



Governance  
Licensing Section  
Town Hall  
Dalton Square  
Lancaster  
LA1 1PJ

**LANCASTER  
CITY COUNCIL**  
*Promoting City, Coast & Countryside*

Tel: (01524) 582000  
email: [licensing@lancaster.gov.uk](mailto:licensing@lancaster.gov.uk)

# Premises Licence

## LAPLWA0276

### Part 1 - Premises Details

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

### The Square

20 Great John Street, Lancaster, LA1 1NG.

Telephone 01524 34620

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- an exhibition of a film
- an indoor sporting event
- a performance of live music
- any playing of recorded music
- entertainment of a similar description to that falling within a performance of live music, any playing of recorded music or a performance of dance
- provision of late night refreshment
- the supply of alcohol

#### THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
B. Exhibition of films (Indoors)	Monday - Sunday	09:00	01:00
C. Indoor sporting event	Monday - Sunday	09:00	01:00
E. Performance of live music (Indoors)	Monday - Sunday	09:00	01:00
F. Playing of recorded music (Indoors)	Monday - Sunday	09:00	01:00
H. Entertainment of a similar description to that falling within E, F, or G (Indoors)	Monday - Sunday	09:00	01:00
I. Late night refreshment (Indoors)	Monday - Sunday	23:00	01:00
J. Supply of alcohol for consumption ON and OFF the premises	Monday - Sunday	09:00	01:00





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## LAPLWA0276

### THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday - Sunday	09:00	01:30

### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- J. Supply of alcohol for consumption ON and OFF the premises

### Part 2

### NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Inns & Leisure Limited  
20/24 Leicester Road, Preston, Lancashire, PR1 1PP.  
Telephone 01772 252917  
[wendy.cross@innsandleisure.co.uk](mailto:wendy.cross@innsandleisure.co.uk)

### REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Inns & Leisure Limited 963982

### NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Lorraine Marie JACKSON  
The Square, 20-22 Great John Street, Lancaster, LA1 1NG.  
Telephone 01524 34620

### PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence No. PA1794 Issued by Lancaster





# Premises Licence

## LAPLWA0276

### ANNEXES

#### Embedded Conditions

On New Year's Eve alcohol may be sold from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day (or, if there are no permitted hours on the following day, 00.00 hours (midnight) on 31<sup>st</sup> December)

#### Credit Sales

Alcohol shall not be sold or supplied unless it is paid for before or at the time when it is sold or supplied, except alcohol sold or supplied with and for consumption at a meal supplied at the same time, consumed with the meal and paid for together with the meal

#### Mandatory conditions where licence authorises the 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) The 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 shall take all reasonable steps to 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children:
- (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





## Premises Licence

### LAPLWA0276

fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

- (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;
- (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on -
  - (i) the outcome of a race, competition or other event or process, or
  - (ii) the likelihood of anything occurring or not occurring
- (e) 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.

4. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
6. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.  
(2) 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 a holographic mark.
7. The responsible person shall 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; and





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## Premises Licence

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(b) customers are made aware of the availability of these measures.

### **Mandatory condition where Door Supervisors are provided**

All individuals who carry out security activities must be licensed by the Security Industry Authority (SIA)

### **Mandatory condition where the licence permits the performance of Films**

Where a programme includes a film in the 12A, 15 or 18 category, as classified by the British board of Film Classification, no person appearing to be under the age of 12 (and unaccompanied in that case), 15 or 18 as appropriate shall be admitted to any part of the programme; and the licence holder shall display in a conspicuous position a notice in the following terms-

**PERSONS UNDER THE AGE OF [INSERT APPROPRIATE AGE] CANNOT BE ADMITTED TO ANY PART OF THE PROGRAMME**

Where films of different categories form part of the same programme, the notice shall refer to the oldest age restriction.

This condition does not apply to members of staff under the relevant age while on duty provided the prior written consent of the person's parents or legal guardian has first been obtained.

Immediately before each exhibition of a film passed by the British Board of Film Classification there shall be exhibited on screen for at least five seconds a in such a manner that it can be easily read by all persons in the auditorium a reproduction of the certificate of the Board or, as regards a trailer advertising a film, of the statement approved by the Board indicating the category of the film

### **Non standard timings**

On the day before a Public Holiday and on the Public Holiday regulated entertainment and the sale/supply of alcohol will be permitted until 02.00 hours the following day and the premises may be open to the public until 02.30 hours the following day

### **Offered Conditions**

1. Whenever the DPS is not at the premises normally another personal licence holder or another person fully conversant with the terms and conditions of this licence shall be present at all operational times except in the case of emergencies. This person will be nominated by the DPS as being the responsible person to manage the premises and will have the contact details of the DPS. The details of such person to be on prominent display on the premises
2. The designated premises supervisor will maintain a daily record comprising of the start time and finish time of each door supervisor. The door supervisor will record their SIA badge number and will sign and print their name in a legible form at the beginning and end of each tour of duty. The record shall be kept securely on the premises for at least 6 months and shall be produced on request to the police or other authorised person
3. Any person who looks or appears to be under the age of 18 shall be asked to provide identification that they are over the age of 18. The following are the only forms of identification acceptable: UK







## Premises Licence

### LAPLWA0276

- photo driving licence; Passport; PASS card (proof of age standards scheme)
4. The designated premises supervisor or a person nominated by them shall be a member of and regularly attend meetings of any Pubwatch scheme for the area within which the premises are located and would include registration and use of community/network radio
  5. The provision of off-sales to terminate at 23.00 hours
  6. All external doors and windows shall be kept closed when regulated entertainment is being provided except in the event of an emergency
  7. There shall be placed at all exits from the premises in a place where they can be seen and easily read by the public, (or member and their guests) notices requiring customers to leave the premises and the area quietly
  8. Refuse such as bottles shall be disposed of from the premises at a time when it is not likely to cause a disturbance to residents in the vicinity of the premises
  9. Before the premises are opened, each time, for the purposes authorised by the licence an inspection shall be carried out to ensure that the premises are safe for use. Details of the inspection, defects discovered and remedial action taken shall be recorded in writing in a logbook kept for that purpose. That logbook shall be made available for inspection on demand to an Authorised Officer of the Council, a Fire Officer or a Police Constable.
  10. At all times when the premises are used for the purpose of the premises licence, the licence holder, manager or designated premises supervisor who is responsible for the management of the premises shall at all times be aware of the number of persons on the premises 1) to prevent overcrowding of the premises and 2) shall if requested to do so give that information to an authorised person.
  11. The fire alarm, emergency lighting system and electrical installation shall be tested on a regular basis, at a frequency determined by a competent person. Certificates should be issued showing the results of the tests. The certificates shall be made available for inspection on demand to an Authorised Officer of the Council, a Fire Officer or a Police Constable.
  12. Where a door(s) on an escape route opens against the direction of travel, it shall be locked in the open position by a tamper-proof fastening whenever there are public on the premises
  13. The nosings on all steps and landings shall be maintained so that they are clearly visible by painting them in contrasting colours or other similar means.
  14. Children under the age of 16 years will be accompanied at all times by an adult
- Gaming Machine to be in a position to be seen by barstaff and not played by children. There will be no other adult entertainment services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

### Operating Schedule

#### a) General - all four licensing objectives (b, c, d, e) (please read guidance note 9)

The types of regulated entertainments proposed will reinstate normal pub entertainment that were previously unregulated. Through the DPS the councils objectives have been considered in relation to the four P's. Although no major concerns have been identified from present practice it is recognised that improvements within the constraints of the business with respect to a safe working environment and safe trouble free environment for customers will be ongoing to achieve best practice.





## Premises Licence

### LAPLWA0276

#### b) The prevention of crime and disorder

Providing a sixty minute extension of opening hours after the end of the sale of alcohol will promote this objective as the last drink will be consumed less quickly with access to toilet facilities and will give sufficient time to enable patrons to organise taxis accordingly and to enable gradual dispersal. Not less than five working days written notice will be provided to Police when Events Days are planned. There will be no irresponsible drinks promotions. All members of staff concerned with the sale of alcohol to be trained with regard to sale of alcohol and under 18's. The DPS to be an active member of the local Pub Watch/Bar Watch scheme. Any person who looks or appears to be under the age of 18 shall be asked to provide identification that they are over the age of 18. Only UK photo drivers licence and Passport, or other future government initiative will be accepted. Challenge 21 will be promoted.

#### c) Public safety

Through the DPS a daily safety audit to be carried out and a log book to be maintained. A first aid box is kept on the premises and at least one member of staff on the premises will be trained in first aid. Fire extinguishers on the premises and fire exits are clearly signed. There is emergency lighting. Emergency exits will remain unobstructed at all times. Drunk, unruly or disorderly people not to be allowed entry to the premises. Any outside area used for the consumption of alcohol will cease to be so used at 2230 hrs.

#### d) The prevention of public nuisance

With respect to noise pollution from regulated entertainment and associated equipment the DPS will continue as and where necessary to take steps to keep noise to an acceptable level. All windows will be closed and entry/exit doors will be fitted with self closers - fire exits being an exception. Promotion through displayed notices to remind customers to leave in an orderly and quiet manner together with announcements at the end of regulated entertainment will be implemented. Bottle skips to be emptied during the day.

#### e) The protection of children from harm

The restrictions set out in the Licensing Act 2003 will apply. No unusual risks of harm to children have been identified. All members of staff concerned with the sale of alcohol to be trained with regard to sale of alcohol and under 18's. Any person who looks or appears to under the age of 18 shall be asked to provide identification that they are over the age of 18. Only UK photo drivers licence and Passport, or other future government initiative will be accepted. Challenge 21 will be promoted, AWP machines to be in full view of the bar and any cigarette machine to have the appropriate notice displayed above it regarding purchase of cigarettes.





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# Premises Licence Summary

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### Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDANCE SURVEY MAP REFERENCE OR DESCRIPTION	
<b>The Square</b> 20 Great John Street, Lancaster, LA1 1NG.	Telephone 01524 34620

WHERE THE LICENCE IS TIME LIMITED THE DATES
Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE
<ul style="list-style-type: none"> <li>- an exhibition of a film</li> <li>- an indoor sporting event</li> <li>- a performance of live music</li> <li>- any playing of recorded music</li> <li>- entertainment of a similar description to that falling within a performance of live music, any playing of recorded music or a performance of dance</li> <li>- provision of late night refreshment</li> <li>- the supply of alcohol</li> </ul>

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES			
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Description	Time From	Time To
Monday - Sunday	09:00	01:30

### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- J. Supply of alcohol for consumption ON and OFF the premises

### NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Inns & Leisure Limited  
20/24 Leicester Road, Preston, Lancashire, PR1 1PP.

### REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Inns & Leisure Limited 963982

### NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Lorraine Marie JACKSON

### STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

