

PREMISES LICENCE

The Licensing Act 2003
Schedule 12, Part A



Premises Licence Number	13/01249/REVIEW
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Part 1 – Premises Details

Postal address of premises , or if none, ordnance survey map reference or description, including Post Town & Post Code	
Capitol Express 11 Snowdon Parade Snowdon Avenue Maidstone Kent. ME14 5NS	
Telephone number	01732 525291

Where the licence is time limited the dates
Not Applicable

Licensable activities authorised by the licence
Sale or Supply of Alcohol

Times the licence authorises the carrying out of licensable activities
Sale or Supply of Alcohol – Suspended from 05/07/13 to the 04/10/13
Monday to Saturday 08:00 - 23:00
Good Friday 08.00 to 22.30
Christmas Day 12.00 to 15.00 and 19.00 to 22.30
Suspended from 05/07/13 to the 04/10/13 – There must be no alcohol on the premises at this time.

The opening hours of the premises
Every day 08:00 - 23:00

The non-standard opening hours of the premises
Not applicable

Where the licence authorises supplies of alcohol whether these are on and / or off supplies
Alcohol is supplied for consumption off the premises.

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Licence issued by:
The Licensing Partnership P.O. Box 182 Sevenoaks Kent TN13 1GP
Telephone number: 01732 227004

Part 2**Name, (registered) address, telephone number and email address (where relevant) of holder of premises licence**

Mr Ferhat OK & Mrs Olcay OK
 Capitol Express
 11 Snowdon Parade
 Snowdon Avenue
 Maidstone
 Kent. ME14 5NS

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

Not applicable

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

Mr Ferhat OK
 11 Snowdon Parade
 Snowdon Avenue
 Maidstone
 Kent. ME14 5NS

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

Licence Number: MAID0185/LP/0483
 Licensing Authority: Maidstone Borough Council

John Littlemore
Head of Housing and Community Services
Maidstone Borough Council

Annex 1 – Mandatory conditions**MC1 - The supply of alcohol**

MC0101 - Where a premises licence authorises the supply of alcohol, the licence must include the following conditions:-

No supply of alcohol may be made under the premises licence -

- (a) at a time where 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.

MC0102 - Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

4. 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.

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.

Annex 2 – Embedded conditions

Alcohol shall not be sold or supplied except during permitted hours.

In this condition, permitted hours means:

- a. On weekdays, other than Christmas Day, 8 a.m. to 11 p.m.
- b. On Sundays, other than Christmas Day, 10 a.m. to 10.30 p.m.
- c. On Christmas Day, 12 noon to 3 p.m. and 7 p.m. to 10.30 p.m.
- d. On Good Friday, 8 a.m. to 10.30 p.m.

The above restrictions do not prohibit:

- (a) during the first twenty minutes after the above hours, the taking of the alcohol from the premises, unless the alcohol is supplied or taken in an open vessel;
- (b) the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
- (c) the sale of alcohol to a trader or club for the purposes of the trade or club;
- (d) the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces;

Alcohol shall not be sold in an open container or be consumed in the licensed premises.

Annex 3 – Conditions consistent with the Operating Schedule

Not applicable

Annex 4 – Conditions attached after a hearing by the licensing authority

CCTV will be fitted to a standard agreed by Kent Police and Local Authority Officers. The system must comply with The CCTV Code of Practice (2008 edition) produced by the Information Commissioners Office (or subsequent revisions.)

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The CCTV system will be maintained and serviced on a regular basis

Any recording made via the use of the CCTV will be retained and stored for a minimum of 31 days and made available to any police officer, Local Authority Licensing Officer or any Trading Standards Officer on request or in any case within 48 hours of a request being made.

CCTV coverage will include areas inside and outside of the premises, as approved by the Licensing Authority, in accordance with advice from Kent Police and may include reasonable requests to reposition cameras.

Signs to be displayed to inform the public passing the premises and customers that CCTV is in use at the premises

The only forms of identification acceptable will be photographic driving licence, passport or a 'PASS' approved identification card.

A policy of Challenge 25 will be adopted and publicised in the shop including at the entrance, till point and around the alcohol display areas to the agreement of Kent Police and Local Authority Officers.

All staff will be trained in Challenge 25 and general responsibilities of responsible alcohol retailing and this training will be auditable as per condition 12

The electronic point of sale (EPOS) system to include the facility to prompt cashiers when scanning alcoholic products to positively confirm that they have checked the purchaser's age.

A written refusals and challenges book will be kept at the premises and all staff fully trained in its use. As well as refused sales a record should be kept where customers are challenged and subsequently served as per the Challenge 25 policy of condition 8. The following information will be recorded in this book: -

- a. Time of refusal or challenge
- b. Item refused
- c. Description of person refused sale
- d. Reason for refusal
- e. Name of staff member making refusal

The premises licence holder must audit the refusals and challenges log weekly to identify current trends or members of staff who may require further training to challenge customers.

The refusal book will be made available for inspection to any police officer, Local Authority Licensing Officer or Trading Standards Officer at any reasonable time.

All staff training will be auditable and written records of all training given will be available to any police officer, Local Authority Licensing Officer or Trading Standards Officer at any reasonable time.

The sale of alcohol may only be transacted by a personal licence holder or under the direct supervision of a personal licence holder at all times. When no personal licence holder is present on the premises a sign will be prominently displayed to make all purchasers aware that there are to be 'NO ALCOHOL SALES'.

Annex 5 – Plans

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Please see attached

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