar after 20:00 hrs.
16. No children shall be in the bar area unless they are with an adult and are consuming a meal.

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

Not applicable

Annex 4 – Plans

As attached