

**LICENSING ACT 2003
PREMISES LICENCE**

Premises licence number

PL062096

Part 1 – Premises details

Postal address of premises, or if none, ordnance survey map reference or description

Petersham Nurseries
Petersham Road
Petersham
TW10 7AB

Telephone Number: N/A

Where the licence is time limited the dates: N/A

Licensable activities authorised by the licence:

Sale by Retail of Alcohol

The opening hours of the premises:

Monday - 09:00 to 17:00
Tuesday - 09:00 to 17:00
Wednesday - 09:00 to 23:00
Thursday - 09:00 to 23:00
Friday - 09:00 to 23:00
Saturday - 09:00 to 23:00
Sunday - 11:00 to 17:00

Non Standard Timings:

- From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
- On Christmas Eve the sale of alcohol to cease and the premises to close at 13:00 hours.

The times the licence authorises the carrying out of licensable activities

Sale by Retail of Alcohol

For consumption on the premises:

Sunday 11:00 to 17:00
Monday 11:00 to 17:00
Tuesday 11:00 to 17:00
Wednesday 11:00 to 17:00
Thursday 11:00 to 17:00
Friday 11:00 to 17:00
Saturday 11:00 to 17:00

For consumption off the premises - hampers and resealed unopened alcohol from the restaurant

Sunday 11:00 to 17:00
Monday 11:00 to 17:00
Tuesday 11:00 to 17:00
Wednesday 11:00 to 17:00
Thursday 11:00 to 17:00
Friday 11:00 to 17:00
Saturday 11:00 to 17:00

On no more than 3 days per week on Wednesdays to Saturdays, subject to conditions 1, 2 and 3 in Annex 3:

Wednesday 11:00 to 22:30
Thursday 11:00 to 22:30
Friday 11:00 to 22:30
Saturday 11:00 to 22:30

Non Standard Timings:

- From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
- On Christmas Eve the sale of alcohol to cease and the premises to close at 13:00 hours.

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

On and off the premises

Part 2

Name, (registered) and address of holder of premises licence

Petersham Nurseries Limited
Petersham Nurseries
Church Lane
Off Petersham Road
Richmond
TW10 7AB

Registered number of holder, for example company number, charity number (where applicable): 00738272

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

Bobby Melton

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

Licence Number LBWands/03620

Issuing Authority London Borough of Wandsworth

ANNEX 1 TABLE OF MANDATORY CONDITIONS UNDER THE LICENSING ACT 2003

1. That no supply of alcohol may be made under the premises licence
 - (a) at a time when 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.
2. That every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. Where one or more individuals must be at the premises to carry out a security activity, each such individual must be licensed by the Security Industry Authority by a licence granted under the Private Security Industry Act 2001 or entitled to carry out that activity by virtue of section 4 of the Private Security Industry Act 2001.
4. (1) 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.
(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 –
 - (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).
5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

6. (1) 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.

(2) 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.

(3) 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 -

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

7. 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.”

8. (1) A relevant person 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.

(2) For the purposes of the condition set out in paragraph 1—

(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b) “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 amount 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;

(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence—

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) “value added tax” means value added tax charged in accordance with the Value

Added Tax Act 1994.

Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

9. The admission of children to the exhibition of any film is to be restricted in accordance with any recommendation made by the relevant film classification body or relevant licensing authority.

10. No condition may be attached to the licence as to the nature of the plays which may be performed, or the manner of performing plays, under a licence that permits the performance of plays.

Annex 2 – Conditions consistent with the operating Schedule

1. Clear legible notices are to be displayed at all exits from the premises requesting customers leaving the premises to respect the needs of the local residents and to leave the premises and area quietly, unless otherwise agreed with the Licensing Authority and Environmental Services.
2. Customers shall not be permitted to remove from the premises any alcoholic drinks supplied by the premises in open containers beyond the licensed area marked in red on the plan.
3. All bars shall be closed at least 30 minutes before the closing time.
4. All staff shall be trained in the Challenge 25 policy before they are allowed to sell any alcohol to the public.
5. Records of staff training along with any training material used must be kept by the Designated Premises Supervisor or Premises Licence Holder.
6. All training records shall be signed by the trainer and trainee in respect of training received.
7. The premises licence holder shall implement a training manual and all members of staff shall be suitably trained in underage sales prevention before making any sales of alcohol.
8. Refresher training shall be carried out every 3 months for all staff and documented within the training records.
9. The training records shall be available for inspection by the police or authorised local authority officers.
10. Notices shall be placed at all points of sale detailing the restrictions on sales of alcohol to children.

11. A record of refusals shall be maintained which documents every instance that a sale of alcohol (and any other age-restricted product) is refused on the premises, indicating the date and time the refusal was made, and the member of staff making the refusal.
12. An incident log (written or electronic form) shall be kept at the premises and made available on request to Metropolitan Police, the Licensing Authority or other Responsible Authorities. It must be completed within 24 hours of the incident and will record the following:
 - All crimes reported to the venue
 - All ejections of patrons
 - All complaints received concerning crime and disorder
 - Any incidents of disorder
 - All seizures of drugs or offensive weapons
 - Any faults in the CCTV system, searching equipment or scanning equipment
 - Any refusal of the sale of alcohol
 - Any visit by a relevant authority or in relation to service
13. A) The premises shall install and maintain a comprehensive closed circuit television system (CCTV). All recordings shall be stored for a minimum of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31-day period.

B) The digital CCTV will cover all areas to where public have access.

C) CCTV will be recording at all times when premises is open, and the recordings will be of evidential quality in all lighting conditions and be of a sufficient quality to produce in court of hearing.

D) All images downloaded from the CCTV must be provided in a format which can be viewed on regularly available equipment without the need for specialist software.

E) At all times the premises is open to the public a minimum of one member of staff on duty will be able to operate the CCTV.

F) The CCTV system shall be maintained in effective working order.

G) Suitable signage shall be displayed at the premises in a prominent position as customers enter the premises stating that CCTV is in operation.
14. All members of customer facing staff, including those involved in the sale or supply of alcohol, undertake Action Counters Terrorism (ACT) Awareness E-learning, on an annual basis. <https://www.gov.uk/government/news/act-awareness-elearning>
15. All sales of alcohol for delivery must be paid for by credit card, debit card (pre-paid or otherwise) or electronic payment.
16. All delivery drivers and riders must allow any police or authorised local authority officers to inspect alcohol on request.
17. The website must require users to confirm they are aged 18 or over before completing a purchase of alcohol.

18. The delivery of alcohol orders shall be to the address specified by the customer who ordered the alcohol, which shall be a residential address or an address of a place of work. The delivery of alcohol will not be made or completed to a person in a public place (for example a street corner, park or bus stop). The delivery of alcohol must be completed by means of a physical handover (unless unsafe to do so) to a person at that address.
19. The person taking the order and /or making the delivery must ensure that the recipient is 18 years of age. If they appear under 25 years of age, photographic ID will be required before the alcohol is handed over. Acceptable identification for the purpose of this condition:
 - Current passport or an equivalent form of identification such as a national identity card with a photograph and date of birth;
 - Current photographic driving licence or provisional licence with date of birth;
 - Military identification Card with a photograph and date of birth; or
 - A Proof of Age Standards Scheme (PASS) approved age card
20. The premises will be used primarily as a restaurant.
21. On sales of alcohol may only be sold to those persons who are waiting for a table, are taking or have taken a table meal. Alcohol can only be served if the customer is ordering a substantial meal.
22. Customers are permitted to take from the premises part consumed and resealed bottles of wine.
23. There will be clear signs on display indicating it will not be permitted for glass wear to leave the premises.
24. All staff will be trained to ask customers to leave quietly in the evening when necessary.
25. There will be appropriate signage at the premises requesting customers to leave the premises quietly and make the request verbally where appropriate.

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

1. Alcohol may be supplied after 17:00 hours on no more than 3 days per week on Wednesdays to Saturdays.
2. The supply of alcohol after 17:00 hours on Wednesdays to Saturdays shall be restricted to the restaurant area or the seating area adjacent to the restaurant under the pergola only, shown on the plan as labelled 'Café' and 'Outside seating' respectively. The supply of alcohol shall cease at 17:00 hours in all other areas of the licensed premises.
3. No consumption of alcohol is permitted beyond the restaurant area or the seating area adjacent to the restaurant under the pergola after 17:00 hours on Wednesdays to Saturdays. After 17.00 hours on all days the premises is operating beyond 17:00 hours alcohol consumption is limited to the café / restaurant and seated pergola area only.
4. The premises licence holder shall at all times comply with the St Peter's Church Parking Pledge as detailed below:
 - Car park attendants to reserve parking for congregation on Sunday mornings.

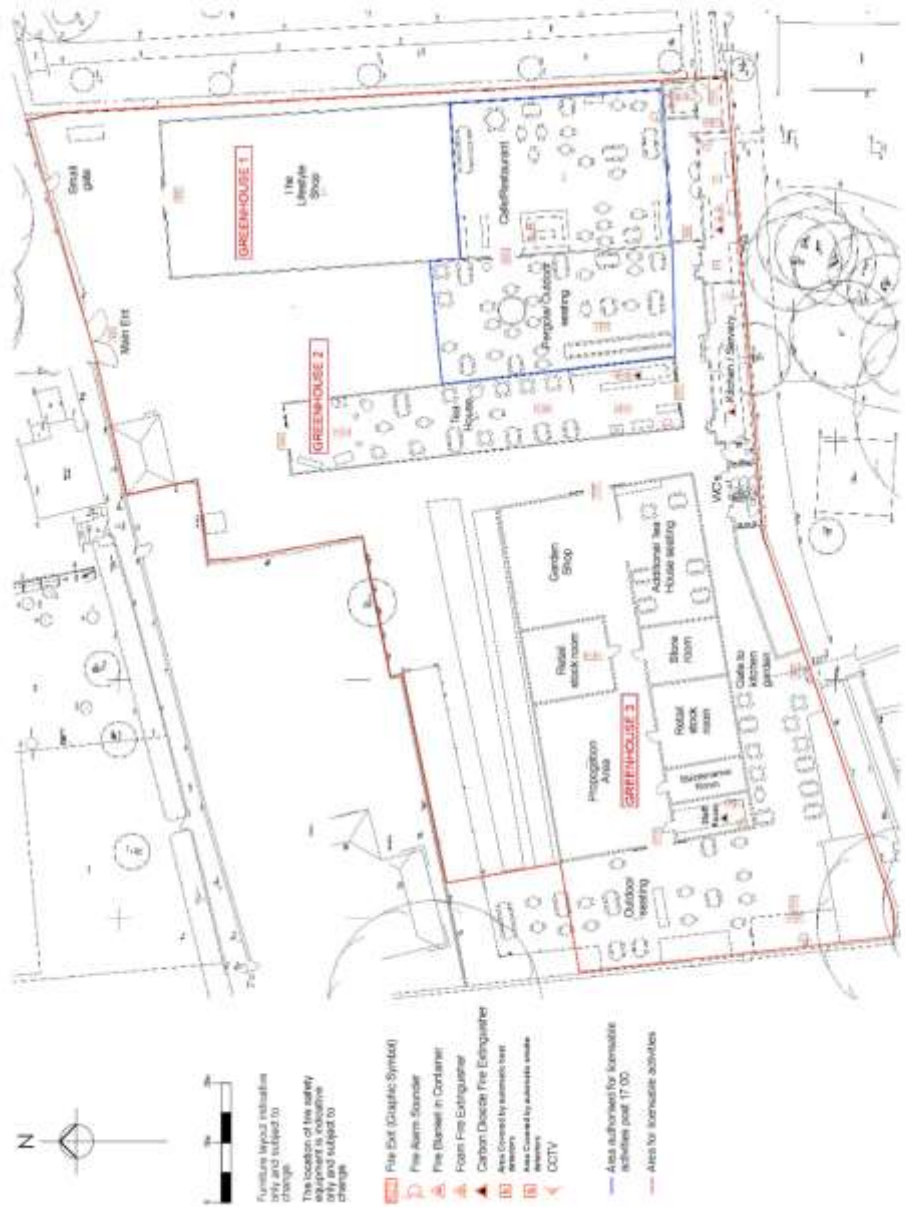
- o The Nurseries opens at 11am on Sunday mornings and minimal cars that arrive between 11am and 12 noon will park at the far end of Church Lane, close to the Nursery gate. The end of the Lane closest to Petersham Road will be maintained for parishioners attending Church until midday and PN car park attendants will ensure that adequate parking places are available for those attending church.
- o PN will communicate on their website that car parking spaces on Sunday mornings are prioritised for St. Peters Church congregation.
- o This can be publicised to parishioners in your newsletters, website, notice board etc.
- On Funeral days, PN car parkers will manage the lane accordingly to ensure that there are spaces prioritised for congregation.
 - o PN will purchase black cones which will be used to reserve car park spaces on Funeral days.
 - o PN management will allocate PN car park attendants to be present on Church Lane in advance of the service, throughout and afterwards until the congregation depart to ensure comfort and ease for funeral attendees.
- During normal opening hours, PN car park attendants will prioritise spaces for people attending St. Peters Church
 - o This will be built into the car park training manual
 - o This can be publicised to parishioners in your newsletters, website, notice board etc.
 - o On occasions that the car park is busy, car park attendants will request St. Peters visitors to pull into the layby next to Petersham House garden gates. Whilst waiting for a space to become vacant, other PN customers cars will be held back until the St. Peters visitor's car has been parked.
- PN will close on Christmas Eve at 1pm to ensure that the car park is free for St. Peters congregation.
- St. Peters will remain in regular dialogue with the management team at PN providing notice of key dates. PN will ensure that key dates (during Holy Week, and those marked for Summer Concerts) are diarised and that car park attendants manage the lane accordingly to ensure that parishioners are able to park adequately.
- As an additional gesture, Petersham Nurseries will provide complimentary car parking assistance even when the Nurseries is closed for key significant events such as the annual Christmas charity concert.

The premises licence holder shall at all times comply with the St Peter's Church Pledge, a copy of which shall be lodged with the Licensing Authority and available for inspection at the premises by an authorised officer.

5. The plan attached to the licence delineates the limited area for the sale and supply of alcohol from 17:00 hours on the permitted 3 days per week, namely the café/restaurant and outdoor seating beneath the pergola.
6. Off sales of alcohol are restricted to hampers purchased at the shop.
7. Restaurant attendance after 17:00 is restricted to pre-booked reservations only with one sitting operating per evening and only three evenings per week are permitted (Wednesday to Saturday only). Walk-in customers are not permitted.
8. The Evening Management as detailed below shall be implemented with a minimum of two parking marshals on duty from 17:00 until the last patron has left the premises on any evening where the premises is trading beyond 17:00 hours.

- Supper Clubs are attended only by guests with an advance reservation.
 - Travel arrangements are suggested and agreed with guests in advance.
 - Customers are discouraged from driving and advised of taxi drop off/ pick up location so to avoid neighbouring roads and limit access to Petersham Nurseries directly via Church Lane.
 - Return journeys are organised with local taxi companies all of whom operate hybrid vehicles which have a much lower noise footprint than conventional diesel engine taxis.
 - Guests are collected from their table once the taxi has arrived for a swift departure.
 - All vehicles arriving are advised by our parking attendants to switch of vehicle lights, engines and the team assist opening and closing doors to minimise noise.
 - Employee incentives are used to encourage staff to travel to work via means other than car, including a bike to work scheme, annual travel passes, and company subsidised hybrid taxis for evening shifts.
 - Guests are asked to depart respectfully for the residential area no later than 11pm. This message is reiterated on menus, reservation confirmations and online.
 - As an additional mitigation measure the pedestrian entrance to the restaurant for Supper Club events was relocated to a newly built gate some 20 metres east along Church Lane. This takes the pedestrian activity further from the nearest neighbouring property than was previously the case. It also moved car parking further east to some 70 metres away from the property, compared to the previous 40-metre distance.
 - Upon walking through pedestrian gate, within 13m, guests are taken inside the shop towards the restaurant, in turn containing the noise of guests arriving to inside the glasshouse.
 - No parking or vehicles allowed beyond the small pedestrian access gate at any point during the evening.
9. The Evening Management Plan must be reviewed at least annually by the Licence Holder, to ensure that it is effective, and updated versions lodged with the Licensing Authority within 14 days following review.
10. The Licence Holder shall ensure that a direct telephone number for the manager at the premises be publicly available at all times the premises is open for licensable activity. This telephone number is to be made available to residents in the vicinity. A residents' incident book detailing any complaints shall be maintained and made available for inspection at the premises by an authorised officer of the Council.
11. The Licence Holder shall ensure that no loudspeakers or public address systems are operated or used outside of the premises building.

Annex 4 – Plans



SITE PLAN

SKETCH NO. 84002D SCALE 1:300 @ A3 OCTOBER 2022

PETERSHAM NURSERIES RICHMOND

Signed *S. Chand* Dated 10th November 2022

Licensing Authority
 Merton Civic Centre, London Road, Morden SM4 5DX
 020 8545 3969
licensing@merton.gov.uk

**LICENSING ACT 2003
PREMISES SUMMARY LICENCE**

Premises licence number

PL062096

Premises details

Postal address of premises, or if none, ordnance survey map reference or description

Petersham Nurseries
Petersham Road
Petersham
TW10 7AB

Telephone Number: N/A

Where the licence is time limited the dates: N/A

Licensable activities authorised by the licence:

Sale by Retail of Alcohol

Sale by Retail of Alcohol

For consumption on the premises:

Sunday 11:00 to 17:00
Monday 11:00 to 17:00
Tuesday 11:00 to 17:00
Wednesday 11:00 to 17:00
Thursday 11:00 to 17:00
Friday 11:00 to 17:00
Saturday 11:00 to 17:00

For consumption off the premises - hampers and resealed unconsumed alcohol from the restaurant

Sunday 11:00 to 17:00
Monday 11:00 to 17:00
Tuesday 11:00 to 17:00
Wednesday 11:00 to 17:00
Thursday 11:00 to 17:00
Friday 11:00 to 17:00
Saturday 11:00 to 17:00

On no more than 3 days per week on Wednesdays to Saturdays, subject to conditions 1, 2 and 3 in Annex 3:

Wednesday 11:00 to 22:30
Thursday 11:00 to 22:30
Friday 11:00 to 22:30
Saturday 11:00 to 22:30

Non Standard Timings:

- From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.
- On Christmas Eve the sale of alcohol to cease and the premises to close at 13:00 hours

The opening hours of the premises:

Monday - 09:00 to 17:00
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- On Christmas Eve the sale of alcohol to cease and the premises to close at 13:00 hours.

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

On and off the premises

Name, (registered) address of holder of premises licence:

Petersham Nurseries Limited
Petersham Nurseries
Church Lane
Off Petersham Road
Richmond
TW10 7AB

Registered number of holder, for example company number, charity number (where applicable) 00738272

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Bobby Melton

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

Children are restricted in accordance with the Licensing Act 2003.

Signed *S. Band* Dated 10th November 2022

Licensing Authority
Merton Civic Centre, London Road, Morden SM4 5DX
020 8545 3969
licensing@merton.gov.uk