Licensing Act 2003
Premises Licence - Part A

Chichester District Council, East Pallant House, 1 East Pallant, Chichester, West Sussex, PO19 1TY

Premises Licence Number - **3815/20/00526/LAPRED**
Issued in substitution for licence **3815/19/01022/LAPRED** previously granted

Part 1 – Premises details

Postal address of premises, or if none, ordnance survey map reference or description, including post town, post code

Woodies Brasserie And Bar
10 St Pancras
Chichester
West Sussex
PO19 7SJ

Telephone number 01243 956 155

Where the licence is time limited the dates

Not Applicable

Licensable activities authorised by the licence	
Activity	**Location**
Performance of Live Music	Indoors
Playing of Recorded Music	Indoors
Late Night Refreshment	Indoors
Sale by Retail of Alcohol	Indoors

The times the licence authorises the carrying out of licensable activities

Performance of Live Music

Standard Days and Timings
Friday and Saturday 23:00 - 00:00

Non Standard Timings
New Years Eve 23:00 - 00:00

Playing of Recorded Music

Standard Days and Timings
Friday and Saturday 23:00 - 00:00

Non Standard Timings
New Years Eve 23:00 - 00:00

Signed: [redacted]
Mr L Foord, Divisional Manager, Growth & Place

Late Night Refreshment

Standard Days and Timings
Friday and Saturday 23:00 - 01:00
Sunday to Thursday 23:00 - 00:00

Non Standard Timings
New Years Eve 23:00 - 01:00

Sale by Retail of Alcohol

Standard Days and Timings
Friday and Saturday 10:00 - 00:45
Sunday to Thursday 10:00 - 23:45

Non Standard Timings
New Years Eve 10:00 - 00:45

The opening hours of the premises

Standard Days and Timings
Friday and Saturday 10:00 - 01:00
Sunday to Thursday 10:00 - 00:00

Non Standard Timings
New Years Eve 10:00 - 01:00

Seasonal variation

None

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

Alcohol is supplied for consumption on and off the premises.

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of Premises Licence

Woodies Chichester Ltd
23 Harwood Road
London
England
SW6 4QP

Email info@woodieschichester.co.uk

Signed: [redacted]
Mr L Foord, Divisional Manager, Growth & Place

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

Registered Business Number 11685286

Name, address and telephone number of Designated Premises Supervisor where the Premises Licence authorises the supply of alcohol

Mr Billy John Stevens

[redacted]

Personal Licence number and issuing authority of Personal Licence held by Designated Premises Supervisor where the Premises Licence authorises the supply of alcohol

Personal Licence Number – 111109
Licensing Authority – Arun District Council

Annex 1 – Mandatory conditions

1 (1) Where a Premises Licence authorises the supply of alcohol, the licence must include the following conditions.

(2) The first condition is that 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.

(3) The second condition is that every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.

2 (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).

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

4 (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.

5 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.

6 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.

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-

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

Signed: [redacted]

Mr L Foord, Divisional Manager, Growth & Place

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 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.

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.

7 (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, the licence must include a condition that 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 that 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 (c. 12) (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 the operating schedule

1 An age verification policy will be in operation and set at a minimum of twenty five (25) years, whereby any person attempting to buy alcohol who appears to be under the specified age will be asked for photographic identification to prove their age. Signage advertising the "Challenge" policy will be displayed in prominent locations in the premises and shall include the point of sale and the area where the alcohol is displayed, as a minimum. The recommended forms of identification that will be accepted are passports, driving licences with a photograph or Citizen Card or validated proof of age cards bearing the "PASS" mark hologram.

2 All staff members engaged, or to be engaged, in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs. Induction training must be completed prior to engaging in any sale of alcohol. Refresher training shall be conducted thereafter at intervals of no more than eight (8) weeks. All restricted sales training undertaken by staff members shall be fully documented and signed by the employee and the Designated Premises Supervisor. These records shall be kept for a minimum of twenty four (24) months and kept at the premises. These records shall be made available for inspection upon request by officers of any responsible authority.

3 A sales refusal log shall at all times be maintained and in operation to keep a record of all refusals. This shall be reviewed and signed by the Designated Premises Supervisor at intervals of no more than four (4) weeks. Feedback shall be given to staff to ensure these are used on each occasion that a refusal occurs at the premises. The records shall be kept for a minimum of twenty four (24) months, and made immediately available upon request to the Local Authority Licensing Officers and Sussex Police Officers or licensing staff.

4 Digital CCTV and appropriate recording equipment to be installed in accordance with Home Officer Guidelines relating to UK Police Requirements for Digital CCTV Systems (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover public areas, including the entrance to the premises. The system shall be on and recording at all times the premises licence is in operation.

- The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
- CCTV footage will be stored for a minimum of thirty one (31) days.
- The management will give full and immediate cooperation and technical assistance to the police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.
- The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.

- Subject to Data Protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk for the police without difficulty or delay and without charge to Sussex Police.
- Any breakdown or system failure will be notified to the police immediately and remedied as soon as practicable.

5 After 2100hrs, persons under the age of 16 years must be accompanied by an adult.

Annex 3 – Conditions attached after a hearing by the Licensing Authority

1 Vertical drinking is only permitted in the areas marked in blue on the plan attached at Annex 4.

2 A documented risk assessment must be written which identifies the activities undertaken at the premises and the controls necessary to promote the licensing objectives. SIA licensed door supervisors shall be employed on any occasions when a requirement is identified by the licence holder's written risk assessment. The written risk assessment will be reviewed at least once every calendar year. The written risk assessment will take into account information or guidance offered by the police, and also taking into account busy periods such as Bank Holidays, Seasonal Variations and other City centre events and special occasions. The written risk assessment will be available on the premises for inspection by officers of any responsible authority.

3 Off sales of alcohol will cease at 23:00.

4 The Licensee/DPS to maintain active membership and attend meetings of pub watch so long as that organisation is in existence.

5 Polycarbonate drinking vessels will be used when the need is identified through the risk assessment or notified in writing by Sussex Police a minimum of seven days before the event.

6 Patrons will not be permitted to take drinks in open containers to consume outside on the pavement or road whilst smoking or otherwise congregating outside of the premises. Patrons using the outside of the premises to smoke will be monitored by staff (or door staff if employed) and will not be permitted to obstruct the pavement, road, or create a noise nuisance or other disturbance. Likewise the rear outside patio area will also be monitored by staff (or door staff if employed) to ensure there is no unreasonable noise nuisance or other disturbance.

7 An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises. The incident log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a month. The log book should be kept on the premises and be available for inspection at all times the premises are open by officers of any responsible authority. An incident will be defined as being one which involves an allegation of a criminal offence.

8 No customers are permitted in the patio area at the rear of the premises after 22:00.

9 When regulated entertainment is taking place all doors and windows of the premises will remain closed other than for access/egress at the front entrance of the premises.

10 When regulated entertainment is taking place a member of staff will monitor the level of noise outside the premises at the front and rear of the property at the nearest residential property at 15 minute intervals to ensure no nuisance is caused to local residents.

11 A record shall be kept of any complaint made relating to the use of the premises and such record shall be kept for a minimum of 12 months and made available to the Local Authority. It will state the nature of the complaint and the action taken in response to the complaint.

Annex 4 – Plan(s)

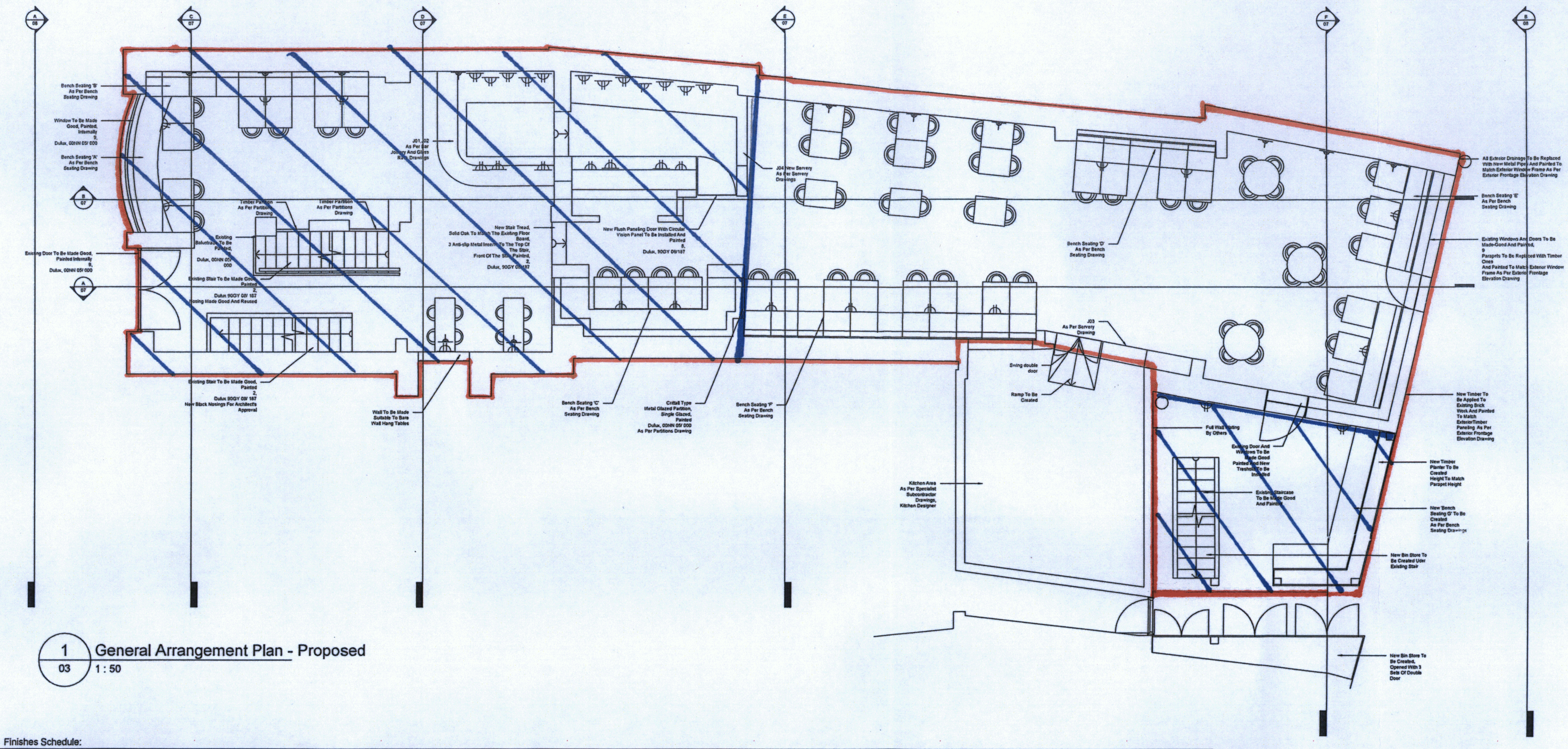
The attached plan(s) referenced **'Woodies - GA Existing'** dated **'15/10/2018'** and **'Woodies Toilet Facilities'** undated shows the area(s) licensed for the purposes of the Licensing Act 2003.

NOTES

Please note that this Premises Licence may have been subject to exclusion of a licensable activity, modification of the conditions, removal of the Designated Premises Supervisor, suspension or revocation and also the name and address of the licence holder may not currently be valid. If you wish to verify the current status of the licence, you should contact Chichester District Council.

Signed: [redacted]

Mr L Foord, Divisional Manager, Growth & Place



1 / 03 General Arrangement Plan - Proposed

1 : 50

Finishes Schedule:

Code	Location	Finish	Supplier	Product	Link	Colour	Note
1	Floor	Existing Floor Board Made Good					Finished With Transparent Varnish, Satin
2	Floor	Paint	Dulux	FloorShield		As Per Elevation	
3	Floor	Safety Floor	Polysafe	Standard PUR		To Match Existing	
4	Floor	Tile	Solus	Illustrate		Nisar	Natural R10
5	Floor	Exterior Paving Regrouted					
6	Floor	Safety Floor Kitchen	Polysafe	Standard PUR		Black	
7	Skirting	MDF, Painted, Floor Paint	Dulux	FloorShield		As Per Elevation	
8	Wall,Ceiling	Paint	Dulux	Emulsion		As Per Elevation	
9	Wall	Paneling, Painted	Dulux	QD, Satinwood		As Per Elevation	
10	Wall	Finishing Screed	Mapei	Ultratop Loft W	Ultratop Loft W, Sealed with W52and W58, 0.2/0.5Black	White Base/Black	
11	Bartop	Finishing Screed	Mapei	Ultratop Loft W	Ultratop Loft W, Sealed with W52and W58, 0.2/0.5Black	White Base/Black	
12	Wall	Tile	Domus	Transparenze	DVI 21	100x200mm	As Per Sample Board, White Grout

Lighting Schedule:

Code	Location	Type	Supplier	Product	Link
L1	Bar/Restaurant	Bulb Holder	Dyke&Dean	BRASS E27 METAL BULB HOLDER	https://www.nisbets.co.uk/buffalo-rise-and-fall-conical-heat-lamp-pale-gold-finish/dr579
	Bar	Ceiling Rose	Dyke&Dean	BLACK MINI CERAMIC CEILING ROSE	https://www.dykeanddean.com/collections/ceiling-roses/products/black-mini-ceramic-ceiling-rose
	Restaurant	Ceiling Rose	Dyke&Dean	CRACKLE GLAZE CERAMIC CEILING ROSE'	https://www.dykeanddean.com/collections/ceiling-roses/products/crackle-glaze-ceramic-ceiling-rose
	Bar	Cable	Dyke&Dean	BLACK MINI CERAMIC CEILING ROSE	https://www.dykeanddean.com/collections/ceiling-roses/products/black-mini-ceramic-ceiling-rose
	Restaurant	Cable	Dyke&Dean	OLD GOLD TWISTED FABRIC CABLE	https://www.dykeanddean.com/collections/lighting-cable/products/old-gold-fabric-cable
L2	Bar	Wall Light	Made.com	Starkey	https://www.made.com/starkey-wall-lamp-black-and-brass
L3	Bar/Restaurant	Ceiling Light	Dyke&Dean	SPHERE LAMP BRASS BASE 300MM	https://www.dykeanddean.com/collections/bathroom-outdoor/products/sphere-lamp-brass-base-300mm
L4	Restaurant	Wall Light	Dyke&Dean	ProBuffalo Rise & Fall Conical Heat Shade Pale Gold Finishduct	https://www.nisbets.co.uk/buffalo-rise-and-fall-conical-heat-lamp-pale-gold-finish/dr579
L5	Bar	Pendant	West Elm	Mobile Pendant - Small	http://www.westelm.co.uk/mobile-chandelier-small-w18787?quantity=1&attribute_1=Antique%20Brass
L6	Bar	Wall Light	Made.com	Ogilvy	https://www.made.com/ogilvy-swing-arm-wall-lamp-matt-black-and-antique-brass
L7	WC	Wall/Ceiling Light	Dyke&Dean	SMALL OVAL BRASS BULKHEAD LAMP	https://www.dykeanddean.com/collections/bathroom-outdoor/products/oval-brass-bulkhead-lamp
L8	Outdoor	Festoon Lighting	Festive Lights	ProBuffalo Rise & Fall Conical Heat Shade Pale Gold Finishduct	https://www.nisbets.co.uk/buffalo-rise-and-fall-conical-heat-lamp-pale-gold-finish/dr579
L9	Outdoor	Wall Light	Dyke&Dean	SMALL OVAL BRASS BULKHEAD LAMP	https://www.dykeanddean.com/collections/bathroom-outdoor/products/oval-brass-bulkhead-lamp
L10	Servery/Joinery	Heat Lamp	Nisbets	ProBuffalo Rise & Fall Conical Heat Shade Pale Gold Finishduct	https://www.nisbets.co.uk/buffalo-rise-and-fall-conical-heat-lamp-pale-gold-finish/dr579
L11	Servery/Joinery	Spotlight	Value Lights	MiniSun Fire Rated Downlight in Antique Brass	https://www.valuelights.co.uk/minisun-fire-rated-downlight-in-antique-brass.html?gclid=CjOKCQjwn4ncBRCaARIsAFD5-gVHDvRECPmOdl9h-Sx-6xKlg3tXGFE1XZicyboKfkGYpYZpTyALTL8aAv_XEALw_wcB
L12	Glass Rack	LED Strip			

= AREA IN WHICH VERTICAL DRINKING IS PERMITTED TO TAKE PLACE.

= BOUNDARY OF PREMISES AND AREA IN WHICH LICENSABLE ACTIVITIES ARE PERMITTED TO TAKE PLACE.

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1. Do not scale off this drawing, use figured dimensions only. All dimensions and levels to be checked on site and Roar Studio to be notified of any discrepancies immediately.

2. Issued for the purpose indicated,Design Intent.

3. The drawing is to be read in conjunction with consultants drawings and specifications.

4. The main contractor should be conservant with statutory obligations under the cdm regulations.

5. The dimensions shown on this drawing have been based on the measurements provided by an independent survey company.

Rev	By	Date	Description

Notes:

All services, emergency lighting, fire alarms, CCTV etc.
To be painted to match the colour of the ceiling.

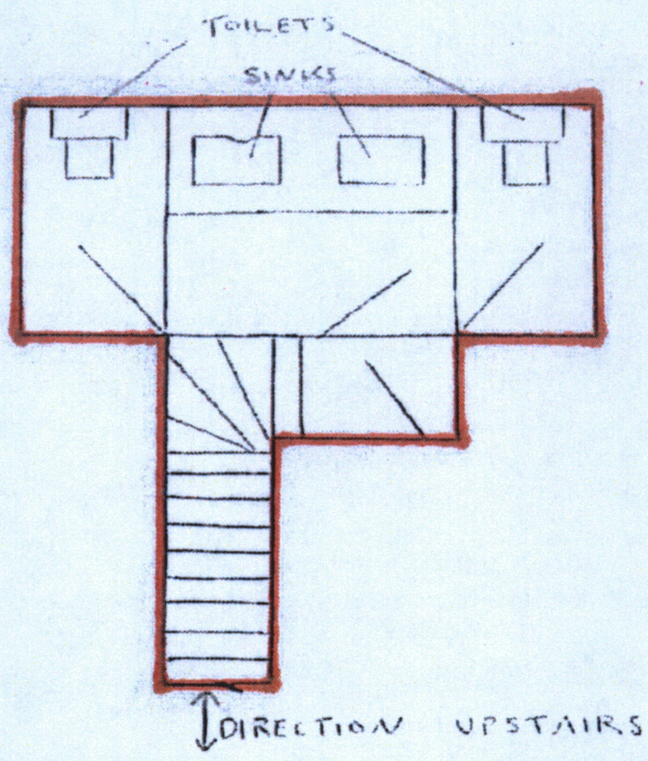
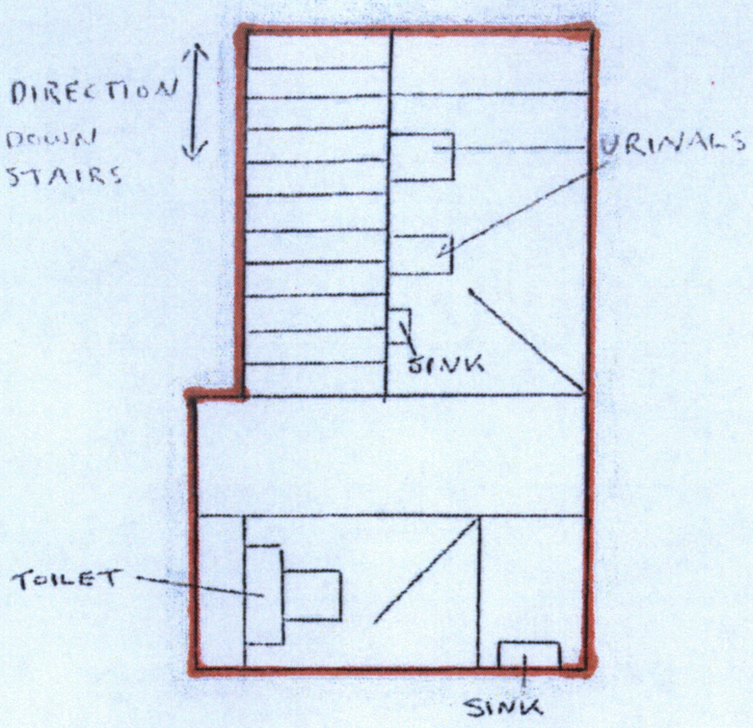
Ceilings to be made-good and finished around demolition works, holes after existing light fittings to be filled.

All wiring to be chased in the wall.

All sockets and switches in the bar and WC area to be in black finish, All sockets and switches to be in brass metal clad finish. Legrand Synergy or similar.

Contractor to insure about all dimensions on site. And inform Roar Studio about any changes.

Kitchen area subject design to specialist kitchen designer proposal.

Project: Woodies	
Drawing Title: GA Existing	
Date: 15/10/2018	Drawn By: JB
Project No: 03	Revision: T1
Scale: 1:50@A1	
Drawing No: 03	

WOODIES TOILET FACILITIES