

Mohammad Bauluck

From: Licensing (SBC)
Sent: 04 June 2025 12:23
To: Licensing (SBC)
Subject: APPENDIX III - Agreed Conditions with Police

From: Licensing (SBC)
Sent: Wednesday, June 4, 2025 12:22 PM
To: Licensing (SBC)
Subject: APPENDIX III - EXTERNAL - Re: Alcohol licence application

From: Mark Squires PC 46013355 <>
Sent: Friday, May 9, 2025 1:18 PM
To: Licensing (SBC) <Licensing@swale.gov.uk>
Cc: Licensing North Division Kent <licensing.north.division@kent.police.uk>
Subject: FW: EXTERNAL - Re: Alcohol licence application

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon

Please see the e mail chain below in relation to the licence application from Ours Café. I am happy with conditions offered on the application with the CCTV and Training conditions using the below wording.

Kind Regards

Mark

From: Ours Cafe
Sent: 09 May 2025 08:19
To: Mark Squires PC 46013355
Subject: EXTERNAL - Re: Alcohol licence application

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It is not unusual to receive an email from someone for the first time but this can be a sign of phishing, so do please be vigilant.

Good Morning Mark,

Thanks for your call yesterday, yes we can confirm all of this.

Does this include outside of the premises for cctv or just the inside like you stated?

Many thanks,

Emily

On Thu 8 May 2025 at 12:56, Mark Squires PC 46013355 <> wrote:

Good Afternoon, Emily

Thank you for speaking to me today and I am happy with your application you submitted.

Following our chat I have included the condition wordings we use on all new applications below.

Like I said on the phone these are the same as the conditions you have included on your application but in more detail.

If you are happy with these please reply to this e mail and I will send it to the council.

CCTV




- CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions.
- Cameras shall encompass all ingress and egress to the premises, fire exits and all areas where the sale and supply of alcohol occurs.
- Equipment must be maintained in good working order, be correctly time and date stamped, recordings MUST be kept on the hard drive and kept for a period of 31 days and handed to Police upon reasonable request.
- The premises licence holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in a recordable format to the Police and Local Authority upon reasonable request.

Training

- All staff who sell alcohol or supply alcohol to customers will have licencing training.
- Alcohol training will take place within six weeks of employment.
- Refresher training will take place every year or earlier if there is a change in the legislation.
- Any new employees will be supervised until training has taken place
- All staff will have individual training records that detail the date and nature of training.
- All training will be documented and will be made available to the responsible authorities on demand along with the content of the training.

Kind Regards

Mark

 <p>Kent Police</p> <p>Protecting and Serving the people of Kent</p>	<p>PC 13355 Mark Squires</p> <p>Strategic Prevention Command</p> <p>Licensing Hub, North Division</p> <p></p> <p> MS Teams</p>
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