PR0486



Licensing Service
Wokingham Borough Council
Shute End
Wokingham
Berkshire
RG40 1WW

Part 1 - Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Our Lady of Peace Catholic Club

338 Wokingham Road, Earley, Reading, Berkshire, RG6 7DA

WHERE THE LICENCE IS TIME LIMITED THE DATES

Start: 8 February 2021 End: Indefinite

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays

Films

Indoor Sporting Events

Live Music

Recorded Music

Performance of Dance

Other Entertainment Similar to Live or Rec Music or Dance Performance

Supply of Alcohol

THE OPENING HOURS OF THE PREMISES:	
	Mon 11:00-00:00
	Tue 11:00-00:00
	Wed 11:00-00:00
	Thu 11:00-00:00
	Fri 11:00-01:00
	Sat 11:00-01:00
	Sun 11:00-00:00
	Christmas Day, Boxing Day, New Years Eve, St. Patrick's, St George's, St
	David's, St. Andrew's nights; Bank holidays and their Eves - open until 3am.
	Recognised special events and/or sporting events shown on television or internet
	of national/international interest (e.g. Football World Cup matches)taking place at
	earlier/later times, open no earlier than 6 am, closing no later than 3am.

THE TIMES THE LICI	THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES:	
Plays	Mon 11:00-00:00 Tue 11:00-00:00 Wed 11:00-00:00 Thu 11:00-00:00 Fri 11:00-01:00 Sat 11:00-01:00 Sun 11:00-00:00 No regular schedule, very occasional performances only Indoors Christmas Day, Boxing Day, New Years Eve, St. Patrick's, St George's, St David's, St. Andrew's nights; Bank holidays and their Eves - open until 3am. Recognised special events and/or sporting events shown on television or	
1	internet of national/international interest (e.g. Football World Cup matches)taking	

	place at earlier/later times, open no earlier than 6 am, closing no later than 3am.
Films	Mon 11:00-00:00
	Tue 11:00-00:00
	Wed 11:00-00:00
	Thu 11:00-00:00
	Fri 11:00-01:00
	Sat 11:00-01:00
	Sun 11:00-00:00
	No regular schedule the club ensures that the age of the audience complies with
	the film's certificate
	Indoors
	Christmas Day, Boxing Day, New Years Eve, St. Patrick's, St George's, St
	David's, St. Andrew's nights; Bank holidays and their Eves - open until 3am.
	Recognised special events and/or sporting events shown on television or
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	Wed 11:00-00:00
	Thu 11:00-00:00
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	Sun 11:00-00:00
	Darts, bar billiards, skittles etc at any time during opening hours
	Christmas Day, Boxing Day, New Years Eve, St. Patrick's, St George's, St
	David's, St. Andrew's nights; Bank holidays and their Eves - open until 3am.
	Recognised special events and/or sporting events shown on television or
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Live Music	Mon 11:00-00:00
	Tue 11:00-00:00
	Wed 11:00-00:00
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	Sun 11:00-00:00
	At any time during opening hours - musical acts, solo artists and bands - both
	amplified and unamplified.
	Indoors and Outdoors
	Christmas Day, Boxing Day, New Years Eve, St. Patrick's, St George's, St
	David's, St. Andrew's nights; Bank holidays and their Eves - open until 3am.
	Recognised special events and/or sporting events shown on television or
	internet of national/international interest (e.g. Football World Cup matches)taking
	place at earlier/later times, open no earlier than 6 am, closing no later than 3am.
Recorded Music	Mon 11:00-00:00
	Tue 11:00-00:00
	Wed 11:00-00:00
	Thu 11:00-00:00
	Fri 11:00-01:00
	Sat 11:00-01:00
	Sun 11:00-00:00
	At any time during opening hours - disco and other forms of recorded music i.e.
	cd's, digital recordings - amplified
	Indoors and Outdoors
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	internet of national/international interest (e.g. Football World Cup matches)taking
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Performance of Dance	Mon 11:00-00:00
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	Wed 11:00-00:00
	Thu 11:00-00:00
	Fri 11:00-01:00
	Sat 11:00-01:00
	Sun 11:00-00:00
	No regular schedule
	Indoors and Outdoors
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	Fri 11:00-01:00
	Sat 11:00-01:00
	Sun 11:00-00:00
	Dances, parties, weddings, funeral wakes, christenings, first communion and
	other celebrations. At any times within opening hours
	Indoors and Outdoors
	Christmas Day, Boxing Day, New Years Eve, St. Patrick's, St George's, St
	David's, St. Andrew's nights; Bank holidays and their Eves - open until 3am.
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	internet of national/international interest (e.g. Football World Cup matches)taking
	place at earlier/later times, open no earlier than 6 am, closing no later than 3am.
Supply of Alcohol	Mon 11:00-00:00
	Tue 11:00-00:00
	Wed 11:00-00:00
	Thu 11:00-00:00
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WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF PREMISES On and Off Premises

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Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE
Our Lady of Peace Catholic Club Ltd, 338 Wokingham Road, Earley, Reading, Berkshire, RG6 7DA
Telephone:

earley@portsmouthdiocese.org.uk

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE) 03340552

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Date of Issue: 16 February 2021

Jan MAT (44)

Signature of Authorised Officer

New Premises Application - 08/02/2021

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ANNEXES

Annex 1 – Mandatory Conditions under the Licensing Act 2003 Mandatory Condition – Supply of Alcohol

- that no supply of alcohol may be made under the premises licence
- at any time when there is no designated premises supervisor in respect of the premises licence, or
- b. at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended; and
- that every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence

Mandatory Condition – Door Supervisors

- 1) Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must be licensed by the Security Industry Authority.
- 2) But nothing in subsection (1) requires such a condition to be imposed
 - a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films), or
 - b) in respect of premises in relation to -
 - i. any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence). or
 - ii. any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under the Act).
- For the purposes of this section
 - a) security activity means an activity to which paragraph 2(1)(a) of the Schedule applies, and
 - b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of the Schedule.

Mandatory condition: Exhibition of Films

- 1) Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
- 2) Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
- 3) Where
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question.
 - admission of children must be restricted in accordance with any recommendation made by that licensing authority.
- 4) In this section-
 - "children" means persons aged under 18; and
 - "film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c. 39) (authority to determine suitability of video works for classification).

The Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014 (in force 1 October 2014)

- (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises
 - a) games or other activities which require or encourage, or are designed to require or encourage, individuals to
 - drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - drink as much alcohol as possible (whether within a time limit or otherwise):
 - b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the

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- premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
- e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
- 2) The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 3) (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
 - 2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
 - (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either
 - a) a holographic mark, or
 - b) an ultraviolet feature.
- 4) The responsible person must ensure that
 - a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures
 - i. beer or cider: ½ pint;
 - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - iii. still wine in a glass: 125 ml;
 - these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."
- (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
 - (2) For the purposes of the condition set out in paragraph 1
 - a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
 - b) "permitted price" is the price found by applying the formula -

$P = D + (D \times V)$

Where-

- (i) **P** is the permitted price,
- (ii) **D** is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence—
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- e) "valued added tax" means value added tax charged in accordance with the Value Added Tax Act 1994
- (3) Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

(4)

- 1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- 2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 - Conditions consistent with the Operating Schedule

a) General

OLOP Catholic Club is a family friendly members' club. Our Constitution obliges us to run along
Christian lines. The Club committee handles the day to day admin of the Club and reports to
Portsmouth Diocese via a board of directors. This means that members are expected to drink in moderation and we promote
an acceptable standard of behaviour with due consideration to minors.

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b) The Prevention of Crime and Disorder

- 1. Safeguards for preventing and dealing with misbehaviour are enshrined in our constitution.
- 2. Under 18s are not allowed in the Club without a parent or guardian. In practice, misbehaviour may result in temporary expulsion from the Club, with membership only re-instated when the member appears before the Club Committee and gives reassurance of future good behaviour.
- 3. In deference to our neighbours, including our own parish Priest, who lives adjacent, we actively encourage members and quests to limit noise levels on exiting the Club.

c) Public Safety

- 1. The Club has completed a Risk Assessment, with a H&S Policy in place and staff are familiar with its contents.
- 2. The building is well maintained and subject under our charitable status to a quinquennial inspection by a qualified surveyor.
- 3. The requisite number and type of fire extinguishers are in place and routinely inspected.
- Staff are trained in an evacuation procedure and an exit plan is posted on the notice board. Emergency exits are clearly marked.
- 5. We have a first aid kit behind the bar and a defibrillator is located at the entrance to the complex.

d) The Prevention of Public Nuisance

- The club lounge has frosted, triple glazed windows to the only exterior wall and heavyweight emergency doors on this same wall. Exterior lights along this wall are fitted with diffusers and shields to limit light pollution.
- 2. Attention is paid to noise levels during dray deliveries and when putting empty beer barrels etc outside the premises.
- 3. The Club operates an occasional litter pick when necessary.

e) The Protection of Children From Harm

- As a family oriented Catholic Club, the welfare of children is a prime concern. Under 18s are only allowed into the Club with a parent or guardian and only adults are issued with membership cards.
- 2. We never allow acts of dubious moral content to perform in the Club.
- Controls for TV and music system are kept behind the bar under staff supervision. Staff are trained to be on the lookout for drug abuse and the toilets are regularly checked by staff.
- 4. Under 18s are prohibited from playing the Fruit m/c or partaking in Bingo / Poker or other forms of regulated permitted gambling.
- The Club operates the Challenge 21 Policy.

Annex 3 – Responsible Authority Conditions Thames Valley Police:

CCTV

- 1. The requirement to install digitally recorded CCTV cameras shall be reviewed by Thames Valley Police on a 6 monthly basis. Should Thames Valley Police deem it necessary to install CCTV to support the Licencing Objectives the Licensee will install CCTV within 3 months of such a request.
- 2. The CCTV will continually record whilst the premises are open to the public and recordings shall be kept for a minimum of 31 days with time and date stamping. Data recordings shall be made immediately available to an authorised officer of Wokingham Borough Council or a Thames Valley Police officer, together with facilities for viewing upon request, subject to the provisions of the Data Protection Act. Recorded images shall be of such a quality as to be able to identify the recorded person in any light. At least one member of staff on the premises at any time during operating hours shall be trained to access material from the CCTV system.
- 3. Signage advising customers that CCTV is in use shall be positioned in prominent positions.
- 4. A refusal register, whether written or electronic, shall be used, kept and maintained at the premises. The refusal register shall record the time and date of the refusal, which age restricted product was refused, details of the staff member refusing service and a description of the person refused. The refusal log shall be produced to authorised officers of Wokingham Borough Council and Thames Valley Police upon request.
- 5. The premises shall at all times operate a Challenge 25 age verification policy to prevent any customers who attempt to purchase alcohol and who appear to the staff member to be under the age of 25 years from making such a purchase without having first provided identification.
- 6. Only a valid driver's licence showing a photograph of the person, a valid passport, Military ID or proof of age card showing the 'Pass' hologram (or any other nationally accredited scheme as set down within the mandatory conditions) are to be accepted as identification.
- 7. Notices advertising the premises' Challenge 25 scheme shall be displayed in prominent positions on the premises.
- 8. Staff employed to undergo training upon induction before they are allowed to work. This shall include, but not be limited to:
 - a. Dealing with refusal of sales
 - Knowledge of the Four Licensing Objectives
 - c. Identifying signs of intoxication
 - d. Conflict management
 - e. How to identify and safeguard vulnerable persons who attend and leave the premises.
 - f. Proxy purchasing and identifying attempts by intoxicated persons to purchase alcohol.

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- 9. Such training sessions are to be documented and refreshed every six months and shall be kept for a minimum of two years and be made available to an authorised officer of Wokingham Borough Council or Thames Valley Police upon request.
- 10. Clearly legible and suitable notices shall be displayed at all exits requesting customers to respect the needs of local residents and to leave the premises and area quietly.

Annex 4 - Conditions attached after a Hearing by the licensing authority

No additional changes to be made to the Licence as per the Hearing on 08th February 2021.

Annex 5 - Plans

Plans as per the New Premises Licence granted February 2021

Licensing Act 2003 Premises Licence Summary

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Licensing Service
Wokingham Borough Council
Shute End
Wokingham
Berkshire
RG40 1WW

Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Our Lady of Peace Catholic Club

338 Wokingham Road, Earley, Reading, Berkshire, RG6 7DA

WHERE THE LICENCE IS TIME LIMITED THE DATES

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LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays

Films

Indoor Sporting Events

Live Music

Recorded Music

Performance of Dance

Other Entertainment Similar to Live or Rec Music or Dance Performance

Supply of Alcohol

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	No regular schedule the club ensures that the age of the audience complies with
	the film's certificate
	Indoors
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	David's, St. Andrew's nights; Bank holidays and their Eves - open until 3am.
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Licensing Act 2003 Premises Licence Summary

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WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF PREMISES

On and Off Premises

Licensing Act 2003 Premises Licence Summary

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NAME AND (REGISTERED) ADDRES OF HOLDER OF PREMISES LICENCE

Our Lady of Peace Catholic Club Ltd, 338 Wokingham Road, Earley, Reading, Berkshire, RG6 7DA Telephone:

earley@portsmouthdiocese.org.uk

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

03340552

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Mr Colin Brooks

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED.

Date of Issue: 16 February 2021

Signature of Authorised Officer

New Premises Application - 08/02/2021