

# Licensing Act 2003

## Premises Licence

P1225

## Part 1 - Premises Details

## POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

**Wigtox Lounge**

33 South Street, Rawmarsh, Rotherham, South Yorkshire, S62 5RF.

## WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

## LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- an exhibition of a film
- a performance of live music
- any playing of recorded music
- a performance of dance
- provision of late night refreshment
- the sale by retail of alcohol

## THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
Exhibition of films (Indoors)	Sunday to Thursday	10:00am	11:00pm
	Friday and Saturday	10:00am	12:30am
	On the following day		
Performance of live music (Indoors)	Sunday to Thursday	Noon	11:00pm
	Friday and Saturday	Noon	12:30am
	On the following day		
	New Years Eve	Noon	2:00am
On the following day			
Playing of recorded music (Indoors)	Sunday to Thursday	Noon	11:00pm
	Friday and Saturday	Noon	12:30am
	On the following day		
	New Years Eve	Noon	2:00am
On the following day			
Performance of dance (Indoors)	Sunday to Thursday	Noon	11:00pm
	Friday and Saturday	Noon	12:30am
	On the following day		
Late night refreshment (Indoors)	Friday and Saturday	11:00pm	12:30am
	On the following day		
	New Years Eve	11:00pm	2:00am
On the following day			
The sale by retail of alcohol for consumption ON and OFF the premises	Sunday to Thursday	Noon	11:00pm
	Friday and Saturday	Noon	12:30am

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### THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES continued ...

Activity (and Area if applicable)	Description	Time From	Time To
The sale by retail of alcohol for consumption ON and OFF the premises continued ...			
	On the following day New Years Eve On the following day	Noon	2:00am

### THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Sunday to Thursday	10:00am	11:30pm
Friday and Saturday	10:00am	1:00am
On the following day New Years Eve On the following day	10:00am	2:30am

### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- The sale by retail of alcohol for consumption ON and OFF the premises

## Part 2

### NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Helen Clayton 85 South Street, Rawmarsh, Rotherham, South Yorkshire, S62 5RE.  
Telephone 07534197187

### REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

### NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Helen CLAYTON 85 South Street, Rawmarsh, Rotherham, South Yorkshire, S62 5RE.  
Telephone 07534197187

### PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence No. RM3922 Issued by Rotherham



## Licensing Act 2003

# Premises Licence

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## ANNEXES

**Mandatory Conditions****All Premises Licence authorising supply of alcohol**

The licence is granted subject to the Mandatory conditions for sale of alcohol as set out in the Licensing Act 2003 as amended by the Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010 and Order 2014.

1. No supply of alcohol may be made under the Premises Licence -
  - (a) At a time when there is no Designated Premises Supervisor in respect of the Premises Licence; or
  - (b) At a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made, or authorised by a person who holds a Personal Licence.
3. (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.

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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).

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

5. (1) The premises licence holder or club premises certificate 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 licences 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.

6. The responsible person shall 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; and

(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.

**Minimum Drinks Pricing**

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.

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2. For the purposes of the condition set out in paragraph 1 -

(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 -

$$P = D + (D \times V)$$

Where -

(i) P is the permitted price

(ii) D is the amount 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) “value 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 the 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

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1. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:
  - (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
  - (b) be entitled to carry out that activity by virtue of section 4 of the Act.
2. But nothing in subsection (1) requires such a condition to be imposed:
  - (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or
  - (b) in respect of premises in relation to:
    - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
    - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
3. For the purposes of this section:
  - (a) “security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and
  - (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

**Annex 2                      Conditions consistent with operating schedule**

1. Subject to condition 2, no person shall be admitted to the premises after 23:00hrs.
2. Condition 1 will not apply to persons that were present in the premises at any point between 22:45hrs and 23:00hrs.
3. The CCTV system installed at the premises, shall:

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### ANNEXES continued ...

- a. be maintained fully operational and in use at all times that the
  - b. premises are open;
  - c. make and retain clear images;
  - d. show an accurate date and time that the images were made; and
  - e. cover the inside the premises and the externa front patio.
4. CCTV systems installed after 2021 should be a full digital systems with wide dynamic range IP cameras (WDR).
  5. All CCTV images shall be retained for a period of not less than 31 days.
  6. The CCTV footage shall be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of any person who accesses the system, the reason why and when.
  7. A member of staff who is trained to operate the CCTV system, review images and supply footage will be present at the premises at all times when licensable activities are taking place.
  8. CCTV images shall be immediately made available for review upon request of the Police or an authorised officer of the Licensing Authority for purposes in connection with the prevention and detection of crime and disorder, in line with GDPR guidance.
  9. A copy of a CCTV image shall be provided within 24 hours upon request of the Police or an authorised officer of the Licensing Authority.
  10. Suitable signage informing customers that CCTV is in operation shall be displayed in prominent positions inside and outside of the premises.
  11. A record shall be kept of each member of staff who is authorised to sell alcohol and shall include the staff members full name, address, and date of birth. This record shall be retained on the premises and made available for viewing on request of the Police or an authorised officer of the Licensing Authority.
  12. A Challenge 25 Policy shall be in operated. This Policy shall require that any person who appears to be under the age of 25 must provide ID prior to being served alcohol. Acceptable forms of ID are a:
    - a. passport;
    - b. UK photo driving licence; or
    - c. military ID card.
  13. All refusals made under the Challenge 25 Policy shall be logged in a bound book. This log must show:

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## ANNEXES continued ...

- a. date of refusal made;
  - b. member of staff who made the refusal; and
  - c. if refused, whether fake ID was seized.
  - d. Signs notifying customers of the operation of the Challenge 25 scheme shall be displayed at the entrance to the premises and at each point of sale.
14. A bound incident book shall be maintained, in which the following shall be recorded:
- a. incidents of crime and disorder occurring at the premises (both inside & outside), which shall include the date and time of the incident; and
  - b. any action taken, including if the police were called.
15. The Challenge 25 log and the incident book shall be kept on the premises and shall be available for inspection upon request of the Police or an authorised officer of the Licensing Authority.
16. The DPS, or their nominated deputy, shall check the Challenge 25 log and the incident book at least once a week, and sign and date each check.
17. There shall be a zero-drug tolerance policy in operation at the premises, which shall include the requirement that regular checks are carried out by management to prevent the use of drugs by patrons; and that such checks are recorded.
18. A copy of the premises drugs policy, and associated records, shall be kept at the premises and made available to the Police or an authorised officer of the Licensing Authority upon request.
19. The premises shall operate in accordance with the “ask Angela scheme” and notices to this effect shall be displayed.
20. The DPS or premise licence holder will risk assess the need for door supervisors to be employed at the premises. If such a risk assessment indicates that door supervision is required, then a minimum of two SIA door supervisors are to be employed at the premises at any particular time (as determined by the risk assessment).
21. Unless a risk assessment indicates otherwise, on days when higher risk activities are taking place at or in the vicinity of the premises then at least two SIA door supervisors are to be employed at the premises during the hours that the higher risk activities are taking place. A higher risk activity would be one that could reasonably be expected to result in a significant increase in the number of people attending the venue and / or a change in the nature or behaviour of the people that attend the venue when compared with what would

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## ANNEXES continued ...

be expected had the activity not been taking place (for example a major sporting event).

22. When carrying out a risk assessment regarding the provision of door supervisors, the licence holder and / or DPS should have regard to any information provided to the licence holder by the Licensing Authority, South Yorkshire Police or any other reliable source of information.
23. All door supervisors when working shall wear a uniform which clearly identifies them to the public as door supervisors, wearing high visibility jackets or vests.
24. A register shall be maintained for persons engaged as door supervisors to include the name and SIA number of the staff. SIA to be briefed as to details of any events and to record the time and dates of deployment including start and finish time. The register is to be retained onsite for a period of at least 12 months.
25. A written copy of any risk assessment referred to in these conditions must be retained for a period of at least 12 months and available for inspection at the premises by any authorised officer.
26. It is considered that, for the nature of the operation of the premises, plastic/polycarbonate drinking vessels will not ordinarily be required however, a risk assessment will be undertaken should unusual events take place and management deem it necessary.
27. The consumption of alcohol, food and non-alcoholic drinks will not be permitted on the front patio after 23:00 on every day. However, customers will be permitted to use this patio to smoke until the premises closes.
28. In addition to being monitored by the CCTV system, the external areas to which patrons have access whilst using the premises will be directly monitored via the coffee bar servery window and the use of glass collectors for both internal and external areas.
29. Customers shall not be permitted to use the roof top terrace or the area to rear of the premises ( car park) for the outdoor consumption of alcohol, food and non-alcoholic drinks at any time, nor will they be permitted to smoke in these areas.
30. Children 12 years and under must be accompanied and supervised by a responsible adult at all times, both inside & outside of the premises.
31. No children, that is any person under 16 years of age, will be permitted to remain on the

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premises (both inside or outside) after 22:30 hours unless accompanied and supervised by a responsible adult and attending a pre booked family function or similar event on a Friday or Saturday and 21.00 hours on a Sunday, Monday, Tuesday, Wednesday and Thursday.

32. The premises will display a proxy notice in a prominent position explaining that it is an offence for adults to purchase alcohol and then supply it to persons under 18.
33. No signage or advertising for any special treatment provided in the adjoining treatment/therapy rooms shall be on display within the licensed area of the premises.
34. No adult entertainment or services shall be provided at the premises.
35. The DPS shall routinely attend meetings of the local Pubwatch scheme.
36. Notices asking people to leave the premises quietly shall be displayed at the premises main exit.
37. All staff shall receive training on induction and year thereafter, on the term's conditions and restriction of this Licence, together with:
- operation of 'Challenge 25';
  - types of acceptable ID;
  - method of recording refusals;
  - refusing sales of alcohol to persons who appear to be drunk;
  - preventing proxy sales:
  - incident recording and when to call the Police
  - Drugs Policy;
  - Safeguarding children & vulnerable adults; and
  - operation of the "ask Angela Scheme".
38. Staff training shall be recorded, records shall be kept of the premises and shall, on request, be made available for inspection by the Police or an authorised officer of the Licensing Authority.
39. The premises shall operate in compliance with the Noise Management Plan (NMP) provided by the Licence holder and approved by the Rotherham Metropolitan Borough Council's Community Protection Unit, on 15<sup>th</sup> October 2025. The NMP shall be kept under review and updated in accordance with any relevant recommendations suggested by the Community Protection Unit.

**Annex 3**

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ANNEXES continued ...

None

**Annex 4**

Plan of the premises:



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# Premises Licence Summary P1225

### Premises Details

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

### Wigtox Lounge

33 South Street, Rawmarsh, Rotherham, South Yorkshire, S62 5RF.

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- an exhibition of a film
- a performance of live music
- any playing of recorded music
- a performance of dance
- provision of late night refreshment
- the sale by retail of alcohol

#### THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
Exhibition of films (Indoors)	Sunday to Thursday	10:00am	11:00pm
	Friday and Saturday	10:00am	12:30am
	On the following day		
Performance of live music (Indoors)	Sunday to Thursday	Noon	11:00pm
	Friday and Saturday	Noon	12:30am
	On the following day		
	New Years Eve	Noon	2:00am
Playing of recorded music (Indoors)	Sunday to Thursday	Noon	11:00pm
	Friday and Saturday	Noon	12:30am
	On the following day		
	New Years Eve	Noon	2:00am
Performance of dance (Indoors)	Sunday to Thursday	Noon	11:00pm
	Friday and Saturday	Noon	12:30am
	On the following day		
Late night refreshment (Indoors)	Friday and Saturday	11:00pm	12:30am
	On the following day		
	New Years Eve	11:00pm	2:00am
The sale by retail of alcohol for consumption ON and OFF the premises	On the following day		
	Sunday to Thursday	Noon	11:00pm



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**THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES continued ...**

Activity (and Area if applicable)	Description	Time From	Time To
The sale by retail of alcohol for consumption ON and OFF the premises continued ...	Friday and Saturday	Noon	12:30am
	On the following day		
	New Years Eve	Noon	2:00am
	On the following day		

**THE OPENING HOURS OF THE PREMISES**

Description	Time From	Time To
Sunday to Thursday	10:00am	11:30pm
Friday and Saturday	10:00am	1:00am
On the following day		
New Years Eve	10:00am	2:30am
On the following day		

**WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES**

- The sale by retail of alcohol for consumption ON and OFF the premises

**NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE**

Helen Clayton 85 South Street, Rawmarsh, Rotherham, South Yorkshire, S62 5RE.

**REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)**
**NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL**

Helen CLAYTON

**STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED**

Not applicable