



# Appendix 5

Community Safety and Street Scene  
Licensing, Riverside House, Main Street, Rotherham, S60 1AE  
Direct Line: 01709 807827  
E.mail: [lisa.parkin@rotherham.gov.uk](mailto:lisa.parkin@rotherham.gov.uk)



My Reference:

Your Reference:

Please ask for:  
Lisa Parkin

Date:  
22<sup>nd</sup> April 2026

To: Diane Kraus [diane.kraus@rotherham.gov.uk](mailto:diane.kraus@rotherham.gov.uk)

Copy to: Audrey Bailey [audrey.bailey@rotherham.gov.uk](mailto:audrey.bailey@rotherham.gov.uk)

Dear Mrs Kraus,

**21 Monkwood Road, Rawmarsh, Rotherham, S62 7JN**

I note that the applicant has not responded to my previous correspondence dated 22<sup>nd</sup> April 2026, regarding the representation made in relation to the above named premises.

To promote the licensing objectives, I feel the offered conditions within the application could be strengthened to improve management control. Should the Licensing Sub-committee be minded to grant the application, I would respectfully ask the following conditions be added to the licence:

1. A Challenge 25 Policy shall be in operated. This Policy shall require any person who appears to be under the age of 25 to provide ID prior to being served alcohol. Acceptable forms of ID are:
  - a) a passport;
  - b) a UK photo driving licence; or
  - c) a military ID card.
2. All challenges made under the Challenge 25 Policy shall be logged in a bound book. This log must show:
  - a) date of the challenge was made;
  - b) member of staff who made the challenge;
  - c) if allowed, the type of id accepted; and
  - d) if refused, whether fake ID was seized.
3. Signs shall be displayed inside the premises that advertise that the premises operates "Challenge 25".
4. A bound incident book shall be maintained, in which the following shall be recorded:
  - a) All incidents of crime and disorder occurring at the premises; and
  - b) Details of when the Police are called.
5. The Challenge 25 log and the incident book shall be kept on the premises and shall be available for inspection upon request by the Police or an authorised officer of the Licensing Authority.

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6. 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.
7. The CCTV system installed at the premises, shall:
  - a) be maintained fully at all times;
  - b) make and retain clear images; and
  - c) show an accurate date and time that the images were made.
8. All CCTV images shall be retained for a period of not less than 31 days.
9. CCTV images shall be immediately made available for review upon request of the Police or an authorised officer of the Licensing Authority.
10. 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.
11. A record of each member of staff who is authorised to sell alcohol shall be kept on the premises. This record shall include the staff members full name, address, and date of birth.
12. All staff shall receive training on induction and year thereafter, on:
  - a) operation of the 'Challenge 25' Policy, including types of acceptable ID and the method of recording challenges;
  - b) refusing sales of alcohol to persons who appear to be drunk;
  - c) preventing proxy sales;
  - d) incident recording and when to call the Police;
  - e) operation of the "ask Angela Scheme" ; and
  - f) how to review the CCTV system if requested.
13. 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.

Yours sincerely,

Lisa Parkin

Licensing Enforcement Officer