Proposed conditions for Hilton Harriers Football Club, The Hilton Pavilion, The Mease, Hilton, Derbyshire, DE65 5LS.

1. Full training shall be provided to all staff on commencement of employment or in a voluntary role relating to the sale of alcohol and any system or procedures they are expected to follow in the course of dealing with these goods.

2. Refresher training shall be provided at regular intervals – at least every 6 months.

3. Records detailing the training provided shall be kept on the premises for production upon request by the Police or other Responsible Authority.

4. All records must be written and shall be retained on the premises for a minimum of 12 months.

5. A challenge 25 or similar Proof of age scheme shall be operated at all times.

6. Anyone attempting to purchase alcohol (or other age restricted product) that appears under the age of 25 years shall be asked to produce a proof of age.

7. The only acceptable forms of identification shall be:

- PASS – accreditation proof of age card.
- Photo Driving Licence.
- Current Passport.
- HM Forces Identity Card

8. Clear, prominent and unobstructed signage informing customers of the proof of age scheme in operation shall be displayed within the main entrance hallway to premises and at the point of sale.

9. A system of recording sales challenged under the proof of age scheme shall be operated at all times.

10. The refusal book / log shall be kept on the premises for production upon request by the Police or other Responsible Authority.

11. The records relating to the refusal book / log shall be retained on the premises for a minimum of 12 months.

12. The Premises Licence Holder shall ensure that a written incident log is maintained within the premises and details of all relevant incidents are recorded within the log. This log shall be kept on the premises for a period of not less than 12 months and shall be produced upon request by the Police or other Responsible Authority.

13. A CCTV system shall be installed at all times, and the recording system must be maintained in good working order and any faults repaired as soon as possible.

(It is recommended that all maintenance paperwork be kept, to show that the retailer has shown all due diligence in maintaining the system).

14. The CCTV recording system shall operate at all times when the premises are open for licensable activities.

15. All CCTV recordings shall be retained for a minimum of 28 days. These images must be available for viewing at any reasonable time upon request by the Police or other Responsible Authority.

16. The Premises Licence Holder, Designated Premises Supervisor or designated members of staff shall be able to retrieve and copy any recording/images at the time of asking or within 48 hours if so required. (The police will not meet the cost for a recording or materials used for a reproduction of the image in respect of any crime and disorder; all costs are to be met by the owner of the system. If the incident was unrelated to the premises, the retrieval, if a cost incurred, would be met between the agencies requiring the image).

17. The CCTV recording unit shall be kept secure, to be opened only by the premises licence holder or authorised, designated member of staff.

18. Installed CCTV cameras shall be positioned so as to ensure that all parts of the premises to which the public has access, interior and exterior, are sufficiently covered (excluding the toilets).

19. All digital recordings shall be made in real time, and they shall be fit for purpose.

20. Clear, prominent, and legible notices shall be displayed internally at all exits, requesting customers and other users to leave the premises and the local vicinity of the premises quietly and in an orderly manner.