

**Premises Licence  
Boston Borough Council**

**Premises Licence No.** 32UBB22003

**Granted date:** 11/04/2022

**Part 1 – Premises details**

**Postal address of premises, or if none, ordnance survey map reference or description**

Arbor Club  
10 South Street

**Post town** Boston **Post code** PE21 6HE

**Telephone number** Not Applicable

**Where the licence is time limited the dates -** Not applicable

**Licensable activities authorised by the licence**

Sale by retail of alcohol for consumption on the premises  
Live music  
Recorded music  
Dancing

**The times the licence authorises the carrying out of licensable activities**

**Sale by retail of alcohol for consumption on the premises**

Monday – Sunday: 11:00 Hours until 23.30 Hours

**Live Music**

Friday – Saturday: 19.00 hours until 22:00 Hours  
Sunday: 14:00 Hours until 21:00 Hours

**Recorded music and dancing**

Monday – Sunday: 11.00 hours until 00.00 hours

**The opening hours of the premises**

Monday – Sunday 11:00 Hours until 00:00 Hours

**Where the licence authorises supplies of alcohol whether these are on and/ or off supplies**

ON

**Part 2 – Licensee Details**

**Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**

Name: Mrs Claudia Torres  
Address: 13 Norfolk Place  
Boston  
Lincolnshire  
Postcode: PE21 9JJ  
Telephone: 07867852538  
Email: Unknown

**Registered number of holder, for example company number, charity number (where applicable)**

Not applicable

**Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol**

Name:  
Address:  
Postcode:  
Telephone:

[REDACTED]

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol**

Licence No:  
Issuing Authority:

[REDACTED]

**ANNEX 1**

**(a) MANDATORY CONDITIONS**

1. Supply of Alcohol
  - (i) No supply of alcohol may be made under the premises licence:
    - (a) at a 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
  - (ii) Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.

**The Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 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.

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—
    - (i) 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
    - (ii) 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;
  - (c) 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 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;



- (b) 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.”

#### **Conditions set out in The Licensing Act 2003 (Mandatory Licensing Conditions) Order 2014**

- (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) In this condition:–
  - (a) “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 amount 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
    - (iii) 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;
  - (b) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
  - (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) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
- (3) Where the permitted price would not be a whole number of pennies, the permitted price shall be taken to be the price rounded up to the nearest penny.
- (4) Where the permitted price 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, 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**

- 1. The licence holder will ensure that all staff are suitably trained in licensing issues and the promotion of licensing objectives.

##### **b) The prevention of crime and disorder**

- 1. All staff shall undergo training applicable to their job role on commencement of employment in the sales of alcohol, drug awareness, underage sales prevention, The Challenge 25 Policy and The Drugs Policy.

A Written record shall be kept detailing the following:

- i. Name and signature of the member of staff
- ii. Name of the training provided
- iii. Date the training was completed

Each entry shall be retained for a period of 12 months from the date of completion.

Remedial or refresher training will take place every 12 months, or at a time a training issue is highlighted, or a new policy is produced, whichever comes sooner.

2. A written drugs policy shall be in place and operated at the premises. It shall be formulated in conjunction with and to the satisfaction of Lincolnshire Police. It must detail the actions taken to minimise the opportunity to use or supply illegal substances within the premises and the contents of said policy shall be adhered to. It will allow the use of the itemising machine to swab the premises for drug use. Contravention of the policy contents will constitute a failure to comply with this condition. This policy must be available for inspection upon request by an authorised officer of a responsible authority.
3. A CCTV system shall be installed, recording and maintained in working order and operated at the premises to the satisfaction of Lincolnshire Police, specifically:
  - a) There shall be a minimum of one high resolution colour camera fitted in a weatherproof housing, for external coverage of the entrance.
  - b) There shall be a minimum of one high resolution camera fitted to each public entrance/exit. To provide a quality head and shoulder image for facial recognition/identification purposes of all persons entering the premises.
  - c) There shall be sufficient cameras able to cope with the normal operating illumination to reasonably cover all licensed public areas.
  - d) Recording must be kept for a minimum of 31 days and endorsed with the accurate, correct time/date (BST/GMT adjusted).
  - e) Police and/or Authorised Licensing Officers shall be able on attendance to view immediately playback of any incident without the necessity for download.
  - f) Recordings of incidents at the premises must be provided to the police following lawful request.
  - g) A member of staff shall be on the premises at all times they are open to the public who is capable of operating the CCTV system and providing recordings on request. When this is not possible recordings shall be provided within 24 hours of the original request.
  - h) Recording equipment shall be housed in a secure room/cabinet where access and operation is strictly limited to authorised persons.
  - i) In the event of a system malfunction, the Designated Premises Supervisor or the Premises Licence holder must immediately notify Lincolnshire Police Licensing Department tel 101, ask for Lincolnshire, ask for the alcohol licensing or email [countylicensinggroup@lincs.pnn.police.uk](mailto:countylicensinggroup@lincs.pnn.police.uk). Details of this malfunction must be recorded in the premises incident book. Arrangements for its repair must be made without delay. The Licensing Authority and Police must be notified when the system is again operational.
4. Any private function, special day, or event that falls outside normal day to day operation of the premises will have a risk assessment completed by the DPS. That risk assessment will be documented and available to view by any responsible authority. Risk assessments will be kept for 12 months.
5. There shall be a minimum of two Security Industry Authority (SIA) registered door supervisors on duty from 21:00hrs until close on Friday and Saturday nights. They will also be used on any day that precedes a bank holiday, and for any special event where they are deemed necessary by the risk assessment produced for that event.
6. There shall be provided and kept at the premises a register/log book to record details of every person employed on the premises as a door supervisor. The record shall contain the following details
  - i. The door supervisor's name;

- ii. His/Her SIA licence number;
- iii. The time and date he/she commenced and concluded their duty;
- iv. The door supervisor's signature shall be recorded against each entry.

The log shall be retained for a period of no less than 12 months and made available to Lincolnshire Police, for inspection, upon request.

7. An incident/refusals book shall be kept at the premises, in which details of crime and/or disorder relating to the premises shall be recorded. The incident/refusal book shall contain the following details;

- i. Time, date and location of incident/refusals.
- ii. Nature of the incident/refusal.
- iii. Names, addresses and contact details of persons involved.
- iv. Results of the incidents/refusals.
- v. Action taken to prevent such incidents.

8. Each entry signed by the DPS or other responsible person employed at the premises and so authorised by the DPS; and retained for a period of no less than 12 months and made available to Lincolnshire Police for inspection upon request.

**b) Public safety**

1. To ensure that all members of staff have access to first aid provisions and they are situated in an easy to reach position.

**c) The prevention of public nuisance**

1. 30 minutes prior to close, when alcohol sales stop, music volume will be greatly reduced to assist in winding down and to ensure that the premises close at midnight.
2. Doors and windows to be closed except for ingress/egress when regulated entertainment and live music is being played/performed.
3. Notices shall be prominently displayed at all public exits requesting customers respect the needs of local residents and leave the premises and area quietly.
4. Notices will be displayed where smokers congregate requesting customers respect the needs of local residents to be quiet.
5. Customers will not be permitted to remove from the premises and drinks (alcoholic or otherwise) supplied by the premises.
6. The delivery of goods will be carried out at such times or in such a manner as to not cause a disturbance to residents.
7. Waste from the premises will be kept securely in a designated area and the movement of bins and rubbish will be at a time and in such a manner as to not cause disturbance to residents.

**d) The protection of children from harm**

1. The premises shall operate "Challenge 25" Proof of Age Policy to prevent the sale or supply of alcohol to persons under 18 years of age. The policy shall require any person who appears to be under the age of 25 years to produce one of the following forms of identification:
  - i. A recognised proof of age card accredited under the British Retail Consortiums, Proof of Age Standards Scheme (PASS).
  - ii. Photo driving licence
  - iii. Passport



- 2) Appropriate and proportionate notices shall be prominently displayed advising customers of challenge 25 policy.

### **ANNEX 3 - CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY**

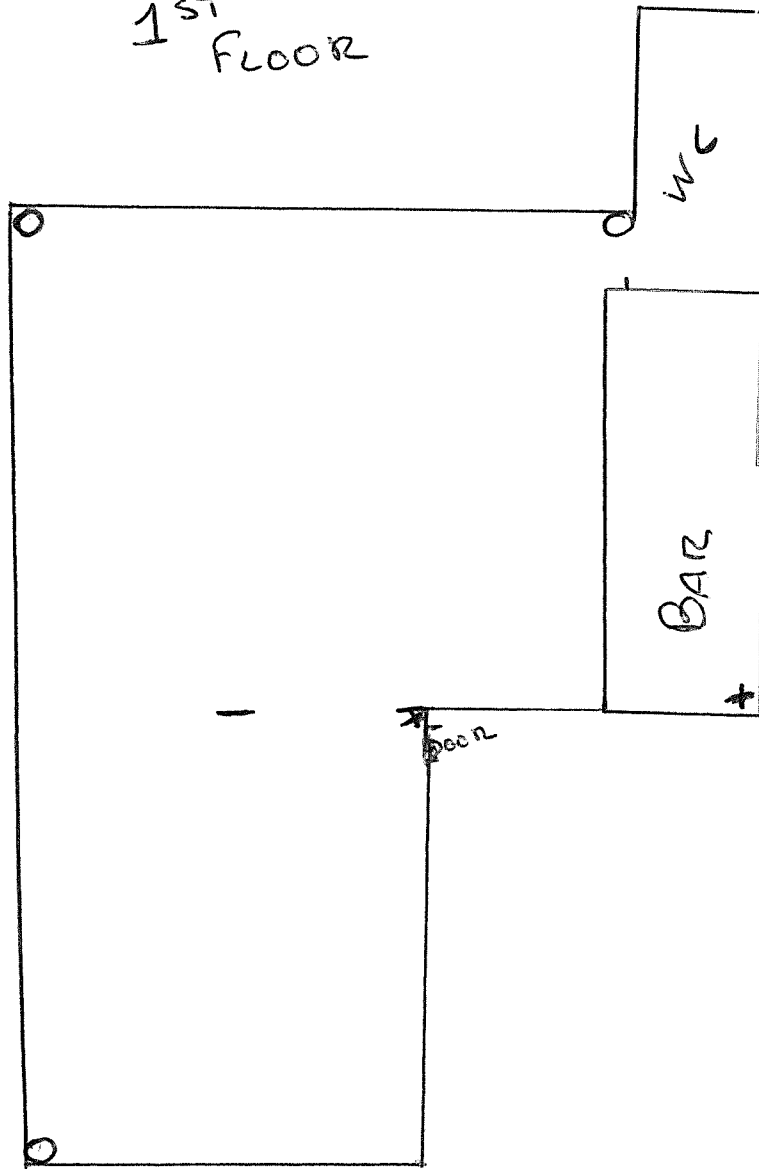
None

### **ANNEX 4 - PLANS**

1. Licensable activities are permitted in accordance with the attached plan.



1<sup>ST</sup>  
FLOOR

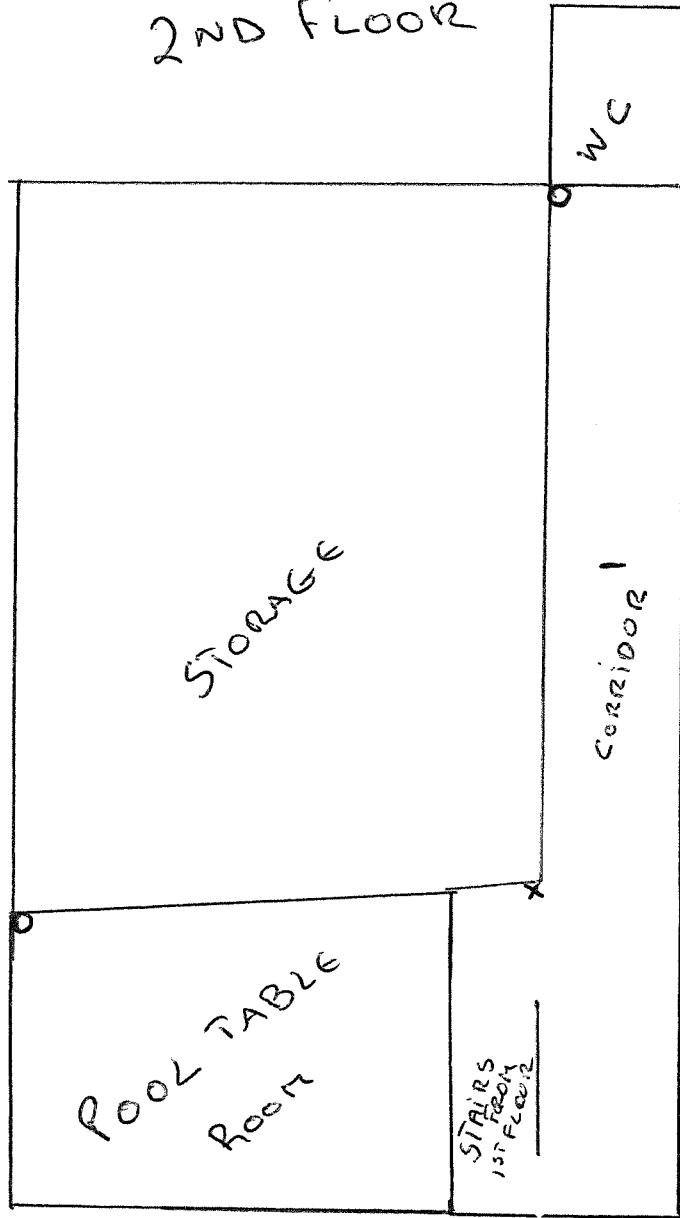


X → EXTINGUISHER  
O → CCTV  
- → EMERGENCY LIGHT

SCALE  
1 CM = 1 MTR



# 2ND FLOOR



- X → EXTINGUISHER
- O → CCTV
- → EMERGENCY LIGHT

SCALE  
1CM = 1MTR