



## LICENSING ACT 2003 PREMISES LICENCE

<b>Premises licence number</b>	<b>130516</b>
<b>Granted</b>	<b>17/09/2010</b>
<b>Latest version</b>	<b>Change of Details 29/09/2018</b>

### Part 1 - Premises details

<b>Name and address of premises</b>
<b>COSMO</b> Ground Floor, Maybrook House, 40 Blackfriars Street, Manchester, M3 2EG
<b>Telephone number</b>
0161 989 1388

<b>Licensable activities authorised by the licence</b>
<ol style="list-style-type: none"> <li>1. The sale by retail of alcohol*.</li> <li>2. The provision of regulated entertainment, limited to: <ul style="list-style-type: none"> <li>Exhibition of films;</li> <li>Live music;</li> <li>Recorded music;</li> <li>Performances of dance;</li> </ul> </li> <li>3. The provision of late night refreshment.</li> </ol> <p>* All references in this licence to "sale of alcohol" are to sale by retail.</p>

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

<b>Sale by retail of alcohol</b>							
<b>Standard timings</b>							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1100	1100	1100	1100	1100	1100	1100
Finish	0100	0100	0100	0100	0100	0100	0100
The sale of alcohol is licensed for consumption both on and off the premises.							
<b>Seasonal variations and Non standard Timings:</b>							
<u>New Year:</u> From the start time on New Year's Eve to the terminal hour for New Year's Day							
<u>On the day British Summer Time commences:</u> one additional hour following the terminal hour.							

<b>Exhibition of films; Live music; Recorded music; Performances of dance</b>							
<b>Standard timings</b>							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1100	1100	1100	1100	1100	1100	1100
Finish	0100	0100	0100	0100	0100	0100	0100
Licensed to take place indoors only.							
<b>Seasonal variations and Non standard Timings:</b>							
<u>New Year:</u> From the start time on New Year's Eve to the terminal hour for New Year's Day							
<u>On the day British Summer Time commences:</u> one additional hour following the terminal hour.							

**Provision of late night refreshment****Standard timings**

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	2300	2300	2300	2300	2300	2300	2300
Finish	0100	0100	0100	0100	0100	0100	0100

Licensed to take place indoors only.

**Seasonal variations and Non standard Timings:**

New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day

On the day British Summer Time commences: one additional hour following the terminal hour.

**Hours premises are open to the public****Standard timings**

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	0700	0700	0700	0700	0700	0700	0700
Finish	0130	0130	0130	0130	0130	0130	0130

**Seasonal variations and Non standard Timings:**

New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day

On the day British Summer Time commences: one additional hour following the terminal hour.

**Part 2****Details of premises licence holder**

**Name:** Central Land Investment  
**Address:** 53 Wood Street, unit 5, Cosmo House, EN5 4BS  
**Registered number:** 07609716

**Details of designated premises supervisor where the premises licence authorises for the supply of alcohol**

**Name:** Kan Koo  
**Address:** [REDACTED]  
**Personal Licence number:** 05/01036/bexley/li  
**Issuing Authority:** Bexley Council

**Annex 1 – Mandatory conditions****Door Supervisors**

1. Only individuals licensed by the Security Industry Authority shall be used at the premises to undertake security activities, which include guarding against: -
  - (a) Unauthorised access or occupation (e.g. through door supervision),
  - (b) Outbreaks of disorder, or
  - (c) Damage,
 unless otherwise entitled by virtue of section 4 of the Private Security Industry Act 2001 to carry out such activities.

**Supply of alcohol**

2. No supply of alcohol may be made under this premises licence:
  - (a) At a time when there is no designated premises supervisor in respect of the premises licence or,
  - (b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
3. Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.

4. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
  - (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
  - (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either –
    - (a) a holographic mark, or
    - (b) an ultraviolet feature.
  5. (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price, which is less than the permitted price.
  - (2) For the purposes of the condition set out in (1) above–
    - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
    - (b) “permitted price” is the price found by applying the formula–
 
$$P = D + (D \times V)$$

where –

      - (i) P is the permitted price,
      - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
      - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
    - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –
      - (i) the holder of the premises licence,
      - (ii) the designated premises supervisor (if any) in respect of such a licence, or
      - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
    - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
    - (e) “valued added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
  - (3) Where the permitted price given by paragraph (2)(b) would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
  - (4) (a) Sub-paragraph (4)(b) applies where the permitted price given by paragraph (2)(b) on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.
  - (b) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
6. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises –
  - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to –

- (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
- (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
- (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
- (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
- (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
- (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

7. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

8. The responsible person must ensure that –

- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
  - (i) beer or cider: ½ pint;
  - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
  - (iii) still wine in a glass: 125 ml;
- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold the customer is made aware that these measures are available.

For the purposes of conditions 6, 7 and 8 above, a responsible person in relation to a licensed premises means the holder of the premise licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that which enables him to prevent the supply of alcohol.

#### **Exhibition of films**

9. The admission of children under the age of 18 to film exhibitions permitted under the terms of this certificate shall be restricted in accordance with any recommendations made:
- (a) by the British Board of Film Classification (BBFC) where the film has been classified by that Board, or
  - (b) by the Licensing Authority where no classification certificate has been granted by the BBFC, or where the licensing authority has notified the club which holds the certificate that section 20 (3) (b) (74 (3)(b) for clubs) of the Licensing Act 2003 applies to the film.

## **Annex 2 – Conditions consistent with the operating schedule**

1. Management and staff shall ensure that all licensed area of the premises are supervised at all times they are open to the public.
2. The Challenge 21 policy shall be implemented in full and appropriate ID, bearing the PAS logo and hologram shall be required. Staff shall be fully trained to prevent the sale of alcohol to persons under 18 or to adults on behalf of persons under 18.

## **Annex 3 – Conditions attached after hearing by the licensing authority**

1. Any area where customers have legitimate access shall be sufficiently illuminated for the purposes of CCTV. CCTV shall be in operation at any time a person is in the premises. All CCTV recorded images shall have sufficient clarity / quality / definition to enable facial recognition. CCTV shall be kept in an unedited format for a minimum period of 28 days.
  - i. CCTV shall be maintained on a regular basis and kept in good working order. CCTV maintenance records to be kept details of contractor used and work carried out to be recorded.
  - ii. Where CCTV is recorded on to a hard drive system any DVD's subsequently produced shall be in a format so it can be played back on a standard personal computer or standard DVD player.
  - iii. Where CCTV is recorded on to a hard drive system, the hard drive system shall have a minimum of 28 day roll over recording period. Where CCTV is recorded on to VHS cassette tapes there shall be a minimum of 28 days worth of VHS cassettes. These shall be indexed and used on a roll over basis.
  - iv. Any person left in charge of the premises shall be trained in the use of any such CCTV equipment and able to produce / download / burn CCTV images upon request by a person from a responsible authority.
  - v. Plans indicating the position of CCTV cameras to be submitted to the responsible bodies within one week of the granting of a licence requiring CCTV.
  - vi. Where the recording is on a removable medium (i.e. videotape, compact disc, flash card etc.), a secure storage system to store those recording mediums shall be provided.
2. Notices shall be displayed in prominent positions at the premises indicating that the Challenge / Think 21 policy is in force.
3. Staff training shall include the Challenge / Think 21 policy and its operation. In particular staff shall be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those customers are engaged in the distribution of alcohol to persons under the age of 18. The training shall be given to a new member of staff before they commence paid employment and all staff shall be retrained quarterly
4. All training shall be documented.
5. A sales refusal book shall be kept at the premises and this shall be checked each week by either the premises licence holder or the designated premises supervisor. The aim of the check is to ensure that staff are accurately recording refusals.
6. The refusal book shall be open to inspection by appropriate officers of responsible authorities.
7. The need for door security shall be assessed by the Licence Holder or Designated Premises Supervisor on a regular basis and door staff shall be employed when and where the risk assessment deems this appropriate. When employed they shall wear Hi-Vis jackets at all times
8. A written record shall be kept on the premises by the Designated Premises Supervisor of every person employed on the premises as security personnel in a register kept for that purpose. That record shall contain the following details:-
  - i. the door supervisor's name, date of birth and home address;
  - ii. his/her Security Industry Authority licence number;

- iii. the time and date he/she starts and finishes duty;
- iv. the time of any breaks taken whilst on duty;
- v. each entry shall be signed by the door supervisor.

That register shall be available for inspection on demand by an Authorised Officer of responsible authorities

9. Any externally promoted event or large party booking the Designated Premises Supervisor to contact the City Centre Safe office at Bootle Street Police Station at least 28 days prior to the event or as soon as practicable so that the event can be properly risk assessed.
10. Any person who tries to gain entry to the premises who is involved in disorderly conduct or anti social behaviour outside the premises shall not be permitted entry to the premises. The premises licence holder or Designated Premises Supervisor shall ensure that any person within the premises who is involved in disorderly conduct or anti social behaviour inside the premises shall be removed from the premises.
11. Not to allow to enter or to allow to remain in the premises any person who is notified to the Designated Premises Supervisor by Greater Manchester Police as being a person of bad character by way of association to other persons or by convictions at court.
12. Local taxi numbers shall be available for customers to assist in ordering a taxi.
13. A smoking policy to be drawn up by the Premises Licence Holder or Designated Premises Supervisor to include a clearly defined area and lodged with City Safe prior to the premises opening for the first time.
14. Management and staff shall ensure that persons leaving the premises conduct themselves in an orderly manner and do not in any way cause annoyance to persons passing by.

**Conditions added by variation 159319, granted 11/03/2014**

15. With the exception of the ground floor area, alcohol sales shall be ancillary to food sales
16. Customers shall be encouraged to leave the premises in a quiet and orderly manner.
17. Staff shall be trained to observe the measures necessary to promote the crime and disorder objective.
18. Staff shall be trained to observe the measures necessary to promote the public safety objective.
19. The premises shall be adequately ventilated to prevent nuisance.
20. Arrangements shall be made for the storage and disposal of refuse which do not cause a nuisance.
21. Any noise from the licensable activities provided shall be monitored in order to prevent nuisance.
22. Staff shall be trained to observe the measures necessary to promote the protection of children objective.
23. Non-alcoholic drinks shall be available.

**Annex 4 – Plans**

See attached