

Sent: 08 July 2020 14:45
To: Fuller, Robin; Burch, Clare
Subject: FW: New premises licence application - Artelium Wine Estate, Malthouse Farm, Streat Lane, Streat

Good afternoon,

Sussex Police Licensing has no objections provided that all our agreed conditions are placed on the licence when/if granted.

Kind regards,

Kirstie Rolfe

Licensing Officer

Eastbourne, Lewes, Wealden, Hastings & Rother District

Local Policing Support Team, Bexhill Police Station
Terminus Road, Bexhill, East Sussex TN39 3NR
Telephone 01273 404353 Ext. 564605

From: Julie Bretland [mailto:arteliumwine@gmail.com]
Sent: 08 July 2020 08:33
To: Rolfe Kirstie 31774
Subject: Re: New premises licence application - Artelium Wine Estate, Malthouse Farm, Streat Lane, Streat

****External Email** - Think before you click. If you do not trust the sender, do not click on any links or open any attachments. Further information can be found [here](#).**

Dear Kirstie,

Firstly, we accept all your conditions laid out above. Thank you so much for all these points.

To answer your questions:

- yes we will be running a bar for people to sit at, and enjoy drinks, but this will only be open Thursday, Friday and Saturday evenings.
- people who have not booked on a tour can come in for a drink, but again, only when the bar is open as per point above. Outside of these evenings the bar will only be used for the wine tasting part of our pre-booked tours and private events.
- yes all tours are pre-booked.
- we will not be holding weddings, but might hold dinners in the vineyard or tasting rooms during licensable hours which we see for being around 20 people. There may also be things such as birthdays, where people want a private tour and tasting to celebrate - but this will be just like our normal tours.

I hope that answers all your questions but please do let me you if we can clarify anything further.

Appendix 1

Kind regards,

Camilla Jennings

on behalf of Julie Bretland

On Fri, Jul 3, 2020 at 10:36 AM <Kirstie.j.Rolfe@sussex.pnn.police.uk> wrote:

Good morning Julie Bretland and Mark Collins,

I am in receipt of your application for a premises licence at the above location. If I understand correctly, you intend to operate a wine tasting house and hold events.

- Will you be operating a bar for customers to order drinks and sit and enjoy them, in the way a public house would run?

- Can customers who are not part of a tour attend at any time during licensable hours and purchase/consume drinks on site?

- Are all tours pre booked?

- What type of events would you be holding? Weddings? Birthdays?

Taking into consideration the steps you have offered to promote the Four Licensing Objectives, I would like you to consider the following conditions to be placed on your licence when/if granted - some are similar to what you have already offered;

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

Appendix 1

- b) Further verbal reinforcement/refreshers 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/refreshers 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 premises 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. The list of recommended forms of ID may be amended or revised with the prior written agreement of Sussex Police, the Licensing Authority and Trading Standards without the need to amend the licence or conditions attaching to it.
- b) Signage advertising the age verification or 'Challenge 25' policy will be displayed in prominent locations in the premises.

Incident Log:

- a) An incident log 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 every 4 weeks.
- b) The log book 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.

- No open vessels shall be allowed off the premises.

Please can you respond within the next 7 days to the questions and your acceptance or otherwise to the conditions I have requested.

Appendix 1

Kind regards,

Kirstie Rolfe

Licensing Officer

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