

F. McArdle
Chief Executive

Civic Offices, Civic Way,
Swadlincote, Derbyshire DE11 0AH

www.south-derbys.gov.uk

Please ask for: Democratic Services

Phone: (01283) 595722 / 595848

Minicom: (01283) 595849

DX 23912 Swadlincote

Email :

democraticservices@south-derbys.gov.uk

Date: 18 August 2014

Dear Councillor,

Licensing and Appeals Sub-Committee

A Meeting of the **Licensing and Appeals Sub-Committee** will be held in the **Council Chamber**, on **Tuesday, 26 August 2014 at 13:30**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Conservative Group**
Councillors Stanton (Chairman) and Watson.
Labour Group
Councillor Rhind.

AGENDA

Open to Public and Press

- 1** Apologies
- 2** To note any declarations of interest arising from any items on the Agenda
- 3** Application for a Premise Licence: No.8 High Street, Melbourne, Derby. DE73 8GN **3 - 88**

REPORT TO LICENSING & APPEALS SUB-COMMITTEE

Agenda Item: 3

Hearing Date: 26st August 2014

Contact Officer: Emma McHugh – 01283 595716

HEARING FOR AN APPLICATION FOR A PREMISES LICENCE TO BE GRANTED UNDER THE LICENSING ACT 2003

Applicants Name	Elaine Claire Chadwick
Premises Name	The Chip & Pin (Former HSBC bank)
Address	8 High Street, Melbourne, Derby, DE73 8GN

1. PURPOSE

To determine an application for a premise licence received by this Authority on the 2nd July 2014 from Elaine Chadwick. **(application attached at Appendix 1).**

2. BACKGROUND

- 2.1 The applicant is seeking a new premises licence to permit the Sale by Retail of Alcohol. The full details are indicated below in paragraph 3.

3. APPLICATION DETAILS

- 3.1 The applicant requests the Licensing Authority to permit the following:

Activity	Days	Times
Sale by Retail of Alcohol for consumption on the premises only	Monday to Saturday Sunday	12:00 to 22:30hrs 12:00 to 15:00hrs
Hours premises to remain open to members of the public	Monday to Saturday Sunday	12:00 to 22:30hrs 12:00 to 15:00hrs

- 3.2 The steps the applicant intends to take to promote all four licensing objectives can be seen in the operating schedule attached at **(appendix 2).**

4. CONSULTATION RESPONSES

- 4.1 Responsible Authorities

None

4.2 Other Parties -

Written representations have been received from the following persons during the 28 day consultation period. Full details can be found in **Appendix 3**.

Carole Warburton	12 High Street, Melbourne, Derbyshire, DE73 8GJ
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No other representations have been received.

5. OTHER RELEVANT CONSIDERATIONS

- 5.1 The Authority should consider its responsibilities under the Crime and Disorder Act 1998, and the Human Rights Act 1998 when considering the fair balance between the interests of the applicant and the rights of local residents.
- 5.2 Any decision taken by the Sub-Committee must be appropriate and proportionate to the objective being pursued.
- 5.3 Members are reminded that whenever they make a decision under the Licensing Act 2003, they have a duty to act with a view to promoting the licensing objectives.
- 5.4 When considering any representations, only those issues relating to the four licensing objectives should be considered and appropriate weight given to the importance and relevance to the application of each representation.
- 5.5 In making its decision, Members must also have regard to the Statutory Guidance issued under section 182 of the Licensing Act 2003 and the Council's own Licensing Policy. If Members depart from either, they must specify their reasons for doing so.

6. DETERMINATION

- 6.1 The Sub-Committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:
 - 1. Grant the licence in accordance with the application.
 - 2. Modify the conditions of the operating schedule by altering or omitting or adding to them.
 - 3. Exclude or restrict from the scope of the licence any of the licensable activities to which the application relates.
 - 4. Reject the whole of the application.
- 6.2 The Sub-Committee may also grant the licence subject to different conditions for different parts of the premises or the different licensable activities.
- 6.3 Members are asked to note that they may not modify the conditions or reject whole or part of the application merely because they consider it desirable to do so. It must actually be appropriate to do so in order to promote the licensing

objectives and any such step must relate to any outstanding representation made.

- 6.4 If Members grant the application, the details of the operating schedule will be incorporated into the licence as conditions. The licence will also be subject to certain mandatory conditions.

7. RIGHT OF APPEAL

- 7.1 Members should note that the applicant or persons making representations have the right of appeal against any decision made by the Sub-Committee.

8. APPENDICES

1. Application for a premises licence to be granted under the Licensing Act 2003
2. Proposed Operating Schedule
3. Representation

[Insert name and address of relevant licensing authority and its reference number (optional),]

**Application for a premises licence to be granted
under the Licensing Act 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/we ELAINE CLAIRE CHADWICK

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises Details

8 HIGH STREET
MELBOURNE

(FORMER HSBC BANK BUILDING, TO BE RENAMED 'THE CHIP & PIN')

Post town	DERBY	Postcode	DE73 8GN
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Telephone number at premises (if any)	NONE
Non-domestic rateable value of premises	£ NOT YET KNOWN

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | | | |
|----|---|-------------------------------------|-----------------------------|
| a) | an individual or individuals * | <input checked="" type="checkbox"/> | please complete section (A) |
| b) | a person other than an individual * | | |
| | i. as a limited company | <input type="checkbox"/> | please complete section (B) |
| | ii. as a partnership | <input type="checkbox"/> | please complete section (B) |
| | iii. as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| | iv. other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |

- c) a recognised club ☐ please complete section (B)
- d) a charity ☐ please complete section (B)
- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a
 statutory function or ☐
 a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input checked="" type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over			<input checked="" type="checkbox"/> Please tick yes		
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number		()			
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
0	1	0	8	2	0	1	4

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD		MM		YYYY			

Please give a general description of the premises (please read guidance note 1)

THE PREMISES IS THE GROUND FLOOR OF A FORMER HIGH STREET BANK BUILDING WHICH IS IN THE PROCESS OF BEING CONVERTED INTO A MICROPUB. THE BUILDING IS PART OF A VICTORIAN TOWNHOUSE DEVELOPMENT IN THE COMMERCIAL CENTRE OF MELBOURNE. THE PREMISES CONSIST OF A LARGER ROOM WITH BENCH SEATING AND TABLES, A SEPARATE MEETING ROOM WITH RESTRICTED ACCESS, A CHILLED CASK ROOM, AND TOILET. THERE IS NO BAR COUNTER, ONLY TABLE SERVICE. THE MICROPUB WILL HAVE A LICENCE TO SELL CASK ALES, CIDERS AND WINES AND SIMILAR PRODUCTS. NO KEG BEERS OR LAGERS OR SPIRITS WILL BE SERVED. OFFSALES IN SEALED CONTAINERS FOR CONSUMPTION OFF THE PREMESIS WILL BE SOLD. ENTRANCE WILL BE RESTICTED TO OVER 18 YEAR OLDS WITH 'CHALLENGE 25' WITH INCIDENT BOOK. NO OTHER LICENSABLE ACTIVITIES ARE TO BE CARRIED OUT.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☐
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☐
- f) recorded music (if ticking yes, fill in box F) ☐
- g) performances of dance (if ticking yes, fill in box G) ☐
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☐

Provision of late night refreshment (if ticking yes, fill in box I) ☐

Supply of alcohol (if ticking yes, fill in box J) ☒

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
			<u>State any seasonal variations for performing plays</u> (please read guidance note 4)		
Wed					
Thur					
			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
			State any seasonal variations for the exhibition of films (please read guidance note 4)		
Wed					
Thur					
			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			
Fri			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)			
Mon						
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)			
Wed			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Thur						
Fri						
Sat						
Sun						

E

Live music Standard days and timings (please read guidance note 6)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
Day	Start	Finish			Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)			
Tue						
Wed			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 4)			
Thur						
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Sat						
Sun						

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Wed					
Thur					
			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)			
Mon						
Tue						
			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)			
Wed						
Thur						
			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Fri						
Sat						
Sun						

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 4) NONE		
Mon	12:00	22:30			
Tue	12:00	22:30			
Wed	12:00	22:30			
Thur	12:00	22:30			
			<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 5) NONE		
Fri	12:00	22:30			
	12:00	22:30			
Sat	12:00	22:30			
Sun	12:00	15:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

Name	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).
 NONE – (OVER 18 YEAR OLDS ONLY ALLOWED ON PREMISE)

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4) NONE
Day	Start	Finish	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5) NONE
Mon	12:00	22:30	
Tue	12:00	22:30	
Wed	12:00	22:30	
Thur	12:00	22:30	
Fri	12:00	22:30	
Sat	12:00	22:30	
Sun	12:00	15:00	

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

THE NATURE OF MICROPUBS TENDS TO MITIGATE AGAINST ANTI-SOCIAL BEHAVIOUR AS THEY ARE NOT ATTRACTIVE TO PERSONS INTENT ON CAUSING TROUBLE. ALSO, SINCE PERSONS UNDER 18 ARE NOT ALLOWED, THERE IS NO POTENTIAL FOR HARM TO CHILDREN ON THE PREMISES. THE LAYOUT OF THE BUILDING IS DESIGNED TO PROMOTE FRIENDLY CONVERSATION RATHER THAN BEING RELIANT ON EXTRANEIOUS ENTERTAINMENT (NO TV, NO MUSIC, NO GAMING MACHINES). SAFETY MEASURES WILL INCLUDE, SMOKE DETECTORS, EMERGENCY LIGHTING, AND CCTV. STAFF WILL BE TRAINED IN ALL THE PRINCIPLES AND MEASURES REQUIRED TO COMPLY WITH THE AUTHORITIES LICENSING OBJECTIVES.

b) The prevention of crime and disorder

SEE ATTACHED CONSULTATION NOTES FROM DERBYSHIRE CONSTABULARY.

c) Public safety

SEE ATTACHED OPERATING SCHEDULE NOTES

d) The prevention of public nuisance

SEE ATTACHED OPERATING SCHEDULE NOTES

e) The protection of children from harm

ENTRANCE WILL BE RESTRICTED TO PERSONS OVER 18 YEARS AND WILL OPERATE 'CHALLENGE 25' PRINCIPLES. NO CHILDREN WILL BE ALLOWED ON THE PREMESIS DURING LICENSED HOURS.

Checklist:

Please tick to indicate agreement

- ☐ I have made or enclosed payment of the fee. ☐
- ☐ I have enclosed the plan of the premises. ☐
- ☐ I have sent copies of this application and the plan to responsible authorities and others where applicable. ☐
- ☐ I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☐
- ☐ I understand that I must now advertise my application. ☐
- ☐ I understand that if I do not comply with the above requirements my application will be rejected. ☐

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 11).
If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	APPLICANT

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	APPLICANT

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)		
Post town		Postcode
Telephone number (if any)		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)		

Notes for Guidance


1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

The Chip & Pin

8 High Street
Melbourne
Derbyshire
DE73 8GN

OPERATING SCHEDULE

18th June 2014

 DPS E.C. Chadwick PLH

INTRODUCTION

Under the Licensing Act (2003) it is a requirement that all licensed premises must develop an approved Operating Schedule. The Schedule must be approved by the following Responsible Authorities:

- Derbyshire Constabulary;
- Derbyshire Fire & Rescue Service;
- Derbyshire County Council Child Protection Committee;
- South Derbyshire District Council Environmental Health;

The Micro-pub Concept

The concept of a micro-pub was initially developed by Martyn Hillier with the establishment of *The Butcher's Arms* in Herne, Kent. The Licensing Act (2003) provided for the conversion of former shops and other commercial properties into licensed premises and *The Butcher's Arms*, which opened in 2005, has become the template for a current total of over 60 micro-pubs across the UK.

Micro-pubs are viewed as an exciting development in the licensed trade which buck the general trend of mass closures of pubs across the country. The movement is strongly supported by CAMRA (the Campaign for Real Ale) and several micro-pubs have received both CAMRA and civic awards.

The Micro-pub Concept can be encapsulated in the simple statement '*keep it small, keep it simple*' (*Kis, Kis*) which signifies a return to a more traditional licensed premise model which provides a friendly, conversation driven, community based meeting place. This is achieved by limiting the activities of the establishment to the fundamentals of a traditional Ale House, and subscribes to the following values:

- Limited space, well utilised;
- Limited opening hours
- Limited range, cask ales and ciders, soft drinks, and wine, tea and coffee;
- No lager, spirits or keg beers;
- No hot food, just snacks (pork pies, crisps, cheese)
- No music;
- No TV;
- No electronic games;
- No WiFi;
- Limited use of mobile phones;
- Emphasis on drinking at the table rather than at a bar;
- Emphasis on convivial conversation

The Premise

The Chip & Pin

The Chip & Pin is a micro-pub which occupies the ground floor of the former HSBC Bank building at 8 High Street, Melbourne, South Derbyshire, DE73 1GN. The former high street bank, was closed in 2010, and the building disposed of to a local businessman who retains the freehold of the entire property. Currently, the building is mixed commercial and residential occupancy with a flat on the 2nd floor, offices on the 1st floor, with *The Chip & Pin* on the ground floor.

The directors of *The Chip & Pin* are very much aware of the traditions of brewing both in Melbourne at the former John Hair & Sons Brewery in Church Street, and in the wider area covering Derby and Burton-on-Trent. The gypsum rich water under Melbourne is similar in character to the world famous *Burton Water* and this places Melbourne close to the cultural centre of brewing in Great Britain. *The Chip & Pin* aims to celebrate that cultural heritage by offering products which are produced in line with those traditions.

As can be seen from the list of micro-pub values, the character of the establishment is very different from the modern model of a 'pub'.

In the main room, all customers are either seated on benches arranged around the side of the main room with high tables, leaning or on high stools against those tables, giving effective eye to eye contact around the room and thus encouraging conversation across the tables. Drinks are ordered and served at the table. Since the drinks are dispensed directly from the cask, situated in a temperature controlled room, in the back room of the premises, there is no need for a bar counter. This means that there is no high density vertical drinking, as the customer needs to be close to a table in order to be served.

The absence of music, TV, gaming machines, keg beers, lagers, or spirits, and early closing times mean that the establishment is not attractive to persons intent on anti-social behaviour.

The old bank manager's office has been retained as a separate room, which is available for pre-arranged meetings of clubs, family get-togethers or community activities. Normally, this room is closed to the public, although access is granted to individuals wishing to access the book-swap facility housed in there.

Persons can view the beer casks (typically no larger than 9 gallon firkins) from the main room, through an inset window, thus developing an appreciation and understanding of the beer in its traditional form.

Customer demographics

Experience shows that the typical customers of micro-pubs are currently often not customers of the more standard pub model. It is generally a more mature customer group who feel alienated from other louder and youth-focused establishments. This

age group again typically experiences hearing issues in pubs that have loud background or amplified music. The older demographic may also experience social isolation and providing a welcoming, convivial conversation-based experience in the micro-pub presents options that have declined in the Melbourne community.

The directors are members of CAMRA (the Campaign for Real Ale) and have previously volunteered for bar duties at beer festivals, so have an understanding of the expectations of traditional beer drinkers.

Risk Assessment (Appendix I)

Specific Risk Assessment for Promotions

The traditional nature of the business is such that it is not considered likely that there would ever be any promotions in *The Chip & Pin*. Promotions tend to be organised by national and international drinks corporations trying to establish a new brand. *The Chip & Pin* does not sell spirits, alcpops, or keg beers, and sources its beers and ciders from small independent producers. However, it is recognised that a policy should be in-place to cover exceptional circumstances.

Therefore:

Any promotions of products within *The Chip & Pin* may only take place with the expressed permission of the Directors who will dictate what activities may be undertaken.

Promotional staff will be expected to behave in a manner commensurate with the high standards of *The Chip & Pin*. This includes no activity which is deemed offensive to the customers, staff, or general public. No inducements to individuals to consume alcoholic substances in a reckless or frivolous manner will be tolerated.

Further, any attempt to contravene any of the laws governing licensed premises will be reported to the appropriate authorities.

Promotion Of The Four Licensing Objectives

PREVENTION OF CRIME & DISORDER

The Chip & Pin declares a zero tolerance attitude towards criminal activity and disorderly behaviour on its premises.

Pub Watch Scheme

There is currently no Pub Watch Scheme in Melbourne, but *The Chip & Pin* is in agreement with the principles of such a scheme and would welcome the introduction of one.

Drinks Containers

- Drinks will dispensed to standard measures into standard drinking vessels by authorised staff;
- Drinking will only take place in designated areas. These are:
 - The Main Room (former bank counter area);
 - The Manager's Office (if open).
- No glasses may be taken outside under any circumstances and prominent signs will be displayed to this effect;
- Any off-sales will be in sealed containers, and must be removed from the premises unopened;

Seating arrangements and effect on high volume vertical drinking

The ethos of the micro-pub mitigates against high-volume vertical drinking because of the following reasons:

- There is no bar counter and drinks are only served to table;
- Standing drinking is only feasible adjacent to tables.

The use of high level tables and benching encourages friendly interaction between customers and reduces the possibility of insular groups secluding themselves and planning violent or anti-social activities. The focus on seated drinking in continental Europe tends to result in fewer flash-points. It is also easier for staff to recognise any tension or change in atmosphere at an early stage, since the perpetrators are less able to conceal their intentions.



The Chip & Pin seating style

Local or national events

The Melbourne Festival which operates for one weekend in September is a regionally important Arts & Crafts festival. *The Chip & Pin* supports and recognises cultural importance of this event and may host an artist. It is in the spirit of the event to make *The Chip & Pin* available to participants as much as possible. There is no necessity to open later than standard times, since the festival finishes at 6PM on Saturdays.

The Chip & Pin does not have a television and therefore no televised sporting events will be screened.

Drug awareness and training

Analysis of the potential for drug abuse and supply on the premises indicates a low risk. However, the staff is instructed to remain vigilant and are trained to be aware of signs of possible drug dealing or use. The Police offer training in drug awareness and this is a service which is valued by *The Chip & Pin*.

Relationship with police and measures agreed to prevent crime

The Chip & Pin maintains a good working relationship with the Police based on a policy of free transmission of information and advice, and supports the recently announced initiative of Derbyshire Constabulary and Crime Stoppers of a 'clamp-down on drugs in pubs and clubs'.

After consultation with the local police, the following measures preventative measures have been adopted (see also Appendix II – Incident Record and Challenge 21 Record).

Conditions agreed with Derbyshire Constabulary

Chip and Pin **8 High Street, Melbourne.**

It is proposed that the conditions set out below supersede and amend, where appropriate, any existing conditions offered on the original application for:

Chip and Pin – 8 High Street, Melbourne

- 1) Full training shall be provided to all staff on commencement of employment relating to all age-restricted products sold and any system or procedures they are expected to follow in the course of dealing with these goods.
- 2) Refresher training shall be provided at regular intervals – at least every 12 months.
- 3) Records detailing the training provided shall be kept on the premises for production, on request, to an authorised officer of a Responsible Authority.
- 4) All records must be written and shall be retained on the premise for a minimum of 12 months.
- 5) The Designated Premises Supervisor shall ensure that a written incident log is maintained within the premises and details of all known incidents are recorded within the log. This log shall be kept on the premises for a period of not less than 1 year and shall be produced upon request of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
- 6) The Designated Premise Supervisor shall ensure that clear, prominent and legible notices must be displayed internally at all exits, requesting customers and other users to leave the premises and the area local to the premises quietly and in an orderly manner respecting the needs of local residents.
- 7) The Designated Premise Supervisor shall be an active member of a local "Pub Watch" scheme (so long as one exists) and adhere to the scheme's Governing Rules.
- 8) A CCTV system shall be installed and the recording system must be maintained in good working order and any faults repaired as soon as possible. (It is recommended that all maintenance paperwork be kept to show that the retailer has shown all due diligence in maintaining the system).

9) The CCTV recording system must be operating at all times when the premises are open for licensable activities.

10) All CCTV recordings must be retained for a minimum of 28 days. A Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003 can view the recording at any reasonable time and obtain a copy if required.

11) The Premises Licence holder, Designated Premise Supervisor and designated members of staff must be able to retrieve and copy any recording/images at the time of asking or within 48 hours if so required. (The police will not meet the cost for a recording or materials used for a reproduction of the image in respect of any crime and disorder; all costs are to be met by the owner of the system. If the incident was unrelated to the premises, the retrieval, if a cost incurred, would be met between the agencies requiring the image).

12) The CCTV recording unit is to be kept secure, to be opened only by the premises licence holder or authorised, designated member of staff.

13) Installed CCTV cameras are to be positioned to cover all areas to which the public have access including the external area of the premises and denoted on a plan of the premises.

14) All digital recordings to be made in real time, time lapse not to be used; the recordings will be fit for the purpose.

15) All cameras installed will be of a standard that will offer optimum image quality in low light.

16) No customer shall be allowed to remove any alcoholic or other drink from the licensed area of the premises in an open container (e.g. glasses and open bottles) unless to an external area set aside for consumption indicated on a plan.

17) Gambling or Adult Entertainment of any description will not be permitted on the premise at any time.

18) No unaccompanied children (under the age of 18) will be allowed on the premise at any time.

19) Accompanied children 16 years of age and under will not be permitted on the premise after 19:00.

CCTV

Melbourne town centre is covered by a network of hi-definition CCTV provided by the Parish Council and under the control of Derbyshire Constabulary. The nearest cameras on the Town CCTV network are one on the corner of The Market Place (15m), and two adjacent to the Lothian Gardens (50m).

In addition, 5 internal CCTV cameras are located on the premise and one observing the front door. The recording unit is kept in a secure cupboard inside the Cask Room (See Police Conditions).

Dispersal Policy

After last admissions time, the front door are locked and a closed sign displayed. Customers wishing to leave between then and final closing are allowed out on request. After final closing, the remaining customers are requested to leave quietly. Any customers wishing to continue drinking are indicated towards other licensed premises which operate longer licensing hours.

Notices are prominently displayed requesting that customers must be considerate to neighbours when dispersing (see Police Conditions)

Off-sales

- No unsealed drink containers may be taken off the premise
- Off-sales are sold in sealed containers and must be consumed away from the premises

PUBLIC SAFETY

Suggested occupancy figures

80

Use of equipment, safety etc.

The following electrical equipment is in operation at *The Chip & Pin* :

Cask Room Cooling System
CCTV system
Fridge
Glass washer
Vacuum Cleaner

All equipment has been PAT tested and certified.

The following mechanical equipment is in operation at *The Chip & Pin* :

Cask hoist

Any members of staff who are required use this equipment must be competent in operating it.

Door supervision

Due to location, customer profile, type of sales, and limited opening hours, the risk of violent or unruly behaviour in *The Chip & Pin* is assessed at very low. As such, it is not deemed necessary to provide door supervision.

Prevention of supply and distribution of illegal drugs

Analysis of the potential for drug abuse and supply on the premises indicates a low risk. This is because of the following reasons:

- The main drinking area is open and highly visible with no places for secretive behaviour and there is also CCTV coverage;
- The Manager's Office is only made available by prior arrangement with responsible clubs, and small groups. It too has CCTV coverage;
- There are no outside areas readily accessible to customers;
- The toilet facility is a single cubicle on plain view from the Cask Room which makes it difficult for persons to meet secretly in order to distribute controlled substances.

Free drinking water

Current best practice advises that free drinking water should be available to customers on demand

Fire Safety, Training & Evacuation

See Fire Safety Policy Document

CCTV

Melbourne town centre is covered by a network of hi-definition CCTV provided by the Parish Council and under the control of Derbyshire Constabulary. The nearest cameras on the Town CCTV network are one on the corner of The Market Place (15m), and two adjacent to the Lothian Gardens (50m).

In addition, 6 CCTV cameras are located on the premise.

Smoking effects on staff and public

By law (Health Act 2006) smoking is not allowed inside licensed premises. There are no outside areas of the premises which are accessible to customers, and hence smoking does not constitute a risk to staff or customers within the areas controlled by the business.

PREVENTION OF PUBLIC NUISANCE

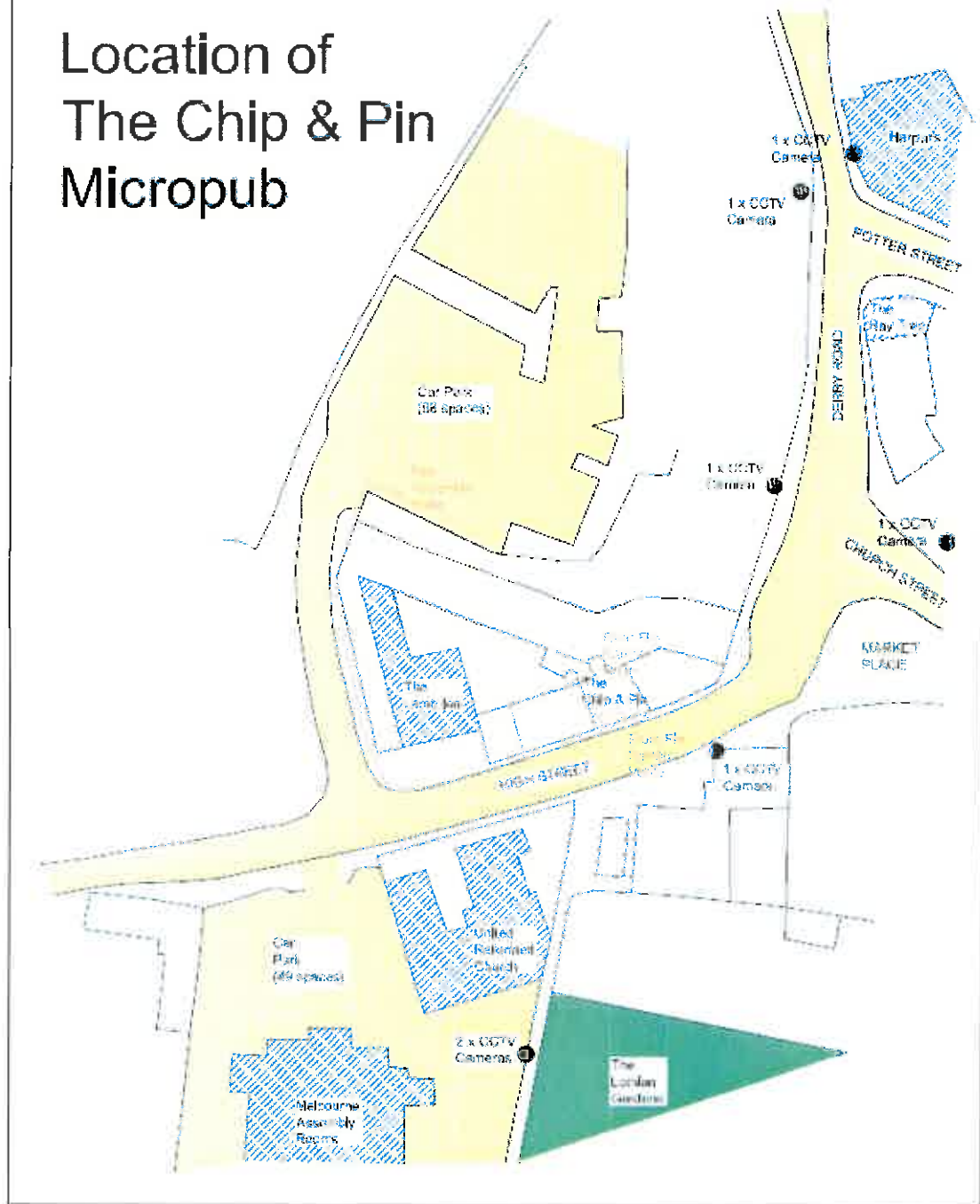
Location of premise and proximity to sensitive sites

The building is located close to the market place in Melbourne and is thus within the commercial centre of the Town.

There are four other licensed premises within 100m of the building, The Lamb Inn (28m), Harpur's (formally The Melbourne Hotel, 95m), The Bay Tree Restaurant (75m), and The Melbourne Assembly Rooms (65m) which although not a public house, has a premises license for performances and similar events. The closest building which can be considered sensitive is The United Reform Church (25m), immediately across High Street from The Lamb Inn, and adjacent to the Melbourne Assembly Rooms.

The Lothian Gardens (50m), children's play area is situated adjacent to the United Reform Church. The Lothian Gardens close at dusk and are observed by two hi-definition cameras of the Melbourne town CCTV network. See Map

Location of The Chip & Pin Micropub



Hours of opening

The opening hours of *The Chip & Pin* are restricted by the Planning Consent to:

Monday – Saturday	12:00 to 22:30
Sundays & Bank Holidays	12:00 to 15:00

Nature of the activities

The nature of the activities of *The Chip & Pin* are:

- The sale of traditional cask conditioned ales and ciders;
- The sale of wine and mead;
- The sale of traditional (typically British) soft drinks
- The sale of tea and coffee;
- The sale of traditional English bar snacks;
- The sensible encouragement of customers to appreciate traditional tavern products within a historical context.

All these activities take place on the premise and there is no external drinking area associated with the building.

Off-sales in sealed containers are provided for home consumption.

Design of Premise and location of noise limiting measures etc.

The property owner has installed sound insulating boards to walls adjoining neighbouring properties and ceiling insulation.

Occupancy Capacity

80

Availability of Public Transport

There is regular omnibus transport between Melbourne and Derby, and Melbourne and Swadlincote. Service No 61

Melbourne to Swadlincote, last bus leaves the Market Place at 22:28

Melbourne to Derby, last bus leaves the Market Place at 23:50

There are several taxi firms in the Melbourne area.

Availability of Parking in residential areas

The Chip & Pin is within 50m of 89 parking spaces in the Public Car Parks to the rear of the building behind the Lamb Inn, and 55 public parking spaces at The Melbourne Assembly Rooms.

Last Admissions & wind down period

Last admissions are 30 minutes prior to closing time and drinks served after that time will be on the understanding that they must be consumed before closing time.

Upkeep of area immediately around the premises

The Chip & Pin is situated within the Melbourne Conservation Area and as such it occupies a privileged location. The Directors recognise this, and undertake to maintain the building and its signage in a tasteful manner commensurate with the qualities expected in such a situation.

As part of the 'locking up procedure' any litter within the immediate vicinity of the building will be removed and disposed of, whether it originates from the business or not.

PROTECTION OF CHILDREN FROM HARM

Statement of Child Admission Policy

The Chip & Pin has a strict over 18 admission policy. In addition to this, *The Chip & Pin* has adopted 'Challenge 25' which means that any individual who appears to be under 25 years of age will be challenged to prove they are over 18 by production of either:

- A passport
- A photo Driving Licence
- A PASS recognised photo ID with hologram

Signage explaining this is displayed at the entrance to the building.

All staff will be trained in matters relating to all age-restricted products sold and any system or procedures they are expected to follow in the course of dealing with these goods (see Police Conditions Section).

Live Music

The Chip & Pin does not have a Live Music License.

APPENDIX II

**THE CHIP & PIN
8 HIGH STREET
MELBOURNE
DE73 8GJ**

INCIDENT REPORTS

Completed by	Signed
--------------	--------

Challenge 21 Record

Date	
DPS	
Other staff	
Name on card	
Card type/number	
Refused/accepted	
Any action	

Date	
DPS	
Other staff	
Name on card	
Card number	
Refused/accepted	
Any action	

Date	
DPS	
Other staff	
Name on card	
Card number	
Refused/accepted	
Any action	

Date	
DPS	
Other staff	
Name on card	
Card number	
Refused/accepted	
Any action	

Date	
DPS	
Other staff	
Name on card	
Card number	
Refused/accepted	
Any action	

Risk Assessment Summary

Risk	Type	Location	Affects (Staff/ Customers/General Public)	Measures to ameliorate risk
Cellar chiller	PS (Electrical)	Cask Room	S	Only to be operated by competent persons
Kitchen utilities	PS (Electrical)	Rear lobby	S/C	PAT tested
Cask hoist	PS (Mechanical)	Cask Room	S	Only to be operated by competent persons
Cask movement	PS (Heavy items)	All areas	S	Only to be carried out by competent persons
Spilled liquids	PS (Slips)	All areas	S/C	All spillages to be mopped up
Fire (general)	PS	All areas	S/C/GP	There are two signed egress points. (front door, rear door). Smoke detectors are located in all areas; Fire extinguishers are located at points in the building. Fire assembly point is Carpark to the rear of the Lamb Inn. The building has a no smoking policy by law.
Gas boiler	PS (fire)	Lavatory	S/C/GP	Professionally fitted, regularly serviced
Combustible waste	PS (fire)	All Areas	S/C/GP	All waste to be disposed of immediately
Fire exits	PS	Doors	S/C	Exit doors to be easily opened and not obstructed
Animals	PS	Public areas	S/C/GP	Dogs are allowed in the public areas if under owners control.
Smoking	PS	N/A	S/C/GP	The building has a no smoking policy by law.
Children	PofC	N/A	N/A	Only persons over 18 years of age allowed in premises. 'Challenge 25' operates.
General bad behaviour	C&D			Layout of rooms and customer profile tends to mitigate

						against this.
Illegal substances	C&D		Public areas	S/C/GP		Pubwatch; CCTV; regular premises searches.
Violent behaviour	C&D		Public areas	S/C/GP		Pubwatch; CCTV; Closure of the establishment for cooling down period if perpetrators persist.
Drunk & Disorderly persons	C&D		Public areas	S/C/GP		Pubwatch; CCTV; Closure of the establishment for cooling down period if perpetrators persist.
Noise	PN		All areas	GP		No Music, Electronic games, TV. Sound proofing has been applied to all walls and ceilings bounding other properties. No outside drinking.
Dispersal	PN		Environs	GP		Early closing, no glasses to be taken outside. 30 minute period between last admissions and closing time; other licensed premises with longer hours in vicinity.
Parking	PN		Environs	GP		Plentiful parking within yards of building
Litter	PN		Environs	GP		Any litter in the environs is to be removed in the lock-up procedure.


FIRE RISK ASSESSMENT

**THE CHIP & PIN
8-10 HIGH STREET
MELBOURNE
DERBYSHIRE, DE73 8GN**

Contact: David Carpenter

Risk Assessment conducted
16 June 2014

Date of Next Review:
16 June 2015

 DPS

E. C. Chadwick

PLH

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Part I: Introduction

1. Scope

- 1.1 This document has been prepared in consequence of a Fire Risk Assessment carried out in compliance with the **Regulatory Reform (Fire Safety) Order 2005**, (RRO).
- 1.2 **Part I**
Provides details of the 'Responsible Person' required by the RRO. A brief description of the building, its use and persons who are at risk are required and detailed in this section.
- 1.3 **Part II**
Provides a summary of compliance
- 1.4 **Part III**
Management of fire safety is a crucial element within the legislation; it ensures the safety of all persons who are likely to be affected by a fire within the building. A fire safety strategy including policies, emergency plans, maintenance, training and records of all fire related issues must be to the required standard.
- 1.5 **Part IV**
Fire Safety Policy
- 1.6 **Part V**
Fire Safety Log
- 1.7 **Part VI**
Emergency Plan

2. The Responsible Person

- 2.1 *The management of fire safety rests with the ‘**Responsible Person**’ as defined by the Regulatory Reform (Fire Safety) Order 2005, which states that the ‘Responsible’ Person must make and give effect to such arrangements as are appropriate, having regard to the size of their undertaking and the nature of its activities, for the **effective planning, organisation, control, monitoring and review** of the preventative and protective measures, in order to ensure the premises and relevant persons are safe from fire.*

The ‘Responsible Person’ for this premise is

David Carpenter

Mill House
High Street
Melbourne
Derby
DE73 8GJ

01332 864521
07879 000146

The Responsible Person above is the **Designated Premises Supervisor**.

Name of the appointed Fire Safety Manager of the Building: **None appointed.**

3. Description of Building and Facilities

- 3.1 The main use of the building is **Micro-Pub**.
- 3.2 The building is the former HSBC Bank Melbourne branch, providing **250m²** of accommodation for three occupants. The Chip & Pin occupies **the ground floor and cellar of the building** totalling **104m²**

The building is believed to be late Victorian in age and is connected to terrace properties on either side.

- 3.3 The building has **Three Occupants**.

Ground Floor and cellar: **The Chip & Pin**
1st Floor: Office accommodation
2nd Floor Flat

The occupational usages are separate

3.4 The number of floors above and including access level is **3**.

3.5 The number of basement floors is **1**.

3.6 The type of construction of the building is **Traditional**.

3.7 The external walls are constructed of **Brick**.

3.8 The internal walls are constructed of **Brick or Stud frame plasterboard**.

3.9 The floors and ceiling are constructed of **Wood**

The wooden flooring and ceiling have been treated with a fire retardant finish compliant with BS 476 parts 6 & 7 class 0.

3.10 The roof is constructed of **Pitched slate tile**.

3.11 The number of protected staircases is **1**.

Stairs to cellar.

The above properties are not connected to the ground floor, having a separate external stair to the rear of the building.

3.12 The number of external fire escape staircases is **0**.

3.13 The number of Emergency Exits including main entrance is **2**.

The maximum distance to an exit in the public areas is 8.4 metres

The cellar is restricted to staff usage, the maximum distance to an exit from there is 12 metres

3.14 The total number of lifts installed is **0**.

The number of fireman/evacuation lifts is **0**.

3.15 The category of fire detection and warning system is **Smoke detector only**.

The types of detectors are Smoke.

The warning alarm is Sounder in detection.

The system is hard wired with battery backup.

3.16 A smoke and heat exhaust ventilation system is **NOT** provided.

3.17 A smoke control pressurisation system is **NOT** provided.

3.18 A fire suppression system is **NOT** provided.

3.19 The building has the following services: **Mains Gas, Electricity.**

3.20 The building has **Gas.**

3.21 This building has **Hot Water Radiators.**

3.22 Additional comments: n/a

3.23 Potential Fire Hazards:

Sources of Ignition:

Electrical system

(Lighting and power points)

Gas installation

(boiler located in cupboard in lavatory)

Electrical office equipment

(Till, CCTV system)

Electrical kitchen appliances

(Fridge, glass washer)

Electrical cooling system

(Cellar cooling system in cask room)

Combustibles:

Wooden furniture

Upholstered furniture (fire retardant fabric)

Curtains (fire retardant fabric)

Stationery

Plastic containers

Wall pictures

Clothing

3.24 Potential Dangerous Substance Hazards: **None.**

5. Persons at Risk

The persons at risk are the 'Relevant Persons' as described within the Regulatory Reform (Fire Safety) Order 2005. The 'Relevant Persons' are any person who is or may be lawfully on the premises and persons within the immediate vicinity of the premises.

- 5.1 The total numbers of employees who will be on site at any one time is up to **5**.
- 5.2 The maximum number of public/visitors that may be on site at any one time is **80**.
- 5.3 The total of young people employed on the premises is **0**.
Note: A 'young person' is any person who has not attained the age of 18.
- 5.4 There are no persons considered to be especially at risk e.g. persons who work in remote areas.
- 5.5 Persons at risk within the vicinity of the premises are:
Occupants of neighbouring properties (6 High Street, 12 High Street);
Persons in 1st floor office premises above;
Occupants of 2nd floor flat above.

6. History of Fire Incidents

- 6.1 There is no known or recorded history of fire related incidents on this site.

Part II: Summary of Compliance

MANAGEMENT OF FIRE SAFETY		
Item	Description	Compliance Status
S1 Fire Safety Policy and Emergency Plan		
1	A suitable and sufficient 'Fire Safety Policy' has been established.	Yes
2	A suitable and sufficient 'Emergency Plan' has been formulated.	Yes
3	One or more persons have been appointed to assist the Responsible Person in undertaking the preventative and protective measures required under the RRO. <i>Elaine Chadwick</i> <i>Matthew Harnden</i> <i>Mark Harnden</i> <i>James Cripps</i>	Yes
S2 Procedures for Serious and Imminent Danger		
1	Suitable procedures are in place for the safe evacuation of all persons from the building.	Yes
2	A safe system of contacting emergency services has been satisfactorily established.	Yes
3	Regular safety checks of the building are being carried out.	Yes
S3 Information and Training of Employees		
1	Employees are given fire safety instruction on a regular basis.	Yes
2	Sufficient persons have been trained to implement evacuation procedures.	Yes
3	Employees are given fire safety training at commencement of employment.	Yes
4	Where applicable employees are given training on hazardous work processes.	n/a

5	Suitable arrangements are in place to provide visitors / contactors from outside undertakings with comprehensible fire safety information.	Yes
S4 Maintenance of Equipment and Records		
1	A suitable system of routine maintenance for all fire safety equipment is in place.	Yes
2	There are satisfactory records for maintaining all fire related equipment. <i>Log retained on premises</i>	Yes
3	Fire safety training records for all employees are maintained. <i>Log retained on premises</i>	Yes
4	Fire evacuation drills are recorded. <i>Log retained on premises</i>	Yes
FIRE HAZARDS AND HAZARDOUS SUBSTANCES		
S1 Fire Hazards		
1	Control measures for the maintenance of the electrical installation (where installed) is considered to be satisfactory.	Yes
2	There are satisfactory arrangements for maintaining and using all electrical equipment.	Yes
3	Suitable and sufficient control measures of potential fire hazards on site are considered to be satisfactory.	Yes
S2 Dangerous Substances		
1	Highly flammable liquids do not form part of the work process and are not used or stored on site.	
2	Flammable gases do not form part of the work process.	
3	Hazardous dusts do not form part of the work processes.	
4	The storage and use of hazardous substances (where used) is considered to be satisfactory and in accordance with regulations.	Yes
GENERAL FIRE SAFETY ARRANGEMENTS		
S1 Fire Fighting Equipment		

1	Fire fighting equipment is provided on site and is considered to be suitable and sufficient for the work processes and type of occupancy. <i>Fire extinguishers located as on plan</i>	Yes
2	Fire fighting equipment is easily accessible and unobstructed.	Yes
3	All fire fighting equipment is identified by appropriate signs.	Yes
4	A satisfactory system of routine maintenance is in place for all fire fighting equipment. <i>Log retained on premises</i>	Yes
S2 Fire Detection and Warning		
1	The building is provided with a fire alarm and detection system capable of alerting persons to the danger of fire. <i>Located as on plan</i>	Yes
2	The level of fire detection is considered to be satisfactory.	Yes
3	All facilities and devices that are likely to be linked to the alarm system, where fitted, are satisfactory.	Yes
4	All persons within the building will be alerted that the fire alarm system has actuated.	Yes
5	The fire alarm system is maintained and tested in accordance with BS 5839. <i>Log retained on premises</i>	Yes
S3 Emergency Routes and Exits		
1	The emergency routes and exits are satisfactory for the type of building and number of occupants.	Yes
2	All emergency routes and exits are available at all material times.	Yes
3	All emergency routes and exits lead to a place of safety and clear of the building.	Yes
4	Distances for occupants to travel to a place of safety are satisfactory.	Yes
5	All emergency exit doors open in the direction of escape.	Yes

6	All emergency exit doors have approved emergency exit fastenings which are indicated by appropriate notices.	Yes
7	There are no Revolving or sliding emergency exit doors.	Yes
8	Emergency exits are subject to a satisfactory system of routine checks and maintenance. <i>Log retained on premises</i>	Yes
9	All emergency routes and exits are adequately indicated with appropriate signs in accordance with the Health and Safety (Safety Signs and Signals) Regulations 1996.	Yes
10	Fire Action Notices are suitably displayed in all appropriate areas.	Yes
11	Emergency routes and exits are provided with a satisfactory system to provide illumination for persons to safely see their way out and clear of the building in an emergency.	Yes
12	The emergency lighting system is maintained in accordance with BS 5266.	Yes
S4 Fire Containment		
1	All fire resisting doors that are required to contain a fire and prevent it from spreading are considered to be satisfactory.	Yes
2	Fire resisting structures that are required to contain a fire and prevent it from spreading were found to be satisfactory.	Yes
3	All high risk areas have the appropriate level of fire resistance.	Yes
S5 Miscellaneous		
1	Access and facilities (where required) for fire fighters are considered to be satisfactory and sufficient.	Yes

Part III: General Fire Precautions

Section 1: Fire Fighting Equipment

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 13 requires that appropriate fire fighting equipment is provided, is easily accessible, simple to use and indicated by appropriate signs.

Fire extinguishes are located at the points shown on the plan.

Section 2: Fire Detection and Warning

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 13 requires that the premises are equipped with appropriate fire detectors and alarms in order to safeguard the safety of relevant persons within the premises.

Hard wired smoke detectors are located at the locations shown on the plan.

Section 3: Emergency Routes and Exits

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 14 requires that suitable and adequate emergency routes and exits are provided, kept clear, maintained, indicated by signs and provided with adequate emergency lighting to ensure relevant persons can evacuate the premises as quickly and safely as possible.

3.1 Fire Signs and Notices

- 3.1.1 To prevent persons from obstructing emergency exit doors on the external side of the building 'Fire Exit Keep Clear' signs that comply to BS 5499 are provided and displayed on the outside of the following doors:

a) On all exits from the building.

- 3.1.2 'Fire Action Notices' detailing the specific actions to be taken in the event of an emergency are clearly displayed in all appropriate positions.

a) Adjacent to each exit.

3.2 Emergency Lighting

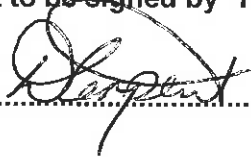
- 3.2.1 Emergency fire exit lights are provided at each exit.

Part IV: Fire Safety Policy

Policy Statement

Policy document to be signed by 'The Responsible Person'

Signed:



This Policy applies to all employees.

It is company policy to protect the welfare of its employees, visitors and contractors against the incidence of fire by complying with Fire Safety Legislation.

This document provides a framework for the Management and employees to plan, organise, control, monitor and review the protective and preventative measures in relation to Fire Safety. The Fire Safety Policy will be subject to review on an annual basis.

Procedures will be established for the safe evacuation from buildings and sufficient staff will be trained to implement these procedures.

The Responsible Person will ensure that all staff and visitors are aware of arrangements for emergency evacuation through the provision of information, instruction and training as appropriate.

Fire Safety Legislation.

The Regulatory Reform (Fire Safety) Order 2005

The Regulatory Reform (Fire Safety) Order 2005 came into effect on 1st October 2006. These Regulations replace all existing Fire Safety Legislation with a risk-based regime. The responsibility for the safety of the occupants and those who might be affected by a fire rests with a defined Responsible Person.

Responsible Person

*The management of fire safety rests with the 'Responsible Person' as defined by the Regulatory Reform (Fire Safety) Order 2005, which states that the 'Responsible' Person must make and give effect to such arrangements as are appropriate, having regard to the size of their undertaking and the nature of its activities, for the **effective planning, organisation, control, monitoring and review** of the preventative and protective measures, in order to ensure the premises and relevant persons are safe from fire.*

Duties of the Responsible Person

The Responsible Person is to take such general fire precautions that are necessary to ensure the safety of employees, visitors and other relevant persons within and in close proximity to these premises. The General Fire Precautions are as detailed below-

- Reduce the risk of and spread of fire.
- Provide a secure and safe means of escape from the building at all times.
- Provide means of fighting fires.
- Provide means for detecting and giving warning of fire.
- Implement measures and actions to be taken in the event of a fire by providing instruction and training of employees and measures to mitigate the effects of fire.
- Provide a suitable system of maintenance of all general fire precautionary arrangements.

The responsible person is:

David Carpenter
Mill House
High Street
Melbourne
DE73 8GJ

01332 864521

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 15 requires the 'Responsible Person' to establish and give effect to appropriate safety drills in the event of serious and imminent danger to relevant persons and to nominate sufficient numbers of competent person to implement those procedures.

The policy will be implemented with the assistance of the other business directors:

Elaine Chadwick
Matthew Harnden
Mark Harnden
James Cripps

Employees' Responsibilities

Article 23 of the Regulatory Reform (Fire Safety) Order 2005 places a responsibility on every employee. These responsibilities are-

- To take reasonable care for the safety of themselves and others who may be affected by their acts or omissions at work.
- To co-operate with their employer in complying with Fire Safety Legislative requirements.
- Inform the employer of any situation that would represent a serious and immediate danger to the safety of persons from fire, and any shortcoming in the employer's protection arrangements for safety.

Persons at risk

The persons at risk are the 'Relevant Persons' as described within the Regulatory Reform (Fire Safety) Order 2005. The 'Relevant Persons' are any person who is or may be lawfully on the premises and persons within the immediate vicinity of the premises.

Up to 5 members of staff may be on the premises during opening hours.

A limit of 80 members of the public may be on the premises during opening hours.

Occupants of adjacent properties (6 High Street, 12 High Street, 1st Floor Office, 2nd Floor Flat) may be considered to be at risk, although fire spread limiting measures are in place.

Fire Hazards

The Regulatory Reform (Fire Safety) Order 2005, Part 1 Article 4 (1) requires the responsible person to make general fire precautions to reduce the risk of fire and the risk of fire spread on the premises. There are 3 elements required for a fire to occur Oxygen, fuel and a source of ignition. This section highlights probable ignition sources and available fuels discovered during the assessment that must be eliminated or reduced.

Reducing the Risk and Spread of Fire.

Through the Fire Risk Assessment process, all fire hazards in the workplace will be identified and the risk of fire evaluated. Taking account of the control measures in place, where applicable, the Fire Safety Manager will maintain all reasonably practical measures to eliminate or control those fire hazards.

The risk of fire is to be reduced by the education of employees in Fire Prevention and the Fire Risk Assessment process.

Possible sources of ignition within the premises have been identified as:

Electrical

- Lighting;
- Power sockets;
- Cask Room cooling equipment, which has been professionally installed;
- CCTV system (professionally installed)
- Kitchen equipment, which has been PAT tested.

Gas

- Gas central heating boiler in cupboard in lavatory;

No smoking is allowed on the premises at any time.

No combustible waste materials (cardboard packaging etc.) is to be kept on the premises.

Since the building is attached to domestic properties, a possible source of fire from an external source must also be considered. The office and flat upstairs will have electrical equipment which may not necessarily be PAT tested; smoking and naked flames may be present in any of the adjacent properties.

The walls separating the adjacent properties are brick; fire retardant finishes (BS 476 parts 6 & 7 class 0) have been applied to the wooden ceiling.

Soft furnishings and curtains are made from flame retardant fabrics.

A review of Fire Hazards will take place annually and also whenever there are any changes in operating practices.

Dangerous Substances

The Regulatory Reform (Fire Safety) Order 2005 requires the responsible person to safeguard the safety of relevant persons arising from an incident relating to dangerous substances in or on the premises. The items detailed below provide assistance in meeting these requirements.

Note:

A Dangerous Substance is any substance or preparation which meets the criteria in the Approved Classification and Labelling Guide (CHIP) or any substance that is explosive, oxidising, extremely flammable, highly flammable or flammable, (combustible dusts are also included). The safe handling and storage of dangerous substances must be in accordance with the Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR).

None kept on premises.

Fire Detectors

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 13 requires that the premises are equipped with appropriate fire detectors and alarms in order to safeguard the safety of relevant persons within the premises.

A smoke detector fire alarm system (BS 5839) is installed which is hard wired to the mains (plan).

Fire egress

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 14 requires that suitable and adequate emergency routes and exits are provided, kept clear, maintained, indicated by signs and provided with adequate emergency lighting to ensure relevant persons can evacuate the premises as quickly and safely as possible.

Providing a Safe Means of Escape

A safe and secure means of escape from all premises will be maintained at all times. During normal working hours the Fire Safety Manager and staff are to ensure that Fire Exit doors are unlocked, and available for use at all times the premises are occupied. These doors and the routes to them should be free from obstruction at all times. In addition, the doors must be able to be easily opened without the use of a key, regularly inspected and maintained in a good state of repair. Any defects are to be reported to the Fire Safety Manager for action to be taken.

When the Fire Alarm has actuated, staff and visitors are to be evacuated to the designated Assembly Point.

Fire Safety Signs

Fire Safety signs are provided in buildings to indicate the Emergency Routes and Exits. The signs comply with the Health and Safety (Safety Signs and Signals) Regulations 1996 and BS 5499-4 2000. All Emergency Exit routes are identified with appropriate Fire Exit signs. All Fire Exit doors display the appropriate Fire Exit sign. Signs that show signs of wear are to be reported to the Fire Safety Manager.

Clearly signed, with emergency lighting (LED):

1. The Front Door
2. The Rear Door by the lavatory and cask room

The doors open outwards.

The layout of the customer areas allows free movement of people towards the exits.

Fire assembly is in the carpark to the rear of the Lamb Inn (map).

Training

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 15 requires the 'Responsible Person' to establish and give effect to appropriate safety drills in the event of serious and imminent danger to relevant persons and to nominate sufficient numbers of competent person to implement those procedures.

Fire Procedures

The specific actions to be taken in the event of a Fire Incident are detailed in brief within the Fire Action Notices sited adjacent to every manual Fire Alarm call point and Emergency Exit. The Notices provide brief information to the occupants of the building on actions to take in the event of a fire and the location of the Assembly Point.

Special provisions are provided on how to evacuate persons who may be disabled from the building in the event of a Fire Incident.

NO member of staff must put themselves at risk. If any of the occupants are unwilling to comply with the Fire Procedures, the Fire & Rescue Service should be informed on their arrival, of any persons who remain at risk inside the building.

Fire Safety Training of Employees

Fire Safety Training will be arranged and conducted to comply with current Fire Regulations. All new members of staff will receive training on commencement of employment; all members of staff will receive training on an annual basis.

Employees are given fire safety and evacuation procedure training at commencement of employment

Fire safety instruction is given to all employees by a competent person at least annually. The following topics are covered.

- Action on discovering a fire
- How to raise the alarm
- Action to be taken on hearing the alarm
- Procedures for informing the public including where appropriate, directing them to an exit.
- The evacuation procedure from the premises to an assembly point at a place of safety.
- Location and use of fire fighting equipment
- Location of escape routes
- How to open escape doors
- Importance of fire doors
- Good housekeeping
- Results of the most recent Fire Risk Assessment

Details of the instruction and the name of the competent person are recorded in the Fire Safety Log Book (Section V).

Fire safety reviews and instruction are implemented on an annual basis. A log of all safety reviews and training sessions is maintained on the premises. The type of details recorded are listed below:

- Date of instruction or drill
- Nature of instruction or drill
- Duration
- Name of person giving the instruction
- Names of persons receiving the instruction

(see Section V)

Fire fighting equipment

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 13 requires that appropriate fire fighting equipment is provided, is easily accessible, simple to use and indicated by appropriate signs.

Fire-Fighting Equipment

Portable Fire Fighting Equipment is provided and strategically sited throughout the buildings. The type, numbers and locations have been selected for the appropriate type of risk. All extinguishers are hung on wall brackets or placed on suitable stands. In addition, all equipment is provided with appropriate signs displaying the type of extinguisher and the category of fire they can be used on. Employees are to make themselves aware of the location of the extinguishers and the information on the signs above them.

Fire extinguishers are subject to a routine Maintenance Contract. The Maintenance Contractor will have a label on each extinguisher indicating their name and telephone number. In addition, all tests, defects and replacements are to be recorded in the Fire Safety Log Book.

Fire Extinguishers are only to be used by persons who have received specific training in their use. The main purpose of this equipment is to assist in the means of escape of a person/s from the building. If a fire is discovered the main focus should be on the operation of the Fire Alarm, calling the Emergency Services and initiating the Fire Evacuation Procedure.

Fire extinguishers are located at the points shown on the plan and are subject to annual checks. A record of the checks is kept on the premises (see Section V)

Fire drill

Fire Drills

The process of Fire Drills and Evacuation should be taken seriously by all personnel and the Fire Safety Manager should ensure that all staff are made familiar with the Fire Evacuation Procedures.

To ensure staff, are capable of dealing with a full evacuation of the premises, the Fire Safety Manager will ensure that a Fire Drill is carried out at least once each year

A staff fire drill is conducted at 6 monthly intervals. Records are kept on the premises (see Section V).

Review of Policy

This Policy is to be reviewed on an annual basis by the Responsible Person to ensure the Policy and Procedures are up-to-date and effective.

16th June 2014

Part V: Fire Safety Log

Useful Telephone Contacts

Fire Extinguisher Maintenance/Serviceing		Fire Alarms – Maintenance	
Emergency Lighting		Building Maintenance	

Fire Safety Advice

General

Fire Doors and Means of Escape

Internal fire doors are provided to prevent the spread of fire, heat and smoke.

Keep them closed at all times and never prop them open or remove self closing devices.

Keep corridors and stairways clear of storage and waste material.

Ensure that final exit doors can be readily opened from the inside without the use of a key.

Keep area's outside the final exit doors clear of obstruction at all times.

Always ensure that exits and access thereto, which are not in normal use, are clearly indicated, with the exit signs visible from the furthest part of the room.

Fire Alarm

Always ensure that the fire alarm system is in working order, that the staff know how to use it and what action to take on hearing the alarm.

Fire Extinguishers

Fire Extinguishers

Portable fire extinguishers enable suitably trained people to tackle a fire in its early stages if they can do so without placing themselves in danger. However, their principle use is to assist in the means of escape of people from a building during a fire incident.

It would be our recommendation that all efforts should be focused on the operation of the fire alarm and the effective use of Fire Wardens to assist in the evacuation of the building.

Fire Alarm Systems – BS 5839

Fire Alarm

When testing the fire alarm, it is important to ensure a signal is not sent to the emergency services initiating an unnecessary attendance.

Daily inspect the panel for normal operation of the system. Where provided, check that the connection to the remote manned centre is functioning correctly.

Weekly test and examine to ensure that the system is capable of operating under alarm conditions, namely:

- a) Operate trigger device (Manual call point or detector) end of line switch on a zone circuit. Zones should be tested in a strict rotation, each zone being tested at least quarterly for a monitored system and weekly for an unmonitored system. Each time a zone is tested a different trigger device should be used.
- b) Examination of batteries and connection, including electrolyte level.

Quarterly, and Annual inspection and test. No guidance is given as this should be carried out by the installer, or by an employee who has received training from the installer.

Fire Detectors

Weekly visual inspection of detectors for damage, unusual accumulations of dirt, heavy coats of paint and other conditions likely to interfere with the correct operation of the detector.

All detectors should be checked for correct operation and sensitivity in accordance with manufactures instructions.

[illegible]

Emergency Lighting Systems – BS 5266

Emergency lighting is a very important element of Means of Escape from fire and must be installed in accordance with the British Standard Specification **BS 5266**. It is important that it is installed by an electrical company that is familiar with the British Standard and is able to provide a completion certificate when the installation is completed.

Record of Tests

Central Battery Systems.

Twice a year the batteries should be arranged to supply the emergency lighting system by simulation of a failure of the normal lighting for a continuous period of at least 1 hour.

During this period all luminaries and / or signs should be checked for proper function.

At the end of this period the system should be restored to normal operation and the charging arrangements checked for proper function.

For systems with specified duration categories in excess of 1 hour, the British Standard states that a test for the full duration should be carried out every 3 years.

Self-Contained Luminaries and Internally Illuminated Signs.

Once a month each luminary and sign should be energised from its batteries for a period of at least 1 hour. In addition, it is recommended that luminaries with specified durations in excess of 1 hour should be energised for their full duration once every 3 years. These tests should be carried out by a competent person.

Fire Fighting Equipment – Record of Tests BS 5306

Portable Fire Extinguishers

1. Routine Inspection by the Owner/Employer

It is recommended that regular inspections of all extinguishers, spare gas cartridges and replacement charges should be carried out by the owner/employer or by the owner/employers representative, to make sure that appliances are in their proper position and have not been discharged, or have had a decrease in pressure (in the case of extinguishers fitted with a pressure indicator), or suffered obvious damage. The frequency of inspection should not be less than quarterly, and preferably at least monthly.

The user should replace extinguishers not available for use, with serviceable extinguishers.

2. Annual Inspection, Service and Maintenance by a Competent Person

The owner/employer should ensure that all extinguishers, gas cartridges and replacement charges are inspected, serviced and maintained as recommended in the **British Standards 5306**.

These procedures should be carried out by a competent person capable of conducting them accordingly to the recommendations of this code and any special procedures recommend by the manufacturers using the recommended tools, equipment and materials at least annually.

Basic inspection procedures for portable extinguishers should be carried out on a weekly basis and include:

- Checking the safety clip and indicating devices to determine whether the extinguisher has been operated
- Checking the extinguisher for any external corrosion, dents or other damage that could impair the safe operation of the extinguishers

As well as this, servicing should be carried out by a competent person as follows:

- Basic annual service
- Extended service every five years (see below)
- Overhaul/replacement every 20 years

Extended Service Instructions

- Check the functioning of the pressure-indicating devices, where fitted, of stored pressure portable fire extinguisher according to the instructions of the extinguisher supplier or holder of the approval.
- Perform the test discharge or empty all portable fire extinguishers except the halon type.
- Look in detail for corrosion, dents or damage, for this check the head cap and valves, the indicators and the discharge hose and nozzle.
- Inspect the body internally in detail for corrosion, dents or damage that will cause affect to the lining of the extinguisher. If you are in doubt about this please contact your extinguisher supplier or Maintenance Company.
- Check all closures for thread wear, damage and coating as applicable.
- Return to operational conditions, reassemble the portable extinguisher.

Maintenance companies will carry out this test as part of their regular maintenance with your company. This is for guidance; all testing should be carried out in accordance with the relevant standards.

Date	Result of Inspection or Test No. Satisfactory / No. Fault	Remedial Action Taken	Fault Rectified (Date)	Signature

Fire Drills

At the intervals shown below, drills should be conducted to simulate fire conditions i.e. one escape route obstructed, no advance warning given other than specific staff for the purpose of safety, the fire alarm should be operated on instructions of management.

Do not call the fire brigade for the purpose of a drill.

Six monthly for residential premises, places of public entertainment, large shops and departmental stores.

Yearly for industrial and commercial premises.

Date	Nature of Drill	Person/Sections Receiving Instruction	Evacuation Time	Person in Charge	Signature

Part VI: Emergency Plan

The most likely emergency at the Chip & Pin is a fire, although there is the possibility of a bomb scare or similar situation which might require premises evacuation.

In the event of an emergency, the Responsible Person (Designated Premises Supervisor or Duty Manager) will take charge of evacuation procedures:

- Ensure that the alarm has been activated;
- Direct people in the building towards the signed exit doors and assembly point;
- Ascertain if any persons require assistance to vacate the building;
- Take reasonable steps to ensure that the building has been vacated without placing themselves in danger;
- Take steps to ensure that the occupants of adjoining properties are informed of the situation;
- Call the emergency services by mobile phone or call box situated across the road;
- Enquire if any persons are thought to remain in the building in order to inform the emergency services (**Do not** go back into a burning building to look for them);
- If the emergency is a fire which might be extinguished without any difficulty or danger, use the fire extinguishers to do so;
- Vacate the building closing any doors behind you proceed to a safe location and await the emergency services.

PLAN OF PREMISES

The floor plan shows a building with the following layout:

- Yard (private):** Located at the bottom left, with a **Gate**.
- Emergency Exit:** Located on the left wall of the main building.
- Chill System Condensing Unit:** Located on the left wall, near the Emergency Exit.
- Glass washer:** Located on the left wall, near the Chill System Condensing Unit.
- W.C.:** Located on the left wall, near the Glass washer.
- Gas Boiler:** Located on the left wall, near the W.C.
- Ceiling Ducting:** Located on the left wall, near the Gas Boiler.
- Sliding Door:** Located on the left wall, near the Ceiling Ducting.
- Barrel Racking:** Located in the center of the building, near the Sliding Door.
- Cask Room:** Located in the center of the building, near the Barrel Racking.
- Chill System:** Located in the center of the building, near the Cask Room.
- Meeting Room:** Located on the right side of the building, near the Barrel Racking.
- Main Drinking Area:** Located on the right side of the building, near the Meeting Room.
- Fixed Bench:** Located on the right side of the building, near the Main Drinking Area.
- Table:** Multiple tables are located in the Main Drinking Area and Meeting Room.
- Street Entrance:** Located at the top right of the building.
- False Door:** Located on the right wall, near the Street Entrance.

Legend:

- Emergency sign light
- Smoke detector alarm
- Break-glass fire alarm
- Fire alarm control unit
- Fire extinguisher
- CCTV camera (x6)
- CCTV recorder

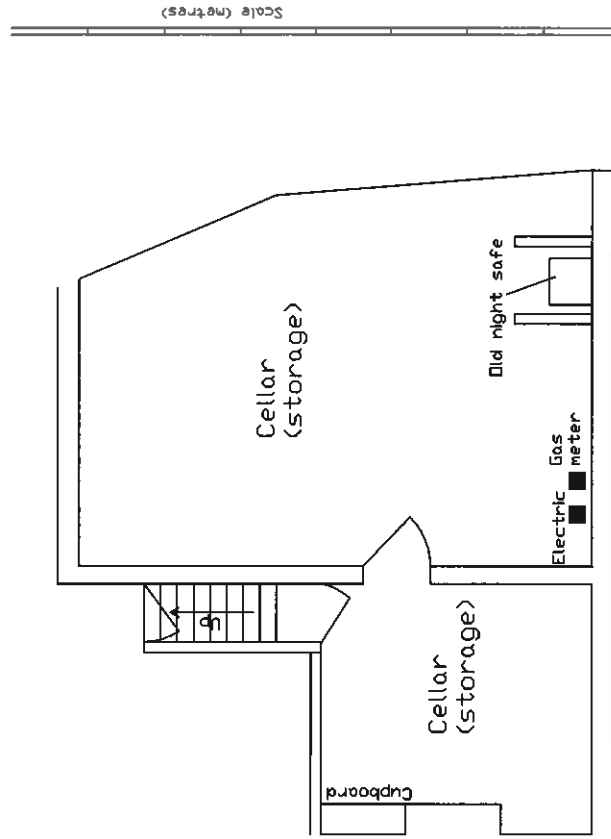
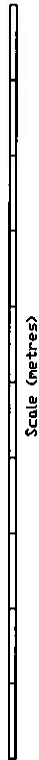
High Street

THE CHIP & PIN
8 HIGH STREET, MELBOURNE
DERBY, DE73 6GN

SCALE	1/100
DRAWN BY:	D CARPENTER
DATE:	17 JUNE 2014

MICROPUB LAYOUT
GROUND FLOOR

CELLAR



High Street

THE CHIP & PIN		MICROPUB LAYOUT CELLAR	
8 HIGH STREET, MELBOURNE DERBY, DE73 8GN			
SCALE	1:100		
DRAWN BY: D CARPENTER			
DATE: 17 JUNE 2014			

317- 30/07/14

Objections to the application for a premises licence for the ground floor of 8-10 High Street by Carole Warburton of 12 High Street, Melbourne, Derbyshire DE73 8GJ

I am employed by Northgate Public Services to work for South Derbyshire District Council as its Communications Officer. Before being outsourced to Northgate, I was employed by South Derbyshire District Council from February 2002 as its Public Relations Officer before being made the Council's Communications Officer.

Objections on the grounds of prevention of crime and disorder

- There would be a lack of proper supervision of the premises as the applicant has a full time job which involves travelling around the country. There is no designated premises supervisor on the application, in spite of the applicant confirming that she has a consent form from the DPS.
- Customers would be able to buy strong real ale to continue drinking in the heart of Melbourne after 22:30 as an application for off sales has been included.
- As a CAMRA pub, this alehouse would be a "destination pub" for real ale drinkers in surrounding counties. With such limited space in the alehouse, customers are likely to spill out into the centre of Melbourne, inebriated by the higher strength beer.

Objections on the grounds of public nuisance

- Already residents have had to complain regularly to the Council's Environmental Health Officers about the noise, foul language and loud music coming from The Lamb Inn which is only four doors away from the proposed alehouse. With the greater strength real ale to be sold, families will be surrounded on both sides by the noise of drunkenness.
- There is nowhere for customers to smoke in the alehouse as the adjoining courtyards are owned by local people. Customers are likely to congregate on the 4ft footpath outside the alehouse or outside the public toilets or in the Market Place which is already a noisy haunt of youngsters from many local schools. These young people may be provided with off sales by customers of the alehouse.
- It is likely that customers will decide to sit and smoke on the window ledge of the elderly couple's house at 6 High Street.
- The external vault listed in the planning application no longer exists and so there is nowhere for the applicant to store bottles, casks and waste other than outside the front of the premises.
- Access for supplies is only through the front door which would block the 4ft wide pavement on a very dangerous bend into the centre of the town.
- There is only one lavatory in the premises, although the licensing application shows two. Already men urinate outside the public toilets when they are locked at 8:30pm. This disgusting behaviour could increase, especially as the only outside CCTV camera in the application focuses on the street entrance and not the adjacent public areas where customers will go.

- In a possibly unique situation, the meeting room is below my sitting room as I have a flying freehold. This meeting room can be reserved by local groups and individuals which might entail loud late drinking and noise. There is no fire control in this meeting room. Any fire would easily spread to the adjacent terraced properties.
- The layout of the alehouse includes a table which looks out on to the garden and washing line of the elderly couple who live at 6 High Street. This is a gross invasion of their privacy. They are tenants of the owner of the former bank, Mr John Blunt.

Objections on the grounds of public safety

- The layout shows an alternative emergency evacuation route. This uses the narrow courtyards of 12, 10 and 8 High Street and a long unlit 3ft wide passageway between 10 and 8 which must be unacceptable on the grounds of public safety.
- Currently there is no former bank vault as shown in the diagram. If the vault wall were to be rebuilt, the 5ft courtyard owned by 12 High Street would not be a means of escape as it is occupied by garden chairs, a work bench, planters and a clothes drier.
- Customers of the alehouse might not even be able to open the back door and so would be trapped with no means of escape. The back door has not yet been added to the building. Customers in wheelchairs would not be able to use this route in any circumstances.
- The single emergency exit would be at the front, down two narrow steps measuring less than 3½ft. The layout shows the word "door" at the front of the building but unfortunately an arrow showing a fire extinguisher covers up the word "false".
- With off sales on the premises, there could be a very large number of customers in the alehouse at any time.
- Traffic and pedestrian accidents could increase as with unrestricted parking after 6pm, vehicles would block the High Street, which is already a bottleneck. Pedestrians using mobility vehicles and families with pushchairs would not be able to access the lowered kerb to cross the road which exists outside 12 High Street.

Objections on the grounds of protection of children from harm

- Off sales from the alehouse could be offered to young people congregating at the Market Place by irresponsible and drunken customers. There is underage drinking already in the village shown by the comment in the April 2014 edition of the Village Voice where PC Victoria Bell reported that "four cars have been damaged in an incident in the Lamb car park the previous weekend. Underage drinking is thought to be the background reason for the incidents."

In terms of equality, people in wheelchairs cannot access the pub

The pavement outside the alehouse is only 4ft wide. The entrance is up two steps which are less than 3½ft wide. A ramp could not be used to enable wheelchairs to enter the pub without blocking the pavement. Mobility vehicles parked outside the alehouse would also force pedestrians out into the dangerous bend in the High Street where customers' cars would be parked after 6pm.