



**Licensing Act 2003
Schedule 12
Part A**

APPENDIX 5

Regulation 33,34

Draft Premises Licence

Premises Licence Number	21/00019/PRE
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Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code Oaklands Wines 35 Market Street Watford WD18 0PN	
Telephone number	

Where the licence is time limited, the dates From -

Licensable activities authorised by the licence and the times the licence authorises the carrying out of licensable activities	
Sale of Alcohol by Retail (for consumption off the premises only)	
Monday to Saturday	08:00 - 00:00
Sunday	08:00- 23:00

The opening hours of the premises	
Monday to Saturday	08:00 - 00:00
Sunday	08:00 - 23:00



Part 2

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

Oakfields Wines Ltd
35 Market Street
Watford
WD18 0PN

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

Registered Business Number - 13065296

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

Joseph Thavarobert

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

Personal licence number: PA10553377
Licensing Authority: Derby City Council

Annex 1 – Mandatory conditions

- 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.

- Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

- (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.

- 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.

- Where the permitted price would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph above shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

- (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.

Annex 2 – Conditions consistent with the Operating Schedule

1. The premises shall install and maintain a CCTV system. All entry, exit and point of sale areas will be covered by the cameras, and the images shall enable frontal identification of every person entering in any light condition. The system shall continually record whilst the premises is open for licensable activities and during all times when staff and customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available to a Police officer or an authorised officer of the licensing authority upon request throughout the preceding 31 day period, providing that such requests are in connection with the prevention or detection of crime.
2. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member shall be able to show a Police officer or an authorised officer of the licensing authority data or footage upon request.
3. The premises shall keep a suitable store of necessary recording media (such as DVD's, SD cards or similar) to enable footage to be recorded from the CCTV system and provided to an authorised officer of the licensing authority or Police officer upon demand.
4. All faults with the CCTV system shall be repaired as soon as possible and in any case within three working days after which time, if the system is still inoperative no licensable activities shall take place without the agreement of the Watford Police Licensing Unit and the licensing authority until the fault is rectified.
5. In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to maintain the refusals book, enter sales correct on the tills so the prompts show when appropriate, and monitor staff to ensure their training is put into practise.
6. All sales of alcohol for consumption off the premises shall be in sealed containers only, and shall not be consumed on the premises.
7. No super-strength beer, lager or ciders of above 6.5% ABV (alcohol by volume) shall be sold at the premises.
8. No single cans or bottles of beer, lager or cider below 750ml shall be sold at the premises.
9. No sales of miniature or quarter bottles 25cl or less of spirits of any kind shall be permitted.
10. There shall be no self-service of spirits on the premises.
11. A log (which may be electronically recorded) shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of the licensing authority at all times whilst the premises are open.
12. An incident log shall be kept at the premises for at least 12 months, and made available on request to an authorised officer of the licensing authority or a police officer, which will record the following:
 - (a) all crimes reported to, or by the premises to the Police
 - (b) any complaints received
 - (c) any incidents of disorder
 - (d) seizures of fraudulent ID or other items
 - (e) any failures or faults in the CCTV system.

13. The Premises must implement a "Challenge 25" policy whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving licence or Proof of Age Scheme (P.A.S.S) approved identification before being allowed to purchase alcohol.
14. The Premises Licence holder shall advertise their age verification policy and inform customers before the sale is completed online, that age and identity verification may be required at delivery in accordance with the Premises Licence holder's age verification policy.
15. The Premises Licence holder or Designated Premises Supervisor shall ensure that online orders of alcohol are dispatched to bona fide addresses only.
16. Delivery staff shall be trained in age verification process and training records to be maintained on site.
17. No alcohol deliveries shall be made by post. All deliveries shall be made by courier company and a log shall be kept detailing all refused sales of alcohol including the date and time, and made available for inspection at the premises by the police or an authorised officer of the licensing authority whilst the premises is open.
18. A notice shall be prominently displayed on the premises requesting customers to respect the needs of local residents and leave the area quietly.
(The above condition is proposed by the licensing officer as appropriate for the prevention of public nuisance)

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

No conditions have currently been proposed to be attached to this licence by the objectors to this application, and no conditions have been identified from the pool of model conditions.

However, this does not restrict the Sub-Committee's power to attach conditions from the licensing authority's pool of model conditions (amended or otherwise), to modify any conditions which have been proposed by the responsible authorities, 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

OAKLANDS WINES 35 MARKET ST WATFORD WD18	
SCALE 1:100	
A: MAIN ENTRANCE	□ LICENSABLE AREA. 🧯 FIRE EXTINGUISHERS 🍷 SPIRITS AREA.
B: RETAIL FLOOR	
C: SALES COUNTER.	
D: BASEMENT STEPS	
E: TOILET	
F: FIRE EXIT	
(Empty space)	

