

PRESENT: Councillor Kay (In the Chair)

Councillors: Oliver  
Mrs Stephenson

Officers: Principal Solicitor (Mr L Gardner)  
Senior Licensing Officer (Mrs M Murray)  
Senior Licensing Officer (Mr A Denton)  
Member Services Officer (Mrs J Brown)

In attendance: Mr T Shield (Solicitor)  
Mr I Blease (Designated Premises Supervisor)  
Mr P Malone (Students Union Chief Executive)  
Mr G Dale (Students Union President)  
Ms J Thompson (New Court Way TRA)  
Ms L Hill (Ormskirk Community Partnership)  
Mr M Hill (Ormskirk Community Partnership)  
Councillor A Owens  
Sergeant Bushell (Lancashire Constabulary)

**9. APOLOGIES**

There were no apologies for absence received.

**10. MEMBERSHIP OF THE COMMITTEE**

There were no changes to Membership of the Committee.

**11. URGENT BUSINESS**

There were no items of urgent business.

**12. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**13. DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

**14. MINUTES**

RESOLVED: That the Minutes of the meeting held on 19 June 2013 be received as a correct record and signed by the Chairman.

**15. LICENSING HEARING PROCEDURE**

The Chairman referred to the above procedure.

**16. APPLICATION FOR A PREMISES LICENCE IN RESPECT OF EDGE HILL STUDENTS' UNION BAR, ST HELENS ROAD, ORMSKIRK, L39 4QP**

Consideration was given to the report of the Assistant Director Community Services as contained on pages 49 to 138 of the Book of Reports in respect of an Application for a Premises Licence in respect of Edge Hill Students' Union Bar, St Helens Road, Ormskirk, L39 4QP.

In considering this matter the Sub – Committee had regard to its Licensing Policy and the guidance issued under S. 182 of the Licensing Act 2003. It considered the relevant Licensing Objectives on this occasion was the 'prevention of crime and disorder', 'protection of children from harm' and 'public nuisance'.

On hearing evidence from the Solicitor, Designated Premises Supervisor (DPS), Students' Union Chief Executive, Students' Union President, and Objectors, the Sub – Committee:-

- RESOLVED:
- A. That the premises shall be open to the public 10.00 hours to 02.30 hours Sunday to Thursday and 10.00 hours and 03.30 hours Friday and Saturday.
  - B. That the sale of alcohol shall be permitted between 10.00 hours and 02.00 hours Sunday to Thursday and 10.00 hours and 03.00 hours Friday and Saturday.
  - C. That Provision of films, plays, indoor sporting events and Live music, recorded music or performance of dance and anything of a similar nature shall be permitted to take place Sunday to Thursday 10.00 hours to 02.00 hours and 10.00 hours and 03.00 hours Friday and Saturday.
  - D. That last entry to the premises shall be 01.30 hours every day.
  - E. That late night refreshment shall be permitted between 10.00 hours and 02.00 hours Sunday to Thursday and 10.00 hours and 03.00 hours Friday and Saturday.
  - F. That the conditions as contained on pages 128,129 and 132 of the Book of Reports shall apply to the Licence as follows, save for the provision of last entry where resolution D above takes precedent:-.

The Premises Licence Holder will operate and maintain the CCTV system which shall be in use during all times licensable activities are taking place at the premises and comply as follows;

- I The system shall cover all entrances and exits from the premise, in addition to covering all internal and external areas of the premises used to supply or consume licensed products.
- ii. The focus of the camera(s) shall be so as to enable clear identification of persons on the premises.

- iii The system will be capable of accurate time and stamping recordings and said recordings for at least 21 days.
  - iv The Data Controller shall make footage available to a police officer or authorised officer, where such a request is made in accordance with the Data Protection Act 1998.
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- The Premises Licence Holder/DPS shall ensure that the provision for and number of door supervisors at the premises will be carried out on a weekly risk assessed basis. This risk assessment will reflect the potential for crime and disorder posed by the number of customers on any particular trading day or as a result of local or national events.
  - If the premises is to be operated at any time after 03.00 hours then the Premises Licence Holder/DPS will give prior notification to the police and Local Authority no less than 10 working days before the event is to take place.
  - No new customers will be admitted to the premises after 01.00 hours whenever the premises is being operated on Sunday, Monday, Tuesday, Wednesday and Thursday.
  - The Premises Licence Holder shall ensure customers are prevented from leaving the premises with glasses and bottles, other than for "Off Sales".
  - The Premises will have clear and concise signage reminding customers not to leave the premises with glasses or bottles.
  - The Premises will have a written drugs policy to the satisfaction of the police that will include a search policy and all staff will have a working knowledge of it.
  - All staff will receive on-going training in Drugs Awareness, this training will be recorded and retained by the premises. These records will be made available for inspection by any responsible authority upon reasonable request.
  - The Premises will display notices which are securely fixed and visible to the public stating that drug use will not be tolerated on the premises and that a search policy as condition of entrance operates at the premises.
  - The DPS will ensure the premises maintains an incident book which will contain a record of all incidents relating to the premises, it's staff and customers, including time, date, nature of incident and outcome to the satisfaction of Lancashire Constabulary and the Local Authority. This record will be available upon request to any responsible authority.

- The DPS will have a written policy in relation to drunkenness to the satisfaction of the police and all staff will be subjected to on-going training in respect of its contents. This training will be recorded and copies of these records will be made available upon request to any responsible authority.
- The Premises will operate a policy that prevents the sale of alcohol to persons under 18 to the satisfaction of the police and local authority. This policy shall state that any person who does not appear to be at least 21 years of age will not be served unless they can produce a recognised proof of age card accredited under the Proof of Age Standards Scheme (PASS), photocard driving licence or passport.
- Notices will be displayed where they can be clearly seen and read in the premises indicating that the premises operate a Challenge Policy in relation to the sale of alcohol.
- All staff will be subject to on-going training in relation to age related sales. This training will be recorded and made available upon request to any responsible authority.
- Noise from music and associated sources (including DJ's and amplified voices) shall not be audible at the boundary of any residential premises at any time.
- All external doors and windows in the room where entertainment is taking place shall be kept closed other than for access and egress at all times during regulated entertainment. A management system shall be in place to ensure this situation remains.
- The volume of amplified sound used in connection with the entertainment provided shall at all times be under the control of the management and the controlling mechanism shall be operated from a part of the premises not accessible to the members of guests.
- There shall be placed at all exits from the premises in a place where they can be seen and easily read by the public notices requiring customers to leave the premises and the area quietly.
- Door supervisors and other members of staff are, whenever possible, to request customers to leave quietly and have respect for their residential neighbours.
- Disc Jockey announcements shall be made requesting that customers leave the premises quietly.

- Management shall ensure staff arriving early morning or departing late at night when the business has ceased trading conduct themselves in such a manner in order to avoid disturbance to nearby residents.
- G. That alcohol shall not be allowed off the premises in any open receptacle including the outside smoking areas.
- H. That windows and doors shall remain closed during the provision of regulated entertainment, except for the entry and exit of patrons.

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- CHAIRMAN -