

**SUPPLEMENTARY DOCUMENT FOR
LICENSING SUB-COMMITTEE
Monday, 14 November 2022 at 2.30 pm
Council Chamber - Civic Centre**

AGENDA

3. Application for a Premises Licence - The Queens Head Public House, 26 Churchgate Street, Harlow, Essex, CM17 0JT
 - b) Application for a Premises Licence - The Queens Head Public House, 26 Churchgate Street, Harlow, Essex, CM17 0JT (Page 2)

This pack contains the conditions proposed by the applicant.

Agenda Item 3b

Proposed conditions for The Queens Head – Harlow

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Essex Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the entire 31-day period.

2. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested.

3. Beer garden to be closed to patrons from 23:00 hours Monday to Sunday with patrons clearing the beer garden within 20 minutes save for a maximum 10 smokers after 23:00hrs.

5. No unaccompanied children allowed on premises.

6. 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.

7. An incident log shall be kept at the premises, and be available on request to the Police or an authorised officer. It must be completed within 24 hours of any incident and will record the following:

- a) all crimes reported to the venue;
- b) all ejections of patrons;
- c) any complaints received concerning crime and disorder
- d) any incidents of disorder;
- e) all seizures of drugs or offensive weapons;
- f) any faults in the CCTV system, searching equipment or scanning equipment;
- g) any visit by a relevant authority or emergency service.

8. Clear prominent and legible signs should be erected asking customers to leave the area quietly and to be considerate to the local residents.

9. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer at all times whilst the premises is open.