

Pennine Division Licensing Department,
Colne Police Station,
Craddock Road, Colne, BB8 0JU



**Lancashire
Constabulary**
police and communities together

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**Proposed Conditions For Moores Mini Market, 365 Rochdale Road,
Britannia, Bacup**

1. All staff will be trained in relation to the sale of alcohol & alcohol awareness before being allowed to make sales of alcohol to the public. Any new members of staff will receive induction training on joining. The details of members of staff and the training must be documented and made available to the Authorities on request.
2. Refresher staff training for all staff will take place at 3 monthly intervals. Refresher training will be documented and made available to the Authorities on request.
3. CCTV will be installed and maintained at the premises in accordance with the minimum requirements of Lancashire Constabulary (see below).
4. A Refusals Register will be maintained at the premises and completed on each occasion a refusal of alcohol is made. The Register will be checked and signed by the DPS or Premises Licence Holder on a monthly basis and will be made available to the Authorities on request.
5. Any person who looks or appears to be under the age of 21 shall be asked to provide suitable identification that they are over the age of 18.
6. Signage will be displayed at the premises informing customers that a 'Challenge 21' scheme is in operation.

CCTV RECORDING
LANCASHIRE CONSTABULARY MINIMUM REQUIREMENTS

The licensed area of the premises shall be equipped with a Closed Circuit Tele-Vision system (CCTV), which should comply with the following criteria.

1. It will record to a Digital Video Recorder (DVR), with an evidential burn to Compact Disc (CD) or Digital Versatile Disc (DVD) with software facility.
2. The CCTV Digital Video Recorder (DVR) will always be connected to a colour monitor that will be maintained in good working order in order to facilitate the viewing of any CCTV recording at the premises by the Police or any member of staff from the local authority.
3. A member of staff will be trained and will always be present when the premises are open for licensable activity in order to download the images from the hard drive to disc.
4. The full CCTV operating system will be maintained in proper working order. Any faults will be rectified without delay.

5. It will be a colour system and will display on any recording the time and date of the recording.
6. The system will be operated during all permitted hours.
7. Recordings will be held for 28 days; thereafter the DVR can be allowed to overwrite if desired.
8. The 28 day recorded data to be made available to police or local authority licensing officers for inspection and retention on request.
9. Camera's shall be sufficient in number to view any area for licensable activity and any exit/entry.
10. CCTV cameras will be robust and conspicuous in presence.
11. Clear signage deployed to indicate CCTV use both prior to entry and whilst within premises.