

From: Delta Tech <info@deltatechltd.com>
Sent: Tuesday, June 13, 2023 1:16 PM
To: EastSussex.Licensing <EastSussex.Licensing@sussex.police.uk>
Cc: [REDACTED] licensing <licensing@lewes-eastbourne.gov.uk>
Subject: Re: SUSSEX POLICE: New Licence Application (Ref: 054995)

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Dear PC Ben Deacon

Thank you for your earlier email and our apologies for the delayed response as we were addressing an issue with the notice that's now resolved.

We can confirm the proposed conditions as set out within your email are accepted and we shall be grateful if you could kindly acknowledge receipt of our confirmation.

We thank you for your assistance in the matter.

Kind regards
Turabi Ay LL.B
Delta Tech

On Tue, 6 Jun 2023 at 17:24, East Sussex Licensing <EastSussex.Licensing@sussex.police.uk> wrote:

Dear Josephine,

I'm one of the police licensing officers that covers East Sussex, on review of your application you have promoted the 4 licensing objectives very well and offer great reassurance to us that you have considered meeting those objectives, along with ensuring responsible drinking. What I have done is elaborated more on the conditions that you have mentioned, so that it meets the standard conditions that we ask of all new premises, please below:

CCTV

Subject to GDPR guidance and legislation:

(a) Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrances/exits to the premises as well as any outside space. The system shall be on and recording at all times the premises licence is in operation.

(b) The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.

(c) CCTV footage will be stored for a minimum of 31 days

(d) The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.

(e) The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.

(f) The management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Police e.g. USB) or provide footage via an online link as initiated by Police, without difficulty or delay and without charge.

(g) Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.

(h) In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.

Training/Authorisation:

(a) The Premises Licence Holder shall ensure that all staff members engaged, or to be engaged, in selling alcohol at the premises shall receive the following induction training. This training will take place prior to the selling of such products:

*The lawful selling of age restricted products

*Refusing the sale of alcohol to a person who is drunk

* An awareness and understanding of Safety Initiatives such as 'Ask For Angela' & 'Safe Space'

(b) Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed 8 weeks, with the date and time of the verbal reinforcement/refresher training documented.

(c) All such training undertaken by staff members shall be fully documented and recorded and signed by both the employee and the DPS. All training records shall be kept on the premise or in electronic format and made available to Sussex Police, officers of the local authority and officers from the Trading Standards team upon request.

(d) A list of staff members who are authorised to sell alcohol on the premises shall be kept. This shall be endorsed by the DPS with the date such authorisation commences.

Challenge 25:

(a) The premises will operate an age verification policy set at a minimum of 25 years (e.g. "Challenge 25") whereby any person attempting to buy alcohol who appears to be under the specified age e.g. 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, official Photographic Identity Cards issued by EU states bearing a hologram or ultraviolet feature, driving licences with a photograph, photographic military ID or proof of age cards bearing the 'PASS' mark hologram.

(b) Signage advertising the age verification or 'Challenge 25' policy will be displayed in prominent locations in the premises.

Incident/Refusal Log:

(a) An incident/refusal log whether electronic or written will be maintained by the premises showing a detailed note of incidents that occur in the premises. The log will be inspected and signed off by the DPS (or a person with delegated authority) at least no more than four (4) weeks.

(b) The log book or electronic format should be kept on the premises and be available for inspection at all times the premises are open by authorised officers of the Licensing Authority or the police. An incident will be defined as being one which involves an allegation of a criminal offence.

(c) Feedback shall be given to staff to ensure these are used on each occasion that a refusal or incident occurs at the premises.

(d) Any refusals made for alcohol service e.g. underage, will also be recorded (either in electronic or written form) and feedback given to staff as relevant. The log will be kept at the premises for a minimum of twenty four (24) months.

Café Bar:

(a) Alcohol shall only be supplied by waiter/waitress service to people seated at tables.

(b) Food shall be available at all times when the premises is open and trading. The primary use of the premises shall be as a TEA ROOM, not be that of a bar and any promotions and advertising will refer to it as such.

(c) Suitable beverages other than intoxicating liquor (including drinking water) shall be equally available for consumption

Outside Areas

- a. Customers will not be permitted to take alcohol outside the premises to consume whilst smoking, congregating or eating on the pavement outside the premises.

(b) No open vessels shall be allowed off the premises.

Outside Areas

(c) management will have a clear dispersal policy for all events and trading times that upon exiting the premises patrons will be reminded to leave the premises quietly and relevant signage & message to enforce this is to be put in place.

(d) The Outside area must be kept clean and tidy and any broken glasses or polycarbonates will be disposed/removed and dealt with by staff of FLIMWELL PARK

(e) Outside areas are to be well lighted and promote good visibility to those entering and exiting the premises.

Overall these are our standard ones that we would ask of all premises but what you will also see is that I have not added some of those that you have mentioned for example the volume of alcohol- you have mentioned as being 5.5% we would trust and know that an establishment such as yourself would not be selling/promoting such high strength alcohol like your typical white lightning and the threshold we would normally allow is up to 6.5%

Please could I have an update no later than the 9th June 2023.

Kind regards

Ben

Ben Deacon

Sussex Police Licensing Officer for Wealden, Hastings & Rother District
Neighbourhood Policing Team

Battle Police Station | East Sussex