

Part A

Licensing Act 2003  
 Format of premises licence  
 CAMBRIDGE CITY COUNCIL



Premises licence number

PRECAM 000676

Part 1 – Premises details

Postal address of premises, or if none, Ordnance Survey map reference or description <b>Charles Coffee Co Ltd</b> <b>44-45 Burleigh Street</b>	
Post town <b>Cambridge</b>	Post code <b>CB1 1DJ</b>
Telephone number <b>01223 478545</b>	

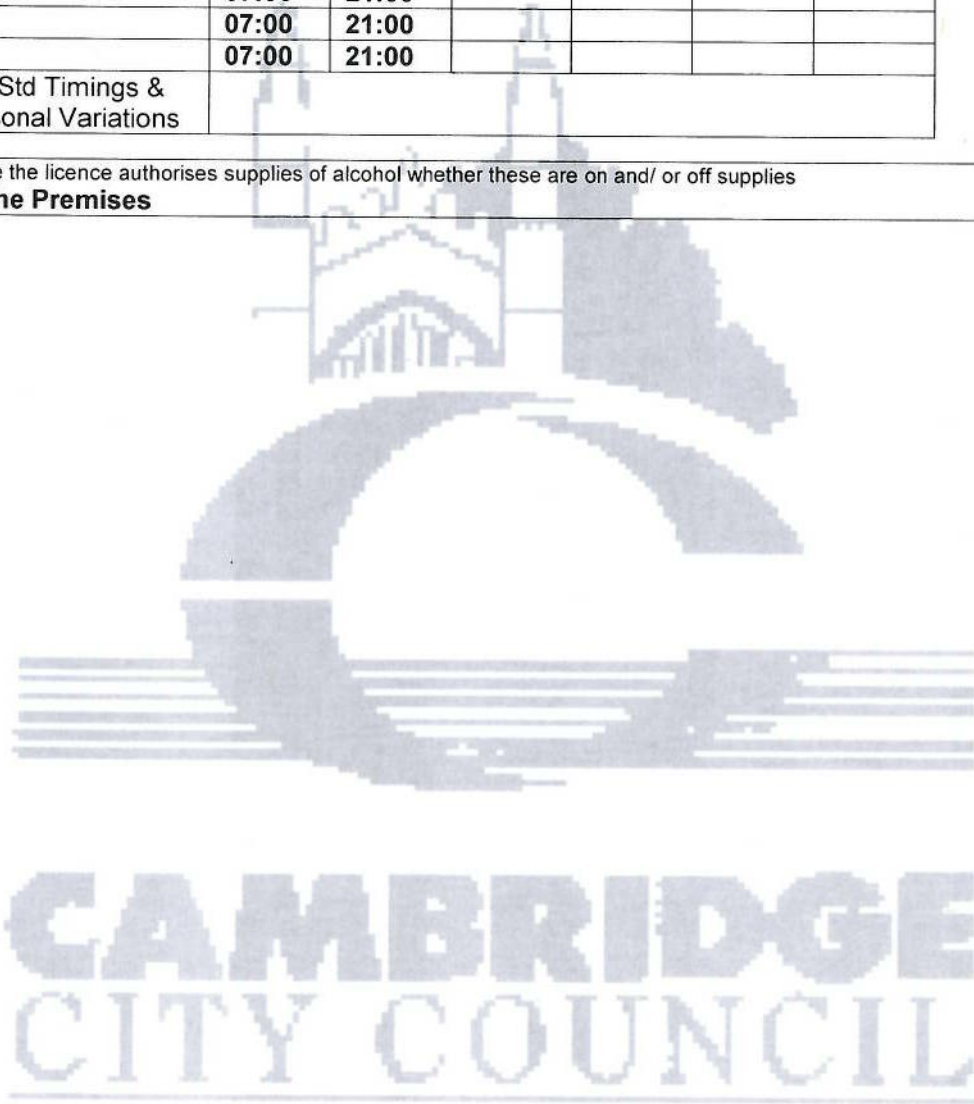
Where the licence is time limited the dates <b>N/A</b>
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Licensable activities authorised by the licence <b>Recorded Music, Supply of Alcohol</b>
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The times the licence authorises the carrying out of licensable activities				
Activity	<b>Recorded Music - Indoors</b>			
Day	Times			
Sun	07:00	21:00		
Mon	07:00	21:00		
Tue	07:00	21:00		
Wed	07:00	21:00		
Thurs	07:00	21:00		
Fri	07:00	21:00		
Sat	07:00	21:00		
Non Std Timings & Seasonal Variations				
Activity	<b>Supply of Alcohol - On the Premises</b>			
Day	Times			
Sun	12:00	21:00		
Mon	12:00	21:00		
Tue	12:00	21:00		
Wed	12:00	21:00		
Thurs	12:00	21:00		
Fri	12:00	21:00		
Sat	12:00	21:00		
Non Std Timings & Seasonal Variations				

The opening hours of the premises						
Day	Times					
Sun	07:00	21:00				
Mon	07:00	21:00				
Tue	07:00	21:00				
Wed	07:00	21:00				
Thurs	07:00	21:00				
Fri	07:00	21:00				
Sat	07:00	21:00				
Non Std Timings & Seasonal Variations						

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies  
**On the Premises**



Part 2

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

**Charlie's Coffee Company Ltd**  
**43 Burleigh Street**  
**Cambridge**  
**CB1 1DJ**

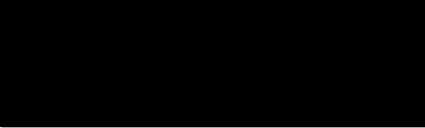
**01223 478545**

Registered number of holders, for example company number, charity number (where applicable)

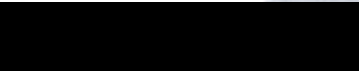
**08985468**

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

**Charles Sinclair Bryson**



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



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## **Annex 1 - Mandatory Conditions**

- 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, 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;**
    - (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 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.**
- 6. 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."**



7. 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.

8. For the purposes of the condition set out in paragraph 7-

(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 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)

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

9. Where the permitted price given by Paragraph (b) of paragraph 8 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.

10. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 8 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.

## Annex 2 - Conditions consistent with the operating schedule

No adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children shall be permitted in the premises at any time.

### General

#### Prevention of crime and disorder



1. Alcohol sold for consumption on the premises will be limited to the internal ground floor area only and shall only be to customers seated at a table, bench or counter consuming a meal.
2. There will be no off sales
3. No alcohol will be available for customer self-selection and all alcohol will be dispensed by staff.
4. There shall be no draft beers or draft lagers sold on the premises.
5. There will be no spirits sold on the premises save for those sold as part of a beverage mix such as coffee liquor or similar.
6. Food shall be available at all times the premises are open to the public.
7. Non-alcoholic beverages shall be available at all times the premises are open to the public.
8. A CCTV system will be installed and maintained in working order.
  - a) The system will incorporate a camera covering the entrance doors and counter area and will be capable of providing an image which is regarded as identification standard. The precise positions of the cameras may be agreed; subject to compliance with Data Protection legislation; with the police from time to time.
  - b) The system will incorporate a recording facility and any recording shall be retained and stored in a suitable and secure manner for a minimum of 31 days and shall be made available to the police or an authorised officer from the local authority for inspection on request
  - c) The system will display on any recording the correct time and date in line with GMT.
9. Records will be kept of all training and available for inspection by the police or an authorised officer from the local authority on reasonable request.
10. Staff will take all necessary steps to ensure that customers do not take partly consumed alcoholic products or drinking receptacles away from the premises and all empties will be collected as soon as reasonably practicable.
11. When the DPS is not available a senior members of staff will be on site during peak periods on Friday & Saturday.
12. The external seating area will not be used for the consumption of alcohol, all tables and chairs will be removed and securely stored away at closing.
13. Staff will actively monitor the external seating area whilst it is in use.
14. Clear and noticeable information shall be displayed showing the hours during which alcohol will be sold.
15. No alcohol shall be sold to drunk customers.
16. Staff shall be trained to report any anti-social behaviour to the manager and inform the local police.

#### **Public safety**

##### **The prevention of public nuisance**

17. Collections from and or deliveries to the premises, shall only take place between the hours of 07:00 and 23:00. This shall include the placing of waste, including bottles, into waste receptacles outside the premises and the emptying of waste receptacles outside the premises and the emptying of waste receptacles by a waste contractor.
18. Staff shall be instructed to avoid any disturbance during morning opening hours and late closing hours.
19. Notice's shall be displayed asking customers to respect neighbours and not cause any disturbance to residents.

##### **The protection of children from harm**

20. The licence holder will ensure that prior to commencing customer facing duties all staff will undertake in-house training in relation to their responsibilities in the sale of alcohol, in particular with regard to drunkenness and underage persons and to the use of Challenge 25 policy correctly and effectively.
21. The premises shall follow "Challenge 25" initiative and display notices on the premises.

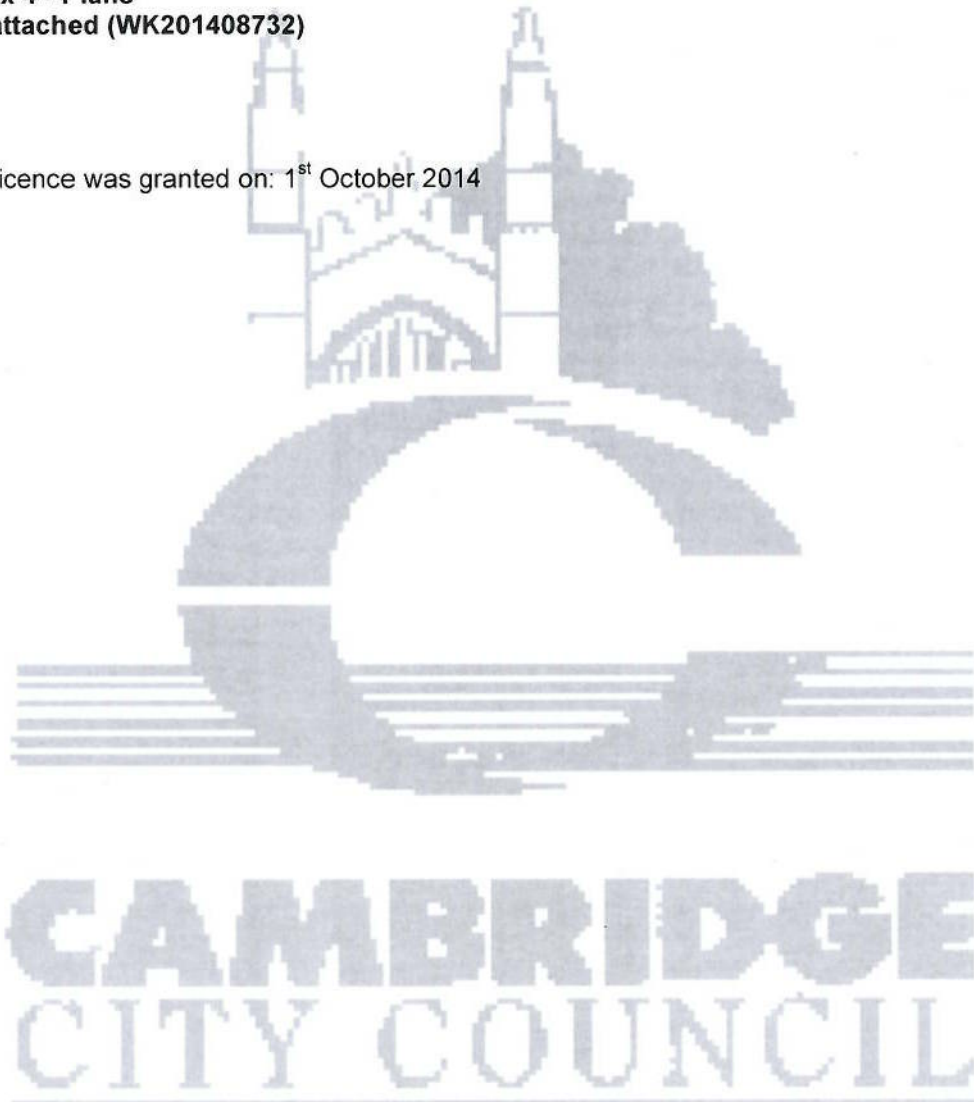
22. Staff shall be trained to ask for ID and know what types of ID are acceptable.  
23. Managers log book with training notes, incidents, health and safety checks will be available on request during any inspections together.

**Annex 3 - Conditions attached after a hearing by the licensing authority**

**Annex 4 - Plans**

**See attached (WK201408732)**

This licence was granted on: 1<sup>st</sup> October 2014



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