



LICENSING ACT 2003
PREMISES LICENCE

Premises licence number	089714
Granted	19/05/2006
Latest version	Minor Variation 282318 granted 21/11/2022

Part 1 - Premises details

Name and address of premises
The MCR Lounge 29 Withy Grove, Manchester, M4 2BJ
Telephone number
0161 834 8514

Licensable activities authorised by the licence
<ol style="list-style-type: none">1. The sale by retail of alcohol*.2. The provision of regulated entertainment, limited to: Exhibition of films; Live music; Recorded music; Performances of dance; Anything similar to live music, recorded music or the performance of dance.3. The provision of late-night refreshment. <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

Sale by retail of alcohol							
Standard timings							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1000	1000	1000	1000	1000	1000	1000
Finish	0500	0500	0500	0500	0700	0700	0500
The sale of alcohol is licensed for consumption both on and off the premises.							
Seasonal variations and Non-standard Timings: To extend permitted hours to 1000 to 0700 on any night preceding a Bank Holiday On the day British Summer Time commences: One additional hour following the terminal hour.							

Exhibition of films; Live music; Recorded music; Performances of dance; Anything similar to live music, recorded music or the performance of dance

Standard timings

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1000	1000	1000	1000	1000	1000	1000
Finish	0500	0500	0500	0500	0700	0700	0500

Licensed to take place indoors only.

Seasonal variations and Non-standard Timings:

To extend permitted hours to 1000 to 0700 on any night preceding a Bank Holiday

On the day British Summer Time commences: 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	0500	0500	0500	0500	0500	0500	0500

Licensed to take place indoors only.

Seasonal variations and Non-standard Timings:

To extend permitted hours to 1000 to 0700 on any night preceding a Bank Holiday

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	1000	1000	1000	1000	1000	1000	1000
Finish	0500	0500	0500	0500	0700	0700	0500

Seasonal variations and Non-standard Timings:

To extend permitted hours to 1000 to 0700 on any night preceding a Bank Holiday

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

Part 2

Details of premises licence holder

Name: UMS Events Limited
Address: Within Body Matters Gym, Bamford Road, Heywood, OL10 4AG
Registered number: 04447014

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

Name: Ademola Adelaja
Address: [REDACTED]
Personal Licence number: 155942
Issuing Authority: Manchester City Council

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) “value 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. The Premises Licence Holder shall ensure that:
 - a. CCTV cameras are located within the premises to cover all public areas including all entrances and exits.
 - b. The system records clear images permitting the identification of individuals.
 - c. The CCTV system is able to capture a minimum of 24 frames per second and all recorded footage must be securely retained for a minimum of 31 days.
 - d. The CCTV system operates at all times while the premises are open for licensable activities.
 - e. All equipment must have a constant and accurate time and date generation.
 - f. The CCTV system is fitted with security functions to prevent recordings being tampered with, i.e. password protected.
 - g. There are members of trained staff at the premises during operating hours able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998 (or any replacement legislation).
 - h. A monitor shall be positioned in the reception area which makes it clearly visible to patrons upon entry to the premises showing live footage of persons entering and leaving. All recorded footage must be securely retained for a minimum of 31 days.
2. Any door supervisors on duty at the premises must be supplied by an SIA-Approved Contractor Scheme company, a record shall be kept of their SIA registration number and the dates and times when they are on duty.
3. A minimum of two SIA registered door supervisors shall be employed on the premises from 22:00 hours. An additional one door supervisor shall start work no later than 03:30 hours to assist with dispersal of patrons away from the premises. After 04:00 hours, two members of the security team shall be assigned outside of the venue to ensure orderly dispersal until the area immediately outside the premises is clear of customers following the close of business.
4. The level of SIA registered staff shall continually be risk assessed and increased if necessary, giving consideration to the following factors:
 - a. expected attendance
 - b. type of event taking place
 - c. location of the premises
 - d. time of year
 - e. special occasion (New Year, Halloween, Local events etc.)
 - f. Premises Licence Conditions
5. The Designated Premises Supervisor or on-duty manager shall ensure that all door supervisors on duty at the premises are correctly displaying their current SIA accreditation and are briefed on their responsibilities and relevant company operating procedures before they commence duty.

6. A metal detector arch shall be installed on the entrance to the premises and shall be in operation at all times that the premises is open to the public.
7. No customer shall be admitted or readmitted to the premises unless they have passed through the metal detecting search arch and, if the search arch is activated or at the discretion of staff, been physically searched in accordance with a procedure agreed with Greater Manchester Police, which shall include a 'pat down search' and a full bag search.
8. An ID scanning system approved in writing by the licensing authority shall be operated at the premises at all times it is open to the public. All persons entering the premises shall provide verifiable ID and record their details on the system.
9. The Nitenet radio link shall be operated at all times the premises are open to the public. The radio shall be kept in good working order, operated by a responsible member of staff and used to report incidents of crime and disorder to the CCTV control room and other radio users.
10. The Premises Licence Holder shall ensure a suitable method of calculating the number of people present during licensable activities is in place.
11. There shall be a documented queuing policy, searching policy, smoking policy and dispersal policy as agreed with Greater Manchester Police and Manchester City Council's Licensing and Out of Hours Team, implemented at the premises and a copy lodged with the Council's Licensing Unit. A copy of each shall be kept at the premises.
12. On any day the premises are open until 07:00, last entry will be no later than 05:30. All other days, last entry will be no later than one hour before closing. This is with the exception of people leaving and re-entering to smoke.
13. An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to the police or an authorised officer of the licensing authority, which shall record the following incidents including pertinent details:
 - a. all alleged crimes reported to the venue or by the venue to the police
 - b. all ejections of customers
 - c. any incidents of disorder
 - d. seizures of drugs, offensive weapons, fraudulent ID or other items
 - e. any faults in the CCTV system, searching or scanning equipment and Nitenet, this must be reported Manchester City Council's Licensing and Out of Hours Team & GMP within 24 hours.
 - f. any refusal of the sale of alcohol
14. The Designated Premises Supervisor shall complete the ACT:Awareness training and CT:Operational or ACT:Strategic training course within 28 days of the grant or variation of the licence. Should the Designated Premises Supervisor named on the licence change, the new Designated Premises Supervisor shall complete those courses within 28 days of being named on the licence.
15. The Premises Licence Holder or member of staff shall attend at least 6 local club and pub watch meetings annually.

16. All staff authorised to sell alcohol shall be trained in:
- a. relevant age restrictions in respect of products
 - b. prevent underage sales
 - c. maintain the incident log
 - d. recognising signs of drunkenness and vulnerability
 - e. how over-service of alcohol impacts on the four objectives of the Licensing Act 2003
 - f. how to refuse service
 - g. the premises' duty of care policy, understanding and dealing with situations involving vulnerable people, and incidents of harassment
 - h. action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency services
 - i. the conditions in force under this licence and company policies.
17. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 12 monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.
18. Customers shall not be permitted to remove from the premises any alcoholic drinks supplied by the premises in open containers.
19. The Challenge 25 scheme shall be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age shall only comprise a passport, photo card driving licence, an EU/EEA national ID card or similar document, an HM Forces warrant card, a card bearing the PASS hologram, or any electronic or biometric age verification technology approved by the licensing authority.
20. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.
21. A noise limiting device shall be installed and shall operate at all times regulated entertainment takes place at the premises, all music equipment shall be routed through the limiter. The device shall be of a type, in a location and set at a level approved in writing by the appropriate officer of the Council.
22. There shall be no speakers near to the entrance door to the premises.
23. Regular quarterly meetings shall be held with local residents.
24. Between the hours of 23:00 to 07:00 no waste/glass bottles shall be moved or deposited outside.
25. Any customers parking on Withy Grove (highway/pavement) in sight of the premises shall not be permitted entry.

Annex 3 – Conditions attached after hearing by the licensing authority

Not applicable

Annex 4 – Plans

See attached

LOUNGE 31
WITHY GROVE, MANCHESTER
QUEUE & SEARCH POLICY

1. Any queue to enter the premises that forms outside the premises shall be kept orderly and supervised by licensed door supervisors to ensure that there is no public nuisance or obstruction to the public highway.
 2. All customers may be subject to a random search on entering the premises.
 3. Any customers refusing to be searched will be refused entry.
 4. Signs relating to 2 & 3 above will be displayed around the entrance to the premises.
 5. A basic record will be kept on any searches resulting in customers being refused entrance for any reason.
 6. Smokers re-entering the premises may also be subjected to a search if deemed necessary.
 7. Patrons who disregard signage and verbal instructions may not be readmitted and may be
 8. barred from the premises in future.
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LOUNGE 31

WITHY GROVE, MANCHESTER

SMOKING POLICY

1. Any area used for customers to smoke will be in range of the CCTV system.
 2. No smokers will be permitted to take drinks outside with them.
 3. Management will ensure that a nominated member of staff will supervise the smoking area.
 4. Suitable receptacles will be provided and maintained for the disposal of cigarette litter.
 5. Signs will be displayed by the smoking area requesting customers keep noise to a minimum.
 6. Patrons who disregard signage and verbal instructions may not be readmitted and may be barred from the premises in future.
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LOUNGE 31
WITHY GROVE, MANCHESTER
DISPERSAL POLICY

The purpose of this Dispersal Policy is to ensure, so far as it is possible, that minimum disturbance or nuisance is caused to our neighbours and to ensure that the operation of the premises makes the minimum impact upon the neighbourhood in relation to potential nuisance and anti-social behaviour.

This will be achieved by exercising pro-active measures towards and at the end of the evening. By ensuring that this Dispersal Policy document is brought to the attention of Management and Staff we will seek to encourage the efficient, controlled and safe dispersal of our patrons during our closing period.

1. Music – consideration will be given to the volume levels, type of music played coupled with the usage of lighting levels designed to encourage the gradual dispersal of patrons during the last part of the evening.
 2. Door personnel, and management staff, will be employed outside the premises and will assist with the orderly and gradual dispersal of patrons.
 3. Staff Members (including door personnel) will advise patrons to leave the premises quickly and quietly out of respect for our neighbours.
 4. Notices will be displayed requesting our customers to leave quietly and in an orderly manner out of consideration to neighbours.
 5. We will ensure the removal of all bottles and drinking receptacles from any patron before exiting the premises.
 6. We will actively discourage our customers from assembling outside the premises at the end of the evening.
 7. We will come to an arrangement with a private hire taxi firm whose telephone number will be provided to customers to use on the basis that such company will operate a ring back system and not sound horns when collecting their fare.
 8. Consideration will also be given to staff departures. Staff will be instructed to leave the premises quietly and to request that any waiting taxis do not leave their engines running or sound their horns whilst waiting.
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