

Guilsborough Village Hall

Alcohol Policy

PREMISES LICENSE: THE HALL HOLDS AN ALCOHOL LICENSE WHICH IS AVAILABLE TO PURCHASE FOR YOUR EVENT. PLEASE NOTE THAT YOU WILL REQUIRE A LICENSE FOR ALL EVENTS WHERE YOU ARE SERVING ALCOHOL, UNLESS IT IS BEING PROVIDED ENTIRELY FREE OF CHARGE.

EVENTS WHICH OFFER ALCOHOL AS PART OF THE TICKET PRICE AND THOSE WHICH SELL ALCOHOL AT A BAR ARE BOTH CAUGHT BY THE REQUIREMENT TO HAVE AN ALCOHOL LICENSE.

The village hall premises licence permits the sale or supply of alcohol between the hours of 10.00am and 11.45 pm Monday to Saturday and between 11.00am and 9.45pm on a Sunday.

There will be a nominated person for EVERY event where alcohol is to be sold or supplied (hereafter called the responsible person) who will agree to the following conditions:

- NO alcohol will be served to or by anyone under the age of 18 years
- NO alcohol will be served to anyone who appears to be drunk
- NO alcohol will be served outside the licensed hours

The responsible person will record those persons permitted to serve alcohol (hereafter called a member of staff) and ensure that no unauthorised persons will serve alcohol. The record of who is permitted to serve alcohol must be available to any of the enforcement agencies and / or a member of the Village Hall Management Committee during the event where the bar open for sale or supply.

The responsible person shall also read and understand their responsibilities relating to the four licensing objectives as set out below, as well as agree to abide by the mandatory licencing conditions as detailed in this policy.

The responsible person should understand that failure to comply with these conditions will be against the express wishes of the designated premises supervisor and / or the Village Hall Management Committee and may leave the responsible person and or the members of staff liable to prosecution for any offences that may be disclosed. The licencing authority or the Police may deal with these offences by Criminal cautions, fixed penalty notices or court prosecution.

The 4 licencing objectives are:

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

The Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014 came into force on 1 October 2014 and revised the conditions originally introduced from April 2010. The Order means that there are mandatory conditions designed to:

- ban irresponsible promotions
- ensure free potable water for customers
- ensure that small measures of beers, wine and spirits are offered and that customers are made aware of them
- ensure that all those who sell or supply alcohol have an age verification policy in place requiring them to ask anyone who looks under 18 for proof of age

A mandatory condition banning the sale of alcohol below the “permitted price”, defined as alcohol duty plus VAT, came into force in May 2014.

The following is detailed guidance which the responsible person and all members of staff **MUST** comply with in relation to any event organised or taking place at Guilsborough Village Hall.

Irresponsible Promotions

The responsible person must ensure that those persons permitted to serve alcohol on the premises (members of staff) do not carry out, arrange or participate in any irresponsible promotion, as listed below, where that promotion is carried on for the purpose of encouraging the sale of alcohol on the premises.

Drinking games

This includes any game or activity that requires or encourages (or is designed to require or encourage) individuals to drink a quantity of alcohol within a time limit, or to drink as much as possible. This does not include “drinking up time”, shortly before the end of licensed hours.

Examples of this type of activity include drinking relay races and drinking challenges based on quantity. Provision of alcohol free or for a fixed or discounted fee This prohibits the provision of an unlimited or unspecified quantity of alcohol for free or for a fixed or discounted fee if there is a significant risk that such provision would undermine a licensing objective.

Promotional posters the sale or supply of alcohol is prohibited in association with promotional material on, or in the vicinity of, the premises which can be reasonably considered to condone, encourage or glamorise antisocial behaviour or refer to drunkenness favourably. This includes all posters and flyers that may be used to publicise a promotion or event.

Dispensing alcohol directly into the mouth activities that involve alcohol being poured directly into the mouth of a customer by a member of staff are prohibited. This includes activities such as the “dentist’s chair”. This prohibition does not apply where a person is not able to drink without assistance because of a disability.

Potable Water

The responsible person must ensure that free potable water is provided on request for customers.

Small Measures

The responsible person must ensure that the following drinks if sold or supplied for consumption on the premises are available in the following measures:

beer or cider:	half pint, pint, sealed bottle or sealed can
gin, rum, vodka or whisky:	25ml or 35ml
still wine in a glass:	125ml, 175ml or 250ml

Making customers aware as well as making the drinks available in the above measures, the responsible person must also make their availability clear on menus, price lists or other printed material, and ensure that these are available to customers. Where a customer orders a drink listed above but does not specify the alcohol measure, the customer should be made aware of the range of measures available. This can be either verbally or by ensuring they have seen the printed materials on which their availability is listed. If the responsible person is satisfied that the customer has been made aware, and continues to be, aware of the range of measures available, the responsible person does not need to repeat that information in relation to each sale.

Age Verification Policy

The premises licence holder must ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

This must as a minimum require individuals who appear to member of staff to be under the age of 18 years of age to produce on request (before being served alcohol) appropriate identification.

Where there is a designated premises supervisor, they have responsibility for ensuring that the sale of alcohol is carried on in accordance with the age verification policy in place. This condition does not exclude best practice schemes such as Challenge 21 or Challenge 25 which require individuals who appear to be under an age which is greater than 18 to provide ID. Since the condition requires that identification is produced on request, before alcohol is served, photo ID should be shown at or before the point of service.

The responsible person and all members of staff at an event must be made aware of the Age Verification Policy and what their responsibilities are under this policy. It should be noted that any person who supplies alcohol to a person under the age of 18 years commits an offence for which they may be prosecuted. In addition, should the responsible person or the designated premises supervisor not bring the requirements of the policy to the attention of all members of staff, they may also commit an offence if that member of staff commits an offence by selling or supplying alcohol to a person under the age of 18.

Finally, it should be noted that the licencing authority and the Police are in the habit of using test purchasers who are under the age of 18 to provide evidence of such under-age sales.

Minimum Pricing

The premises licence holder, designated premises supervisor or personal licence holder is responsible for ensuring that any person (if different from the licence holder) responsible for amending prices on the premises is aware of the legal requirement to sell alcohol at or above the cost of duty plus VAT on that premises.

GUILSBOROUGH VILLAGE HAL

CONDITIONS OF SERVING ALCOHOL: ADDITIONAL TO TERMS OF HIRE

NO alcohol will be served to or by anyone under the age of 18 years

It is an offence to sell alcohol to a person under the age of 18 years, this is contrary to section 146 of the Licensing Act 2003, the seller could be liable to either an on the spot £90 fine or prosecution.

NO alcohol will be served to anyone who appears to be drunk

It is an offence to sell or allow the sale of alcohol to a person who is drunk, this is contrary to section 141 of the Licensing Act 2003, the seller could be liable to either an on the spot £90 fine or prosecution.

NO alcohol will be served outside the licensed hours

It is an offence to carry on licensable activity without an authorisation, this is contrary to section 136 of the Licensing Act 2003, on conviction a person could be liable to 6 months imprisonment and/or £20,000 fine.

The responsible person will record those persons permitted to serve alcohol and ensure that no unauthorised persons will serve alcohol.

The hirer is authorised by the Village Hall Management Committee to sell alcohol under The Legislative Reform (Supervision of alcohol sales in Church and Village Halls) order 2009, and in accordance with the licensing act 2003:

DATE OF HALL HIRE.....

being the nominated responsible person agree to the above conditions and have read and understood the 4 licensing objectives as set out below.

SIGNED HIRER.....

I.D.....

LICENSING OBJECTIVES

PREVENTION OF CRIME AND DISORDER

PUBLIC SAFETY

PREVENTION OF PUBLIC NUISANCE

PROTECTION OF CHILDREN FROM HARM

GUILSBOROUGH VILLAGE HALL AGE VERIFICATION POLICY

This policy applies in relation to the sale or supply of alcohol at Guilsborough Village Hall.

This policy applies in relation to the sale or supply of alcohol on these premises as either 'on' or 'off' sales.

Staff serving alcohol on the premises must require any individuals who appears to the responsible person or member of staff to be under the age of 18 years of age to produce on request, before being served alcohol, identification bearing their photograph, date of birth, and a holographic mark. Examples of appropriate identification include:

- A passport
- A photo card driving licence
- A proof of age card bearing the PASS hologram
- A military identification card

The Designated Premises Supervisor will ensure that staff responsible for the sale or supply of alcohol at every event are made aware of the existence and content of this policy.

Policy adapted from the model age verification policy detailed in the Guidance on Mandatory Licensing Conditions For suppliers of alcohol and enforcement authorities in England and Wales dated September 2014