

Awliscombe Village Hall

Alcohol Sale Policy

1. Purpose

The Awliscombe Village Hall Management Committee (the **Committee**) holds a Premises Licence for the sale of alcohol in the Awliscombe Village Hall (the **Hall**). This policy (the **Policy**) ensures that the sale and supply of alcohol at the Hall complies with the Licensing Act 2003, the conditions of its Premises Licence and promotes responsible drinking in line with UK licensing objectives.

The Policy applies to members of the Committee and other people hiring the Hall (the **Hirer**) who are involved in the sale of alcohol in the Hall.

2. Licensing Objectives

All activities involving alcohol must uphold the four statutory objectives under the Licensing Act 2003:

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

3. Management and Supervision

3.1 Committee responsibility: The Committee is collectively responsible for ensuring compliance with the Premises Licence conditions and the law.

3.2 Hirer responsibility: The Hirer is responsible for ensuring alcohol sales are undertaken in compliance with the Policy and the law.

3.3 Authorised Sellers: Only individuals **aged 21 or over** are permitted to sell alcohol in the Hall. All sellers must have read and confirmed that they understand and will abide by the Policy.

4. Hours of Sale

Alcohol sales must only occur during the hours permitted by the Premises Licence. No sales outside these hours, including lock-ins or private events.

5. Preventing Underage Sales (Challenge 25 Policy)

The Hall operates a Challenge 25 policy. Anyone who appears under 25 must provide acceptable photo ID (passport, photo driving licence, PASS card). No alcohol will be sold to anyone under 18. Staff must refuse service if age cannot be verified. Staff must refuse sale where they suspect an adult is buying alcohol for a minor.

6. Responsible Service

6.1 No sale to anyone who is drunk or acting in a disorderly manner. Encourage responsible drinking. Provide low-alcohol and non-alcoholic alternatives where possible. Free tap water must be available on request.

6.2 Intoxicated individuals causing a nuisance may be asked to leave the premises.

7. Children

Children under 16 must be accompanied by an adult when alcohol is being served. No alcohol consumption by under-18s on the premises.

8. Record Keeping

Maintain a physical or digital refusals/incident log for any denied sales (e.g., underage, intoxicated customers).

9. Events & Hirers

Hirers must comply with the Policy and the Premises Licence conditions. Alcohol sales at private events require prior approval from the Committee. At its sole discretion, the Committee may refuse use of the Premises Licence by a Hirer.

10. Temporary Event Notices (TENs)

A TEN must be obtained for any event where alcohol will be sold and the use of the Premises Licence is not available or has been refused. The approval of the Committee for the TEN application must be obtained in advance. The Hirer is responsible for applying for the TEN through the local Licensing Authority. A copy of the TEN must be provided to the Committee and displayed at the event. The maximum limits for TENs (number of events per year and duration) must be observed.

11. Enforcement

Breaches of the Policy may result in disciplinary action or withdrawal of authorisation to sell alcohol. Serious breaches will be reported to the Licensing Authority and Police if necessary.

12. Review

This policy will be reviewed annually or when there are changes to licensing laws or the Premises Licence.

Version	Date	Approved
2	16 January 2026	K. Coxon