

**From:** [Mooney, James](#)  
**To:** [Licensing](#)  
**Cc:** [Bowell, Emma](#); [Reynolds, Duncan](#); [Spriggs, Fred](#)  
**Subject:** Variation Application - MRH Ledbury, The Homend, Ledbury, HR8 1BS  
**Date:** 27 February 2019 11:01:17  
**Attachments:** [image002.png](#)  
[image003.png](#)

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Morning Emma

There has been long protracted discussions with the applicants agent which have come to an impasse with regards to the supply of CCTV if required by the Police.

The following is a cut and paste from the applicant which is agreed with the Police with the exception of their point 3 which I have put in bold.

The Police position is that CCTV should be available at all times the premises is open for licensable activities. In order to compromise the Police have put forward various suggestions to appease the applicant. These have all been rejected on the grounds they are not achievable by the applicant and not supported by any evidence to prove they are necessary.

This I understand is the current position from a Police point of view:

**Amended Operating Schedule**

1. A CCTV system will be installed, or the existing system maintained, such system to be fit for the purpose such system to be to the reasonable satisfaction of the police.
  2. The CCTV system shall be capable of producing immediate copies on site. Copies of recordings will either be recorded on good quality video tape or digitally on to CD/DVD or other equivalent medium.
  - 3. Any recording will be retained and stored in a suitable and secure manner for a minimum of 31 days and shall be provided, subject to compliance with Data Protection legislation, to the police or other authorised officer within 24 hours of request.**
  4. The precise positions of the camera may be agreed, subject to compliance with Data Protection legislation, with the police from time to time.
  5. The system will display, on any recording, the correct time and date of the recording.
  6. The CCTV system will be maintained and fully operational throughout the hours that the premises are open for any licensable activity.
  7. All cashiers shall be trained to record refusals of sales of alcohol in a refusals book/register. The book/register will contain:
    - details of the time and date the refusal was made;
    - the identity of the staff member refusing the sale;
    - details of the alcohol the person attempted to purchase.
- This book/register shall be available for inspection by a police officer or other authorised officer on request.
8. There shall be no self-service of spirits except for spirit mixtures.
  9. There will at all times be adequate levels of staff maintained at the premises. Such staff levels

will be disclosed, on request, to the licensing authority and police.

10. Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.

11. The premises licence holder will ensure that an age verification policy will apply to the premises whereby all cashiers will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.

12. An incident book/register must be maintained to record:

- all incidents of crime and disorder occurring at the premises
- details of occasions when the police are called to the premises

The book/register must be retained at the premises or at the offices of the licence holder for a minimum period of 12 months.

13. All staff engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales:

- Induction training which must be completed and documented prior to the sale of alcohol by the staff member.
- Refresher/reinforcement training at intervals of no more than 6 months.

Training records will be available for inspection by a police officer or other authorised officer on request.

14. Signage informing customers of the age verification policy adopted at the premises will be prominently displayed.

Regards

Jim Mooney - on behalf of Ps 3456 Reynolds  
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