



**LICENSING ACT 2003
PREMISES LICENCE**

Cyngor Sir **Ceredigion** County Council

Premises licence number

PRM 0263 (Issued 25/10/2010)

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description	
ABERPORTH SPORTS AND SOCIAL CLUB, HILLSIDE ROAD, PARCLLYN	
Post town CARDIGAN	Post code SA43 2DH
Telephone number 01239 810 252	

Where the licence is time limited the dates
LICENCE NOT TIME LIMITED

Licensable activities authorised by the licence
REGULATED ENTERTAINMENT
PLAYS
FILMS
INDOOR SPORTING EVENTS
BOXING OR WRESTLING ENTERTAINMENT
LIVE MUSIC
RECORDED MUSIC
PERFORMANCES OF DANCE
ANYTHING OF A SIMILAR DESCRIPTION
PROVISION OF FACILITIES FOR
MAKING MUSIC
DANCING
ENTERTAINMENT OF A SIMILAR DESCRIPTION
LATE NIGHT REFRESHMENT
SALE BY RETAIL OF ALCOHOL

The times the licence authorises the carrying out of licensable activities

REGULATED ENTERTAINMENT

PLAYS

FILMS

INDOOR SPORTING EVENTS

BOXING OR WRESTLING ENTERTAINMENT

LIVE MUSIC

RECORDED MUSIC

PERFORMANCES OF DANCE

ANYTHING OF A SIMILAR DESCRIPTION

PROVISION OF FACILITIES FOR

MAKING MUSIC

DANCING

ENTERTAINMENT OF A SIMILAR DESCRIPTION

LATE NIGHT REFRESHMENT

SALE BY RETAIL OF ALCOHOL

ALL ABOVE ACTIVITIES:

SUN/ THURS: 1100 - 0100

FRI/SAT: 11:00 - 0130

NON STANDARD TIMINGS

BANK HOLIDAY WEEKENDS i.e. FRIDAY/ SATURDAY/ SUNDAY AND MONDAY: ONE ADDITIONAL HOUR.

NEW YEARS EVE TERMINAL TIME 04:00 NEW YEARS DAY.

ST GEORGE, ST DAVID AND ST PATRICKS DAY: ONE ADDITIONAL HOUR.

The opening hours of the premises

SUN/ THURS: 0800 – 0130

FRIDAY/ SAT: 0800 – 0200

NON STANDARD TIMINGS

ADDITIONAL 30 MINUTES TO EACH NON STANDARD TIMING.

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

ON AND OFF SALES

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

**COMMITTEE OF THE ABERPORTH SPORTS AND SOCIAL CLUB
HILLSIDE ROAD
PARCLLYN
CARDIGAN
SA43 2DG**

01239 810 252

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

DAVID ROBERT RICHARDS

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

CER 0451

CEREDIGION COUNTY COUNCIL

Annex 1 - Mandatory conditions

Mandatory conditions where licence authorises supply 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.

Mandatory condition where the premises licence includes a Condition that at specified times one or more individuals must be at the premises to carry out a security activity:

- (1) Each such individual must be licensed by the Security Industry Authority.
- (2) But nothing in (1) above 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 (c. 12) (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 plays or 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
 - (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.

The Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010

With effect from 6th April 2010

1. (1) The responsible person shall take all reasonable steps to 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children –

(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 (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(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;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on-

(i) the outcome of a race, competition or other event or process, or

(ii) the likelihood of anything occurring or not occurring;

(e) 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.

2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

With effect from 1st October 2010

4. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

(2) 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 a holographic mark.

5. The responsible person shall 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: 25ml or 35ml; and

(iii) still wine in a glass: 125ml; and

(b) customers are made aware of the availability of these measures.

Annex 2 - Conditions consistent with the operating Schedule

Appendix 1: General- all four licensing objectives

1. A full health and safety policy is in force for the club, includes risk assessments COSHH (appendix 6). Fire and Electrical testing and disability access. Regular inspections are made to ensure all equipment is serviceable.
2. A committee of 2 personnel has been appointed to oversee the safe and environmentally friendly operations of the club.
3. The club has a large car park with access at the entry calmed by speed bumps.
4. The club has a 4 camera CCTV system outdoors and 3 cameras indoors, all data is recorded.

Appendix 2: The prevention of crime and disorder

1. All staff have received relevant training Risk assessments have been performed and staff have signed to acknowledge that they have read and understood said assessments.
2. All staff have been briefed of their responsibilities, including not serve alcohol to under 18s neither serve customers who are Drunk.
3. Premises are designed with crime prevention in mind, security measures include:
 - The bar has a lockable secure shutter preventing access to tills and stock.
 - All money is secured in a safe outside of working hour.
 - The Building is alarmed and connected to the neighbouring site security.
 - Key access is restricted to named personnel.
 - The CCTV system monitors the exterior and main entrance.
 - A Door entry system is in place to restrict access to the premises.
 - Entry is monitored by a supervisor and the conduct of customers is continually monitored by staff and committee members.

Appendix 3: Public safety

1. All staff have been briefed on fire safety procedures, fire drills are carried out and records kept.
2. All fire exits and assembly points are clearly marked and fire fighting equipment is regularly tested.

3. The premises are subject to regular safety checks, including visits from the council to check for premises suitability, their recommendations are adhered to . regarding capacity and safety.
4. Drinking water is available free of charge.
5. First aid kits are available in the club and staff have been instructed in their use.
6. All upholstery and drapes are guaranteed flame retardant.
7. Staff are aware of disabilities requirements, the premises are all ground level with ramps at entries and exits.
8. Emergency lighting is installed and regularly maintained.

Appendix 4: The prevention of public nuisance

1. Staff have been made aware of their responsibilities under the Licensing Act of 2003.
2. All staff have been briefed not to serve alcohol to under 18s and drunks
3. Drunk, violent, quarrelsome or disorderly person will not be permitted to enter the premises or in the unlikely event of people on the premises becoming disorderly they will be asked to leave and refused future entry, in either case, the police will be notified.
4. The Premises are located away from other dwellings and separated either by a fence or large hedge, we have a good amicable relationship with the neighbours. All windows are closed after 23:00 to minimise any noise.
5. At closure, with the bars locked, exit doors will remain open to allow customers to leave in a quiet and orderly manner while supervised by staff or committee.
6. CCTV is operative at all times.

Appendix 5: The protection of children from harm

1. No one under the age of 18 will be served alcohol or cigarettes, being a local club, our staff know the age of most local youth, if not they and strangers are challenged.
2. Staff have been instructed to be vigilant with regard to the safety of young persons within the premises and to take extra care of children in the case of fire emergency.
3. The outside of the club is well illuminated and traffic accessing the car park is calmed with speed bumps.
4. Most of the exterior of the building is monitored by CCTV as is the interior not visible from the bar.
5. First aid facilities are available in the club and staff are instructed in their use.

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

LICENSING ACT 2003 MEDIATION MEETING

Held on the 18/5/2009 at Aberporth Sports and Social Club. Police licensing Officer Mr. John Evans and Aberporth Sports and Social Club treasurer TW Riley present.

MATTERS AGREED:

1. PLAN: Licensable activities all to be included within shaded area on plan - as per alcohol consumption/ sales.
2. PREMISES CAPACITY: Main hall = 200, dining room/ sitting area =50, lounge and main bar =150.
3. HOURS OF OPERATION:

BOX A AND ALL OTHERS Sun/ Thurs – 1100 to 0100 hrs,
Fri/Sat –1100 to 0130 hrs.

BOX O: Sun/ Thurs – 0800 to 0130 hrs.
Fri/Sat –0800 to 0200 hrs.

Main hall at pre booked function as at application and dining/ sitting area.

4. DOOR SUPERVISION: Main hall during functions –1x SIA where music and dancing is part of that entertainment. Registered door supervisor per 100 and part thereof of attendance.
5. PROTECTION OF CHILDREN FROM HARM: The premises are aware of the provisions of the law in respect of young persons. The D.P.S. and premises License holder will ensure staff closely monitor the welfare of children and report any matters of concern to management.

CCTV: Please see attached CCTV outline plan (ASSC) which is duly endorsed as of 2/6/2009. I confirm that this CCTV system is now to Dyfed Powys Police standards.

ALL REPRESENTATIONS WITHDRAWN.

CCTV Systems At Aberporth Sports and Social Club (ASSC)

Introduction

This document is intended to provide a **minimum** performance specification for the installation of a CCTV system, or the upgrade of an existing system, within ASSC. The primary objectives of installing a CCTV system within the club are:

- To seek to influence behaviour of patrons
- To protect staff and property
- Where necessary, to provide unequivocal evidence of an incident to assist subsequent prosecution

The system will also prevent criminal and anti-social behaviour.

Who and/or where is to be observed

- Patrons and staff
- Locations within the premises (interior/exterior)

Activities to be observed

- Incidence of disorder
- Assaults
- Theft of property
- Damage to property
- Dealing of drugs
- Drug abuse
- Suspicious actions

Picture Quality

The installed system will have sufficient quality of its images to.

- Clearly show actions of persons involved in an incident
- Give evidence of identity of offenders
- Show an overall view of the scene
- Be time and date stamped

Equipment

The system will be capable of utilising 12 cameras connected to 3 independent recorders to facilitate this change 4 new cameras will be purchased and 2 existing cameras relocated.

Cameras

Image quality will be greater than 50%R measured against the Rotakin Standard.

The Rotakin target was developed by the Police Scientific Development Branch as a means of auditing the efficiency of a CCTV system. It consists of a human silhouette target 1.8m in height. When the target fills the screen it is said to be 100R%

Monitors

A colour monitor will be used producing a minimum of 300TVL processed image.

Recording of Images

The images will be recorder onto the hard-drive of a digital recorder with the facility to transfer data onto digital media or DVD to BS. 8495 standard.

Digital Recording Systems

The video format utilised will be PAL the European standard.

The system will record at a minimum rate of 5 frames per camera per second utilising built in motion detection.

Image Retention

The systems will retain images for at least 31 days before overwriting.

Time and Date Stamp

All recorded images will have a time and date stamp on each frame.

Security of Equipment

Access to the recording systems will be require the use of a password

Lighting

Internal areas of the club house are sufficiently illuminated via standard domestic lighting, external cameras have low light capability assisted by the street lighting.

Signage

Standard CCTV in operation signage will be displayed in accordance with the data protection act

Commissioning

The complete system must be fully tested, and commissioned prior to use. to determine whether or not the cameras cover the required areas,

Training/Systems Management

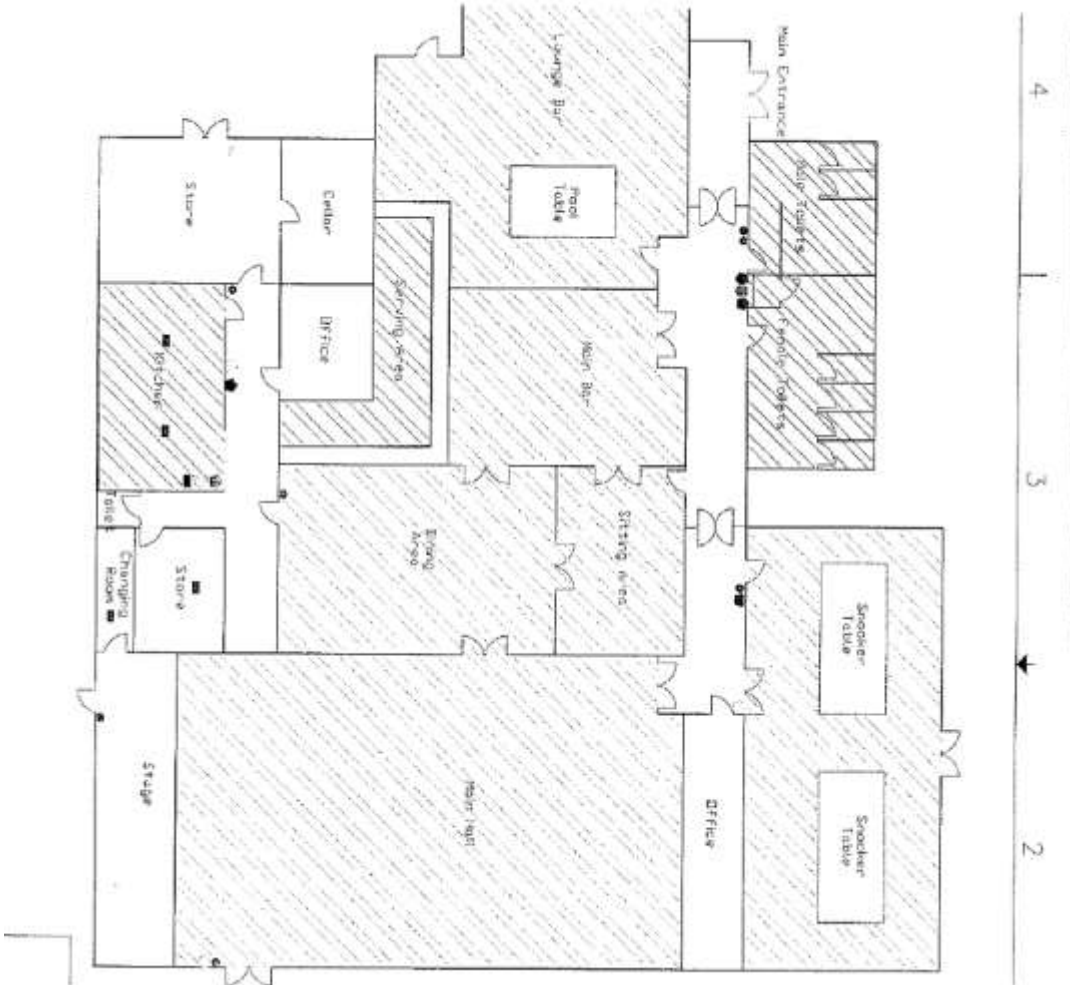
As Part of the commissioning procedure, all users and managers of the system will be given training and all relevant documentation client, or the client's representative, to operate the system a

THIS SYSTEM IS MICROSOFT WINDOWS COMPATIBLE

Signed: J. W. Riley

Date: 2/6/2009.

Annex 4 – Plans



Key	Function
	Entrance Door
	Fire Exits
	Fire Alarm Break Glass
	Fire Alarm Control Panel
	Alcohol Consumption
	Stage Area High 45cm
	Kitchen
	Alcohol Serving Area
	Tables
	Smoke Detectors
	Fire Extinguisher Water
	Fire Extinguisher CO2
	Fire Extinguisher Wet Chemical
	Fire Extinguisher Spray Foam
	Fire Blanket
	Fire Hose Water