

# TREDINGTON & BLACKWELL WI HALL

## LICENSING POLICY

1. All activities and events within the Hall will be managed in order to promote the four licensing objectives:
  - To prevent crime and disorder
  - To prevent public nuisance
  - To promote public safety
  - To protect children from harm

These objectives will apply whether managed by Tredington & Blackwell WI or an independent hirer of the premises.

The objectives apply to all licensed activities: sale of alcohol, showing of films and recorded music after 23.00.

Implementation of Licensing Policy for the sale of alcohol is the responsibility of the Designation Premises Supervisor (DPS). Training will be provided and recorded for event managers in the DSP's absence (the DPS retains accountability).

The Premises Licence will be displayed within the premises.

### 2. Prevention of Crime and Disorder

- Alcohol for sale will be purchased from reputable suppliers, with duty paid.
- All individuals who sell alcohol at the premises are responsible for promoting the licensing objectives.
- Alcohol will be sold only to adults, over 18 years of age – a Challenge 25 policy is in place and displayed, with details of challenges, ID provided and refusals recorded.
- Alcohol will not be sold to individuals who appear to be drunk, with refusals recorded.
- Single units of alcoholic drinks will be available.
- Tap water will be freely available during times of alcohol sales.
- Alcohol sale times and dates will be determined by the Trustees and will not exceed the licensed hours.
- Alcohol stock will not be displayed outside alcohol sales times. It will be stored in a locked cupboard.
- The Hall practices zero tolerance of the use and supply of illegal substances.
- Security lighting is in place at entrances and exits.

### 3. Prevention of Public Nuisance

- To avoid light and noise disturbance, blinds will be drawn at dusk and doors & windows closed by 23.00.
- Outdoor space will not be used after 23.00
- Security lighting is in place at entrances and exits.
- Signage, which includes numbers for local taxis, will encourage speedy and quiet dispersal.

### Promotion of Public Safety

Whilst it remains Government policy, the premises supports coronavirus Test and Trace by requiring hirers, event managers and meeting chairs to record the name and contact details for all individuals attending. This may be a paper, electronic or App record.

Fire safety and extinguisher checks annually.

All electrical appliances PAT tested

Public Liability Insurance in place

Accident recording using RIDDOR template.

### Protection of Children from Harm

- Alcohol will be sold only to adults, over 18 years of age for consumption by over 18s – a Challenge 25 policy is in place and displayed, with details of challenges, ID provided and refusals recorded.
- 16 and 17-year olds will not be served alcohol with meals at the premises.
- Children attending events and activities at the premises must be accompanied by a parent or other responsible adult.
- Children will be admitted for films only of suitable age classification.
- For children's events, a ratio of adults/children will be agreed in advance, depending on the age(s) of the children.
- When the premises are hired for a children's event, the leading responsible adult should be the parent of at least one attending child, or provide a satisfactory, recent CRB check result.
- Leaders of all events in the hall will be required to confirm they have read and will abide by Child Sexual Exploitation information for people working in licensed premises in Warwickshire