

Decision Schedule

Licensing Sub-Committee

TO ALL MEMBERS OF NEWPORT CITY COUNCIL

Decision Schedule published on 23 July 2019

The Licensing Sub-Committee took the following decisions on 23 July 2019, which became effective immediately.

Councillors Thomas (in the Chair), and C Ferris

LICSUB 04/19

Decision

Application for a Club Premises Certificate

The Sub Committee considered the application and the representations made both written and those made orally by all parties at the hearing and decided a Club Certificate will be issued with the following conditions:-

- Before any Alcohol is supplied in the premises, the Club must present to Licensing Authority evidence in that the club has at least 25 members.
- The Club must also provide the Licensing Authority with full details of its Committee Officers and contact details alongside their roles in the Club in line with the Club Constitution before alcohol is supplied. If a member of Committee changes the Committee must inform the Licensing Authority in writing within 14 days of the change.
- Details of the Auditor as stipulated with the Constitution should be supplied to the Licensing Authority before Alcohol is supplied, any changes to the accountant the club must inform the Licensing Authority in writing within 14 days of the change.
- A maximum of only three Guest can be signed in by each member (As stipulated within the Clubs Constitution). Though only 15 guests are permitted on the premises at one time unless a registered SIA doorman is present on the premises in this case a maximum of 30 guests are permitted on the premises.
- All guest must be signed in via a "Guest" book, the book must be kept for a minimum of six months and the following details should be recorded in the book (the "book" can of course be in a form of an electronic device) -
 - a) The name and address of the guest.
 - b) The members name who has signed in the guest.
 - c) Date and Time the Guest Entered the Premises
 - d) Time of when Guest left the Premises.

- All members should only be supplied alcohol on the production of a Members Card. The members card should have the following details –
 - a) name
 - b) photo
 - c) Members Number/ID
 - d) Date of the Grant of membership
- CCTV at the location is to cover the entirety of the licensable area. This is to have capability of recording for 28 days and should be made available to police officers/staff and other authorised person upon request
- A Challenge 25 policy is to be adopted at the club. Fully documented staff training to be done in relation to this policy, as well as training on selling alcohol to drunk persons. Posters are to be displayed at the premises to promote the Challenge 25 policy
- Triple glazing will be installed on all windows in the Club
- Insulation will be installed in all roof space in the club
- There will be hinges on all doors and they will have automatic closers and acoustic seals
- There will be no more than 6 people in the smoking area at any time (courtyard at rear of premises)
- There will be no alcohol allowed in the smoking area at any time
- Lighting in the smoking area will be positioned so as not to glare in to neighbouring properties
- The smoking area will be closed at 10pm
- Smoking at the front of the premises will not be permitted

Consultation

Implemented by: 23 July 2019

Implementation Timetable: Immediate
