

APPENDIX 4



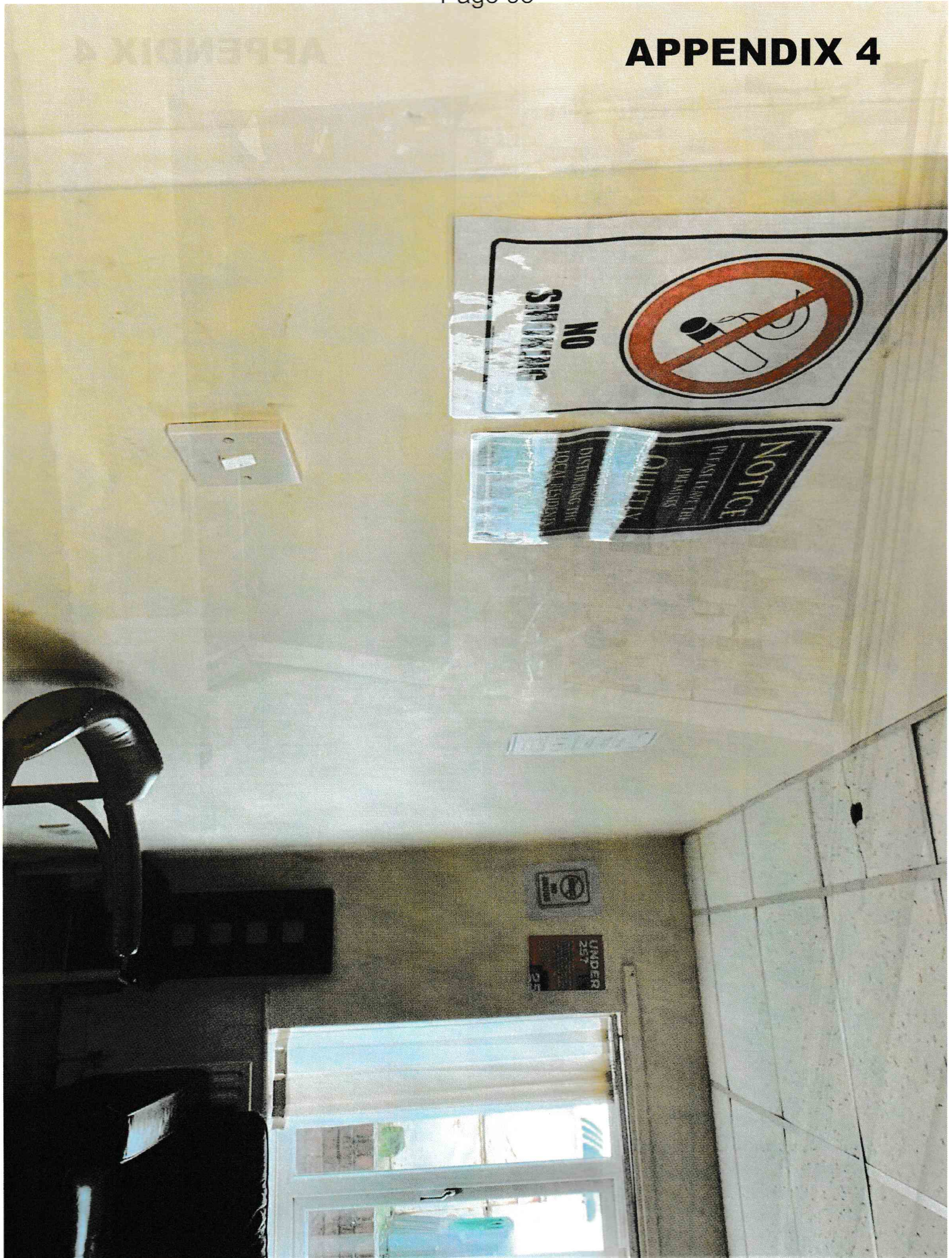
APPENDIX 4



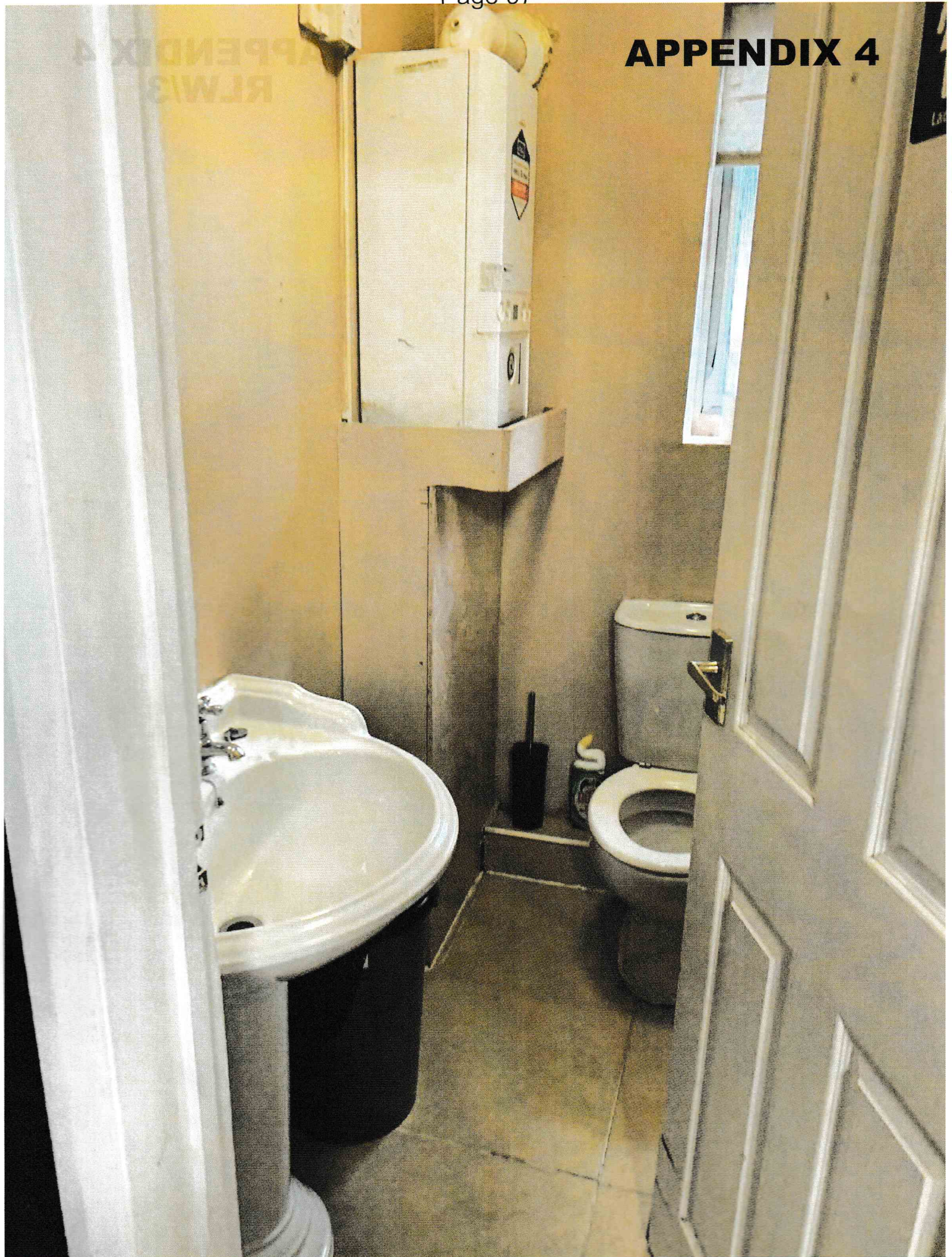
APPENDIX 4



APPENDIX 4



APPENDIX 4



APPENDIX 4

RLW/3

Visit
9th July 2020

RLW/3

Page 99

Francis Lunga.
Mucini nglogwa
Priscila mudlegere
Tabetha iminetha

Current

APPENDIX 4

o retrieve
footage
from
memory
stick.

PROPOSED CONDITIONS

Bungalow African community centre

- Access to
from side of
kitchen

stolen
30th May - put in between
Sat + today

Inst. (led)
from this
Wed. Tues

1. CCTV

1.1 A digital CCTV system shall be installed and in operation at the premises at all times. The system shall have a 28 day recording and retrieval system and footage shall be capable of being downloaded onto a portable storage device such as memory stick or DVD. The CCTV cameras shall cover the entire licensed area of the premises, including the till area where payment is made for alcohol and the front rear and side parts of the garden which belong to the property. Within 28 days the location of the monitor to allow playback and retrieval of data shall be located in an office which is easily and safely accessible to Police Officers and Local Authority Officers.

1.2 The premises licence holder shall ensure that the Information Commissioner's Office is notified of the CCTV system and that the data controller is aware of the Information Commissioner's advice in relation to the storage and handling of personal data, including when it can be provided to third parties.

1.3 Equipment shall be operated and maintained in good and clear working order

1.3 At least one staff member shall be trained in the use of the system and on site at all times the premises are conducting licensable activities to ensure rapid data retrieval and download is retrieved should it be required immediately by a Police Officer or Council Licensing Enforcement Officer, and in any event within 24 hours.

1.4 Notice of CCTV in operation shall be displayed in a clear and prominent position at the premises.

at front window
in inside

Red outlined sign

2. INCIDENT REGISTER

2.1 An incident register shall be maintained and kept on site at all times to record all incidents involving anti-social behaviour, injury and ejections from the premises. The register shall include consecutively numbered pages in a bound format and include

- day book
- No
- Nothing re sat

APPENDIX 4

the time, date and location of the incident, and details of the nature of the incident and names of any other staff involved or to whom the incident was reported.

2.2 The register shall include the details of any Police Officer who attended the incident, names and addresses of any witnesses, and confirmation as to whether there is CCTV footage of the incident. The register will be checked and signed on a weekly basis by the DPS or, in the absence of the DPS, the manager who shall be nominated in Writing.

2.3 This register shall be made available for inspection by South Yorkshire Police or Local Authority Enforcement Officers immediately upon request.

3. Refusals Register.

3.1 A refusals register shall be maintained and kept on site at all times to record all occasions where refusal to sell alcohol has taken place. The register shall include consecutively numbered pages in a bound format and include the time, date and location of the refusal, details of the nature of the incident, names of any other staff involved or to whom the incident was reported, and a description of the person(s) refused. The register shall be checked and signed on a weekly basis by the DPS or, in the absence of the DPS, the manager who shall be nominated in Writing.

3.2 The register shall be made available for inspection by South Yorkshire Police or a Local Authority Enforcement Officer on request.

4. Designated Premises Supervisor.

The DPS or a suitably trained manager who has been nominated in writing shall be on site at all times whilst the premises are conducting licensable activities. A register containing contact details of the DPS and also the person in charge of the premises, if this is not the DPS, shall be kept on site at all times, and made available immediately for inspection upon request by a Police Officer or Local Authority Enforcement Officers.

5. TRAINING

APPENDIX 4

5.1 New staff shall receive induction training at the commencement of their employment at the premises, including drug awareness, underage sales training, and serving to persons in drink. This training shall be recorded. Existing staff shall be trained within 4 weeks of the date of the review hearing.

5.2 Staff refresher training shall take place on an annual basis and be recorded.

5.3 All staff training records shall be maintained by the DPS or Premises Licence Holder, and made available immediately for inspection upon request by South Yorkshire Police or Local Authority Enforcement Officers.

5.1 have
done
refresher
training.

6. PROOF OF AGE

6.1 The premises shall adopt a Challenge 25 proof of age scheme approved by South Yorkshire Police. Signage shall be displayed in the premises that Challenge 25 is the age verification policy adopted at the premises.

6.2 Notices shall be displayed in the premises where they can be seen clearly to advise customers that it is unlawful for persons under 18 to purchase alcohol or for any persons to purchase alcohol on behalf of a person less than 18 years of age.

Challenge 25.

- Anne
but not
changed.

7. OPEN VESSELS

7.1 Customers shall not be permitted to take vessels containing alcoholic products into the premises, and no open vessels containing alcoholic products shall be allowed to be taken from the premises whilst the premises are conducting licensable activities.

- do ppl bring their own booze? No.

8. PUBLIC NUISANCE

8.1. Customers shall be reminded by way of clear and prominent notices at the entrance/exit door to please leave the premises quietly and have consideration for any neighbouring residential properties. All guests shall have vacated the premises by closing time as set out on the premises licence.

8.2. Once the premises have ceased conducting licensable activities, no persons other than the premise licence holder, the DPS, and staff employed by the premises shall remain on the premises.

party organiser left

let to help clean.

* police
left, no one
@ half 2.

APPENDIX 4

8.3 The outside area, which includes front rear and side gardens shall not be used after 2300hrs, except for persons wanting to smoke. A designated smoking area shall be put in place to the side of the premises, and signage shall be in place directing guests to that area at all times they wish to smoke.

~ Name

changed over

from part to
back.

9. PROTECTION OF CHILDREN FROM HARM

9.1. No person under the age of 18yrs shall be permitted to enter or remain on the premises whilst the premises are conducting licensable activities.

Tabeth munetsi
Bungalow community centre
01/11/18

LALL FENDOK
Council for Fostering MBE
1.11.18.

- use of side/rear/print not ~~Page 105~~ people outside to

"maintain social
distancing"

APPENDIX 4

(1)

• started @ 6 - finished - not given a time.

T = "thought cause of covid".

7 Not everyone on 178E - gatecrashers extra.

7 Challenge 21 poster - 1

7 T says please @ home.

7 Sat was a spec. hdry. 40' cost invited guests.

7 friend DJ put on FB re what happening - live
post. Told No. Then kicked off.
re opening.

CCTV.

7 Stolen on 30th May.

Not in place on Sat.

Bought new system since + installed.

7 Thought is a private party May.

7 2 meetings. 1 hide somewhere.

7 Burglary was someone they knew + has been caught.

7 Showed a video which he said was from Sat - DJ.
Not under covid.

APPENDIX 4

RLW/4

RLW/4.

AMON BANDA Page 105 will be working @ The B.
will be added to the staff directory
records +

APPENDIX 4

- 20 for outside
- Noise - normal convo. rate up there.
- 2m inside also

visit no. 2 - 18/8/20.

- Just noticed - no pool.

PROPOSED CONDITIONS

- Have employed a security guard.

Bungalow African community centre

* Prem. licence summary needs to be more visible - but was up.

1. CCTV

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* HC checked the CCTV.

1.2 The premises licence holder shall ensure that the Information Commissioner's Office is notified of the CCTV system and that the data controller is aware of the Information Commissioner's advice in relation to the storage and handling of personal data, including when it can be provided to third parties.

- ring, L40 to pay.

1.3 Equipment shall be operated and maintained in good and clear working order

1.3 At least one staff member shall be trained in the use of the system and on site at all times the premises are conducting licensable activities to ensure rapid data retrieval and download is retrieved should it be required immediately by a Police Officer or Council Licensing Enforcement Officer, and in any event within 24 hours.

1.4 Notice of CCTV in operation shall be displayed in a clear and prominent position at the premises.

2. INCIDENT REGISTER - Not a bound format?

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* one was present, however.

(- HC - check my car conditions in a manual to premises license)

APPENDIX 4

the time, date and location of the incident, and details of the nature of the incident and names of any other staff involved or to whom the incident was reported.

2.2 The register shall include the details of any Police Officer who attended the incident, names and addresses of any witnesses, and confirmation as to whether there is CCTV footage of the incident. The register will be checked and signed on a weekly basis by the DPS or, in the absence of the DPS, the manager who shall be nominated in Writing.

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→ ~~Not~~ Needed

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APPENDIX 4

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8.2. Once the premises have ceased conducting licensable activities, no persons other than the premise licence holder, the DPS, and staff employed by the premises shall remain on the premises.

Security
guard
on all
the time
esp sat.

Intend to MAJIVAN KANGA

RINK
DEADISE
DE FAM
BBQ
22/10

APPENDIX 4

8.3 The outside area, which includes front rear and side gardens shall not be used after 2300hrs, except for persons wanting to smoke. A designated smoking area shall be put in place to the side of the premises, and signage shall be in place directing guests to that area at all times they wish to smoke.

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Tabeth munetsi
Bungalow community centre
01/11/18

CARL FENOCK
Council for Kataru MBE
1.11.18.

*Tabeth took down next date of pub visit.