

Premises Licence

Licensing Act 2003 – Part A

CRAWLEY BOROUGH COUNCIL

Licensing Section, Town Hall, The Boulevard,
Crawley, West Sussex. RH10 1UZ - 01293 438289



Premises licence number

21/02621/LAPRE

Part 1 - Premises details

Postal address of premises

Personal licence number and issuing authority of personal licence held by designated premises

e) SIA door supervisors shall complete incident logs prior to the end of their shift.

4. Records shall be maintained at the premises containing the full name, date of birth, and SIA badge number of every Door Supervisor. These records will be kept at the premises and made immediately available to officers of any responsible authority upon request. Records shall include all dates and times when a Door Supervisor is employed. If Staff are employed through an agency the name and address of the agency must be included. The Door Supervisor
5. When operating at the premises as SIA door supervisors, door staff, will not dual role or perform other work functions.
6. Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrance to the premises and any outside seating areas. This system shall be operational and recording at all times when the premises licence is in operation.
7. The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels; inside the premises at all times.
8. The CCTV footage will be stored for a minimum of 31 days.
9. The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.
10. The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
11. The CCTV images will be stored for a minimum of 31 days.

20. An incident report book will in place and maintained, recording any issues or complaints raised by the customers or interested parties

21. Deliveries to the site shall occur between 10:00hrs-17:00hrs only

Annex 3 – Conditions attached after a hearing by the licensing authority

N/A

Annex 4 – Plans

As Attached

This licence is issued subject to the attached approved plan (plan which was submitted as part of

(Any alternation made to the premises or a substantial change to the approved plans which are currently in the possession of the Council may require a variation of the licence. You are advised to consult with this Licensing Authority before you make any proposed changes).