

PRIVATE AND CONFIDENTIAL

Mehmet Ozer
23 High Street
Ledbury
HR8 1DS

Dear Sir

**LICENSING ACT 2003 – CONDITIONS NOT BEING COMPLIED WITH
LEDBURY CONVENIENCE STORE, 23 HIGH STREET, LEDBURY. HR8 1DS**

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 that are to be complied with.

On Thursday 15 August 2024 at around 13:45pm, a member of Herefordshire Council's Trading Standards Team witnessed that there were breaches of the conditions on your premises licence.

1. Alcohol licence not on display in the shop
2. No Challenge 25 notices on display in the shop
3. Staff member not able to operate CCTV system to replay footage etc at request.

To make the situation absolutely clear to you, the below conditions are on your premise licence relating to the above points and must be adhered to.

Prevention of Crime & Disorder

The Premises Licence Holder shall install and maintain a CCTV system at the premises giving coverage at all entry points and areas to which customers have access.

The CCTV system shall provide clear images in all lighting conditions.

The CCTV system shall continuously record whilst the premises are open for licensable activities and shall be capable of providing frontal identification of customers.

All CCTV recordings shall be retained for a minimum of 31 days and shall be date and time stamped.

CCTV recordings should be made available for inspection upon receipt of a request by the Police and Authorised Officer of the Licensing Authority.

A member of staff shall always be present on the premises whilst they are open who is capable of operating the CCTV system and able to facilitate immediate viewing of CCTV footage upon the request of the Police and Authorised Officer of the Licensing Authority.

Protection of Children from Harm

The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an authorised person' (as defined by Section 13 of the Licensing Act 2003) or the police or an authorised Trading Standards Officer of Herefordshire Council. Prominent, clear and legible signage (in not less than 32 font bold) shall

also be displayed at all entrances to the premises as well as at, at least one location behind any counter / service area, advertising the scheme operated.

Licence Display

Part B must be displayed in a prominent position inside the premises and each page must be displayed separately.

You are reminded that the full premises licence or a certified copy of the licence must be kept at the premises (this is Part A, Part B and the plan) and produced on request by the Police, an authorised Officer of the Licensing Authority or any person authorised under the act.

Change Premises Name

It has also been brought to the attention of the Licensing Authority that the premises name as changed from Ledbury Convenience Store to Mr Vape.

This change requires notification to the licensing authority in writing along with a fee of £10.50. Written notification can be via email and payment can be made by calling 01432 261761.

You are advised that Section 136 of the Licensing Act 2003 makes it an offence for a premises to be used for any licensable activity otherwise than under and in accordance with an authorisation subject to which the licence is held. Any person found guilty of an offence under this section is liable on summary conviction to imprisonment for a term not exceeding six months or an unlimited fine, or both.

Please note that the council may carry out further internet research, telephone research monitoring and unannounced site visits to ensure compliance with the legislation. This may include evidential electronic images such as photographs or video to assist with our enquiries.

In line with this Authority's Policy, I must advise you that should you choose to operate outside your authorisation again we may take enforcement action against you – which could involve a closure notice or review of the premises licence.

Yours faithfully

**SENIOR TECHNICAL LICENSING OFFICER
LICENSING SECTION
ENVIRONMENTAL HEALTH & TRADING STANDARDS**

