

Dear Jade,

That is correct, as per the reasons/rational below and as discussed between us and Nicola to which you can see she has agreed with

Kind regards

**Ben Deacon**

**Sussex Police Licensing Officer for Hastings & Rother District**

Neighbourhood Policing Team

Battle Police Station | East Sussex

**Telephone:** 01273 404535 **Followed by ext:**565202

**Mobile:**07776117094

[EastSussex.Licensing@sussex.police.uk](mailto:EastSussex.Licensing@sussex.police.uk)

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**From:** Jade Marshall <[Jade.Marshall@lewes-eastbourne.gov.uk](mailto:Jade.Marshall@lewes-eastbourne.gov.uk)>

**Sent:** Friday, 3 March 2023, 16:11

**To:** [Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk) <[Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk)>; [admin@paps.cafe](mailto:admin@paps.cafe) <[admin@paps.cafe](mailto:admin@paps.cafe)>

**Subject:** RE: Sussex Police- Sea salts Cafe

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Good afternoon,

Looking at the below agreed conditions please could I confirm that you have both agreed that off sales are to be withdrawn from the application.

Kind regards,

Jade

**Jade Marshall**

Specialist Advisor Regulatory Services (Licensing)

Lewes & Eastbourne Borough Councils

Tel: 07984552275

Email: [Jade.Marshall@lewes-eastbourne.gov.uk](mailto:Jade.Marshall@lewes-eastbourne.gov.uk)

Web: [www.lewes-eastbourne.gov.uk](http://www.lewes-eastbourne.gov.uk)

**From:** [Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk) <[Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk)>

**Sent:** 26 January 2023 09:16

**To:** [admin@paps.cafe](mailto:admin@paps.cafe)

**Subject:** RE: Sussex Police- Sea salts Cafe

Hi Nicola,

Thank you for your speedy response and agreement, I will get this sent over to the council ASAP.

Kind regards

Ben

**Ben Deacon**

**Sussex Police Licensing Officer for Hastings & Rother District**

Neighbourhood Policing Team

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**Sussex Police**

**From:** Papachinos Admin & Finance <[admin@paps.cafe](mailto:admin@paps.cafe)>

**Sent:** 25 January 2023 15:08

**To:** Deacon, Ben 31195 <[Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk)>

**Subject:** RE: Sussex Police- Sea salts Cafe

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Hi Ben,

Thank you for your insightful update. Our business model is primarily operating as a community café so the recommendations and additional conditions you make will not be difficult to implement or cause the business any undue problems. I can therefore confirm that we are more than happy to adopt all the recommendations and updated conditions you have outlined below including the request that we ensure that sales of alcohol are only permitted as outlined and specified on our floor plan and that alcohol will be as per a Café Bar condition.

Many thanks again,  
Nicola

**From:** [Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk)

**Sent:** 25 January 2023 14:35

**To:** [admin@paps.cafe](mailto:admin@paps.cafe)

**Subject:** RE: Sussex Police- Sea salts Cafe

**Importance:** High

Hi Nicola,

Thank you for the update.. that has helped us understand your business model more, so now that we understand it a little more due to the information you have now provided, we would now be able to look at adding the additional conditions to ensure that you continue to promote the licensing objectives.

#### **Outside Areas**

- a) Any empty glasses or bottles will be immediately cleared from the outdoor seating by staff and management
- b) Any broken glass from the premises will be immediately cleared and cleaned up by the staff of 'SALT CAFE'
- c) No open vessels shall be allowed off the premises.

#### **SIA:**

Numbers:

All pre-booked events shall be risk assessed by the Designated Premises Supervisor and a minimum of two SIA registered door staff shall be on duty on any occasion where the risk assessment shows it to be necessary. The door staff shall be on duty from 30 minutes prior to the start of the event until 30 minutes afterwards.

There will be a written Dispersal Policy in place as agreed with Sussex Police to prevent groups gathering, engaging in altercations and persons remaining in the vicinity of the premises.

However the concerns we do have are people being allowed to walk away with unfinished alcoholic beverages or being able to walk in to your premises and order an alcoholic beverage and then walking off with it- the issue with this is that it also means you are removing yourself from a Café Bar condition and actually becoming more of an off licence condition.

Allowing the public to walk off with unfinished alcoholic drinks or purchasing alcohol from your premises within a Public recreation ground with also the concept of being able to roam freely within a park or watching sports whilst consuming alcohol from either a glass bottle or a glass can increase the potential for Crime & Disorder within that area and would go against the licensing objective namely the prevention of Crime & Disorder.

The other affect that this could have in allowing people to walk off is that if bottles or glasses were broken or strewn across the recreational grounds or park than this has further potential to go against the other objectives namely public nuisance which refers to such things like litter, pollution, noise etc, and also permitting people to take alcohol to such sporting events can also border on to the realms of going against Protection of Children from Harm, particularly if people become intoxicated whilst at a child sporting event or even the local park, which we note is also local to your premises.

Allowing them to do this means your not in control of the environment and if incidences did occur resulting in it being established the alcohol was purchased from your premises than it could have an impact on your licence and could be subject to a review, therefore please can we ask that you review this and reconsider that alcohol is only permitted on your premises that you have outlined and specified on your floor plan and that alcohol will be as per Café Bar condition.

Kind regards

Ben

**Ben Deacon**

**Sussex Police Licensing Officer for Hastings & Rother District**

Neighbourhood Policing Team

Battle Police Station | East Sussex

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**Sussex Police**

**From:** Papachinos Admin & Finance <[admin@paps.cafe](mailto:admin@paps.cafe)>

**Sent:** 25 January 2023 12:42

**To:** Deacon, Ben 31195 <[Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk)>

**Subject:** RE: Sussex Police- Sea salts Cafe

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Dear Ben,

Thank you for your email. I can confirm that we are happy with the conditions set out and the outlined procedures will be entered into our business operating policies.

I can also confirm that the premises has adequate CCTV coverage of the internal and external public areas as well as clear coverage of the entry/exit points. We operate other similar venues and key staff have been trained in the operation of the system.

Regarding the other points you raised:

- Your application states that you plan to be open till midnight, is that correct? If so, what's your business plan? Are you doing events/venue hire or plan to just be open till midnight

Although we do not currently plan to operate the regular café business until midnight we would like the option to offer the venue for hire for occasional events/functions and club gatherings etc.

- Your application also states that your looking at the consumption of alcohol being on and off site- please can you confirm what is the plan with consumption off site and what are the type of products that you are looking at selling for people to take off site

The venue has outdoor seating and although these areas have been included in the license as having licensable activity carried out it is possible some customers may remove unfinished items from the premises. The café is in a park location with sports and other recreational events regularly taking place. Off sales would be limited to beers, wines and other light refreshments being purchased for people using the recreation ground areas. We do not intend selling bottles of wine or spirits as off sales especially not unopened bottles.

Please do let me know if you require any more information or if I can be of any further assistance.

Kind regards,  
Nicola Papanicolaou  
Managing Director  
Papachinos

**From:** [Benjamin.Deacon@sussex.police.uk](mailto:Benjamin.Deacon@sussex.police.uk)

**Sent:** 25 January 2023 11:53

**To:** [admin@paps.cafe](mailto:admin@paps.cafe)

**Subject:** Sussex Police- Sea salts Cafe

**Importance:** High

Dear team,

I'm one of the police licensing officers, and in the absence of my colleague (Phil Joseph) that covers your area, I have been asked to review your application.

Upon the reviewing of premises applications, We (Sussex Police) normally look at adding conditions to the licences, so that they are taking in to account the 4 licensing objectives of the Licensing Act 2003- In going forward on looking at your application I have the following questions and conditions that will need to be considered.

- Your application states that you plan to be open till midnight, is that correct? If so, what's your business plan? Are you doing events/venue hire or plan to just be open till midnight
- Your application also states that your looking at the consumption of alcohol being on and off site- please can you confirm what is the plan with consumption off site and what are the type of products that you are looking at selling for people to take off site

With regards to the conditions and from the information I know of so far from your application, we would be looking at the following conditions, until we have an update ref the above question we can look at adding further relevant conditions to the nature of your premises/business:

**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 and also where applicable sufficient quality to work externally .
- 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 and awareness of Safety Initiatives. 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 about 'Ask 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 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 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.

### **Operating as a 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 café, not be that of a bar and any promotions and advertising will refer to it as such.

Once you have reviewed the above conditions, please can I ask that you reply to the email stating that your happy so far with the conditions set out, please could we have a response before and no later than the 1<sup>st</sup> Feb 2023.

Please do not hesitate to contact me, if there is any issues or concerns.

Kind regards

Ben

**Ben Deacon**

**Sussex Police Licensing Officer for Hastings & Rother District**

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