

**SCHEDULE 12 PART A (Regulation 33,34)**

**PREMISES LICENCE NO EEBC/10/00109/LAPRE**

**Part 1 - Premises details**

Postal address of premise, or if none, ordnance survey map reference or description  <b>FEVER &amp; BOUTIQUE, 5-9 SPREAD EAGLE SHOPPING MALL,</b>	
Post town <b>EPSOM</b>	Post code <b>KT19 8DN</b>
Telephone number <b>NOT STATED</b>	

Where the licence is time limited the dates <b>NONE</b>
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Licensable activities authorised by the licence  <b>SALE OF ALCOHOL BY RETAIL PROVISION OF LATE NIGHT REFRESHMENT PROVISION OF REGULATED ENTERTAINMENT;- FILMS; LIVE MUSIC; RECORDED MUSIC; PERFORMANCE OF DANCE PROVISION OF ENTERTAINMENT FACILITIES FOR DANCING</b>
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The times the licence authorises the carrying out of licensable activities  <u><b>SUPPLY OF ALCOHOL AND PROVISION OF REGULATED ENTERTAINMENT:-</b></u> <b>THURSDAY TO SATURDAY 08.00HOURS UNTIL 03.00HOURS INCLUDING BANK HOLIDAYS AND PUBLIC HOLIDAYS</b> <b>SUNDAY TO WEDNESDAY 08.00 HOURS UNTIL 02.00 HOURS</b> <b>AN ADDITIONAL HOUR TO THE STANDARD AND NON-STANDARD TIMES ON THE DAY WHEN BRITISH SUMMERTIME COMMENCES.</b> <b>NEW YEARS EVE, FROM THE END OF PERMITTED HOURS ON NEW YEARS EVE TO THE START OF PERMITTED HOURS ON NEW YEARS DAY.</b> <b>(NO RESTRICTION ON RECORDED MUSIC)</b>  <u><b>LATE NIGHT REFRESHMENT:-</b></u> <b>THURSDAY TO SATURDAY 23.00HOURS UNTIL 03.00HOURS INCLUDING BANK HOLIDAYS AND PUBLIC HOLIDAYS</b> <b>SUNDAY TO WEDNESDAY 23 .00 HOURS UNTIL 02.00 HOURS</b>  <b>SUPPLY OF ALCOHOL, FILMS, AND LATE NIGHT REFRESHMENT:-</b>  <b>IN THE EVENT OF A SCREENING OF ANY INTERNATIONAL SPORTING EVENT INVOLVING ANY OF THE COUNTRIES FROM THE UK AND EIRE WHICH FALLS OUTSIDE THE CURRENT PERMITTED HOURS, FROM ONE HOUR BEFORE THE START OF THE EVENT UNTIL ONE HOUR AFTER THE END OF THE EVENT. DETAILS TO BE NOTIFIED TO THE POLICE 7 DAYS BEFOREHAND AND PROVIDED THE POLICE HAVE NOT OBJECTED WITHIN 72 HRS OF BEING NOTIFIED.</b>
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**The opening hours of the premises**

**THURSDAY TO SATURDAY 08.00 HOURS UNTIL 03.30 HOURS INCLUDING BANK HOLIDAYS AND PUBLIC HOLIDAYS**

**SUNDAY TO WEDNESDAY 08.00HRS UNTIL 02.30HOURS**

**AN ADDITIONAL HOUR TO THE STANDARD AND NON-STANDARD TIMES ON THE DAY WHEN BRITISH SUMMERTIME COMMENCES.**

**NEW YEARS EVE, FROM THE END OF PERMITTED HOURS ON NEW YEARS EVE TO THE START OF PERMITTED HOURS ON NEW YEARS DAY.**

**IN THE EVENT OF A SCREENING OF ANY INTERNATIONAL SPORTING EVENT INVOLVING ANY OF THE COUNTRIES FROM THE UK AND EIRE WHICH FALLS OUTSIDE THE CURRENT PERMITTED HOURS, FROM ONE HOUR BEFORE THE START OF THE EVENT UNTIL ONE HOUR AFTER THE END OF THE EVENT. DETAILS TO BE NOTIFIED TO THE POLICE 7 DAYS BEFOREHAND AND PROVIDED THE POLICE HAVE NOT OBJECTED WITHIN 72 HRS OF BEING NOTIFIED.**

**Where the licence authorises supplies of alcohol whether these are on and/or off supplies**

**FOR CONSUMPTION ON AND OFF THE PREMISES**

**Part 2**

**Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence**

**Bar Fever (Epsom) Limited  
3 Bath Mews  
Bath Parade  
Cheltenham  
Gloucestershire  
GL53 7HL**

**Registered number of holder, for example company number, charity number (where applicable)  
10247037**

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

**ANDREW THORNTON  
23 OLD DAIRY CLOSE  
FLEET  
HAMPSHIRE  
GU51 3SJ**

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol.**

**CHELTENHAM BOROUGH COUNCIL 15/00822/PERA**

**Dated this 1<sup>ST</sup> day of September 2016**

**For the Licensing Authority**

## **Annex 1 – Mandatory conditions**

### **Mandatory Condition: where licence authorities supply of alcohol**

Where a premises licence authorises the supply of alcohol, the licence must include the following conditions

1. No supply of alcohol may be made under the premises licence
  - (a) at a time when there is not 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.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

### **Mandatory Condition: exhibition of films**

1. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. 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.
3. 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.

Children means persons 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)

### **Mandatory Condition: door supervision**

1. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must be licensed by the Security Industry Authority.
2. But nothing requires a condition to be imposed in respect of:
  - (a) paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films), or
  - (b) any occasion mentioned in paragraph 8(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence),  
any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).

Security activity means an activity to which paragraph 2(1)(a) of that Schedule applies, and Paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

**Conditions 1, 2 and 3 below came into force on 6<sup>th</sup> April 2010, and 4 and 5 came into force on 1<sup>st</sup> October 2010 (as amended 1 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.”

**The Licensing Act 2003 (Mandatory Conditions) Order 2014 came into force on 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(6);
  - (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 rate 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) “valued added tax” means value added tax charged in accordance with the Value Added Tax Act 1994(7).

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.

## **Annex 2 – Conditions consistent with the operating schedule**

1. (a) The Licensee shall take all reasonable precautions for the safety of the public, the performances and the employees including the prevention of any undue concentration of persons, and except with the consent of the Licensing Authority, shall retain control over all portions of the premises.
  - (c) No entertainment involving special risks shall be given.
2. (a) All lavatories, cloakrooms and WCs shall be kept in a clean and sanitary condition to the satisfaction of the Licensing Authority, and maintained in good working order.
  - (c) No charge shall be made for the use of the sanitary conveniences.
3. (a) The Fire Brigade must be summoned to any outbreak of fire, however slight. Prior to the next performance or within 48 hours, whichever is the lesser. Notification giving details of the outbreak shall be sent to the Licensing Authority by the Licensee or his nominated representative at the time of the occurrence. Where a log book is kept, details of the outbreak shall be recorded therein.
4. The number of persons admitted shall not exceed 500.
5. Noise levels measured outside the building at one metre from the nearest noise sensitive façade shall not exceed 5db below background levels in compliance with BS4142.
6. Surfaces or, surfaces covering all floors, including steps and landings, shall be so maintained as to be free of cracks, holes or other surface irregularities.
7. The licence holder shall maintain a comprehensive digital CCTV system of evidential quality at the premises. The system and recordings from the system must comply with the Data Protection Act 1998 and be registered with the Information Commissioner's Office (tel 01625 545745). All 'entry' and 'exit' points must be monitored (recorded CCTV pictures) by a camera that records every person entering in any light conditions. Dance floors, fire exits and areas where security searches are carried out must be monitored in all light conditions. The system shall continually record whilst the premises are open to the public. Recordings shall be maintained for a period of 31 days and shall be made available to local authority officers or police officers on reasonable notice together with facilities for viewing. Where necessary the background lighting shall be increased in order to achieve sufficient picture quality. The recordings for the preceding two days shall be made available immediately upon any reasonable request by the police (subject to the minimum requirements of the Data Protection Act 1998). A notice shall be displayed at the entrance to the premises and at each bar advising that CCTV is in operation.
8. Any person who appears to be intoxicated or who is behaving disorderly will not be allowed entry to the venue.
9. Any person within the venue who appears to be intoxicated or who is behaving in disorderly will be given care and consideration in leaving the venue.
10. A person trained in first aid will be at the venue who will have received training in any problems associated with alcohol and drug misuse.
11. The premises shall install an electronic identification scanning system for customers entering the premises. The system shall be operated at all times door staff are on duty, and all persons entering the premises shall be scanned. The system should have the ability to share alerts with other venues using similar ID scanning equipment, identify the hologram as an ID and read both passports and ID cards, including PASS cards. The system should be able to conduct tests to determine if a document is genuine or counterfeit. The system must be compliant with the Information Commissioner's Good Practice Guidance for ID Scanning in Clubs and Bars.
  - As an exception to the above condition, any customers who appear to be over the age of 25 can be admitted to the premises without being scanned, provided that the name and date of birth of customers

are recorded, and a photographic image of them is obtained. This information will be made available to a Police Licensing Officer or Local Authority Officer upon request.

- The requirement to scan customers coming into the premises in accordance with the above can be dispensed with, with the prior agreement of the Police, provided that the Premises Licence Holder requests that the appropriate dispensation at least 7 days prior to the day in question.

12. In the event that the ID Scan system should become inoperable, then the Police will be notified and, where the repair is under the control of the Premises Licence Holder, the system will be repaired as soon as practicable.

13. If the system used for identification scanning should not be working, then the premises will operate a "Challenge 25" Policy whereby any person attempting to buy alcohol appears to be under 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted will be passports, driving licences with a photograph, photographic Military ID or proof of age cards bearing the PASS mark hologram. The list of approved forms of ID may be amended or revised with the prior written agreement of the Police and the Licensing Authority, without the need to amend the licence or conditions attaching to it.

### **Annex 3 – Conditions attached after a hearing by the licensing authority**

1. No admittance or re-admittance to the premises after 01:30 hrs, except for persons having worked in other licensed premises within the Borough of Epsom and Ewell in possession of an entry pass. The pass shall be issued by Fever & Boutique to the managers of the other venues and be titled Fever & Boutique Licensed Premises Staff Pass, with blank sections for member of staff's name, venue name, manager's name, manager's signature, and date of issue. The venue manager issuing the pass will complete the blank sections. The pass shall be valid for that night only and surrendered on entry to door staff.

An audit trail of the staff passes issued to be kept at the premises and available to Surrey Police officers on demand. The records to detail time and date of entry, name of person using the pass and the licensed premises they work for. The premises are able to evidence, after last admission times as per Premises licence, who all entrants to the premises are and from which licensed premises within Epsom and Ewell they are employed at the time of using the pass.

2. For the avoidance of any doubt and drug seizures made at the door of the premises or any crimes/incidents which happen at the door of the Premises and directly linked to refusal of entry or ejection by door staff will not be attributed to the Premises.
3. All draught beers, spirits wine and champagne will be served in polycarbonate vessels.
4. A Challenge 21 policy shall be implemented and only photographic identification such as passport, driving licence or citizen cards bearing the PASS hologram shall be accepted. If an individual is unable to provide such identification then they shall not be served with any alcoholic beverage. Posters shall be displayed confirming this policy.
5. A minimum of 4 SIA door staff shall be employed at all times the premises is open to the public. An additional member of SIA door staff shall be employed at the premises for each 150 customers (or part thereof) over and above the initial 200 customers. All door staff shall wear high visibility orange or yellow reflective jackets or waistcoats inside and outside the premises.
6. Regular collections will be undertaken to collect glasses and bottles.
7. A zero tolerance policy to drugs shall be operated inside the premises. Customers shall be routinely searched for drugs. Drugs warning posters shall be displayed throughout the public areas, and specifically the toilets, at each bar and at the front door. The use of the police drugs Ion Tracker and swabs shall be allowed from surfaces throughout the premises. Door staff shall make checks of the toilets every ½ hour and a log kept, the log shall be made available to Police and Local Authority Officers on demand.



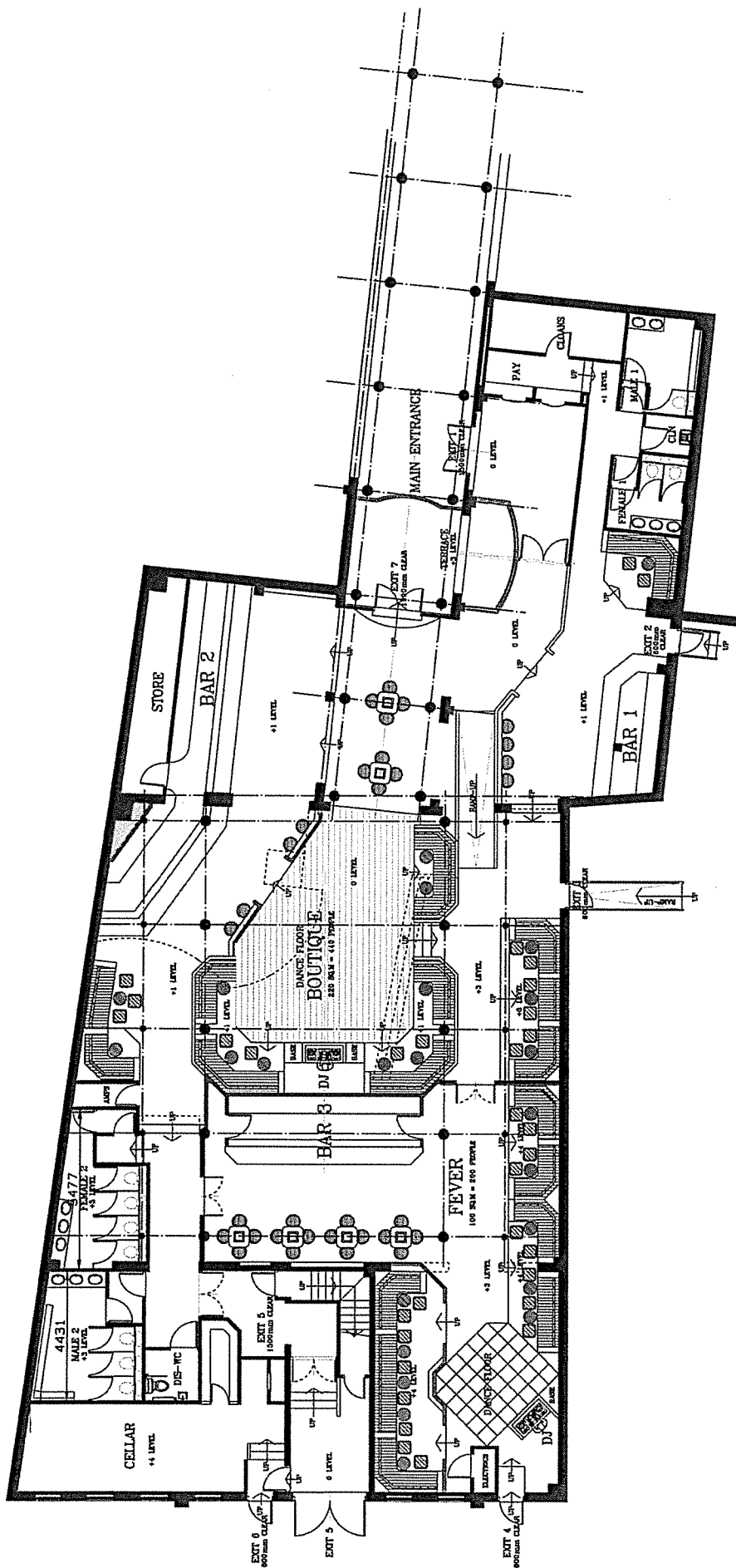
8. Customers shall be counted into and out of the premises and a record kept of the total number of customers in the premises at any one time. The record shall be made available to police and local authority officers on demand.
9. The premises Licence Holder shall provide customers with the opportunity to call taxis or mini-cabs free of charge via the receptionist who shall use a dedicated line to a taxi or private hire company. Customers shall be provided with a ticket with a unique reference number on it and requested to wait in Spread Eagle Walk outside the venue. The queue shall be supervised by an SIA registered member of door staff. No customers shall be allowed to congregate in the area outside of Spread Eagle Walk.

During the last 20 minutes of trading the DJ shall be instructed to play slower music and reduce the volume of the music played and the lighting levels shall be raised to encourage dispersal.

During the last 30 minutes prior to the terminal hour the service points in each bar shall be reduced and staff reallocated to collect rubbish or work in the cloakroom.

A door supervisor shall be in the area of the main exit to oversee the end of the night departure period. DJ announcements shall be used to remind customers to leave the premises quietly. High visibility notices shall be displayed by the main exit requesting exiting customers to leave quietly and to respect neighbours and their properties.

10. All criminal offences taking place within the premises shall be reported to the police at the time of the offence.
11. Training shall be given to all persons involved in the sale of alcohol regarding offences under the Licensing Act 2003 and acceptable forms of ID (photo driving licence, passport or pass scheme card) and the challenge 21 policy. Written records shall be kept of all training that is carried out, such records shall include details of the names of staff trained including their signature, and a summary of the training matters covered in the training. Training records shall be kept on site for a minimum of 2 years and shall be available for inspection on demand by Police and Local Authority Officers.
12. A dedicated smoking area shall be provided at the rear of the premises which will be covered by in house CCTV, copies of recordings shall be made available to an officer of the licensing authority or police officer upon demand. This area to be supervised by door staff and for the sole use of patrons from the premise.
13. The premises shall obtain and operate a Pub Watch radio when such a system is in existence.
14. The Fire Safety Risk Assessment shall be made available on demand to Fire, Police, and Local Authority Officers.
15. The premises shall provide adequate illumination at all times between the bar area and route to the ladies toilet.
16. A dispersal policy shall be implemented, written down and available to a responsible authority upon reasonable request, such policy to include in particular the manner in which customers leaving the premises are supervised and how the front of the premises is cleared.
17. Throughout the normal opening hours of the premises, hourly patrols of the perimeter of the premises shall be carried out by staff equipped with appropriate noise measuring devices during which observations/measurements of noise and disturbance shall be made and documented and shall be kept in a written log together with any resultive action taken. Documents shall be made available for inspection by an authorised officer of any responsible authority.



Revisions:			Date	
NO.	DESCRIPTION	DATE	BY	DATE
TOTAL			EXIT CAPACITY	840 PEOPLE

Client	EVERETT BARS	Drawn by	GER
Project	EPSON	Date	JULY 2018
Title	RECEPTION	Scale	1:1000
Designer	Easy Design Solutions	Drawn no.	EP-16-002
	Studio 48		
	Becheler Road		
	Harrigton		
	HG1 3EQ		
mob: 07603730044			
graham@easy-designs.co.uk			
www.easy-designs.co.uk			