

Cox, Elizabeth

From: Lewis Graham <lewis.graham@redroomrecords.co.uk>
Sent: 24 June 2022 16:08
To: Trading.Standards@thurrock.gov.uk
Cc: Licensing@thurrock.gov.uk
Subject: RE: Billet Lane Recreational Grounds PL application

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Hi Evan,

No problem at all, many thanks for confirming.

Happy to go ahead and proceed.

Yes I will be around Tuesday all day, look forward to meeting you in person on Tuesday, do you have the address or if it's easier I can pop round to the council offices.

Kind regards, Lewis

Lewis Graham

Music & Events Director

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From: Battershall, Evan <EBattershall@thurrock.gov.uk> **On Behalf Of** Trading.Standards@thurrock.gov.uk

Sent: 24 June 2022 15:40

To: Lewis Graham <lewis.graham@redroomrecords.co.uk>

Cc: Licensing@thurrock.gov.uk

Subject: RE: Billet Lane Recreational Grounds PL application

Hello Lewis

Thanks for replying back to me. In regards to your questions please see below response.

1. The booked just needs to be filled out for any refusals so as the events are only 1-2 days, these will need to be checked each day of the event and needs to be available at our request. We will sign at time seen as well. The book we provide should last you a while.
2. As long as there is evidence all members of staff have been trained accordingly, this should suffice.
3. This should suffice, however should the equipment fail on the day for example, staff still need to be aware of how to look for fake ID's etc.

If you could let me know if available Tuesday afternoon to provide you with a refusals book and c25 material.

Many Thanks

Evan Battershall | Trading Standards Officer | Public Protection

Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL

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From: Lewis Graham <lewis.graham@redroomrecords.co.uk>
Sent: 24 June 2022 15:20
To: Battershall, Evan <EBattershall@thurrock.gov.uk>
Cc: Licensing@thurrock.gov.uk; Trading.Standards@thurrock.gov.uk
Subject: RE: Billet Lane Recreational Grounds PL application

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Hi Evan,

Hope you are well, apologies for the delay I have been away the past week.

Happy to accept the conditions stated below in regards to our premises license application, I have a couple of queries below if you could return these back that would be great.

1. In regards to refusals book & having it signed weekly is this required every week as we are only planning on operating for 1 -2 days a year as our license is for a one-off music event.
2. In regards to staff training, a lot of our staff working on the bar will be agency staff on the event day, will training from the bar agency be suffice?
3. In regards to the age verification system will this be suffice to have ID scanners on the gate of the event as we plan to use a tokens system on the day of the event, all of our events are 18+.

If you could me with a refusals book & challenge 25 poster that would be great thank you.

Kind regards, Lewis

Lewis Graham
Music & Events Director
RED ROOM RECORDS
www.redroomrecords.co.uk

From: Battershall, Evan <EBattershall@thurrock.gov.uk>
Sent: 20 June 2022 17:03
To: Lewis Graham <lewis.graham@redroomrecords.co.uk>
Cc: Licensing@thurrock.gov.uk
Subject: Billet Lane Recreational Grounds PL application

Good afternoon, Lewis

I am contacting you on behalf of Thurrock Council's Trading Standards department regarding your recent application for a premises licence at Billet Lane Recreational Grounds.

I am pleased to note your references to Challenge 25. In light of this, I would like to request that the following 6 conditions, which are in line with best practice, are added to the premises licence:

1. A refusals book will be used to record all sales of alcohol which are refused including the date, time, product, description of the purchaser and reason for the refusal. All staff should be trained how to use it and the DPS or his appointed deputy will inspect and sign this at least once a week.
2. A Challenge 25 policy will be adopted at the premise and all staff will be trained in its operation. Any person who appears to be under the age of 25 will be asked for ID and the sale will be refused if they are unable to provide valid identification. Signage will be prominently displayed within the premises to advertise the fact a Challenge 25 policy is in operation.
3. The only acceptable forms of identification will be a photographic driving licence, passport or a "PASS" approved identification card.
4. Written training records will be kept for all staff for the duration of their employment and for at least six months after the individual may leave employment. This should include signed and dated forms from employees that state they have received and understood the training.
5. The licensee will ensure that ongoing staff training is provided in relation to age restricted products and such training will be provided at least once every six months.
6. No sale of alcohol will be made by any person who has not received training on age restricted products.

In addition, if your electronic till system has the facility to add 'till prompts' when certain items are scanned, I would also request that the following condition is added:

8. A system will be in operation on all electronic points of sale which prompts staff to verify the age of a purchaser when age restricted products are scanned. The licensee will conduct checks at least once every six months to ensure the system is functioning properly and keep a record of these checks.

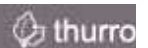
In relation to Conditions 1 and 2, I would be happy to provide you with free Refusals Books and Challenge 25 posters if required.

If you are happy to accept the above conditions, please reply to both Trading Standards (trading.standards@thurrock.gov.uk) and Licensing (Licensing@thurrock.gov.uk) and these will be added to the premises licence in due course. Alternatively, if you have any questions or concerns about these requested conditions please feel free to contact me directly.

Kind regards,

Evan Battershall | Trading Standards Officer | Public Protection
Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL
www.thurrock.gov.uk |

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