

From: [Clair Helen Davis](#)
To: [Clair Helen Davis](#)
Subject: FW: Asda Express New Premises Licence Application
Date: 15 January 2024 10:26:24
Attachments: [image003.png](#)

From: Evans, Kirsty J <kjevans@valeofglamorgan.gov.uk>
Sent: Wednesday, January 10, 2024 1:12 PM
To: Clair Helen Davis <admin@cowbridge-tc.gov.uk>
Subject: FW: Asda Express New Premises Licence Application

Hi Clair,

Hope you enjoyed the Christmas/New Year break.

Following on from our previous telephone discussion, it is noted that the Town Council were unable to submit a valid representation within the consultation period.

I am however writing to inform you that after consultation with the Police the applicant agreed to amend their application to show the sale of alcohol for consumption off the premises Monday to Sunday 06:00 – 22:00 hours. The applicant also agreed to impose the following conditions on the licence in agreement with the Police:

1) A CCTV system will be installed to an agreed standard as approved by South Wales Police and maintained and operated at all times when the premises are open to the public. The CCTV system must cover all entrances, exits, all areas where alcohol is displayed and the petrol forecourt. The images will be kept for a minimum of thirty-one days. The images will be produced to a police employee (subject to data protection legislation) in a readily playable format upon request when the premises are open to the public and at all other times as soon as is reasonably practicable. There will be sufficiently trained staff to facilitate this condition.

2) No display of alcohol shall be located within a three-metre radius of the main front entrance/exit doors of the store, unless stored behind a staffed payment counter.

3) An incident log shall be kept at the premises and maintained on site for a period of twelve months. It shall be made available on request to a police employee, and will record the following:

- All crimes reported to the premise
- Any complaints received (of a Criminal or Licensing nature)
- Any incidents of disorder
- Any visit by a representative of a relevant authority or a member of the emergency services.
- Any failures of the CCTV system.

4) An electronic refusals log shall be maintained to record details of all refusals to sell alcohol. This will be made available on request to a police employee subject to data protection legislation.

5) Staff authorised to carry out Licensable Activity shall receive initial training in relation to age-related sales, sales to intoxicated persons and age challenge procedures prior to being allowed to work at the premises. Refresher training shall be conducted every 6 months. The DPS shall keep records of such training for a period of at least 18 months.

6) The premises will operate a Challenge 25 policy. This policy will be brought to the attention of customers through point of sale including the use of appropriate signage, displayed in prominent positions in the premises. The only form of identification recognised will be photographic identification cards such as driving licence, passport, Armed forces identification cards or proof of age scheme cards or any other form of ID approved by the

Home Office. All permanent staff will receive the appropriate Challenge 25 training, having completed a minimum of six continuous weeks of employment. No sale of alcohol will be made to those persons who, if challenged, are unable to produce suitable identification.

7) There shall be no self-service of spirits except for spirit mixtures.

Please note the licence has now been granted with the above amendments.

Kind regards,

Kirsty



Kirsty Evans | Licensing Team Manager (Bridgend & Vale)

Licensing Section / Adran Drwyddedu

Shared Regulatory Services / Gwasanaethau Rheoliadol a Rennir

Bridgend, Cardiff and the Vale of Glamorgan

Pen-y-bont ar Ogwr, Caerdydd ar Bro Morgannwg

Phone | Ffon: 07894327228

Email / Ebost: kjevans@valeofglamorgan.gov.uk

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The Council welcomes correspondence in English or Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or in Bilingual format as long as we know which you prefer. Please contact 029 20871651/ licensing@cardiff.gov.uk to register your language choice. If we do not receive your language choice, we will continue to correspond with you in accordance with current procedure. Corresponding in Welsh will not lead to any delay.