

TC/3952/20

Oswestry Town Council

Report from the Retail Markets & Events Manager to Council – 25th November 2020

Markets

Purpose

The purpose of this report is to provide Council with new market policies and information required to permit the safe and responsible selling alcohol at Oswestry Market.

Alcohol Policy

As agreed, Oswestry market is currently applying for a premises alcohol licence for the market to permit traders to sell alcohol on their stalls, whether it be consumed onsite or offsite. Once accepted by Shropshire Council, the Market Manager, named as the Dedicated Premises Holder, will permit certain traders to sell alcohol providing they meet a number of criteria. Those being:

1. Stallholders who wish to sell alcohol must have a level 2 accredited qualification for personal licence holders or a obtain a Personal Licence.
2. Stallholders must undertake the Market licensing induction training provided by the Dedicated Premises Holder. This will include the licence conditions specifically for Oswestry Market including the management of the National Challenge 25 scheme.
3. All requests to sell alcohol must be made in writing to the Town Clerk and must set out in detail the nature of the proposal.

If the trader is able to demonstrate these criteria, an alcohol policy section will be included into their trading licence, which they must sign and will be kept in their personal file inside the Guildhall, alongside a copy of their level 2 accredited qualification for personal licence holders or their Personal Licence documents. They will then be given permission to sell alcohol on the Market

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Manager's behalf (as Dedicated Premises Holder) according to the agreed licence conditions of the building, including the permitted times of sale.

Prevention of Crime & Disorder

1. Oswestry market will have a zero tolerance to drugs policy. The Licence Holder shall display notices at the entrances to the premises advising attendees that the police will be informed if anyone is found in possession of controlled substances.
2. Drugs found will be placed in a suitable locked receptacle kept for that purpose. Means for securing and unlocking the receptacle will be held by the Premises Licence Holder or a nominated responsible person. A record shall be made of the date and time of the find, the person who made the find and the person who secured the found item(s). This record will be made available to any authorised authority on request.
3. The Premises Licence Holder shall make suitable arrangements with the police for the collection of any found items as soon as possible after they are found.
4. Sale of alcohol to anyone who is deemed drunk will be prohibited and is an offense to do so.

Public Safety

1. A Fire Risk Assessment of the building will be agreed setting capacity for the venue and the evacuation procedures in place. This will be reviewed annually.
2. Every trader who sells alcohol will be required to hold a first aid kit which will be checked annually by the Personal Licence Holder. An accident log will also be kept by the Personal Licence Holder where any issues/accidents will be recorded. Evidence of first aid training will be favourable for anyone wishing to sell alcohol. Oswestry Town Council have trained first aiders on site and Security Staff who are first aid trained are typically employed for all major events.

Prevention of Public Nuisance

1. Clear signage will be used to communicate opening and closing times and there will be notices asking customers to respect nearby homes and businesses by leaving quietly, for any event opening past 8pm

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2. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.

Protection of Children from Harm

1. The Challenge 25 Policy will be applied with signage at points of alcohol sale. The national initiative demands proof of id, being passport, photo card driving licence and/or PASS photocard, for anyone who looks 25 and under.
2. A Challenge log will be kept by the allocated traders and available to responsible authorities upon request.
3. Training will be provided by the Dedicated Premises Holder for persons supplying alcohol on the Challenge 25 procedures and market policy. Refresher training will be held no less than annually. Training records kept on site and available to responsible authorities on request.
4. Events where the consumption of alcohol is the primary activity, the Challenge 25 policy will remain in place and as always only 18's and over will be allowed to purchase alcohol.

Permission Rescinded

The Council reserve the right to withdraw/suspend the selling of alcohol if the agreed policies are compromised (i.e prosecuted). The Dedicated Premised Holder will initially withdraw the permission and the Town Clerk will be informed immediately. Any right of appeal will depend on advice from the Shropshire Council Licensing Department. If the individual is prosecuted or challenged by law, the Dedicated Premises Holder will withdraw permission and follow Police procedure.

David Clough
Retail Markets and Events Manager