

15 November 2011

LA03/PREM

Mr Smith

5311

01772 621032

01772 625311

andysmith@southribble.gov.uk

Mr R Jordan
PR Retail Consultants
The Pump House
Old Mead Road
Henham
Bishop's Stortford
Herts. CM22 6JG

Dear Mr Jordan,

RE: LICENSING ACT 2003 – APPLICATION FOR A PREMISES LICENCE: SK NEWSAGENTS, 462 LEYLAND ROAD, LOSTOCK HALL

I am in the process of attempting to reach agreement for conditions for the above-mentioned application.

It is hoped that agreement with proposed conditions may negate the need for a committee hearing; as such your immediate response to this letter would be appreciated.

From our email correspondence 3rd October 2011, the conditions set-out below, were proposed:

- *If the CCTV system breaks down it will be reported to Police and repaired within 48 hours**
- *The appropriate CCTV notification signs shall be displayed within the premises.*
- *Persons attempting to purchase alcohol who appear to be under 25 shall be asked for identification.*
- *Acceptable identification documents shall be: Passport, Photocard Driving Licence, PASS accredited cards.*
- *A refusals register shall be maintained on the premises, and available for inspection to Responsible Authorities.*
- *Staff training on responsible retailing shall take place every six months. A record of this training shall be maintained on the premises, and available for inspection to Responsible Authorities.*
- *The Designated Premises Supervisor or a representative shall maintain liaison with the Police.*

- *The premises shall not engage in any adult entertainment or services, activities, other entertainment or matters ancillary to use of the premises that may give rise to concern in respect of children.*

(* This has been slightly amended in light of the proposals, below.)

Subsequently, Lancashire Constabulary has proposed the following conditions, which the applicant is said to have agreed to verbally:

1. The premises shall operate a comprehensive CCTV system to the satisfaction of Lancashire Constabulary. The front door will be covered enabling a frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises are open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of at least 28 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer upon reasonable request.

2. A staff member from the premises who is conversant with the operation of the CCTV shall be on the premises at all times when the premises are open to the public. This staff member shall be able to show Police recent data or footage with the absolute minimum of delay when requested.

3. The door to the stock room to the rear of the premises should be fitted with a suitable keypad lock for security purposes.

I would therefore appreciate if you could indicate your client's agreement to these conditions by signing below.

I agree to the conditions outlined above and those proposed by Lancashire Constabulary to be added to the amended application for SK Newsagents, 462 Leyland Road, Lostock Hall:

Signed.....(Applicant)

Date.....

Please return the duly signed white copy to myself at the above address as soon as possible.

If the applicant does not wish to sign and does not agree to these conditions being added to the application, please contact me directly.

Yours sincerely

Andrew Smith
Licensing Officer