



**LICENSING ACT 2003**

**PREMISES LICENCE**

**Schedule 12**

**Part A**

**Part 1 Premises details**

Premises licence number  
CYC - 008981

Postal address of premises:

**103 Micklegate**

Post town: **York**

Post code: **YO1 6LB**

Telephone number: 01904 653231

**Expiry date:** This licence has no expiry date.

**Licensable activities authorised by the licence:**

Films  
Indoor sporting events  
Live Music  
Recorded Music  
Late Night Refreshment  
Supply of Alcohol

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

**FILMS**

**Indoors**

Monday 10:00-00:30	Tuesday 10:00-00:30	Wednesday 10:00-00:30	Thursday 10:00-00:30
Friday 10:00-01:30	Saturday 10:00-01:30	Sunday 11:00-00:30	

**INDOOR SPORTING EVENTS**

Monday 10:00-01:00	Tuesday 10:00-01:00	Wednesday 10:00-01:00	Thursday 10:00-01:00
Friday 10:00-02:00	Saturday 10:00-02:00	Sunday 11:00-01:00	

**LIVE MUSIC**

**Indoors**

Monday 10:00 - 01:00	Tuesday 10:00 - 01:00	Wednesday 10:00 - 01:00	Thursday 10:00 - 01:00
Friday 10:00 - 02:00	Saturday 10:00 - 02:00	Sunday 11:00 - 01:00	

**LATE NIGHT REFRESHMENT**

**Indoors**

Monday 10:00-01:15	Tuesday 10:00-01:15	Wednesday 10:00-01:15	Thursday 10:00-01:15
Friday 10:00-02:15	Saturday 10:00-02:15	Sunday 11:00-01:15	

**SUPPLY OF ALCOHOL**

Monday 10:00-01:00	Tuesday 10:00-01:00	Wednesday 10:00-01:00	Thursday 10:00-01:00
Friday 10:00-02:00	Saturday 10:00-02:00	Sunday 11:00-01:00	

Non Standard Timings for Films, Indoor Sporting Events, Live Music, Late Night Refreshment and Supply of Alcohol:

A further additional hour to the finish time on the following days; Bank Holiday Sundays, Christmas Eve, Boxing Day, St David's Day and St Patrick's Day.

On commencement of British Summer Time one hour should be added to the finish time.

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**

Monday 10:00-01:30	Tuesday 10:00-01:30	Wednesday 10:00-01:30	Thursday 10:00-01:30
Friday 10:00-02:30	Saturday 10:00-02:30	Sunday 11:00-01:30	

Non Standard Timings:

A further additional hour to the finish time on the following days; Bank Holiday Sundays, Christmas Eve, Boxing Day, St David's Day and St Patrick's Day.

On commencement of British Summer Time one hour should be added to the finish time.

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:**

On and off the premises

**Part 2****Name, (registered) address, telephone number and email (where relevant) of holder of premises licence:**

Name: Milton Portfolio Op Co 3 Limited

Address: Fourth Floor  
22 Baker Street  
London  
W1U 3BW

Telephone number: None

Email address: None

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

**11047093**

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

Name: Mr Andrew Robert Spark

Address:

Telephone number: None

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

City of York Council  
CYC - 013093

## **Annex 1 – Mandatory conditions**

### **MANDATORY CONDITIONS IN RELATION TO THE SUPPLY OF ALCOHOL**

(1) In accordance with section 19 of the Licensing Act 2003, where a premises licence authorises the supply of alcohol, the licence must include the following conditions.

(2) The first condition is that no supply of alcohol may be made under the premises licence -  
(a) at a time where there is no designated premises supervisor in respect of the premises licence, or  
(b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

(3) The second condition is that every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

(4) - (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(4) - (2) 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children-

(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 (other than any promotion

or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(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;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on-

(i) the outcome of a race, competition or other event or process, or

(ii) the likelihood of anything occurring or not occurring;

(e) 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.

(5) The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

(6) The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

(7) - (1) The premise licence holder or club premise certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

(7) - (2) 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 a holographic mark.

(8) The responsible person shall 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; and

(b) customers are made aware of the availability of these measures.

#### MANDATORY CONDITION: EXHIBITION OF FILMS

(1) In accordance with section 20 of the Licensing Act 2003, where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

(2) Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.

(3) Where -

(a) the film classification body is not specified in the licence, or

(b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.

(4) In this section - 'children' means persons aged under 18; and 'film classification body' means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

#### MANDATORY CONDITION: DOOR SUPERVISION

(1) In accordance with section 21 of the Licensing Act 2003 (as amended by section 25 Violent Crime Reduction Act 2006), where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must -

- (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
- (b) be entitled to carry out that activity by virtue of section 4 of that Act.

(2) But nothing in subsection (1) requires such a condition to be imposed -

- (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films), or
- (b) in respect of premises in relation to -
  - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence, or
  - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).

(3) For the purposes of this section -

- (a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and which is licensable conduct for the purposes of that Act (see section 3(2) of that Act), and
- (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

### **Embedded Restrictions**

#### Recorded Music

Recorded music may be played throughout the premises without limitation in line with previous provisions as set out in Section 182 of the Licensing Act 1964.

### **Annex 2 – Conditions consistent with the operating schedule**

#### **Licensing Objectives**

##### General

1. Managers operate under the direction and procedures of the company.
2. A corporate approach to risk assessment is undertaken.
3. Staff will be trained in the standards required by the relevant legislation and as required by company policy.

##### Prevention of Crime & Disorder

4. The company will monitor the need for door supervisors and in so doing will take into account any advice given by the police.

5. The manager is required to actively participate in and support the local Pubwatch scheme where existing.
6. Text and/or radio pagers, where already used will be used for any additional hours.
7. Toughened glass will be used on the premises.
8. Where existing, CCTV will operate during trading hours.
9. In line with the company's Alcohol and Social Responsibility Policy there will be no promotions that encourage illegal, irresponsible or immoderate consumption.

#### Public Safety

10. Health and safety policies and practices are in place.
11. An internal health and safety due diligence and incident reporting system is in place.

#### Public Nuisance

12. Reasonable steps are taken to recognise the rights of local residents and to encourage customers to leave the premises quietly.
13. Managers are required to liaise with local neighbours as part of their duties and resolve any reasonable concerns in accordance with the company's Role in the Community Guidelines.
14. Live music hereby permitted shall be restricted to Karaoke performances only.
15. Windows shall remain closed during Karaoke performances.
16. During Karaoke performances the inner lobby door facing onto Micklegate shall be kept closed after 21:00, with the exception of ingress and egress.
17. Documented patrols shall be carried out by members of staff at no less than hourly intervals after 21:00 whilst Karaoke performances take place. These patrols shall be undertaken outside the building on Micklegate to check for noise coming from inside the premises. The written record of such patrols shall be retained for a minimum of 2 Months and available for inspection by officers of the local authority or police at all reasonable time

#### Protection of Children from Harm

18. The law will be observed at all times to ensure that alcohol is not served to people who are under 18 years of age.
19. Managers and staff are briefed in the importance of their responsibilities in ensuring that customers are over 18.
20. No adult entertainment (paid for by the company of a nude physical nature) is permitted at these premises.
21. Any children under 16 remain the responsibility of the accompanying adult when using the premises (and/or exterior area).

22. Staff are not allowed to be in sole supervision of children which remains the responsibility of the accompanying adult at all times.

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

1. All sales of alcohol shall cease 30 minutes before closing on each and every day.
2. Films shall cease 60 minutes before closing on each and every day.
3. Indoor sporting events shall cease 30 minutes before closing on each and every day.
  
4. Late night refreshment shall be supplied indoors only and shall cease 15 minutes before closing on each and every day.
5. All off sales shall be made in sealed containers. This does not apply to the external drinking area.
6. All external drinking areas shall be cleared, cleaned and vacated by 23:30 hours on each and every day.
7. A customer dispersal policy shall be agreed in writing with the City of York Council Environmental Protection Unit, and shall be in place prior to this licence coming into effect.
8. The external gate which exits onto Priory Street from the beer garden shall be used as an emergency exit only, with no public access to the premises.
9. The emptying of bottles into the external bins shall be restricted from 09:00 hours to 22:00 hours on each and every day.
10. All external doors and windows shall be closed by 23:00 hours on each and every day.

### **Annex 4 – Approved Plan**

Plan Number                    5892/180483/190

For and on behalf of  
The Director of Economy & Place

Licensing Services  
Hazel Court EcoDepot  
James Street  
York  
YO10 3DS

Date: 07/09/2005  
05/08/2020 (Amendment)

Phone: 01904 552422  
Fax: 01904 551590  
Email: [licensing@york.gov.uk](mailto:licensing@york.gov.uk)  
Website: [www.york.gov.uk/licensing](http://www.york.gov.uk/licensing)





## PREMISES LICENCE SUMMARY

### Part B

#### Part 1 Premises details

Premises licence number  
CYC - 008981

Postal address of premises:

**103 Micklegate**

Post town: York

Post code: **YO1 6LB**

Telephone number: 01904 653231

#### Where the licence is time limited the date:

This licence has no expiry date.

#### Licensable activities authorised by the licence:

Films  
Indoor sporting events  
Live Music  
Recorded Music  
Late Night Refreshment  
Supply of Alcohol

#### The times the licence authorises the carrying out of licensable activities:

FILMS  
Indoors

Monday  
10:00-00:30

Tuesday  
10:00-00:30

Wednesday  
10:00-00:30

Thursday  
10:00-00:30

Friday  
10:00-01:30

Saturday  
10:00-01:30

Sunday  
11:00-00:30

INDOOR SPORTING EVENTS

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LIVE MUSIC  
Indoors

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LATE NIGHT REFRESHMENT  
Indoors

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SUPPLY OF ALCOHOL

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Recorded Music

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**The Opening Hours of the Premises**

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

On and off the premises

**Name and (registered) address of holder of premise licence:**

Name: Milton Portfolio Op Co 3 Limited  
Address: Fourth Floor  
22 Baker Street  
London  
W1U 3BW

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

**11047093**

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

Mr Andrew Robert Spark

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

In accordance with section 20 of the Licensing Act 2003, where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.

Where -

- (a) the film classification body is not specified in the licence, or
- (b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.

In this section - 'children' means persons aged under 18; and 'film classification body' means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

The law will be observed at all times to ensure that alcohol is not served to people who are under 18 years of age.

Managers and staff are briefed in the importance of their responsibilities in ensuring that customers are over 18.

No adult entertainment (paid for by the company of a nude physical nature) is permitted at these premises.

Any children under 16 remain the responsibility of the accompanying adult when using the premises (and/or exterior area).

Staff are not allowed to be in sole supervision of children which remains the responsibility of the accompanying adult at all times.

For and on behalf of  
The Director of Economy & Place

Date: 07/09/2005  
05/08/2020 (Amendment)

Licensing Services  
Hazel Court EcoDepot  
James Street  
York  
YO10 3DS

Phone: 01904 552422  
Fax: 01904 551590  
Email: [licensing@york.gov.uk](mailto:licensing@york.gov.uk)  
Website: [www.york.gov.uk/licensing](http://www.york.gov.uk/licensing)