

APPENDIX 2

From: Nicola.Fenner@sussex.pnn.police.uk <Nicola.Fenner@sussex.pnn.police.uk>
Sent: 25 November 2021 13:32
To: licensing <licensing@lewes-eastbourne.gov.uk>
Cc: Daren.buck@sussex.pnn.police.uk; eastsussex.licensing <eastsussex.licensing@sussex.pnn.police.uk>
Subject: FW: 16 Terminus Rd Eastbourne - Premises licence application EBC, (ref: 053819)

Dear Eastbourne Licensing

Please find below an email chain between myself and the applicate regarding Sussex police preferred revised wording of conditions for their New premises license. You will also see an email from the applicate agreeing to the wording of our conditions outlined as below.

With Sussex police preferred revised wording of conditions added to the licence, Sussex police would have no objections to the Application for : **Re: Premises licence application Ref: 053819 - Mr Anthonipillai Antonvijayarajah 16Terminus Road, Eastbourne BN21 3LP**

If there is anything else you further require, please do not hesitate to contact me.

Kind regards



Nicky Fenner
07824457101
Sussex Police Licensing Officer – Eastbourne, Lewes, Wealden, District
Neighbourhood Policing Team
Hammonds Drive | East Sussex
EastSussex.Licensing@sussex.pnn.police.uk

From: Anton A
Sent: 24 November 2021 15:59
To: Fenner, Nicola 34237
Subject: Re: 16 Terminus Rd Eastbourne - Premises licence application EBC, (ref: 053819)

Good afternoon,
Thank you for calling me in the morning.
I have read through the conditions, and I agree with them. I will follow them accordingly.
If you need anything further, please contact me.
Thank you,
A Antonvijayarajah

From: Nicola.Fenner@sussex.pnn.police.uk <Nicola.Fenner@sussex.pnn.police.uk>

Sent: 24 November 2021 11:42

To: [REDACTED]

Subject: RE: 16 Terminus Rd Eastbourne - Premises licence application EBC, (ref: 053819)

Dear Mr Antonvijayarajah

Thank you for taking my call this morning. I understand that my email has not reached you and as explained Sussex police emails sometimes can be found in the junk box.

As per our telephone conversation I explained that I will be sending some preferred revised wording of conditions that Sussex police would like to see on any premises licence. The conditions added as below, I ask that you read through them and if you agree simply reply via this email that you agree with the wording/conditions, if however you do not agree please state which conditions and why.

I must remind you that all applications are time limited and any delay or non-agreement between Sussex police and yourself of the added conditions could lead to Sussex police objecting to your application.

Please respond to this email no later than 30th November 2021

Revised wording of conditions for 16 Terminus RD Eastbourne

CCTV:

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 entrance to the premises. 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) Subject to GDPR guidance and legislation, 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 Sussex Police) for the police without difficulty or delay and without charge to Sussex Police.

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

h) In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Sussex 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

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 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.

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 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 fortnightly intervals of no more than four (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.

Off-Licence:

- a. No beer, lager or cider with an ABV of 6% or above shall be sold at the premises. This prohibition shall not apply to premium beer, lager or cider with an ABV of 6% or above such as craft or speciality brands, brands produced by a micro-brewery or brands produced to commemorate a national or local event.
- b. All alcohol will be kept behind the serving counter beyond arms reach of customers.
- c. Alcohol products will not be displayed within a three (3) meter radius of the front entrance other than behind the serving counter out of reach of the public.

Kind regards



Nicky Fenner

07824457101

**Sussex Police Licensing Officer – Eastbourne, Lewes, Wealden,
District**

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