

Premises & Alcohol Licence

The **Premises Licence PL(A)0031** (Licensing Act 2003) issued by **Durham County Council**, covers for use in the hall:

- a performance of a play
- an exhibition of a film
- an indoor sporting event
- a performance of live or recorded music
- a performance of dance or dancing
- the sale by retail of alcohol by the Personal Licence holder **PAL0001**.

For the purposes of these conditions, the term HIRER shall mean an individual hirer or, where the hirer is an organisation, the authorised representative.

1. The hirer hereby acknowledges reading and understanding the conditions.
2. The hirer, not being a person under 25 years of age, hereby accepts responsibility for being in charge of and on the premises at all times when the public are present and for ensuring that all conditions of the **Premises Licence** relating to the management and supervision of the premises are met.
3. The hirer acknowledges that she/he has received instruction in the following matters:
 - the action to be taken in the event of fire. This includes calling the fire brigade and evacuating the hall
 - the location and use of fire equipment.
 - escape routes and the need to keep them clear.
 - method of operation of escape door fastenings.
 - appreciation of the importance of any fire doors and of closing all fire doors at the time of a fire
4. In advance of the entertainment or play the hirer shall check the following items:
 - that all fire exits are unlocked and panic bolts in good working order.
 - that all escape routes are free of obstructions and can be safely used
 - that any fire doors are not wedged open
 - that exit signs are illuminated
 - that there are no obvious fire hazards on the premises
5. There shall, in addition to the hirer, be a minimum of **two** competent attendants on duty on the premises to assist people entering and leaving, none of whom shall be less than 18 years of age. If most of the audience is under **16**, the number of attendants shall be not less than **six**. All persons on duty shall have been instructed as to their essential responsibilities in the event of fire or other emergencies, including attention to disabled persons, the location and use of the fire fighting equipment available, how to call the fire brigade and evacuation procedure. **(See notes)**

Capacity

6. The number of people on the premises shall not exceed for dancing or seated 300 persons (the number permitted under the **Premises Licence**)

Means of Escape

7. All means of exit from the premises must be kept free from obstruction and immediately available for instant free public exit
8. The emergency lighting exit signs and routes must not be covered or obstructed the whole of the time the premises are occupied.

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Outbreaks of Fire

9. The Fire Brigade shall be called to any outbreak of fire, however slight, and details thereof shall be given to the secretary of the management committee.

Dangerous Performances

10. Performances involving danger to the public shall not be given

Explosives and Flammable Substances

11. Fireworks or any other highly flammable substances shall not be brought into, or used in any part of the premises
(including the village field).
12. No internal decorations of a combustible nature (e.g. polystyrene, cotton wool) shall be erected without the consent of the management committee.

Heating

13. No unauthorised heating appliances shall be used on the premises when open to the public without the consent of the management committee. Portable Liquefied Propane Gas (LPG) heating appliances shall not be used.

Hours of Opening

14. The opening hours of the premises are: Monday to Saturday 8.00am till 2.30am, Sunday 8.00am till 11.30pm unless special permission has been issued by Durham County Council and by the management committee.

Licence for Sale of Alcohol

15. Where it has been agreed that the Hirer wants use of the bar facilities for the event, the hirer must give six weeks notice to the committee for such provision.

Notes

The number of attendants on duty must be not less than:

- **Three** adult attendants for up to 100 persons
- **Four** adult attendants for 100-249 persons
- **Six** adult attendants for 250-300 persons
- Additional attendants are required if the audience is mostly under 21, or if there are many disabled people present, number required to be confirmed by the management committee.