

**Appendix 6 –  
Copy of the Premises Licence  
Green Lane Food and Wine**

**Premises licence**

**Environmental Services  
1<sup>st</sup> Floor - Roycraft House, 15 Linton Road,  
Barking, Essex IG11 8HE**

**Issue Date** 30 July 2005

**Premises licence number**

**006272**

**Part 1 - Premises details**

**Postal address of premises, or if none, ordnance survey map reference or description**

Green Lane Food & Wine  
3 Rowallan Parade  
Green Lane  
Dagenham  
Essex

**Post town** | **Postcode** RM8 1XU

**Telephone number** 020 8590 6862

**Where the licence is time limited the dates**

Not applicable

**Licensable activities authorised by the licence**

Retail sale of alcohol for consumption off the premises only

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

08:00 to 23:00 Monday to Saturday  
10:00 to 22:30 Sunday  
08:00 to 22:30 Good Friday  
10:00 to 00:00 New Years Eve (31/12)  
00:00 to 23:00 New Years Day (01/01)  
12:00 to 15:00 and 19:00 to 22:30 Christmas Day (25/12)

**The opening hours of the premises**

Monday – Sunday 24hrs

**Where the licence authorises supplies of alcohol whether these are on and/or off supplies**

Alcohol is to be supplied for consumption off the premises only

## Part 2

**Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**

Mr Rashid Hussain  
62 Express Drive  
Ilford  
Essex IG3 9QQ

07574 707856

**Registered number of holder, for example company number, charity number (where applicable)**

Not Applicable

**Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol**

Mr Rashid Hussain  
62 Express Drive  
Ilford  
Essex IG3 9QQ

07574 707856

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol**

P 020319  
London Borough of Barking & Dagenham

## **Annex 1 - Mandatory conditions**

To comply with all the regulations under the Licensing Act 2003.

To operate 'An Age Verification Policy'.

This policy must make sure that customers who appear to staff to be under 18 years of age (or any older age specified in your own policy or in schemes such as Challenge 21 and 25) are asked to show ID with:

- Their photograph;
- Their date of birth; and
- A holographic mark.

This must be done before they are served alcohol, to prove that they are old enough to buy it. This condition is intended to ensure that all licensed premises operate at a minimum standard of due diligence to ensure they do not sell alcohol to minors. Premises that are already operating age verification policies (such as: No ID No Sale, Challenge 21, Challenge 25 or Challenge 30) do not have to take any additional action to comply with the condition.

However, for practical reasons, the specific terms of the age verification policy, only applies in situations where the sale takes place face to face. Companies that sell alcohol remotely (distance sellers) for example, online or by mail order, should also operate an age verification policy. But as the transaction takes place remotely, the condition does not mean that photo ID needs to be shown at the point of delivery if age verification has taken place already via another means. Under Section 151(6) of the Licensing Act 2003, alcohol can be delivered to an under 18 as long as the delivery is made to the home or office address of an adult who made the order.

Acceptable forms of identification for the age verification conditions are:

- Passport;
- Photocard Driver's Licence;
- Cards issued by local schemes that have been verified through the Proof of Age Standards Scheme (PASS) and bear the official PASS hologram; and
- National Identity Card.

**Annex 2 - Conditions consistent with the operating Schedule**

**General – all four licensing objectives**

CONVERSION APPLICATION

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

(i) The Premises shall operate in accordance with the 'Challenge 25' scheme. The scheme operates on the basis that whilst alcohol may be sold to persons aged 18 years and over, anyone who appears under 25 years of age will be asked for ID. Notices to this effect should be displayed in a clear and prominent position at the premises. The only proof of age accepted in respect of the sale of alcohol shall be photo driving licence, passport and other approved photographic ID bearing the PASS hologram.

(ii) The CCTV system showing the premises shall:

a. Be maintained, fully operational and in good working order at all times.

b. Make and retain clear images that include the points of sale of alcohol and facial images of the purchasers of the alcohol;

c. The CCTV recordings shall show an accurate date and time that the recordings were made and all recordings shall be retained for a period of not less than 31 days.

d. The original, or a copy of the CCTV recording, will be available on request to the Police and Local Authority within 48 hours.

e. Copies of CCTV recordings shall be provided in a format that can be viewed on readily available equipment without the need for specialist software.

(iii) A refusals book shall be kept at the premises, in which must be recorded the date, time and circumstances under which any attempted purchase by a young customer has been refused. This book must be made available for inspection by any police officer, police community support officer or authorised officer of the Licensing Authority. Entries in this book must be made as soon as practicable after the refusal of the sale. The DPS should check and sign the entries on at least a weekly basis.

(iv) A written record of those authorised to make sales of alcohol shall be kept, this should be endorsed by the DPS with the date such an authorisation commences. This record shall be available to Police Officer, Police Community support Officer or an authorised officer of the Local Authority.

(v) All new members of staff shall, before first starting to sell alcohol, be trained as to their responsibilities under the Licensing Act 2003, namely sales to underage, persons already intoxicated, sales by proxy, licensable hours, conditions attached to the premises licence. This training should be recorded in a staff training log and be made available on demand to any Police Officer, Police Community Support Officer or an authorised officer of the Local Authority.

(vi) All staff must receive training on the prevention of underage sales at least every six months. Such training shall be recorded in a Staff Training Log showing what training has been given to whom by whom and on what date. This should be signed by the DPS as correct. These records shall be available

on request to any Police Officer, Police Community Support Officer or an authorised officer of the Local Authority.

(vii) All alcoholic goods to be bought from reputable wholesalers.

(viii) No alcoholic goods to be bought from door to door sellers.

(ix) The Premises Licence Holder, or Designated Premises Supervisor, shall ensure that all receipts for alcoholic goods bought include the following details:

- a. Seller's name and address
- b. Seller's company details, if applicable
- c. Seller's VAT details, if applicable.

(x) Copies of the documents referred to in condition 9 above shall be kept in an ordered manner and made available within seven days upon request

(xi) All alcoholic products are to be secured in lockable cabinets when the shop is open outside of their licensable hours.

(xii) The Premises Licence Holder or a Personal Licence Holder must be on the premises at all times that alcohol is on sale.

**Annex 4 - Plans**

**On File**

**Part B**

**Environmental Services**  
**1<sup>st</sup> Floor - Roycraft House, 15 Linton Road,**  
**Barking, Essex IG11 8HE**

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**Registered number of holder, for example company number, charity number (where applicable)**

Not Applicable

**Name of designated premises supervisor where the premises licence authorises the supply of alcohol**

Mr Rashid Hussain  
62 Express Drive  
Ilford  
Essex IG3 9QQ

07574 707856

**State whether access to the premises by children is restricted or prohibited**

Not applicable