

Mrs Sian Dale Rooke-Jenkins
11 South Street
Leominster
Herefordshire
HR6 8JA

Your Ref:
Our Ref: PR00921
Please ask for: Licensing
Direct line / Extension: (01432) 261761
Fax: (01432) 261982
E-mail: licensing@herefordshire.gov.uk

24th August 2018

Dear Mrs Rooke-Jenkins

THE DUCKERS

I refer to the premises licence issued in respect of the above premises.

A premise licence is issued authorising the use of the premises for certain licensable activities, the times of operating and the conditions are to be complied with.

It is with regret that the Licensing Authority has to write you again, following a further breach of the CCTV condition on your licence, which is alleged to have occurred at about 0050hrs on 29 July 2018 when an incident occurred. It is stated that you were present and refused to download the CCTV at the time and that it was not obtained until a few days later. When the CCTV footage was obtained, it was found that the camera that should be covering that area was broken.

May I remind you that your premise licence has the following condition with particular attention brought to by the wording in bold?

CCTV will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly facial recognition. Cameras shall encompass all ingress and egress to the premises, fire exits, outside areas, and all areas where the sale/ supply of alcohol occurs. **Equipment MUST be maintained in good working order**, be correctly time and date stamped, recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days and handed to Police on demand. **The Premises Licence Holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage** in a recordable format EITHER DISC or VHS to the Police/Local Authority on demand. The Recording equipment and tapes/discs shall be kept in a secure environment under the control of the DPS or other responsible named individual. An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant, in the event of any failings actions taken are to be recorded. In the event of technical failure of the CCTV equipment the Premises Licence holder/DPS MUST report the failure to the Police on contact number 101 immediately

Under Section 136 of the Licensing Act 2003 it is an offence to carry on a licensable activity on or from any premises otherwise than under and in accordance with an authorisation (premises licence). This offence on summary conviction is punishable with six months imprisonment and/or an unlimited fine.

This letter is your final written warning in respect of any breach of the premises licence. I must advise you that should you choose to operate outside your authorisation that it is likely we will have to take more formal action against you, which may also include reviewing the premises licence.

Compliance with your conditions is not optional but mandatory.

Should you require further information then please do not hesitate to contact us.

Yours faithfully

**FRED SPRIGGS
LICENSING OFFICER
ENVIRONMENTAL HEALTH AND TRADING STANDARDS**

CC: WEST MERCIA POLICE