

**Licensing Act 2003
Schedule 12
Part A**

Regulation 33,34

Premises Licence

Premises Licence Number

16/01369/LAPRE

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code

Melo Café
160 Whippendell Road
Watford
WD18 7NB

Telephone number

Where the licence is time limited the dates

From 21 November 2016

Licensable activities authorised by the licence and the times the licence authorises the carrying out of licensable activities

Sale of alcohol (For consumption on the premises)	Sunday to Thursday	10:00 – 23:00
	Friday & Saturday	10:00 – 00:00
Sale of alcohol (For consumption off the premises)	Monday to Sunday	10:00 – 22:30
Late night refreshment	Friday & Saturday	23:00 – 00:00

In the event where the transmission of any recognised international sporting event which falls outside the current permitted hours on the premises licence, licensable activities to commence one hour before the start of the event and ending one hour after the end of the event. The details of the event to be notified to the Police at least 10 days before the event commences

The opening hours of the premises

Sunday to Thursday	06:30 – 23:30
Friday & Saturday	06:30 – 00:30

In the event where the transmission of any recognised international sporting event which falls outside the current

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permitted hours on the premises licence, the premises may open one hour before the start of the event and close one hour after the end of the event. The details of the event to be notified to the Police at least 10 days before the event commences

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

Alcohol is supplied for consumption both on and off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Mrs Karen Melo
[Redacted for the purpose of this report]

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

Not applicable

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

Mrs Karen Melo
[Redacted for the purpose of this report]

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

Personal Licence Number: LN/000013793
Licensing Authority: Three Rivers District Council

Annex 1 – Mandatory conditions

1. No supply of alcohol may be made under the premises licence –
 - (a) at a time when there is no 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.
3. (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).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (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.
6. 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.
7. 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.

For the purposes of this condition -

- (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
- (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 amount 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) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
8. Where the permitted price 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.
9. (1) Sub-paragraph (2) applies where the permitted price 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.

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Annex 2 – Conditions consistent with the Operating Schedule

The following conditions are attached to the existing licence, reference 13/01094/LAPRE:

1. All staff engaged in the sale of alcohol will be trained in respect of their legal and social responsibilities. They will also be trained in the contents of the premises licence and any conditions contained therein.
2. A record of staff training undertaken at the premises will be maintained by the premises licence holder, and such record will be produced for inspection by the police or authorised officer of the licensing authority on request.
3. Staff shall be trained in respect of the fire and the health and safety risk assessment.
4. CCTV shall be installed and maintained at the premises. Recordings will be retained for 28 days and shall be handed to the police or authorised officers of the licensing authority upon reasonable request.
5. First aid facilities shall be maintained at the premises.
6. The area in front of the premises shall be kept clean and tidy at all times the premises are open to the public.
7. A notice shall be prominently displayed, requesting customers who are using the outside area in front of the premises and who are leaving the premises to do so quietly, respecting the needs of the local community.
8. A notice shall be prominently displayed, requesting customers who are leaving the premises to do so quietly, respecting the needs of the local community.
9. There will be no self-service of alcohol at the premises.
10. No 'super strength' beers or ciders shall be sold at the premises.
11. No alcohol will be sold for consumption off of the premises.
12. No alcohol will be consumed outside of the premises at or by the external tables and chairs.

Due to the nature of this application, it is proposed that condition 11 is removed from the licence as a redundant and out-dated condition

The following conditions are considered by officers to be consistent with the Operating Schedule submitted with this application, reference 16/01369/LAPRE:

13. All alcohol sold for consumption off of the premises shall be in sealed containers only.
14. All windows and external doors shall be kept closed after 21:00 hours, except for the immediate access and egress of persons.
15. The outside area immediately in front of the premises shall only be used as a designated smoking area after 21:00 on any day. Tables and chairs shall be cleared from this area by 21:00 on any day.
16. No more than 4 customers shall be permitted to smoke in the designated smoking area after 21:00 on any day.
17. No customer shall be permitted to take any food or drink into the designated smoking area after 21:00 on any day.

18. The Premises Licence holder shall implement a 'Challenge 25' policy as the premises' age verification policy.
19. A notice shall be displayed in a prominent position at the premises to advise customers that a 'Challenge 25' policy is in force.

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

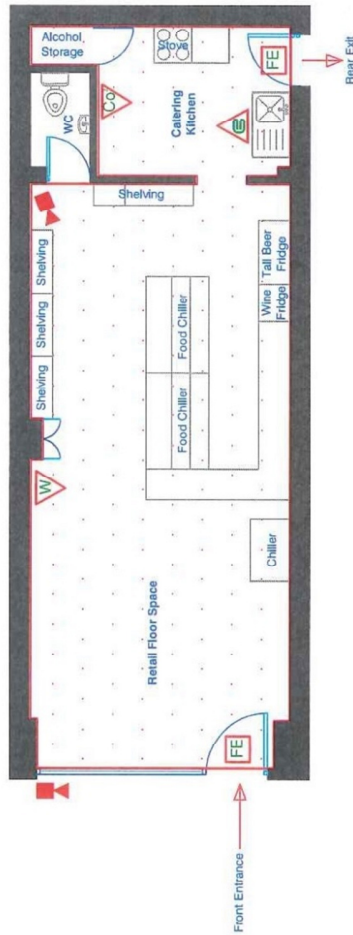
The following conditions have been proposed to be attached to this licence in the representations submitted against this application. Some of these proposed conditions are amendments to existing conditions, and some are similar to conditions proposed by the applicant for this application but with different limits on hours:

1. There shall be a clearly defined barrier placed around the outside area at this premises at all times that the premises are open to the public, clearly demarking this area as separate from the public highway. This boundary marking must be removed when the premises are closed to the public.
2. All windows and external doors shall remain closed after 20:00hrs, except for immediate access and egress [applicant proposed a start time of 9pm for keeping doors and windows closed].
3. The outside area immediately in front of the premises shall not be used after 20:00hrs, with the exception of persons who wish to smoke [applicant proposed 9pm].
4. No more than 4 customers shall be permitted to smoke in the outside area 20:00hrs on any day [applicant proposed 9pm]
5. Customers using the outside area after 20:00hrs on any given day shall not be permitted to take any food or drink with them whilst doing so [applicant proposed 9pm].
6. No customers shall be permitted to use the outside area after 22:00hrs.
7. There will be no self-service of spirits at the premises [amendment to existing condition 9].
8. No beers, lagers, or ciders shall be sold for consumption off of the premises which are above 5.5% ABV [amendment to existing condition 10].
9. No single bottles or cans of beer, lager, or cider, shall be sold at the premises for consumption off of the premises.
10. Alcohol which is to sold for consumption off of the premises will be kept behind roller blinds/shutters during the hours when the premises are not permitted to sell alcohol for consumption off of the premises.
11. Alcohol which is sold for consumption on the premises shall only be supplied to customers who are partaking of a meal.
12. Alcohol which is sold for consumption on the premises shall only be supplied to customers who are seated.
13. Late night refreshment shall only be supplied for consumption on the premises.

However, this does not restrict the sub-committee's power to attach conditions from the licensing authority's pool of conditions (amended or otherwise) or to compose their own conditions if they consider that they are appropriate, proportionate, justifiable, and within the applicant's power to comply with.

Annex 4 – Plans

Fire/Security Symbols	
Ⓜ	: Heat Detector
Ⓢ	: Smoke Detector
Ⓜ	: Manual Call Point
Ⓜ	: Manual Call Point
Ⓜ	: Fire Exit Sign: Directional
Ⓜ	: Fire Exit Sign
Ⓜ	: Sounder
Ⓜ	: Manual Call Point
Ⓜ	: Fire extinguisher: Water
Ⓜ	: Fire extinguisher: Carbon Monoxide 2kg
Ⓜ	: Fire extinguisher: Wet Chemical
Ⓜ	: Fire extinguisher: Powder
Ⓜ	: Fire extinguisher: Foam
Ⓜ	: Fire Blanket
Ⓜ	: Fire Alarm Panel
Ⓜ	: Fire Escape, Keep Clear
Ⓜ	: Push Bar To Open Contained, Emergency Internally Illuminated
Ⓜ	: Linear Luminaire, Self Contained, Emergency Internally Illuminated
Ⓜ	: Visual Warning Device Connected to Fire Alarm
Ⓜ	: CCTV
Ⓜ	: Alcohol Licensed Area



Drawing Notes:
 Ground Floor Licensed Area:
 Total Licensed Area: 45.44sqm

Drawing No: 002662	Drawing Title: Licensing Plan	Drawing: Melo Cafe, 160 Whippendell Road, Watford WD18 7NB	Date: 11.09.2013	Sheet: 1 of 1
UK SURVEYORS LTD Gembling & Alcohol Licensing, Architectural CAD, Planning & Surveying Services			Do not scale off this plan	
			Drawn By: BC & DJR Scale: 1:100 @ A4	