

West Berkshire District Council

Public Protection Partnership, Environmental Health & Licensing, Council Offices, Market Street,
Newbury, Berkshire RG14 5LD
Tel: (01635) 519184 Fax (01635) 519172

Licensing Act 2003 Premises Licence

Uniform Ref: 19/00888/LQN

Premises licence number 19/00225/LQN

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

The Swan at Streatley
High Street, Streatley, Reading, Berkshire, RG8 9HR

Licensable activities authorised by the licence

Exhibition of Films
Recorded Music
Performance of Dance
Other Similar Entertainment
Late Night Refreshment
Supply of Alcohol

The times the licence authorises the carrying out of licensable activities

Exhibition of Films

Monday to Saturday: 09:00 to 02:00
Sunday: 09:00 to 00:00

Activity will take place Indoors/Outdoors : Both

Further Details: Unrestricted for hotel guests and their bona fide guests.
Hours for Outdoors Monday to Saturday from 09:00 to 00:00; Sunday from 12:00 to 23:00

Seasonal Variations: All licensable activities to be permitted from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

Recorded Music

Monday to Saturday: 23:00 to 00:30

Activity will take place Indoors/Outdoors : Indoors

Further Details: Unrestricted for hotel guests and their bona fide guests.

Seasonal Variations: All licensable activities to be permitted from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

Performance of Dance

Monday to Saturday: 09:00 to 02:00

Sunday: 09:00 to 00:00

Activity will take place Indoors/Outdoors : **Both**

Further Details: Unrestricted for hotel guests and their bona fide guests.

Hours for Outdoors Monday to Saturday from 09:00 to 00:00; Sunday from 12:00 to 23:00

Seasonal Variations: All licensable activities to be permitted from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

Other Similar Entertainment

Monday to Saturday: 09:00 to 02:00

Sunday: 09:00 to 00:00

Activity will take place Indoors/Outdoors : **Both**

Further Details: Unrestricted for hotel guests and their bona fide guests.

Hours for Outdoors Monday to Saturday from 09:00 to 00:00; Sunday from 12:00 to 23:00

Seasonal Variations: All licensable activities to be permitted from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

Late Night Refreshment

Monday to Saturday: 23:00 to 00:30

Further Details: Residents and their bona fide guests 24 hours 7 days a week

Seasonal Variations: All licensable activities to be permitted from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

Supply of Alcohol

Monday to Saturday: 09:00 to 00:30

Sunday: 09:00 to 23:00

Alcohol On/Off Premises: **Both**

Further Details: All sales of alcohol between 9am and 11am will be ancillary to a table meal.

All sales of alcohol between 23:00 and 00:30 Monday to Saturday will be ancillary to a table meal or to those attending a private pre- booked function.

Residents and their bona fide guests 24 hours 7 days a week

Seasonal Variations: All licensable activities to be permitted from the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day.

The opening hours of the premises

Monday to Saturday: 09:00 to 01:00

Sunday: 09:00 to 23:30

Further Details: Residents and their bona fide guests 24 hours 7 days a week.

A strict no entry policy shall be imposed on members of the public from 23:00 to 01:00
Monday to Saturday and from 23:00 to 23:30 on Sundays

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

On /Off Sales : **BOTH**

Part 2

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

Rare Birds Hotels Limited
47 Marylebone Lane, 2nd Floor, London, W1U 2NT

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

08258851

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

Mr Markus Savage
[REDACTED]

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

11618 London Borough Of Tower Hamlets

Date: 29th July 2019

Signed:



Authorised Officer

Licence granted 10/04/2019
DPS Variation 17/06/2019

Annex 1 - Mandatory conditions

Premises - Supply of Alcohol

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.

The Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014 (in force 1 October 2014)

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.
- (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 -

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

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) "valued 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.

Premises - Door Supervision

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 be licensed by the Security Industry Authority.
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 the Act).
3. For the purposes of this section-
 - a) security activity means an activity to which paragraph 2(1)(a) of the Schedule applies, and
 - b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of the Schedule.

Premises - Exhibition of Films

1. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
2. Where the film classification body is specified in the licence, unless subsection (3) (b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
3. Where-
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
4. In this section children means persons aged under 18; and film classification body means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

Annex 2 - Conditions consistent with the operating Schedule dated 26/02/2019

1. Number of persons permitted within the premises replaced by condition 22 in the conditions imposed after the Hearing on 04/04/2019.
2. The Public Entertainment Licence Conditions dated 1st of July 1992, in respect of places of Public Entertainment shall be deemed to be incorporated into this schedule and to form part of it, so far as the same are applicable to the licensed premises.
3. When persons in wheelchairs or other disabled persons are admitted to the premises the Licensee shall ensure that adequate measures are taken to enable such persons to evacuate the building in an emergency, in a manner safe and without undue delay and does not cause obstruction to other members of the public or employees using the premises.
4. The Appendix entitled Testing and Certification within the enclosed document should be complied with in its entirety with checks and inspections being carried out by the appropriate person at the required times and such log entries as are specified being made. All logs, inspection certificates or documentation shall be available for inspection by any authorised officer of the Council, Fire Brigade or Police at their request.
5. All escape doors are to be kept free of fastenings at all times the premises are being used for licensed events.
6. All escape routes are to be kept free of obstruction at all times.

Condition agreed with Environmental Health 02/04/2019

The windows and doors must be closed when there is regulated entertainment except for access and egress.

Conditions agreed with Thames Valley Police 02/04/2019

Duplicated by conditions set after Hearing 04/04/2019

Annex 3 - Conditions attached after a hearing by the licensing authority held on 04/04/2019

1. The premises licence holder shall ensure that a refusal log (either written or electronic) is in operation at the premises. All staff involved in the sale of alcohol shall be trained in how to use and maintain the log. The log shall contain a description of the person attempting to purchase alcohol, the time the said person attempted to purchase alcohol, the reason for refusing the person alcohol and the name of the staff member dealing with the refusal. The log shall be signed off weekly by the Designated Premises Supervisor or nominated representative and shall be made available for inspection to officers of West Berkshire District Council and Thames Valley Police.
2. An incident log (either written or electronic) shall be used, maintained and kept at the premises. The log shall record any incident that undermines the promotion of the licensing objectives and any incident that involves police attendance at the premises. The log should contain a description of incident, time of the incident, action taken in relation to the incident and a description of any person involved in the incident. The incident log shall be made available to authorised officers of Reading Borough Council and Thames Valley Police upon request.
3. Staff employed to sell alcohol shall undergo training upon induction. This shall include, but not be limited to: the premises age verification policy, the law relating to underage sales, dealing with refusal of sales, proxy purchasing, recognising valid identity documents not in the English language, identifying attempts by intoxicated persons to purchase alcohol, identifying signs of intoxication, conflict management, how to identify and safeguard vulnerable persons who attend and leave the premises, identifying signs of drug usage and prevention and the four licensing objectives. Such training sessions are to be documented and refreshed every six months. All training sessions are to be documented in English. Records of training shall be kept for a minimum of one year and be made available to an authorised officer of Thames Valley Police and West Berkshire District Council upon request.
4. The Premises Licence Holder and/or Designated Premises Supervisor shall ensure that all staff complete training in Child Sexual Exploitation that is of a standard agreed with Thames Valley Police and West Berkshire District Council training package within 28 days of employment and a signed record of their training shall be maintained. Refresher training in relation to CSE shall formally take place once every three months and signed records of this training and signed records of this training shall be maintained. These records shall be kept for a minimum of two years of the date of the training and shall be made available to any authorised officer of Thames Valley Police or an authorised officer of West Berkshire District Council.
5. The Premises Licence holder shall ensure the premises' digitally recorded CCTV system cameras shall continually record whilst the premises are open to the public and recordings shall be kept for a minimum of 31 days with time and date stamping. The entire licensable area shall be covered by the CCTV. There shall be at least one camera positioned at each entry and exit point to monitor any external areas to the premises. Data recordings shall be made immediately available to an authorised officer of West Berkshire District Council or a Thames Valley Police officer, together with facilities for viewing upon request. Recorded images shall be of such a quality as to be able to identify the recorded person.
6. A sign advising customers that CCTV is in use shall be positioned in a prominent position. A fully trained person who can operate the system shall be available at all times when the premises is open to the public.

7. The premises shall at all times operate a Challenge 25 policy to prevent any customers who attempt to purchase alcohol and who appear to the staff member to be under the age of 25 years from making such a purchase without having first provided identification. Only a valid driver's licence showing a photograph of the person, a valid passport, military ID or proof of age card showing the 'Pass' hologram (or any other nationally accredited scheme) are to be accepted as identification.
8. Notices advertising the Challenge 25 policy shall be displayed in prominent positions on the premises.
9. Clearly legible and suitable notices shall be displayed at all exits requesting customers to respect the needs of local residents and to leave the premises and area quietly. Staff shall be available to assist in the dispersal of customers from 22:00 each evening.
10. The Premises Licence Holder shall ensure that no noise shall emanate from the premises, nor vibration be transmitted through the structure of the premises which gives rise to undue disturbance to local residents.
11. All external doors & windows must be kept closed from 21.30, other than for access and egress, when events involving amplified music or speech are taking place so as not to cause disturbance to nearby residents and businesses
12. All external doors shall be fitted with a self- closing mechanism other than external fire doors.
13. There shall be no consumption of alcohol on the area referred to as The Island and marked as The Island on Plan No J420-CD-A2-08/B
14. During operating hours the licensee or nominated representative shall be available to receive and respond to nuisance related complaints a contact number shall be readily available to residents upon request.
15. An entry, closure and dispersal policy for controlling the opening and closing of the premises and the departure of customers from the premises at the conclusion of the licensed activities shall be put in place and shall be actively operated. The policy shall be in written format and made available upon request to an authorised officer of West Berkshire District Council and Thames Valley Police.
16. All staff shall quit the premises in a quiet and orderly manner.
17. Before any person is employed at the premises sufficient checks will be made of their bona fides to ensure they are legally entitled to employment in the UK. Such checks will include: Proof of identity (such as a copy of their passport), nationality, current immigration status and employment checks. Copies of any relevant documents produced by an employee will be retained on the premises and kept for a minimum period of one year. Employment records as they relate to the checking of a person's right to work will be made available to an authorised officer of West Berkshire District Council or Thames Valley Police upon request.
18. A minimum of 2 SIA licensed door supervisors shall be employed at the premises whenever the sale of alcohol takes place after 00:00 Monday to Sunday. These door supervisors shall be employed on a Monday to Sunday trading period from 2100hrs until the last customer/ resident has left the premises. These licensed door supervisors shall be employed solely for vetting, regulating, controlling and

supervising patrons on or within the immediate vicinity of the premises and to ensure the maintenance of good order, public safety and security.

19. A register of Door Staff shall be kept. The register will show the following details:
full SIA registration number, date and time that the Door Supervisor commenced duty countersigned by the Designated Premises Supervisor or Duty Manager, date and time that the Door Supervisor finished work, countersigned by the Designated Premises Supervisor or Duty Manager, any occurrence or incident of interest involving crime & disorder or public safety must be recorded giving names of the Door Supervisor involved. In addition a record of the number of patrons on site shall be made half hourly in the door register, training records, ID Photo and scan of SIA badge and a record of the DPS/ management checking the validity of all SIA badges holders working at the premises (SIA Website checks)
20. When door supervisors are employed at the premises they shall be easily identifiable and display their badges in high visibility arm bands.
21. The Designated Premises Supervisor (DPS) and Premises Licence Holder (PLH) shall ensure that a policy relating to the safe removal of persons from the premises and/or its immediate vicinity by staff and door supervisors shall be put in place and actively operated. The policy shall be in written format and made available upon request to an authorised officer of West Berkshire District Council and Thames Valley Police. This shall include but not be limited to: persons who have been identified by staff as being vulnerable or at risk, persons who are refused entry to the premises or refused service within the premises and persons who are ejected from the premises.
22. The number of persons permitted within the premises shall not exceed:
Coppa Club Restaurant and Bar - 300
Events Space - 200
Hotel Bar - 75
23. When persons in wheelchairs or other disabled persons are admitted to the premises the Licensee shall ensure that adequate measures are taken to enable such persons to evacuate the building in an emergency, in a manner safe and without undue delay and does not cause obstruction to other members of the public or employees using the premises.
24. The Appendix entitled 'Testing and Certification' should be complied with in its entirety with checks and inspections being carried out by the appropriate person at the required times and such log entries as are specified being made. All logs, inspection certificates or documentation shall be available for inspection by any authorised officer of the Council, Fire Brigade or Police at their request.
25. All escape doors are to be kept free of fastenings at all times the premises is being used for licensed events.
26. All escape routes are to be kept free of obstruction at all times.

NOT TO SCALE
FOR INFORMATION ONLY

KEY

- △ LOW FIRE EXTINGUISHER
- △ FIRM FIRE EXTINGUISHER
- △ WET CHEMICAL EXTINGUISHER
- △ FIRE BLANKET
- MANUAL FIRE ALARM CALL POINT
- ☐ FIRE EXITS ON GROUND FLOOR
- ☐ FIRE EXIT
- ☐ AREA EXITS TO THE EXTERIOR
- ☐ AREA EXITS TO THE EXTERIOR

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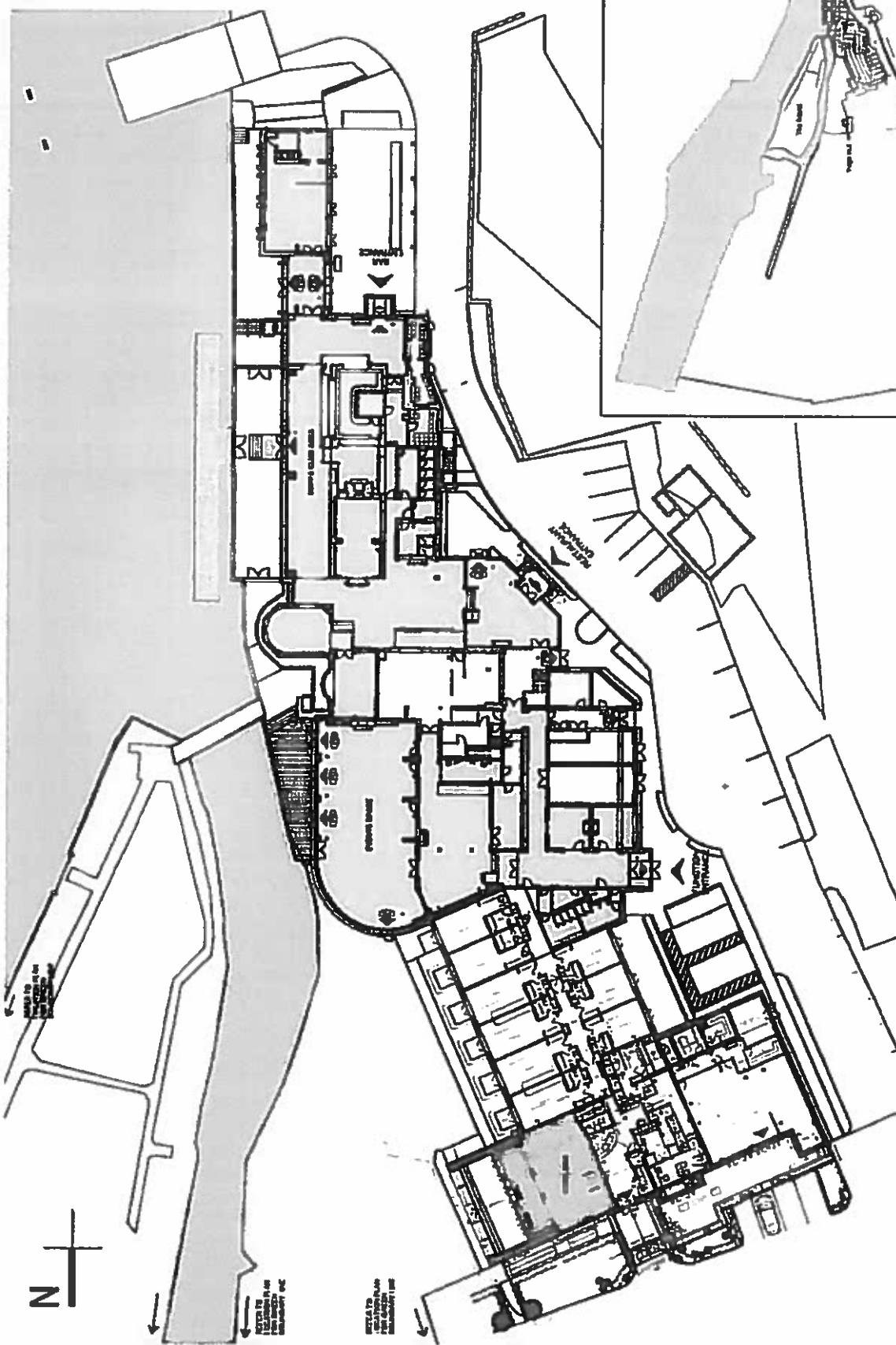
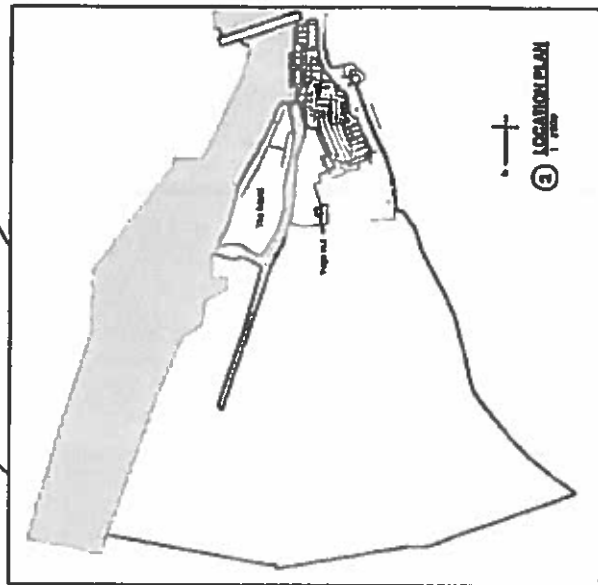
THE SWAN AT
STREATLEY

PROPOSED LICENSING
BOUNDARY PLAN
GROUND FLOOR

J420-CD- A2-08 /B



LOCATION PLAN



1 PROPOSED LICENSING BOUNDARY

THE SWAN AT STREATLEY – OVERVIEW LOCATION PLAN

