



MID SUFFOLK DISTRICT COUNCIL  
 Licensing Authority  
 Endeavour House, 8 Russell Road  
 Ipswich  
 Website: [www.midsuffolk.gov.uk](http://www.midsuffolk.gov.uk)  
 Telephone: 0300 123 4000 Option 6  
 Email: [licensingteam@baberghmidsuffolk.gov.uk](mailto:licensingteam@baberghmidsuffolk.gov.uk)

# Licensing Act 2003 Premises Licence Summary

# MPL0294

**POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION**

The Manor House  
 Bury Road  
 Wortham  
 Diss  
 IP22 1PX

**TELEPHONE NUMBER** N/A

**WHERE THE LICENCE IS TIME LIMITED THE DATES**

Not applicable

**LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE**

- Live Music – Indoors
- Recorded Music – Indoors
- Late Night Refreshment – Indoors
- Sale or Supply of Alcohol – ON & OFF the Premises

**THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES**

**STANDARD TIMINGS**

- (a) Live Music – Indoors  
 Hours authorised: 10:30hrs until 23:30hrs (Thursday to Saturday)
- (b) Recorded Music – Indoors  
 Hours authorised: 10:30hrs until 23:30hrs (Thursday)  
 10:30hrs until 01:00hrs (Friday to Saturday)
- (c) Late Night Refreshment – Indoors  
 Hours authorised: 23:00hrs until 01:00hrs (Friday and Saturday)
- (d) Sale or Supply of Alcohol – ON & OFF the Premises  
 Hours authorised: 10:30hrs until 00:00hrs (Monday to Thursday)  
 10:30hrs until 01:00hrs (Friday to Saturday)  
 10:30hrs until 00:00hrs (Sunday)

**SEASONAL VARIATIONS / NON-STANDARD TIMINGS**

**New Year's Eve**

- All licensed regulated entertainment activities - Indoors, Late Night Refreshment - Indoors & Sale of Alcohol (On & Off) - From the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day

THE OPENING HOURS OF THE PREMISES

**STANDARD TIMINGS**

Monday to Thursday 10:30hrs until 01:00hrs  
Friday to Saturday 10:30hrs until 01:30hrs  
Sunday 10:30hrs until 01:00hrs

**SEASONAL VARIATIONS / NON-STANDARD TIMINGS**

**New Year's Eve**

- o Opening Times - From the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

**Supply of alcohol (for consumption both ON & OFF the premises)**

NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

**Star Pubs & Bars Limited**  
3-4 Broadway Park, South Gyle Broadway, EDINBURGH EH12 9JZ

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

**Registered company number:** [REDACTED]

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

[REDACTED]

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

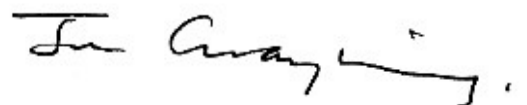
**A. By virtue of section 145 of the Licensing Act 2003:**

(i) Children under the age of 16, that are not accompanied by an individual aged 18 or over, are not permitted to be on the premises at a time whilst the premises is open and being used exclusively or primarily for the supply of alcohol for consumption on the premises.

(ii) Children under the age of 16, that are not accompanied by an individual aged 18 or over, are not permitted to be on the premises between the hours of midnight and 5am whilst the premises is open and being used for purposes including the supply of alcohol for consumption on the premises.

**B. By virtue of the Premises Licence MPL0294 Conditions 2.10**

2.10 The premises licence holder or designated premises supervisor shall ensure that staff are trained in the premises age policy and that training records are kept and produced to a Police Officer or authorised officer of the Licensing Authority.



**AUTHORISED OFFICER**  
MPL0294



MID SUFFOLK DISTRICT COUNCIL  
Licensing Authority  
Endeavour House, 8 Russell Road  
Ipswich  
Website: [www.midsuffolk.gov.uk](http://www.midsuffolk.gov.uk)  
Telephone: 0300 123 4000 Option 6  
Email: [licensingteam@baberghmidsuffolk.gov.uk](mailto:licensingteam@baberghmidsuffolk.gov.uk)

Licensing Act 2003

# Premises Licence

## Part 1 - Premises Details

# MPL0294

**POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION**

The Manor House  
Bury Road  
Wortham  
Diss  
IP22 1PX

**TELEPHONE NUMBER** N/A

**WHERE THE LICENCE IS TIME LIMITED THE DATES**

Not applicable

**LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE**

- Live Music – Indoors
- Recorded Music – Indoors
- Late Night Refreshment – Indoors
- Sale or Supply of Alcohol – ON & OFF the Premises

**STANDARD TIMINGS**

**(a) Live Music – Indoors**

Hours authorised: 10:30hrs until 23:30hrs (Thursday to Saturday)

**(b) Recorded Music – Indoors**

Hours authorised: 10:30hrs until 23:30hrs (Thursday)  
10:30hrs until 01:00hrs (Friday to Saturday)

**(c) Late Night Refreshment – Indoors**

Hours authorised: 23:00hrs until 01:00hrs (Friday and Saturday)

**(d) Sale or Supply of Alcohol – ON & OFF the Premises**

Hours authorised: 10:30hrs until 00:00hrs (Monday to Thursday)  
10:30hrs until 01:00hrs (Friday to Saturday)  
10:30hrs until 00:00hrs (Sunday)

**SEASONAL VARIATIONS / NON-STANDARD TIMINGS**

**New Year's Eve**

- All licensed regulated entertainment activities - Indoors, Late Night Refreshment - Indoors & Sale of Alcohol (On & Off) – From the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day

**STANDARD TIMINGS**

Monday to Thursday 10:30hrs until 01:00hrs  
Friday to Saturday 10:30hrs until 01:30hrs  
Sunday 10:30hrs until 01:00hrs

**SEASONAL VARIATIONS / NON-STANDARD TIMINGS**

**New Year's Eve**

- Opening Times - From the end of permitted hours on New Year's Eve until the start of permitted hours on New Year's Day

**Supply of alcohol (for consumption both ON & OFF the premises)**

## Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND E-MAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

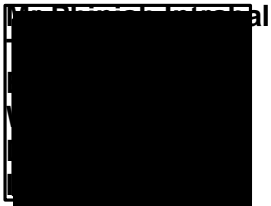
**Star Pubs & Bars Limited**

3-4 Broadway Park, South Gyle Broadway, EDINBURGH EH12 9JZ

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

**Registered company number:** SC250925

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL



PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

**Personal Licence number:** [REDACTED]

Issued by: London Borough of Merton

A handwritten signature in black ink, appearing to read "John Curran".

AUTHORISED OFFICER  
MPL0294



---

**ANNEX 1 - MANDATORY CONDITIONS**

The following conditions in Annex 1 are mandatory under the provisions of the Licensing Act 2003:

- 1.1 Alcohol shall not be sold or supplied:
- (a) At any time when there is no designated premises supervisor in respect of the premises licence, or
  - (b) At any time when the designated premises supervisor does not hold a personal licence or his/her personal licence is suspended
- 1.2 Every sale or supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- 1.3 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.

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).

- 1.4 The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 1.5 (a) 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.

(b) 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.

(c) 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 -

- (i) a holographic mark, or
- (ii) an ultraviolet feature.

1.6 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.

1.7 The relevant person (the holder of the premises licence, the designated premises supervisor (if any) in respect of such a licence, the personal licence holder who makes or authorises a supply of alcohol under such a licence, or any member or officer of a club present on the premises in a capacity which enables the member or officer to prevent the supply in question) 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.

For the purposes of this condition “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979, “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 rate 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;  
[“value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994]

## **ANNEX 2 - CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE**

The following conditions in Annex 2 are conditions consistent with the operating schedule submitted by the applicant within the application:

2.1 A thirty-minute period for 'drinking up time' is provided to allow customers to use the facilities and disperse from the premises.

### **The prevention of crime and disorder**

2.2 The premises licence holder and/or designated premises supervisor shall subscribe to be a member of the local pub watch scheme operating in the area.

### **Public safety**

2.3 The premises licence holder or responsible person shall ensure that receptacles for refuse storage are maintained in a clean condition.

2.4 The premises licence holder or responsible person shall ensure litter is regularly cleared from the vicinity of the premises.

2.5 The premises licence holder or responsible person shall ensure receptacles for waste are emptied regularly.

2.6 The premises licence holder or responsible person shall provide adequate and suitable receptacles to receive and store refuse from the premises.

2.7 The premises licence holder or responsible person shall ensure that an adequate/appropriate supply of first aid equipment and materials are available at the premises.

### **The prevention of public nuisance**

2.8 The premises licence holder or their nominated responsible person shall ensure that all doors and windows are kept closed during the performance of any of the licensable activities involving live or recorded music or performances of dance, except for ingress or egress from the premises.

2.9 The premises licence holder shall ensure that notices are displayed requesting patrons: to leave the premises quickly and quietly and to be respectful of the premises' neighbours.

### **The protection of children from harm**

2.10 The premises licence holder or designated premises supervisor shall ensure that staff are trained in the premises age policy and that training records are kept and produced to a Police Officer or authorised officer of the Licensing Authority.

## **ANNEX 3 - CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY**

### **General**

3.1 No more than two activities per week falling fully or in part within the description of: PART E - Live Music or PART F - Recorded Music or PART G – Performances of Dance or PART H – Anything of a Similar Description to that falling within E, F or G above shall be provided at the premises.

### **Public Safety**

3.2 A suitable pest control policy and procedure will be maintained at all times.



## The Prevention of Public Nuisance

3.3 The car park at the premises to be maintained in good and proper order.

3.4 That signage be displayed encouraging the proper use and occupation of the said car park.

## Licensing Hearing for variation application - 8th September 2014

3.5 The Premises licence holder shall ensure that any individual found in possession of any illegal substance or weapon shall be excluded or ejected from the licensed premises. The Police shall be notified immediately.

(a) The premises licence holder shall ensure that a 'challenge 21' proof of age scheme is adopted and operate a requirement for the production of bona-fide form of identification carrying a photographic image when an individual is requesting the supply of alcohol. Suitable signage should be displayed promoting this scheme.

(b) The premises licence holder shall ensure that suitable and sufficient training is undertaken by all members of staff in relation to the 'Challenge 21' policy and that refresher training is undertaken at least once every six months. Appropriate records of such training, including date, time and persons involved, shall be kept and made available to the police and/or local authority upon reasonable request.

3.6 The Premises licence holder shall ensure that the volume control of any recorded music or amplification shall be under the direct control of the DPS or a responsible individual nominated by the DPS, with the provision made for the sound to be turned down at the direct request of an authorised officer of the Local Authority or Police.

3.7 The Premises licence holder shall ensure that all persons authorised to sell alcohol at the premises have received instruction from the DPS on relevant licensing requirements/offences and have been authorised in writing by the DPS to supply alcohol under his/her authority.

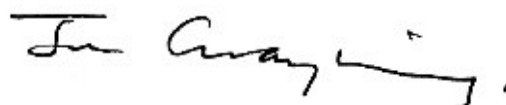
3.8 The Premises licence holder shall ensure that all bar staff engaged in the sale of alcohol shall be trained in responsible alcohol retailing to a minimum standard of BIIAB level 1 or equivalent within 3 months of commencing employment at the premises. Training records shall be kept on the premises and produced to the Police or authorised officer of the licensing authority upon request. Staff should have training reviewed every 6 months to ensure they are up to date with current legislation. Equivalent training can be done in-house using on-line packages.

3.9 The premises licence holder shall ensure that an incident and refusals register shall be kept and maintained on the premises at all times and shall be available for inspection by an authorised officer of the licensing authority or by the Police.

3.10 The Premises licence holder/DPS shall ensure that all external doors, internal doors of any lobbies and windows are kept closed to reduce noise breakout from the premises, save for ingress to and egress from the premises. All such doors shall be fitted with self-closing devices.

## ANNEX 4 - PLANS

Attached



AUTHORISED OFFICER

MPL0294

