

PREMISES LICENCE

The Licensing Act 2003
Schedule 12, Part A



Premises Licence Number	23/03511/LAPMV
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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	
The Zoo 10 - 11 Market Buildings Maidstone Kent. ME14 1HP	
Telephone number	01622 609330

Where the licence is time limited the dates
Not Applicable

Licensable activities authorised by the licence
Films Live music Recorded music Performances of dance Anything of a similar description to the activities of live music, recorded music or the performance of dance Sale or Supply of Alcohol Late Night Refreshment

Times the licence authorises the carrying out of licensable activities	
Films (Indoors)	
Every Day	09:00 - 07:00
Live music (Both Indoors and Outdoors)	
Every Day	09:00 - 07:00
<i>The outside area is subject to deregulation from Sunday -Thursday as the terminal hour will be 23:00 but on Friday and Saturday regulated live music will be provided between 23:00 and 1.00 daily.</i>	
Recorded music (Both Indoors and Outdoors)	
Every Day	09:00 - 07:00
<i>The outside area is subject to deregulation from Sunday -Thursday as the terminal hour will be 23:00 but on Friday and Saturday regulated recorded music will be provided between 23:00 and 1.00 daily.</i>	

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

Performances of dance (Indoors)	Every Day	09:00 - 07:00
Anything of a similar description to the activities of live music, recorded music or the performance of dance (Indoors)	Every Day	09:00 - 07:00
Sale or Supply of Alcohol	Every Day	09:00 - 07:00
Late Night Refreshment (Both Indoors and Outdoors)	Every Day	23:00 - 07:00

The opening hours of the premises
Every day 09:00 - 07:00

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 both on and off the premises.

Part 2

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

Mr Christopher Dyer
10 - 11 Market Buildings
Maidstone
Kent. ME14 1HP

Email address [REDACTED]

Registered number of holder, for example company number, charity number (where applicable)
Registered Business Number 06478246

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

Mr Christopher Dyer
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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: WK/200812907
Licence Authority: Maidstone Borough Council



John Littlemore
Head of Housing and Community Services
Maidstone Borough Council

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Annex 1 – Mandatory conditions

The supply of alcohol

- 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.

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

Mandatory conditions in force from 28 May 2014

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.

Mandatory Conditions in force from 01 October 2014

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);

(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).

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."

Exhibition of films

- 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 made by that body.

- 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.

In this section -

"children" means 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 (c.39) (authority to determine suitability of video works for classification).

Door supervision

- Any premises which includes a condition that door supervisors must be at the premises to carry out a security activity, shall ensure that each such person is licensed to conduct such activities by the Security Industry Authority.

Annex 2 – Embedded conditions

Not applicable

Annex 3 – Conditions consistent with the Operating Schedule

CCTV to be fitted to a standard agreed to by the police that complies with the CCTV Code of Practice (2008 Edition) produced by the information Commissioners Office, with all public areas, including all access and egress points covered. This is also to include any exit doors, alleyways or any other areas used for the ejection of customers.

The CCTV system will be maintained and serviced on a regular basis and records kept to that effect.

CCTV shall be operational at all times that members of the public and/or staff are on the premises.

Images will be retained for a period of at least one calendar month by whatever means the licence holder deems appropriate.

The Police or Local Licensing Authority will have access to these images at any reasonable time and in any case within 48hrs of the request for the image being made.

The Police or local Authority will be allowed to take a recording by way of tape, CD Rom or any other means of the image within 24hrs of the initial request being made by either the Police or Local Licensing Authority.

Staff will be fully trained in the CCTV system and there will be at least one member of staff on duty during trading hours who is able to provide a recording of any incident within 48 hours of any request of Police or Local Licensing Authority.

Door Staff will only be required to be in attendance in the evenings if more than 100 customers are expected to be on site at any given time.

In the event that the expected number of customers on site at any given time is:

- (i) Between 100 and 150, one member of door staff will be on duty,
- (ii) For the period of time where the expected number on site is between 150 and 250 there will be 2 door staff and;
- (iii) For the period of time where the expected number on site is between 250 and 360 there will be 3 door staff.

When door staff are required at least one member of door staff will be on duty by 21.00 hours

Further members of door staff will be required to be on duty from 23.00 hours, unless requested to attend earlier by management.

Door staff will remain on duty until close of the premises unless the number of customers fall below 50. In that event the number of door staff required to be on duty will be reduced to one until close of the premises.

All security staff will display their name badges by way of a reflective armband.

A log book will be kept detailing all incidents that occur at the premises. This will be a bound book which will detail the following:-

- a) The day, date and time of the incident
- b) The member of staff making the entry
- c) All members of staff involved in the incident
- d) An account of the incident
- e) Details of any persons injured and the injuries sustained
- f) Any other details thought relevant

A register will be kept of all security staff working at the premises for every time that the premises are open for trading. This register will be a bound book and it will contain the following information:-

- a) Day and date of entry
- b) Time that member of security staff starts and finishes work
- c) Full name
- d) SIA registration number
- e) Signature of the member of security staff

A drugs policy will be produced by the Premises Licence Holder and agreed with the Police.

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All drinks intended for consumption on the premises, both alcoholic and non-alcoholic will be served in either polycarbonate or toughened glass. All bottled drinks usually drunk directly out of the bottle will be decanted into either polycarbonate or toughened glass. Only exception to the decant part of this condition will be champagnes, cocktails, wine and bottle service spirits.

A representative of the Premises Licence Holder will actively participate in the Nite Net radio system and will also be a member of the Night Time Economy Forum attending on average 4 meetings a year and ensuring that a record is kept to establish that those minutes have been read and as necessary actioned.

A responsible person at the premises will monitor the Nite Net radio at all times that the premises are trading.

No open vessels, bottles or other type of container will be allowed outside of the licensed premises or the area licensed under the Kent County Council street furniture licence.

All staff will be fully trained in their responsibilities under the Licensing Act and the training will be fully auditable and available to any responsible authority on request.

It will be the responsibility of the premises licence holder to ensure that any queue forming at the entrance to the premises is orderly and supervised in such way so that it does not cause a nuisance to other nearby businesses, passing pedestrians and traffic.

An auditable system will be used to record the number of customers within the premises whenever it is open for trading.

No persons under the age of 18 years will be allowed on the premises in any case after 23:00 hours unless attending a private pre-booked function or event.

All staff will be fully trained in 'Challenge 25' and the training will be fully auditable and available to any responsible authority on request.

Notices to advise customers that 'Challenge 25' is in force and notices will be prominently displayed in all areas to that effect.

The only proof of age that will be accepted will be a passport, photographic driving licence or an accredited 'PASS' marked proof of age card.

A noise level for the provision of regulated entertainment in the outside area will be set by agreement with the Community Protection Team of Maidstone Borough Council and thereafter can only be varied by agreement in writing which would include e-mail.

The Premises Licence Holder will comply with the requirements of the Noise Management Plan attached (Appendix 5)

This plan will be reviewed annually and any update lodged with the licensing authority.

The licence holder shall make available a contact number for local residents to contact the premises to discuss any specific incidents or concerns either during or after events. This will be manned throughout the time an event takes place.

We will scan customers on a deemed risk basis until 03:00am. Smokers must remain in the designated smoking area at all times.

Licence holder and/or designated premises supervisor shall ensure that at least one person who has passed the Personal Licence exam is available on the licensed Premises while the sale or supply of alcohol is being undertaken at the premises.

A designated glass collector will be employed, to collect empty glasses during trading hours.

The premises shall have a written dispersal and search policy that outlines the procedure for management, door supervisors and staff. The policy will contain procedures on

- a) How door staff prevent overcrowding
- b) Supervise the queue to ensure that it is managed in a way that avoids rowdy, unpleasant behaviour and to keep customers quiet as to not disturb neighbours in the vicinity
- c) A procedure for door staff engaged in carrying out random searches.
- d) To ensure the dispersal of patrons from the curtilage and grounds of the licensed premises immediately after the end of licensable activities
- e) Prevent patrons from leaving the premises with open containers and bottles
- f) To provide evidence by written statement to police in any criminal investigation as and when required.
- g. The toilets shall be regularly monitored.

We will operate a cooling down period of 15mins, prior to the end of session, where we will decrease sound levels to create a more calming atmosphere preparing us for close and full dispersal of patrons.

The supply and use of body worn recording devices set to buffering mode and activated to record mode when an incident occurs.

To deploy 2 x SIA door supervisors to the High Street 15mins prior to closing, with an additional 4 x SIA door supervisors to support and assist the dispersal process.

There will be no new entries to the venue after 3am, excluding those that have been in the venue earlier.

The venue will only use SIA registered supervisors, no marshal's will be used at the venue.

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

Not applicable

Annex 5 – Plans

Please see attached