

Trunkwell Mansion House Hotel
Premises Licence number 014110

Proposed variation/additional conditions, to be added to the licence at Annex 3 by agreement:

All conditions proposed in support of the objective of The Prevention of Public Nuisance

Timings for licence:

1. From 10 January 2016, other than between the end of permitted hours on 31 December and commencement of permitted hours on 1 January each year, there shall be no amplified music played in the Marquees at the premises after:

Sunday to Thursday: 23:30
Friday and Saturday: 00:00

2. There shall be no live amplified music played outside at the premises after 5pm other than incidental or accompaniment to an event and by groups of no more than 3 performers.

Management:

3. There shall be a designated manager on duty at the premises at all times during an event when members of the public are at the premises, who shall have sufficient authority to take any steps necessary to abate or ameliorate any nuisance caused.
4. The premises shall operate a Noise Management Plan prepared in consultation with West Berkshire Council and which will be reviewed at least quarterly, or as and when necessary. Any amended document will be deposited with the West Berkshire District Council, Environmental Health and Licensing team (or the appropriate successor body). The Noise Management Plan will include provision for:
 - 4.1 Periodic and proactive and reactive review of the Noise Management Plan and referral to West Berkshire District Council
 - 4.2 The location of the Marquees
 - 4.3 Identification of potential sources of noise
 - 4.4 The provision of controls to monitor and minimise the noise impact of the activities on the Premises to prevent nuisance
 - 4.5 Meeting the Licensing Objectives and conditions of the Premises Licence
 - 4.6 An appropriate system for receiving, recording and responding to complaints

Customer control:

5. Clear legible notices shall be erected on the Licensed Premises requesting customers, patrons and staff to keep noise to a minimum and respect local residents privacy when entering and leaving the Licensed Premises and to

advise customers, patrons and staff to park considerately.

6. Staff will be on hand to supervise patrons during the anticipated times of arrival and departure.
7. At any event booked for 100 or more persons, there will be staff to supervise car parking and departure by patrons.
8. The premises will provide SIA-registered door supervisor at any event for which more than 100 tickets are sold to the general public and which continues after 19:00pm. There will be a minimum of 2 such door supervisors and 1 additional door supervisor for each further 100 tickets sold.

CCTV:

9. A CCTV system will be installed at the premises and maintained in good working order and be continuously recording at all times that licensable activities are taking place. All CCTV footage shall be kept for a minimum period of 14 days and shall, upon reasonable request, be made available to authorised officers of the police or the Licensing authority.

Incidents log:

10. A register of any incidents at the premises, including any refused sales of alcohol, will be kept and a copy retained for at least 12 months. The register shall be available at the premises for inspection by authorised officers of the police or the Licensing authority upon request.

Staff training:

11. All customer-facing staff shall receive training in the relation to their duties in relation to alcohol sales and noise nuisance at the premises before commencing work at events at the premises and refresher training at least annually. A register of such training will be kept and a copy retained for at least 12 months. The register shall be available at the premises for inspection by authorised officers of the police or the Licensing authority upon request.