Licensing Act 2003

Premises Licence

Premises Licence Number	3945

Part 1 - Premises Details
Postal address of premises, or if none, ordnance survey map reference or description: Woodcote Village Hall, Reading Road, Woodcote, RG8 0QY Telephone: 01491 680625

Where the licence is time limited the dates: Not applicable

Licensable activities authorised by the licence:		
Performances of plays, exhibition of films, live music, recorded music, performances of dance, activities similar to music and dance (all indoors)	Sunday – Thursday Friday – Saturday	09:00 – 00:00 09:00 – 01:00
Sale of alcohol	Sunday – Thursday Friday – Saturday	09:00 – 23:30 09:00 – 00:30

Opening hours of the premises:	
Sunday – Thursday	09:00 – 00:00
Friday – Saturday	09:00 – 01:00

Seasonal variations: none

Non-standard timings: Live music, recorded music, performances of dance, activities similar to music and dance, and the sale of alcohol shall be authorised until 01:00 on New Year's Eve into New Year's Day.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

On sales only

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Part 2

Name, (registered) address, telephone number, and email of holder of premises licence:

Woodcote Village Hall Committee, Woodcote Village Hall, Reading Road, Woodcote, RG8 0QY

Telephone: 01491 681861

Email: woodcotevillagehall@outlook.com

Registered number of holder, for example company number, charity number (where applicable): 304393

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol: Disapplied

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol:

DPS Personal Licence Reference: N/a **Licensing Authority:** N/a

GRANTED on **29 November 2024**

PA Barker

On behalf of the said Authority

Annex 1 – Mandatory conditions

For the purposes of this schedule;

"the Act" means the Licensing Act 2003;

“anti-social behaviour” has the meaning given in section 36 of the Anti-social Behaviour Act 2003;

“disability” has the meaning given in section 1 of the Disability Discrimination Act 1995

“relevant premises” has the meaning given in paragraphs (a) and (b) in section 159 of the Act;

“responsible person” has the meaning given in paragraphs (a) and (b) in section 153(4) of the Act.

Mandatory Condition specified by s19 of the Licensing Act 2003:

Mandatory Condition 1

Supply of alcohol from Community Premises (management committee)

Every supply of alcohol under this licence must be made or authorised by the management committee.

Mandatory Conditions specified by the Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010 as amended by the Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014:

Mandatory Condition 2

1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises -

   (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to -

      (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
      (ii) drink as much alcohol as possible (whether within a time limit or otherwise);

   (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

   (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

   (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Mandatory Condition 3

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

Mandatory Condition 4

1) The premises licence holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or
(b) an ultraviolet feature

Mandatory Condition 5

The responsible person must ensure that

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures-

(i) beer or cider: ½ pint;
(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Mandatory Conditions specified by the Licensing Act 2013 (Mandatory Conditions) Order 2014:

Mandatory Condition 6

1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2) For the purposes of this condition -

(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979; (b) “permitted price” is the price found by applying the formula -

$$P = D + (DxV)$$

where -

(i) P is the permitted price,

(ii) D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence; (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "valued added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

3) Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4) (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Mandatory Condition specified by s20 of the Licensing Act 2003: exhibition of films

Mandatory Condition 7

Where this licence authorises the exhibition of films, the admission of children must be restricted in line with the recommendations of the relevant film classification body and with any recommendation made by the licensing authority.

Annex 2 – Conditions consistent with the Operating Schedule

1) Alcohol sales shall cease 30 minutes prior to the premises closing to the public.

2) Hire agreements shall be in place to ensure appropriate procedures/protocols are in place regarding the sale of alcohol by hirers, as well as ensuring music/entertainment volume is maintained at an appropriate level. Hire agreements shall cover legal responsibilities with respect to alcohol sales, as well as clearance of rubbish, leaving premises quietly, etc.

3) The number of persons (including staff and entertainers) permitted on the premises shall not exceed 150.

4) The licence holder shall ensure that staff (including volunteers) involved in the supply of alcohol are appropriately trained with respect to the law relating to the sale of alcohol proxy purchases, identification checking, the premises' proof of age policy and the procedure on handling refusals.
5) Alcohol for public consumption shall not be stored on the premises and instead alcohol shall be brought onto and removed from the premises for each respective event.
6) No illegal drugs or disorderly conduct shall be permitted on the premises. Incidents impacting the prevention of crime and disorder objective shall be reported to the police.
7) An appropriate number of first aid kits shall be maintained at the premises and shall be available at all times the premises are open to the public.
8) Persons leaving the premises including hirers and their guests shall be requested to leave the premises and the area quietly.
9) Staff/hirers involved with children shall be appropriately DBS checked.
10) Under 18s shall not be permitted on the premises unless under adult supervision and shall not be permitted in the kitchen/kitchenette/bar areas
11) No gaming machines shall be made available on the premises.

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

Not applicable

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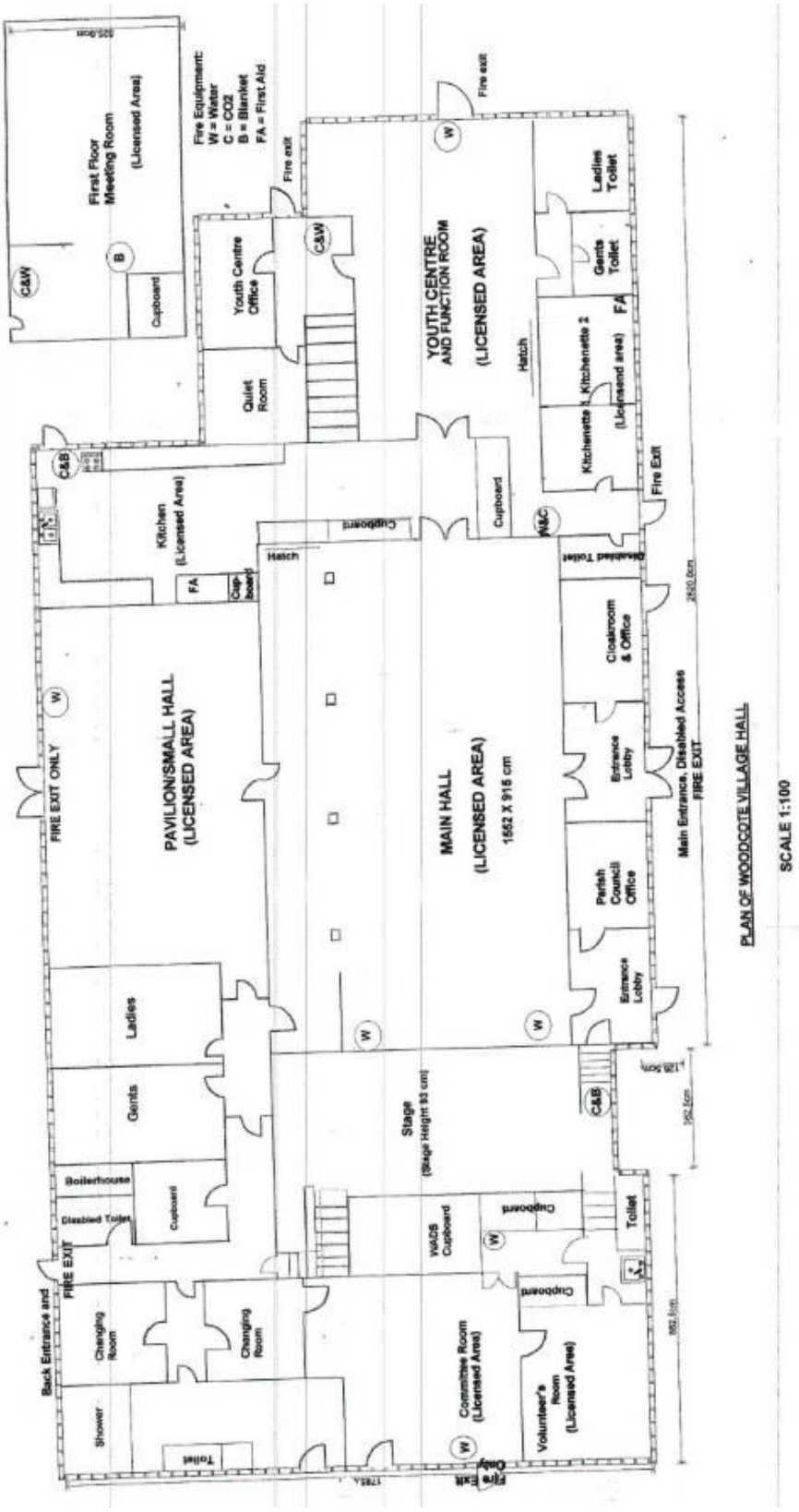
Annex 4 – Plans


First Floor Meeting Room (Licensed Area)
Cupboard
Fire Equipment:
W = Water
C = CO2
B = Blanket
FA = First Aid
Fire exit
Youth Centre Office
Quiet Room
YOUTH CENTRE AND FUNCTION ROOM (LICENSED AREA)
Hatch
Ladies Toilet
Gents Toilet
Kitchenette 2 (Licensed area)
Kitchenette
Fire Exit
Kitchen (Licensed Area)
Cupboard
Hatch
Disabled Toilet
Cloakroom & Office
PAVILION/SMALL HALL (LICENSED AREA)
FIRE EXIT ONLY
MAIN HALL (LICENSED AREA)
1552 X 915 cm
Entrance Lobby
Main Entrance, Disabled Access
FIRE EXIT
Parish Council Office
Entrance Lobby
Ladies
Gents
Boilerhouse
Disabled Toilet
Cupboard
Stage
(Stage Height 93 cm)
WADS Cupboard
Cupboard
Toilet
Back Entrance and FIRE EXIT
Changing Room
Changing Room
Shower
Toilet
Committee Room (Licensed Area)
Volunteer's Room (Licensed Area)
Only
PLAN OF WOODCOTE VILLAGE HALL
SCALE 1:100

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Licensing Act 2003
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Seasonal variations: none

Non-standard timings: Live music, recorded music, performances of dance, activities similar to music and dance, and the sale of alcohol shall be authorised until 01:00 on New Year's Eve into New Year's Day.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

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Name and (registered) address of holder of premises licence:

Woodcote Village Hall Committee, Woodcote Village Hall, Reading Road, Woodcote, RG8 0QY

Registered number of holder, for example company number, charity number (where applicable): 304393

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol: disapplied

State whether access to the premises by children is restricted or prohibited: Under 18s shall not be permitted on the premises unless under adult supervision.