

## CLUB PREMISES CERTIFICATE

Club premises certificate number **2459**

### Club details

**Name of club in whose name this certificate is granted and relevant postal address of club.**

AFC Portchester  
The Enclosure  
Wicor Recreation Ground  
Cranleigh Road  
Portchester  
Fareham  
PO16 9DR

**Telephone Number**

**If different from above the postal address of club premises to which this certificate relates, if any, or if none, ordnance survey map reference or description. Name and address of Club**

AFC PORTCHESTER  
WICOR RECREATION GROUND  
CRANLEIGH ROAD

**Where the club premises certificate is time limited the dates - N/A**

**Date Granted - 23/11/2010**

**Qualifying club activities authorised by the certificate**

TYPE	DESCRIPTION	ACTIVITY
E	Perf. Live Music	Involving mainly 2-4 piece ensembles to provide entertainment at the club functions
F	Play recorded music	Music may be provided as background for social events, potentially via a sound system
I	Facil. to make music	This would take the format of either karaoke or DJ in disco or live band
J	Facil. for dancing	
M	Supply of Alcohol	

**The times the certificate authorises the carrying out of qualifying club activities**

TYPE	MON	TUE	WED	THU	FRI	SAT	SUN
E	19:00-00:00	19:00-00:00	19:00-00:00	19:00-00:00	19:00-00:00	19:00-00:00	-
F	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	12:00-05:00
I	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00
J	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00	18:00-00:00
M	18:00-23:00	18:00-23:00	18:00-23:00	18:00-23:00	18:00-23:00	12:00-23:00	12:00-22:30

TYPE	DESCRIPTION	NON STANDARD TIMES
E	Perf. Live Music	None apply
F	Play recorded music	None apply
I	Facil. to make music	None apply
J	Facil. for dancing	None apply
M	Supply of Alcohol	None apply

TYPE	DESCRIPTION	SEASONAL VARIATIONS
E	Perf. Live Music	None apply
F	Play recorded music	None apply
I	Facil. to make music	None apply
J	Facil. for dancing	None apply
M	Supply of Alcohol	None apply

**The opening Hours of the premises**

MON	TUE	WED	THU	FRI	SAT	SUN
09:00-00:00	09:00-00:00	09:00-00:00	09:00-00:00	09:00-00:00	09:00-00:00	09:00-23:00

NON STANDARD TIMES  
None apply

SEASONAL VARIATIONS  
None apply

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

On sales

A handwritten signature in black ink, appearing to read 'G. W. W.' with a period at the end. The letters are stylized and cursive.

**Signed:** \_\_\_\_\_  
**Director of Regulatory Services**

**Dated: 23/11/2010**

## Annex 1

### Mandatory Conditions

1 The responsible person shall take all reasonable steps to 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance or harm to children-

(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 (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(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;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on-

(i) the outcome of a race, competition or other event or process, or

(ii) the likelihood of anything occurring or not occurring;

(e) 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.

2 The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability)

3 The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

4 (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

(2) 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 a holographic mark.

5 The responsible person shall 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: 1/2 pint;

(ii) gin, rum, vodka or whisky: 25ml or 35ml; and

(iii) still wine in a glass: 125ml; and

(b) customers are made aware of the availability of these measures.

## **Annex 2 – Conditions consistent with the Club operating Schedule**

### **Prevention of Crime and Disorder Conditions**

6 A Nominated Committee Member to check membership cards on entry

7 Regular checks of the premises including toilets and surrounding areas

8 No supply of alcohol to members or guests who are visibly drunk

9 We will work with local law enforcement agencies on all occasions

10 Absolutely no proxy purchasing will be permitted

12 The terms and conditions of the club constitution document in relation to membership should not be changed unless prior notice is given to Fareham Police Licensing Unit Police in writing not less than 14 days prior to the change.

13 . Upon entry to the club each member must sign into a 'member's book' with their name signature, time of entry and membership number if applicable. The book / log shall be dated daily and shall be retained for a minimum of one year. This record of member attendance shall be made available to Police and Council officials for inspection upon request.

14 Any guests of the member must be signed in by the member alongside the member's details. The guest information required for the 'guest book' shall include their name, signature and address. This record of guest attendance shall be retained for a minimum of one year and made available to Police and Council officials for inspection upon request.

15 All members shall be aged 18 or over.

16 All members events and functions or private events and functions including live and recorded music (discos) shall be subject to a written Risk Assessment that shall include the date, times and nature of the event, the assessment of risk and the measures put in place to address any identified risks, details of the organiser including contact information if not a member and the approximate number of guests.

The exception to this requirement shall be music designed for ambient background purposes only.

All Risk Assessments shall be documented and retained for a minimum of 1 year and shall be made available for inspection by Police and Council officials upon request.

17 A suitable training package shall be in place in order for all staff to be sufficiently trained in licensing matters and be aware of their responsibilities. Records shall be kept of this training, dated and signed by the staff member and trainer.

18 A written log shall be kept of all refusals including refusals to serve alcohol.

The holder of the premises licence shall ensure that the refusals log is properly maintained and this shall involve, but is not limited to, nominating in writing a responsible person to check and sign it on a weekly basis.

19 A suitably trained member of staff should make regular patrols of the inside of the premises to check for early signs of drunkenness and behaviour that could lead to disorder. This is to achieve early intervention with potentially problematic customers.

20 On any day when the premises has a permitted extension in hours (temporary event notice) beyond midnight, a minimum of 2 door stewards will be required at the entrance from no later than 2000 hrs.

21 Entry to the premises shall be controlled by an entry system that only permits members and bone fide guests to enter. Membership cards shall be inspected upon entry.

22 The premises will be a member of the local pubwatch scheme if one is in existence and is recognised by Hampshire Police. The premises will ensure that a representative attends members meetings.

23 Recordable CCTV to be of a standard and specification agreed by Police which must be acceptable for evidential use if required. The system must record locations as per advice given by the Police Crime Prevention Officer. Imagery obtained must be retained

for a minimum of 31 days on a rolling basis and must be playable on any window based computer without the need for any enhancement or additional software. The system should be working and maintained at all times. This must be made available and given to Police and Council officials upon request.

### **Public Safety**

24 Provision of fire exits/extinguishers and working with the fire agency to ensure safety rules are maintained

25 Provide security lighting to ensure safely lit exits

26 The capacity of the premises to be limited to 120 if seated for meals and 200 with notables

27 Health and safety training for all members and officers

28 No machine should be in use at the premises that encourages or promotes violence or aggressive behaviour of any kind. This will include items such as punching machines

29 All drinking vessels including bottles are to be polycarbonate, toughened glass or unbreakable material. Alcohol and soft drinks that are not in polycarbonate, toughened glass or unbreakable containers should be decanted at the bar.

The exception is bottles of wine or Champagne which can be served in bottles.

### **The Prevention of Public Nuisance**

30 Regular checks of exterior by nominated officers

31 Erect signage asking members to respect the neighbours and to limit speed to 20mph in Cranleigh Road

32 Any drinks taken outside will be restricted to disposable glasses

33 Staff will make regular checks of customers who gather smoking outside the premises. The cigarette butts and rubbish in the immediate vicinity of the premises entrance / exit should be cleaned away at the end of each day.

34 . Regular checks of the toilets at irregular times shall be made to deter and identify the misuse of drugs.

35 All event involving live and recorded music to be restricted to the members club house only

36 All doors and windows to the members club house to remain closed except for access and egress during events involving live and recorded music.

37 Regular checks (possibly hourly) during events involving live and recorded music at the nearest residential premises (Cranleigh Road) to ensure music is inaudible at the boundary of those premises.

### **The Protection of Children from Harm**

38 Utilise challenge 25 campaign, the committee to enforce a strict policy towards under 18 alcohol sales

39 No person under the age of 16 allowed at the bar

40 Disciplinary action will be taken against any club member/official or temporary bar staff supplying alcohol to under 18's.

41 No child under the age of 16 should sit up at the immediate bar area

42 No 18th Birthday Parties to be allowed at the premises

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

No conditions apply

In addition those restrictions set out in the Licensing Act 2003 apply where appropriate.

### **Annex 4 – Plan**

Attached separately