

Licensing Act 2003  
Premises Licence - Summary

|  |                        |                          |                 |
|--|------------------------|--------------------------|-----------------|
| <b>Carlo Italian Bistro</b><br>3 Hampton Terrace<br>Beacon Hill Road<br>Hindhead<br>Surrey<br>GU26 6NR | <b>Licence number:</b> | <b>LN/000007404</b>      |                 |
|  | <b>Valid from:</b>     | <b>3rd December 2021</b> |                 |
|  | <b>Valid until</b>     |                          |                 |
|  | <b>Telephone:</b>      |                          |                 |
| <b>Licensable Activities Authorised by the Licence and times these activities may be carried on</b>    |                        |                          |                 |
| <b>Activity (and area if applicable)</b>   | <b>Description</b>     | <b>Time From:</b>        | <b>Time To:</b> |
| <b>Sale by Retail of Alcohol</b>   | <b>Monday -Sunday</b>  | <b>10:00</b>             | <b>21:30</b>    |
| <b>Non-standard Timings:</b>   | <b>N/A</b>             |                          |                 |

**The opening hours of the premises:** 08:00-22:00 Monday to Sunday

**Where the licence authorises supplies of alcohol, whether this alcohol is to be consumed on and/ or off the premises:** On and off the premises

**Name & (registered) address of holder of premises licence:** Papagni Ltd

**Registered number of holder, for example company number, charity number (where applicable):** 13495071

**Name of designated premises supervisor where the premises licence authorises the supply of alcohol:** Mr Carlo Papagni

**Whether access to the premises by children is restricted or prohibited:** No restrictions

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Premises Licence - Detail

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## Annexe 1 – Mandatory Conditions

### Alcohol

No supply of alcohol may be made under the premises licence:

- At a time when there is no designated premises supervisor in respect of the premises licence.
- 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.
  - (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.
5. 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.

6. For the purposes of the condition set out in paragraph 5—
- (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
- (a) “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.
7. Where the permitted price given by Paragraph (b) of paragraph 6 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.
8. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 6 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.

## Annexe 2 – Conditions consistent with the operating schedule

|   |                  |                            |
|---|------------------|----------------------------|
| <b>Alcohol BOTH<br/>ON/OFF premises</b> | <b>Monday</b>    | 10:00 hours to 21:30 hours |
|   | <b>Tuesday</b>   | 10:00 hours to 21:30 hours |
|   | <b>Wednesday</b> | 10:00 hours to 21:30 hours |
|   | <b>Thursday</b>  | 10:00 hours to 21:30 hours |
|   | <b>Friday</b>    | 10:00 hours to 21:30 hours |
|   | <b>Saturday</b>  | 10:00 hours to 21:30 hours |
|   | <b>Sunday</b>    | 10:00 hours to 21:30 hours |

### Further Detail

N/A

### Non-Standard Timing

N/A

Sale of alcohol to be for consumption : On and off the premises

## Designated Premises Supervisor

**Name:** Mr Carlo Papagni

**Address:**

**Personal Licence Number (If known):** LN/201401015

**Issuing Licence authority (If known):** Elmbridge Borough Council

|                      |                  |                            |
|----------------------|------------------|----------------------------|
| <b>Opening Hours</b> | <b>Monday</b>    | 08:00 hours to 22:00 hours |
|                      | <b>Tuesday</b>   | 08:00 hours to 22:00 hours |
|                      | <b>Wednesday</b> | 08:00 hours to 22:00 hours |
|                      | <b>Thursday</b>  | 08:00 hours to 22:00 hours |
|                      | <b>Friday</b>    | 08:00 hours to 22:00 hours |
|                      | <b>Saturday</b>  | 08:00 hours to 22:00 hours |
|                      | <b>Sunday</b>    | 08:00 hours to 22:00 hours |

### Further Detail

N/A

### Non-Standard Timing

N/A

**Any adult entertainment or services, activities, other entertainments or matters ancillary to the use of premises that may give rise to concern in respect of children:-**

None.

## **ELEMENTS OF OPERATING SCHEDULE TO ADDRESS LICENSING OBJECTIVES:**

### **a) General - all four licensing objectives (b,c,d,e)**

A "Challenge 25" proof of age scheme shall be operated at the premises where the only, acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.

A CCTV system shall be installed at the premises covering the entrance, the external area and all internal areas.

An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the Local Council.

All staff members engaged, or to be engaged, on the premises shall receive full training pertinent to the Licensing Act.

The Designated Premises Supervisor and Premises Licence Holder shall participate in Local Pub Watch or other similar associations.

### **b) The prevention of crime and disorder**

A CCTV system shall be installed at the premises covering the entrance, the external area and all internal areas.

A head and shoulders image to identification standard shall be captured of every person entering the premises.

Images shall be kept for 31 days and supplied to the Police or Local Authority on request.

A member of staff trained in the use of the CCTV system must be available at the premises at all times that the premises is open to the public.

The CCTV system shall display, on screen and on any recording, the correct time and date that images were captured.

CCTV signage shall be displayed, reminding customers that CCTV is in operation.

An incident log shall be kept at the premises and retained for a period of 12 months and made available on request to an authorised officer of the Local Council or the Police.

The incident log must be completed within 24 hours of the incident and shall record the following:-

(a) all crimes reported to the venue;

(b) all ejections of patrons;

(c) any complaints received;

(d) any incidents of disorder;

(e) any faults in the CCTV system;

(e) any refusal of the sale of alcohol and the name of the member of staff who refused the sale.

The premises shall operate a zero-tolerance policy to the supply and use of drugs.

Anyone who appears to be drunk or intoxicated shall not be allowed entry to the premises and those who have gained entry shall be escorted from the business immediately.

Substantial food and non-intoxicating beverages, including drinking water, shall be available in the premises where alcohol is sold or supplied for consumption on the premises.

Takeaway orders - All delivery orders shall be to a registered residential or business address. There shall be no deliveries to public/communal areas or open spaces.

All staff members shall be checked to ensure they have the right to work in the UK.

These checks shall be made available upon requests to all responsible authorities.

All associated "entitlement to work" documents shall be provided.

### **c) Public Safety**

There shall be no vertical drinking at the premises.

The supply of alcohol on the premises, to be served with food only.

The premises shall have a refusal book or electronic system to record all refusals of sales and this shall be made available to the Police and Local Authority officers upon reasonable request.

### **d) The prevention of public nuisance**

During the hours of operation, the Premises Licence Holder shall ensure sufficient measures are in place to remove and prevent litter or waste arising or accumulating from customers in the area immediately outside the premises, and that this area shall be swept and/or washed and litter and sweepings collected and stored in accordance with the approved refuse storage arrangements by close of business.

Clear and legible notices shall be prominently displayed at the exit to remind customers to leave quietly and have regard to our neighbours.

No beers, ales, lagers or ciders of 6% ABV or above shall be sold.

Deliveries and rubbish collection shall be done within the hours approved by the Local Authority.

### **e) The protection of children from harm**

A "Challenge 25" policy shall be in operation at the premises with appropriate signage on display throughout the premises.

All staff members engaged, or to be engaged, on the premises shall receive full training pertinent to the Licensing Act, specifically regarding age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs.

This training shall take place every 12 months.

For all orders taken over the phone or via the internet, customers should be informed of "Challenge 25" and the requirement to have ID ready for inspection should the need arise before receipt of alcoholic beverages.

All such training shall be fully documented and signed by not only the employee but the person delivering the training. Training records shall be kept at the premises and made available upon request to either Police Officers or an authorised officer of Local Authority.

## **Annexe 3 – Conditions attached after a hearing by the Licensing Authority**

N/A

## **Annexe 4 – Plans**

Attached

