

FW: EXTERNAL - Premises Licence Application: Holm Park Sports & Recreational Ground, Holm Place, Queenborough Road, Halfway, ME12 3DB



Carrie Knight PC 46011605 <Carrie.Knight@kent.police.uk>

To: Licensing (SBC)

Cc: Licensing North Division Kent; team@The Rose

Retention Policy Corporate Default 7 Years (7 years)

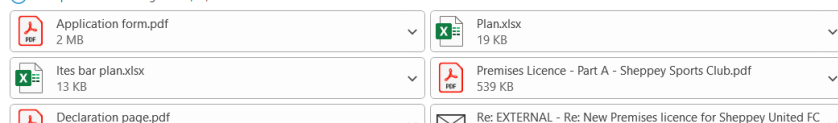
Expires 13/05/2032

Reply Reply All Forward

Thu 15/05/2025 09:46

Lorraine

You replied to this message on 04/06/2025 15:38.



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Good morning, Licensing,

You have asked us to review the attached new premises licence for Holm Park Sports & Recreational Ground, Holm Place, Queenborough Road, Halfway, ME12 3DB.

I have been in contact with the applicant, and we have come to an agreement with added conditions. I have attached an email chain with our agreement and the conditions which are –

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, 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 on demand.
- 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 on demand.
- In the event of technical failure of the CCTV equipment the premises licence holder or DPS must report the failure to the Police Licensing Officer within 24 hours unless the CCTV will be repaired before that time - licensing.north.division@kent.police.uk

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 quarter there or 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.
- All records will be kept for a period of 2 years.
- All staff to receive training in relation to the conditions applicable to this premises licence

Incident Log –

An Incident log shall be kept at the premises, and made available on request to a police officer, police licensing officer or council authorised licensing officer. It must be completed within 24 hours of the incident and will record the following:

- All crimes reported at the venue.
- All ejections of patrons
- Any complaints received concerning crime and disorder.
- Any incident of disorder
- All seizure of drugs or offensive weapons
- Any faults in the CCTV system, searching equipment or scanning equipment.
- Any visit by a relevant authority or emergency service

Each entry is to be checked and signed by the DPS/Licensee no later than 1 week after the entry has been made. The register must be made available to Police, Police Licensing Officers, and authorised officers from the Local Authority either electronically or hard copy.

Refusals book –

- A refusals log shall be kept at the premises where the sale of alcohol is supplied, and made available on request to a police officer, police licensing officer or council authorised licensing officer.
- Keep a refusals book on the premises and ensure it is completed whenever a sale is refused to a person who cannot prove they are over the age of 18 years.
- The date, time of the incident, a description of the customer, the name of the staff member who refused the sale and the reason the sale was refused, should be recorded.
- The book should be made available to police and authorised council officer on request.

Challenge 25 –

- Prominently advertise the scheme in your premises so that customers are aware, display proof of age signs at the point of sale. These can be downloaded for printing at <http://www.challenge25.org/downloads.html>.
- Only accept photographic driving licence, passports, or PASS (proof of age standards scheme) cards approved as means of ID. If you accept other forms of ID such as EU national ID cards, these must bear a photograph, DOB, and holographic mark.

Events –

- No more than 6 outdoor music events per calendar year.
- No boxing events

Door supervision/stewards –

- The premises licence holder or DPS/appointed member of staff shall maintain an accurate and up to date register in respect of all stewards, security staff or door supervisors working at

the premises when it is open to the public. The register will comprise of (a) the name, address, telephone number of the member of staff (b) any registration number relating to the steward or door supervisor whether employed directly by the licensee or through an agency (c) the name, address and telephone number of the agency providing stewards, security staff or door supervisor where not employed directly by the licensee (d) the dates and times of commencement and finishing of work (e) signature of the member of staff (f) details of any incident in which the member of staff is involved including any calls to the police and any police action taken.

- The designated premises supervisor will undertake a risk assessment in respect of the provision of door supervisors for any unusual events and were deemed appropriate a minimum of 2 door supervisors will be employed

Notices –

- A notice is displayed at the entrance/exit of the premises to remind customers to leave the premises quietly.

Other -

- No alcohol to be taken outside of the licenced area
- All drinks which are to be consumed outside of the club house are to be served in drinks vessels which are not made from glass
- No customers carrying open or sealed bottles shall be admitted to the premises at any time that the premises are open to the public.

Based on the above we have no objections.

Further clarification regarding the ‘Provision of boxing or wrestling entertainments (indoors)’

RE: EXTERNAL - Premises Licence Application: Holm Park Sports & Recreational Ground, Holm Place, Queenborough Road, Halfway, ME12 3DB



Carrie Knight PC 46011605 <Carrie.Knight@kent.police.uk>
To: Licensing (SBC)

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Expires 26/05/2032

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Wed 28/05/2025 08:33

Lorraine

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Hi Lorraine,

Sorry I should have mentioned that as well. Yes, no wrestling events.

Kind regards

Carrie