

APPENDIX K

EXISTING CONDITIONS ON THE PREMISES LICENCE PLWA0572 – LYMPSTONE MANOR HOTEL.

ANNEXE 2 - CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

1. A suitably trained Staff Member must be on duty at all times during the hours that the premises are open to the public.
2. CCTV will be installed operated and maintained to the satisfaction of the Licensing Authority and Chief Officer of Police.
3. CCTV images will be retained for a minimum of 14 days and be produced on the request of the police or the council (recording media must be set to 25 frames per second).
4. The CCTV system will be operational at all times whilst the premises are trading. If the system is faulty or not working then the police and the council must be informed immediately. Details of the malfunction will be recorded in the premises incident book.
5. A notice must be displayed at the entrance to the premises advising that CCTV is in operation.
7. An incident book will be maintained within which full details of all occurrences of disorder and refused alcohol sales at the premises must be recorded. The incident book will be kept on the premises at all times and will be made available for inspection by the council and the police.
8. All electronically amplified regulated entertainment must be played through the in-house PA system which is only to be operational in the designated rooms and not through any independent systems provided by the entertainers. The controls for the in-house PA system must only be accessible by the Premises Licence Holder or people authorised by them.
9. No customers will be permitted to take open containers of alcoholic or soft drinks from the premises.
10. The licence holder or staff authorised by them will check the premises before it opens to the public to ensure there are no risks to patrons and that all safety precautions are in place.
11. The licence holder will ensure that all staff receive appropriate training about emergency and general safety precautions and procedures.
12. The licence holder will ensure that all staff are aware of their social and legal obligations and their responsibilities regarding the sale of alcohol.
13. The telephone numbers of local taxi operators will be made available at reception for the benefit of customers.
14. All bottles and glasses and rubbish will be removed from public areas on a regular and frequent basis.
15. The electrical system at the premises, including portable appliances will be inspected and tested annually by a competent person and a satisfactory safety report obtained. A competent person will be a suitably qualified electrician who is registered with the ECA or NICEIC.

16. The gas system, including appliances, will be inspected annually and tested by a Gas Safe Registered engineer and a satisfactory Gas Safety Certificate must be obtained.
17. Any oil fired boilers and appliances currently installed on the premises or installed in the future will be inspected and tested annually and an OFTEC certificate of inspection must be obtained.
18. All safety certificates and inspection reports will be kept on site and made available for inspection by officers of relevant statutory bodies.
19. The fire safety measures provided on the premises will be maintained in good working order, and their adequacy will be determined on a regular basis, by the carrying out of a fire risk assessment as required by, and in accordance with the Regulatory Reform (Fire Safety) Order 2005.
20. An adequate and appropriate supply of first aid equipment and materials will be available on the premises.
21. Procedures will be in place to ensure that staff regularly patrol the premises both indoors and out to supervise the orderly conduct of patrons.
22. Notices will be displayed in appropriate areas requesting people to leave the premises and the area quietly and to respect the neighbours.
23. The Garden and Maintenance team will patrol the grounds regularly monitoring the disposal and collection of litter.
24. Children will be supervised by parents at all times.
25. No under 18's will be permitted without an adult to supervise.
26. The premises will adopt a Challenge 21 Policy. The acceptable forms of ID to purchase alcohol will be Passport, Photo Driving Licence or Government approved PASS card.