



RESPONSIBLE AUTHORITY RESPONSE TO LICENSING APPLICATIONS

RESPONSIBLE AUTHORITY – Gwent Police

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| Name of Applicant | Francesca Keirle |
| Premises | Geshmak 6 Clive Street , Caerphilly CF831GE |

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| Your Name | Pc 1141 Jon Taylor |
| Job Title | Police Constable |
| email Address | Licensingwest@gwent.police.uk |
| Contact Telephone Number | [REDACTED] |
| Date | 14.2.24 |

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| Which of the four Licensing Objectives does your representation relate to? | |
| The Prevention of Crime and Disorder | x |
| Public Safety | |
| The Prevention of Public Nuisance | |
| The Protection of Children from Harm | |

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| Please outline the reasons for your Representations |
| <p>Gwent police have received a new premises license application from Francesca Keirle for a premises license at 6 Clive Street , Caerphilly CF 83 1GE</p> <p>The premises comprises of a ground floor seating area and a toilet and kitchen to the rear. There is a designated seating area on the front externally, with small capacity for around 8 people to sit. The property has two large windows to the street facing wall. The premises has capacity for a seating area inside and will seat approximately 35 people and also have space for a small bar and serve-over counter area</p> <p>The premises will be used as a cafe, bar and bistro, and the applicant intends to run occasional day and evening events such as</p> |

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| | <p>when required. All records shall be kept for a period of 12 months</p> <p>All staff to be trained in the prevention of underage sales to a level commensurate with their duties. All such training to be updated as necessary, for instances when legislation changes, and should include training on how to deal with difficult customers. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable. The records shall be kept for a 12 month period (This condition supports child services reps)</p> <p>All staff will be responsible for ensuring that any evidence of the use or distribution of drugs is reported to local partners and relationships with local partners will be developed and maintained in order to bolster the promotion of the objectives. Training on acceptable forms of ID and checking the authenticity will be provided. Partnerships with other local venues will be created and communication channels between us and them maintained.</p> <p>Gwent Police would like this reworded to An approved proof of age scheme shall be adopted, implemented and advertised within the premise such as 'Challenge 25' whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include identification bearing the customers photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.</p> <p>Publicity materials notifying customers of the operation of the Challenge 25 scheme shall be displayed at the premises, including a Challenge 25 sign of at least A5 size at the entrance to the premises and where practicable at each point of sale. (This condition supports Child Services reps)</p> |
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| | <p>Adequate and clear refuse systems will be in place, and suitable drinking vessels supplied to customers. drinking on the private yard when it is developed into an outdoor eating area. The premises will be primarily an eating venue, so drinking without food will be discouraged by staff.</p> <p>Gwent Police would like this reworded to There shall be no consumption of alcoholic beverages purchased from the premises in open containers outside at the front of the premises unless seated in dedicated area with table and chairs . All off sales will be in sealed containers.</p> <p>No glass will be allowed outside. The contents of any bottled beverage shall be decanted into a plastic / PTE / glass before service to any customer that uses the outside area.</p> <p>The outside area will not be used after 22.00 hrs</p> <p>Partnerships with local law enforcement will be fostered and maintained. Tolerance of drunk and disorderly behaviour will be a low threshold and any aggressive behaviour will cause the aggressor and associated parties to be refused service. Staff will maintain a close eye on quantities consumed and be trained to spot any issues early and deal with them in an open and friendly manner. Records of any incidents will be maintained and preserved for at least 28 days.</p> <p>Gwent police would like the above removed</p> <p>Any evidence of drug taking or the sale of it near or on the premises will be reported to the police and any offenders will be barred from the premises. Any evidence of littering or creating high noise levels will be dealt with swiftly, and signage will be up around the premises to reinforce all of these measures. External lighting will be in place in the rear yard to deter loiterers and break ins. The yard will be locked and inaccessible to</p> |
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| | <p>the public when the premises is closed.</p> <p>There will be a zero-tolerance policy on drugs and weapons being brought into the premises. Posters will be used to reinforce the measures.</p> <p>Training and briefings will occur frequently and records of these maintained.</p> <p>Gwent Police would like the above removed</p> <p>CCTV will be installed and recorded material will be kept in an accessible format and available to copy for 35 days. Signs will be placed to inform individuals that recording is taking place.</p> <p>Gwent Police would like this reworded to</p> <p>CCTV shall be in use at the premises. (i)Where a CCTV system is to be installed, extended or replaced, it shall be to an appropriate standard as agreed with the Licensing Authority in consultation with the Police. Where a CCTV system is to be installed, it shall be fully operational by the grant of the licence. (ii)The CCTV equipment shall be maintained in good working order and continually record when licensable activity takes place and for a period of two hours afterwards; (iii)The premises licence holder shall ensure images from the CCTV are retained for a period of 30 days. This image retention period may be reviewed as appropriate by the Licensing Authority; (iv)The correct time and date will be generated onto both the recording and the real time image screen; (v)If the CCTV equipment (including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure the designated premises supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority and the Police shall be informed when faults are rectified;</p> |
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| | <p>(vi)The premise licence holder shall ensure that there are trained members of staff available during licensable hours to be able to reproduce and download CCTV images into a removable format at the request of any authorised officer of the Licensing Authority or a constable;</p> <p>(vii)The system shall also record clear images permitting the identification of individuals.</p> <p>(viii)There shall be clear signage indicating that CCTV equipment is in use and recording at the premises</p> <p>Staff will be trained in a duty of care for any customers suffering from the effects of alcohol and drug use. Staff will be trained in spotting the signs of this and in appropriate measures for dealing with it. Any aggressive behaviour will be met with a zero tolerance approach. Drinks promotions will be sensible and not cause the excessive drinking of alcohol. A first aid trained member of staff will be present at all times. Fire exits are lit and marked clearly and fire extinguishers and blankets maintained and checked regularly according to guidance. Risk assessments will be carried out and updated regularly with regards to any potential hazards in the venue. Tables and glasses will be cleared regularly and any spillages dealt with immediately and signage put in place to inform customers of recently cleaned or wet flooring. Increased lighting and a period of no alcohol service will preempt closing every night.</p> <p>The premises is in a mixed residential and commercial zone, so noise factors will be monitored and prevented through limited use of the outdoor area with early shutting of this.</p> <p>Gwent police would like the above removed</p> <p>Signs reminding customers to be considerate of neighbours will be in place.</p> <p>Gwent police would like this to be reworded to. Clear notices must be displayed at all points where customers leave the building instructing them to respect the needs of local residents and leave the premises and the area quietly.</p> |
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open mike nights and music to accompany food.

The premises will be open to the public Monday to Saturday 08.30 23.00 hrs and Sunday 10.00 to 23.00 hrs
 The sale of alcohol has been applied for Monday to Sunday 10.00 to 23.00 hrs for ON and OFF sales .

On Monday 12th Feb 2024 officers from Gwent police licensing met with the applicant in company with Dean Pugh and Sandra Williams from Caerphilly council . The application was discussed in detail .
 The applicant agreed to amend the supply times of alcohol to Monday to Sunday 10.00 hrs to 22.30 hrs .
 In addition a No Glass outside policy. There will be a wind down period of 30 mins each day prior to closure at 23.00 hrs .

The applicant has provided several conditions at the application stage that will promote the 4 licensing objectives. Gwent Police do not object to the application but would advocate the re-wording of some of these and a small number of additional conditions that would support the applicant in the promotion of the licensing objectives.

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| <p>What conditions could be added to the licence to remedy your representation that the Licensing Sub-Committee could take into account</p> | <p>The suggested conditions and variations to the license are as follows:</p> <p>The applicant has proposed the following conditions :</p> <p>Training will be given to all staff on upholding and promoting the 4 objectives. All staff will receive training on keeping records of objections to sales and communicating with customers in the event of a refusal of sale. All records will be maintained and preserved for a minimum of 28 days.</p> <p>Gwent Police would like this reworded to</p> <p style="color: red;">The premises licence holder shall require the designated premises supervisor, or in his / her absence other responsible person, to keep an ‘incident / refusals’ logbook in a bound book in which full details of all incidents are recorded. This shall include details of any refused sales and shall give details of the persons involved, incident description, time and date, actions taken and final outcome of the situation. This shall be completed as soon as possible and, in any case, no later than the close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry. The logbook is to be kept on the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a constable</p> |
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| | <p>Windows will be closed in evenings to limit the sound escaping from the venue. Staff will be trained in communicating clearly and in a friendly way about the expectations of clients. Local residents will be provided with a telephone number they can call to resolve any sound issues immediately. Refuse bins will be maintained to a clean standard and made available to customers to prevent issues with rubbish. Bins will be locked to prevent any pest issues developing or escalating. A record of any noise issues will be maintained to assist in developing future training and strategies.</p> <p>Children will only be admitted if accompanied by an adult in the evening. Children may eat at the premises in the daytime, but will be refused service if they request it.</p> <p>Gwent Police would like the above removed</p> <p>Staff will be trained to implement a 'no ID, no sale' policy and all patrons will be ID'd if they appear to be under the age of 25 Lists of appropriate forms of ID will be made available to staff and highly visible in the service area. These signs will also be customer facing so that there is a clear method of communication between staff and patrons. A log of any and all refusals shall be maintained and preserved for a minimum of 28 days from the date of each refusal of alcohol sale.</p> <p>Gwent police would like the above removed</p> <p>Gwent Police support the reps submitted by Child Services</p> <p>All staff/members who serve alcohol to be trained in the prevention of underage sales to a level commensurate with their duties. All such training to be updated as necessary, for instances when legislation changes, and should include training on how to deal with difficult customers. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable.</p> |
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| | <p>Gwent Police would like the following added to the above condition . All records to be kept for a minimum of 12 months</p> <p>An approved proof of age scheme shall be adopted, implemented and advertised within the premise such as 'Challenge 25' whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include identification bearing the customers photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.</p> <p>Publicity materials notifying customers of the operation of the Challenge 25 scheme shall be displayed at the premises, including a Challenge 25 sign of at least A5 size at the entrance to the premises and where practicable at each point of sale.</p> <p>GWENT POLICE WOULD LIKE THE FOLLOWING CONDITIONS ADDED .</p> <p>The licence holder or DPS shall risk assess the need for SIA door supervisors to be present in the premises when key sporting events are taking place or when a function of any kind is taking place.</p> <p>If door supervisors are present then the premises licence holder shall ensure that the following details for each door supervisor, are contemporaneously entered into a bound register kept for that purpose:</p> <ul style="list-style-type: none"> (i) Full name; (ii) SIA Certificate number and or badge number, or registration number of any accreditation scheme recognised by the Licensing Authority (including expiry date of that registration or accreditation); (i) The time they began their duty; |
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| | <p>(iv) The time they completed their duty. This register is to be kept at the premises at all times and shall be so maintained as to enable an authorised officer of the Licensing Authority or a constable to establish the particulars of all door stewards engaged at the premises during the period of not less than 31 days prior to the request and shall be open to inspection by authorised officers of the Licensing Authority or a constable upon request.</p> <p>The Outside area to be monitored periodically by staff through licensable times.</p> <p>Should customers be outside the premises causing congestion, loitering and/or causing Anti-Social Behaviour they will be told move away from the vicinity of the premises by the premises supervisor, manager or other competent person</p> <p>Children must be accompanied and supervised by a responsible adult at all times.</p> |
| <p>Are you prepared to discuss these representations with the applicant by way of mediation?</p> | <p>Yes. The representations made are reasonable and appropriate. If the applicant agrees to the conditions as proposed, Gwent Police will withdraw their representations.</p> |

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