

Application ref: 20/01321/LAPREM
The Chapel, 15 Bell Street, Reigate

The applicant has applied for a new Premises Licence for a coffee shop that will be offering lunches and a few evenings with wine and charcuterie. The hours for opening hours and sale of alcohol for consumption on the premises, will be daily from 11:00hrs to 23:59 hrs.

The following mediated conditions were agreed with the Police following their objections:

1. CCTV shall be installed on the premises and fully maintained, showing correct date and time information. The CCTV will cover internal public areas and external doorways, The CCTV shall provide clear images of good quality and shall capture images of people entering and exiting the premises. The premises licence holder must ensure that staff are able to make copies available at the request of the Police or other authorised licensing authority within 24 hours. CCTV footage must be retained for minimum of 31 days.
2. Staff training shall be undertaken on staff appointment and updated every 6 months. Training delivered to staff shall be recorded. Training shall cover:
 - The licensing objectives
 - The requirements for ID as part of age verification.
 - Dealing with an intoxicated person
 - Dealing with disorderly incidents/disorderly persons
 - Dealing with drug related activity on a licensed premises
 - Recording of any refusal to sell alcohol
 - Recording of incidents
 - Safeguarding of children and vulnerable adults
 - Reporting of incidents to police and information to be shared with police to promote the licensing objectives
 - All training records will be available to an authorised officer on request
3. An incident log shall be maintained on the premises documenting the date and time of any incidents involving the premises which could undermine the four licensing objectives. This shall be completed within 24 hours of the incident, be available upon request of a police officer or an authorised officer and will record the following:
 - All crimes reported at the venue
 - All ejections of patrons
 - Any complaints received concerning crime and disorder
 - All drugs seized or found
 - Any incidents of disorder
 - Any faults in the CCTV system, including action taken to remedy
 - Persons banned from the premises

4. There shall be a record of any refused sale of alcohol. The refusal register shall be inspected on a regular basis (at least weekly) by the DPS
5. The Premises Licence Holder shall adopt a 'Challenge 25' policy on the premises.
6. Signage shall be displayed in a prominent position on the premises requesting that customers leave quietly and respect the neighbourhood.