

# *Island Fish Bar*

*120-122 High Street, Sheerness on Sea, ME12 1UB*

Island Fish Bar is a welcoming place, which offers a refreshing change to the usual Fish & Chips Restaurants.

The idea of the sale of alcohol has actually been a request from many of our guests that attend our restaurant.

We'd like to go through the concerns that have arisen for the grant of the premises licence.

We understand from the meeting held at the Town Council that the main issue are the off sale of alcohol and the times of the sale of alcohol. Considering these concerns, we have decided to reduce the hours and **remove the takeaway alcohol from our application** if this is going to cause nuisance. This was offered to Chairman Lee McCall, unfortunately a response was not received.

All though the hours were agreed with the Licensing Police Officer, the changes of hours we can propose are:

**Sunday to Thursday 11:00 to 23:00**

**Friday and Saturday 11 to 00:00**

Other Conditions we have proposed in the application are:

- ❖ Applicant will obey by the current and existing health and safety and fire safety regulations.
- ❖ Permitted activities will only be practiced in the hours submitted.
- ❖ In question of alcohol, the DPS will be fully trained in the HABC Level 2 award for personal licence holders
- ❖ DPS and staff members are fully aware of the importance of the licensing objectives
- ❖ Alcohol will not be sold to any one who is drunk or acting in the same way.
- ❖ Alcohol will not be sold to anybody with the suspicion of buying for someone underage, this will be noted on the refusal book.
- ❖ Intoxicating liquor shall not be sold or supplied otherwise than to persons taking a substantial table meal and by consumption of such persons as an ancillary to their meal
- ❖ An incident log shall be kept at the premises, and made available on request to an authorised officer of the Council or the Police, which will record the following:
  - All crimes reported to the venue
  - all ejections of patrons
  - any complaints received
  - any incidents of disorder
  - any visit by a relevant authority or emergency service

- ❖ Health and Safety equipment will be used accordingly at all times where required.
- ❖ First Aid Kits on site will be regularly checked and maintained.
- ❖ All parts of the premises will be adequately illuminated and those routes to which any persons have access to and from will be at our best interest to stay clear.
- ❖ The applicant shall ensure the appropriate fire safety, and health and safety regulations are applied at the premises.
- ❖ The delivery of goods, food or drinks or any other materials for the operation of the business will be carried out at such a time or in such a manner as to prevent nuisance and disturbance to nearby residents.
- ❖ Waste from premises will be kept securely in a designated area and the movement of bins and rubbish will be kept to a minimum at all times; helping to reduce the levels of noise produced by the premises.
- ❖ The premises shall operate a proof of age scheme, such as Challenge 25, whereby the only forms of acceptable identification shall be a photographic driving licence, a valid passport or any other recognised form of photographic, identification incorporating the PASS Logo.
- ❖ A refusal register will be maintained at the premises and will be made available for inspection upon the request by an authorised Officer of the Police or the Local Authority.

The paperwork mentioned in the conditions above has been attached to this letter.;

- ✓ Refusal Book
- ✓ Staff Training Record
- ✓ Incident Book
- ✓ Challenge 25 materials

In light of the above, we kindly request the grant of this premises licence application.

<b>Premises Licence Incident Book Form</b>
--

<b>Premises name and address:</b>
-----------------------------------

Date	Time
------	------

<b>Name of person completing the form</b>
---

<b>Details of the incident</b>
--------------------------------

<b>Names, address and phone number of witnesses (members of the public)</b>
---

<b>List of staff witnesses</b>
--------------------------------

<b>Name of duty manager</b>
-----------------------------

<b>Has a copy of the CCTV been made?</b>	Yes	No
--	-----	----

Where is the copy of CCTV held?
---------------------------------

<b>Where the Police Called?</b> Yes (Incident log number):	No
--	----

<b>Where other emergency services called?</b> Fire/Ambulance etc
--

Yes No Please specify:
------------------------

<b>Was anything confiscated or kept as evidence?</b> (e.g. a weapon or drugs etc)
---

Yes No Where is that now? (E.g. Managers safe, surrendered to Police)
---

<b>What has been done to prevent a re-occurrence of the incident:</b>
---

Signed DPS	Date:
------------	-------

---

T

It is a good idea to record incidents of the following nature:

- a person is refused entry because they are drunk
  - a person is refused entry for behaving in an offensive manner including violent, quarrelsome, disorderly or indecent behaviour
  - a person who has been refused entry to the premises continually attempts to gain entry or behaves in an offensive manner including violent, quarrelsome, disorderly or indecent behaviour
  - a person is required to leave or is removed from the premises for behaviour that is violent, quarrelsome, disorderly or indecent.
  - an under age person or suspected under age person fails to produce evidence of age when required to do so
  - a document produced by an underage person or suspected underage person as evidence of age is suspected to be forged, false or counterfeit
  - a local resident or other person complains to the licensee, an approved manager or other employee about matters related to the business conducted under the licence, e.g. noise nuisance.
-

# **STAFF TRAINING RECORD**

**Licensing Act 2013**



FSL LICENCE®

[illegible]