

## **Licensing Sub-Committee**

**Meeting held on Monday 25 September 2017 at 10.30am in Room F10, the  
Town Hall, Katharine Street, Croydon CR0 1NX**

### **DRAFT MINUTES - PART A**

Present: Councillors Margaret Bird, Bernadette Khan and Andrew Rendle

Reserve Members drawn from the Members and Reserve Members  
of the Licensing Committee.

Also present: James Derby (Lawyer) Darren Saarbrucken (Principal Officer -  
Commercial Licensing) Michael Goddard (Licensing Manager)

### **MINUTES - PART A**

#### **A1 Appointment of Chair**

Councillor Bernadette Khan nominated Councillor Rendle  
Councillor Margaret Bird Seconded the motion  
The Sub-Committee RESOLVED to appoint Councillor Rendle as  
chair of the Sub-Committee

#### **A2 Disclosure of Interest**

None

#### **A3 Urgent Business (if any)**

None

#### **A4 Exempt Items**

None

#### **A5 Application for premises licence: 278-280 Lower Addiscombe Road**

The Licensing Sub-Committee considered the Application for a  
Premises Licence at 278-280 Lower Addiscombe Road, CR0 7AE  
and the representations received as contained in the report of the  
Executive Director 'Place'.

The Sub-Committee also considered the verbal representations

made at the hearing by the premises licence holder and his representative. The local resident who submitted an objection did not attend the hearing.

The Sub-Committee, having reference to the licensing objectives under the Licensing Act 2003 and the Council Licensing Policy RESOLVED to Grant the premises licence on the basis that they were satisfied that it would support the licensing objectives to do so. In particular, the sub-committee noted that the applicant had submitted revised conditions which he proposed to be attached as further conditions to the premises license. The revised conditions were as follows:

"1 – CCTV covering the interior & exterior of the shop will be installed and will be kept operational at all times the premises are open to the public. It shall be capable of taking a head & shoulders shot of persons entering the premises, be capable of storing images for a minimum of 31 days and a member of staff trained & capable of downloading images shall be on duty at all times the premises are open to the public. Images shall be provided to the police of authorised officers on request.

2 – The premises licence holder, DPS or authorised member of staff shall check on a daily basis that the CCTV system is operational and on a minimum weekly basis that the system is recording images for the minimum of 31 day period, that the date & time are correctly set and that images can be readily downloaded on a useable format. Details of the checks shall be recorded in the incident book (CCTV Section).

3 – Challenge 25 will be operated as the proof of age policy. Only a photographic driving licence, valid passport, ministry of defence/armed forces photographic identity card or proof of age card bearing the holders photograph and the pass hologram/logo on it will be accepted as proof of age.

4 – All staff will be trained on induction and at six monthly intervals in the operation of Challenge 25. Training will include identifying persons under 25, making a challenge, acceptable proof of age and checking it, making and recording a refusal, avoiding conflict, responsible alcohol retailing & safeguarding children.

5 – An incident book shall be kept at the premises, and made available to the police or authorised officers, which will record the following:

- a) All crimes reported,
- b) Lost property,
- c) All ejections of customers,
- d) Any complaints received,
- e) Any incidents of disorder,
- f) Any seizure of drugs or offensive weapons,
- g) Any faults in the CCTV,
- h) Any refusal of alcohol,

i) Any visit by a relevant authority or emergency service.

6 – Notices will be prominently displayed by the entry/exit door and point of sale (as appropriate) advising customers that:  
CCTV & Challenge 25 are in operation;  
Advising customers of the provisions of the Licensing Act regarding underage & proxy sales;  
The trade times of the premises;  
Asking customers to respect residents & leave the area quietly, not to loiter outside the shop & not to drink in the street."

The Sub-Committee believed that the application supported the licensing objectives of prevention of crime and disorder, public safety and public nuisance.

The Sub- Committee also noted that in considering this application, commercial need or demand is not a pre requisite to granting or refusing the application.

**A6**

**Camera Resolution**

### **MINUTES - PART B**

None

11.34am