



Havering

LONDON BOROUGH

Part A

Premises licence number

27092

Part 1 – premises details

Postal address of premises

Berwick Manor
Berwick Pond Road Rainham RM13 9EL

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Films, live music, recorded music, late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Films

Monday to Sunday – 10:00 to 00:30

Live music, recorded music

Residents and bona fide guests

Monday to Sunday – 00:00 to 24:00

Non-residents

Monday to Sunday – 23:00 to 01:30

Late night refreshment

Residents and bona fide guests

Monday to Sunday – 23:00 to 05:00

Non-residents

Monday to Sunday – 23:00 to 01:30

Supply of alcohol

Residents and bona fide guests

Monday to Sunday – 00:00 to 24:00

Non-residents

Monday to Sunday – 10:00 to 01:30

The times the licence authorises the carrying out of licensable activities – contd.

External areas

All licensable activities detailed above – 10:00 to 24:00

Non-standard timings

All licensable activities detailed above

New Year's Eve – from the end of licensed hours on New Year's Eve to the start of licensed hours on New Year's Day
New Year's Day, Friday, Saturday, Sunday and Monday of each bank holiday weekend, Christmas Eve, Boxing Day – one additional hour

The opening hours of the premises

Monday to Sunday – 00:00 to 24:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On and off supplies

Part 2

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

Fimasa Limited
Unit 11 Holts Court Threshers Bush Harlow CM17 0NS

Registered number of holder

12245651

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

Mr Pareshkumar Arvindbhai Patel

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

[REDACTED]

Annex 1 – mandatory conditions

- 1. 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.**

2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. (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).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (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.
 - 6. 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.
 - 7. 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.
 - 8. For the purposes of the condition set out in paragraph 7 —
 - (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,
 - (i) 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.

Annex 1 – mandatory conditions – contd.

- 9. Where the permitted price given by paragraph (b) of paragraph 8 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.**
- 10. (1) Sub-paragraph (2) applies where the permitted price given by paragraph (b) of paragraph 8 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.**
- 11. The admission of children, that is persons aged under 18, to the exhibition of any film shall be restricted in accordance with any recommendation made by the film classification body designated by section 4 of the Video Recordings Act 1984.**

Annex 2 – conditions consistent with the operating schedule

- 1. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the London Borough of Havering. The log shall record the following:**
 - All crimes reported to the venue**
 - All ejections of customers**
 - Any incidents of disorder, i.e. disturbance caused by either one person or a group of people. (There is no requirement to record the above incidents where they do not relate to a licensable activity).**
 - Seizures of drugs or offensive weapons**
 - Any faults in the CCTV system or searching equipment or scanning equipment.**
 - Any refusal of the sale of alcohol during the hours the premises is licensed to sell it.**
- 2. The premises licence holder or nominated representative shall keep and maintain all right to work in the UK documents for all staff members. Right to work documents shall be kept at the premises and produced to an authorised officer of the council or the Police upon request. Right to work documents must be retained at the premises for a minimum of 12 months after employment has ceased.**

3. CCTV shall be installed, operated and maintained at all times that the premises is open for licensable activities, so as to comply with the following criteria:
 - The premises licence holder shall ensure that the CCTV system is checked every two weeks to ensure that the system is working properly and that the date and time are correct. A record of these checks, showing the date and time of the person checking, shall be kept and made available to police or authorised council officers on request.
 - The Police shall be informed if the CCTV system will not be operating for longer than one day of business for any reason.
 - One camera shall show a close-up of the entrance to the premises to capture a clear full length image of anyone entering.
 - The CCTV system shall provide coverage of any exterior part of the premises accessible to the public.
 - The CCTV system shall record in real time and recordings shall be date and time stamped.
 - Recordings shall be kept for a minimum of 31 days and downloaded footage shall be provided free of charge to Police or authorised council officers on request subject to the Data Protection Act 1998 within 24 hours of any request.
 - At all times the premises are open for licensable activity there shall be a person on the premises who can operate the CCTV system sufficiently to allow Police or authorised council officers to view footage on request.
4. Signage stating that CCTV is in operation at the premises shall be clearly displayed at the premises.
5. Staff shall clear crockery, cutlery and glassware promptly from tables.
6. In the event that a serious assault is committed on the premises or appears to have been committed the management shall immediately ensure that:
 - The Police and, where appropriate, the Ambulance Service are called without delay.
 - All measures that are reasonably practicable are taken to apprehend any suspects pending the arrival of the police.
 - The crime scene is preserved so as to enable a full forensic investigation to be carried out by the police; and
 - Such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.
7. There shall be at the premises a lockable 'drugs box' to which no member of staff except the DPS and/or the management shall have access. All controlled drugs or items suspected to be or to contain controlled drugs found at the premises shall be placed in this box as soon as practicable. Whenever this box is emptied all of its contents shall be given to the Metropolitan Police Service for appropriate disposal.
8. An adequate and appropriate supply of first aid equipment and materials shall be available on the premises at all times.
9. All exit routes and public areas shall be kept unobstructed, shall have non-slippery and even surfaces, shall be free of trip hazards and shall be clearly signed.

10. The premises licence holder shall ensure that all staff are fully trained and made aware of the legal requirements of businesses to comply with their responsibility with regard to the disposal of waste produced from the business premises. The procedure for handling and preparing for disposal of the waste shall be held in writing and displayed in a prominent place where it can be referred to at all times by staff.
11. The premises licence holder shall ensure that there is an adequate number of receptacles for waste within the premises for the public to use.
12. Notices shall be prominently displayed at all exits requesting patrons leaving the premises to do so quietly respecting the needs of local residents and businesses.
13. No noise generated on the premises or by its associated plant or equipment shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
14. An appropriate automatic noise control device shall be used for any amplified sound within the licensed area. The device shall be set so that the volume of any amplified sound emanating from the premises does not cause a public nuisance to the occupiers of any noise sensitive premises. The equipment shall be effectively operated and maintained for as so long as the use continues.
15. Details of the equipment shall be submitted to and approved by the local licensing authority and the equipment shall be installed and be in full working order to the satisfaction of the local licensing authority prior to the commencement of use.
16. The premises licence holder shall appoint a noise consultant registered with the Institute of Acoustics or Association of Noise Consultants to prepare a scheme of sound control measures which may include the installation of a sound limiting device to prevent a public nuisance as a result of music and amplified sound from the premises. The scheme shall be approved by the local authority within 30 days of the premises licence being granted.
17. The automatic noise control system shall be so secured so as to be under the access and control by the designated premises supervisor or other authorised personnel only.
18. If a 21st birthday party or under is hosted where licensable activity is taking place all guests shall be age verified and those over 18 shall wear wrist bands confirming they are aged 18 or over.
19. The premises shall at all times operate a Challenge 25 policy to prevent any customers who attempt to purchase alcohol and who appear to the staff member to be under the age of 25 years without having first provided identification. Only a valid British driver's licence showing a photograph of the person, a valid passport, a military identification card or a proof of age card showing the 'PASS' hologram may be accepted as valid identification.

Annex 2 – conditions consistent with the operating schedule – contd.

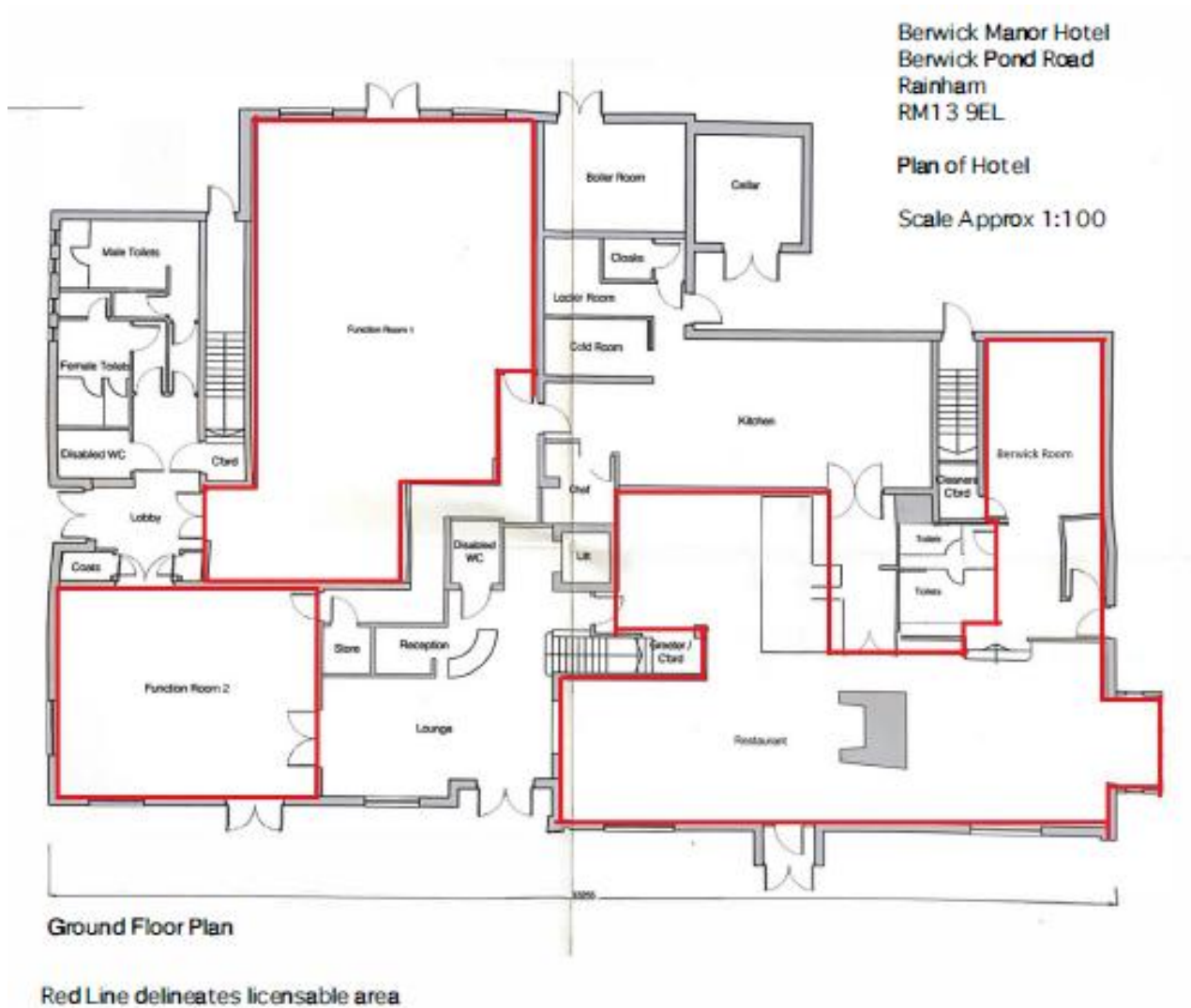
- 20. All staff members engaged or to be engaged in selling alcohol on the premises shall receive full training pertinent to the Licensing Act 2003 specifically with regard to age-restricted sales and the refusal of sales to persons believed to be under the influence of alcohol or drugs.**
- 21. All 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 an authorised officer of the council or the Police on request.**
- 22. Staff employed to sell alcohol and assist in the provision of a licensable activity shall undergo training upon induction. This shall include, but not be limited to:**
 - The premises' age verification policy**
 - Dealing with refusal of sales**
 - Proxy purchasing**
 - Identifying attempts by intoxicated persons to purchase alcohol**
 - Identifying signs of intoxication**
 - The premises' drugs policy**
 - Film classifications**
- 23. Such training sessions shall be documented and refreshed every twelve months. All training sessions shall be documented in English. Records of training shall be kept for a minimum of one year and shall be made available to an authorised officer of the council or the Police upon request.**
- 24. A written public nuisance policy (PNP) shall be submitted to and agreed between the premises licence holder (PLH), the Licensing Authority (LA) and the local authority Environmental Health officer responsible for noise monitoring within 60 days of the premises licence being granted. The agreed policy or any variations thereto that may be agreed between the PLH and Environmental Health officer shall be adhered to at all times. If the PNP is unable to be agreed or is withdrawn at any time licensable activities in the external areas and marquee shall not be permitted after 23:00 hours.**

Annex 3 – conditions attached after a hearing by the Licensing Authority

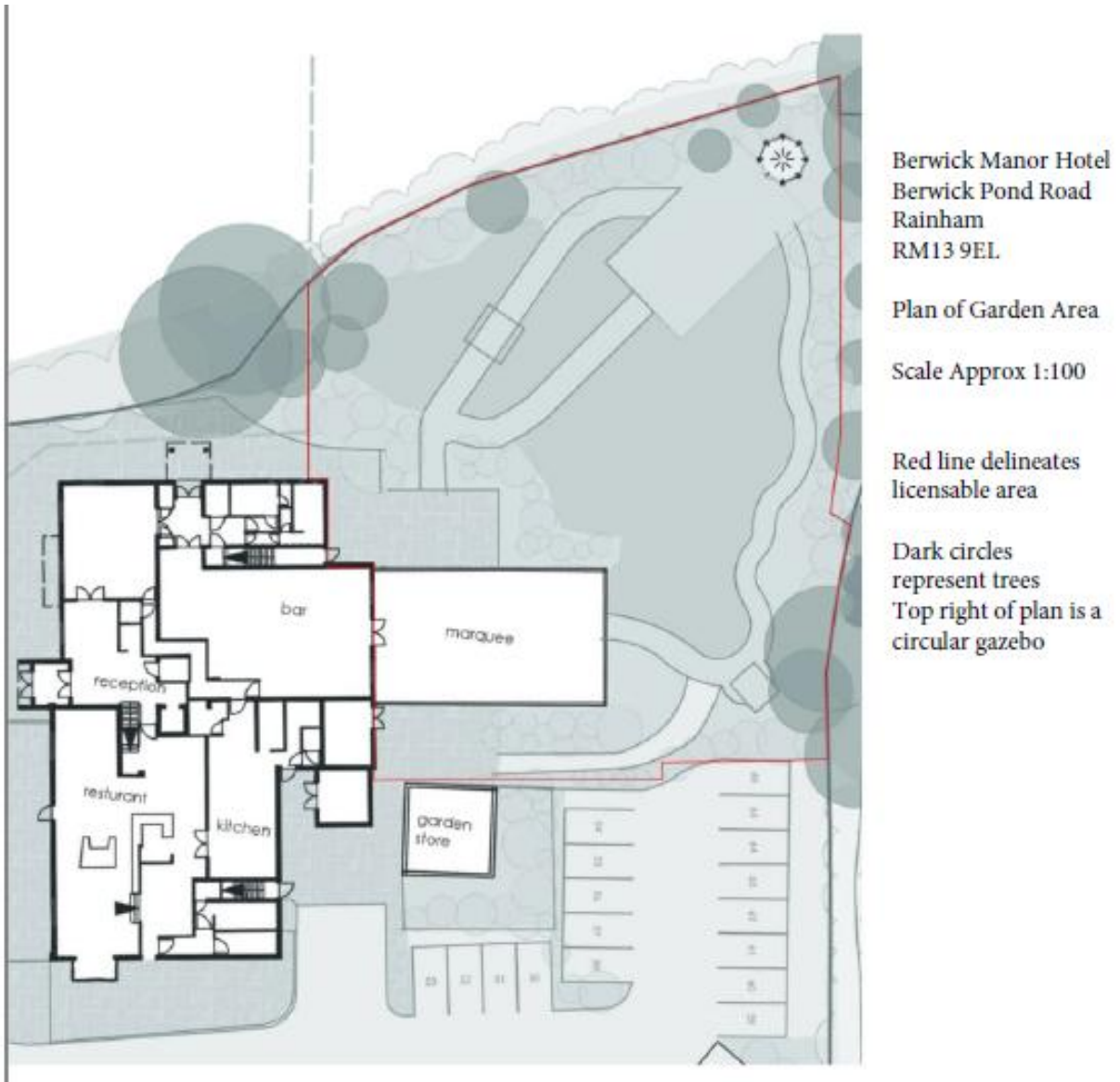
Not applicable

Annex 4 – premises plan

Original premises plans are held by the Licensing Authority of the London Borough of Havering.



Annex 4 – premises plans – contd.





Part B

Premises licence summary

Premises licence number

27092

Premises details

Postal address of premises

**Berwick Manor
Berwick Pond Road Rainham RM13 9EL**

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Films, live music, recorded music, late night refreshment, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Films

Monday to Sunday – 10:00 to 00:30

Live music, recorded music

Residents and bona fide guests

Monday to Sunday – 00:00 to 24:00

Non-residents

Monday to Sunday – 23:00 to 01:30

Late night refreshment

Residents and bona fide guests

Monday to Sunday – 23:00 to 05:00

Non-residents

Monday to Sunday – 23:00 to 01:30

The times the licence authorises the carrying out of licensable activities – contd.

Supply of alcohol
Residents and bona fide guests
Monday to Sunday – 00:00 to 24:00
Non-residents
Monday to Sunday – 10:00 to 01:30

External areas
All licensable activities detailed above – 10:00 to 24:00

Non-standard timings
All licensable activities detailed above
New Year's Eve – from the end of licensed hours on New Year's Eve to
the start of licensed hours on New Year's Day
New Year's Day, Friday, Saturday, Sunday and Monday of
each bank holiday weekend, Christmas Eve, Boxing Day –
one additional hour

The opening hours of the premises

Monday to Sunday – 00:00 to 24:00

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On and off supplies

Name, (registered) address of holder of premises licence

Fimasa Limited
Unit 11 Holts Court Threshers Bush Harlow CM17 0NS

Registered number of holder

12245651

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mr Pareshkumar Arvindbhai Patel

State whether access to the premises by children is restricted or prohibited

Not restricted

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