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Mr Gunasingam Rasitharan
Sudbury Supermarket
773 Harrow Road
Wembley
HA0 2LW

7th January 2013
Our Ref **163858**
Your Ref

Dear Mr Rasitharan,

Licensing Act 2003 – Premises Licence

RE: SUDBURY SUPERMARKET, 773 HARROW ROAD, WEMBLEY, HA0 2LW

I am writing in connection with my inspection made to the above premises on Monday 7th January 2013 in the presence of Mrs Fernando. During my inspection it became apparent that the following conditions attached to your current premises licence were not being complied with:

Mandatory Condition on your premise licence:

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Action for Mandatory Condition :

This means a written statement must be issued to all staff before they undertake sale of alcohol. The statement should clearly set out which activity is being authorised, namely the sale of alcohol. Authorisation can be given individually or collectively. It is recommended that this will be the DPS as it is part of their role and responsibility to supervise sales and therefore authorisation can be monitored.

NEW Mandatory Condition on your premise licence:

A Challenge 21/Challenge 25 policy shall be adopted and adhered to.

Action for Mandatory Condition :

You need to adopt either Challenge 21 / Challenge 25 (age verification policy) within your premises. Please ensure that you display posters at the point of sale showing which policy you have adopted (either Challenge 21/ Challenge 25). You are also required to ensure that training is provided to all staff that are authorised to sell alcohol. Please take this opportunity to remind your staff regarding the Licensing Act 2003 and in particular the sale of alcohol to underage persons, proxy purchases and sale to drunken people.

It has been noted the plan submitted to the Council is not a true reflection of the layout of the premises. As discussed during my inspection, you must submit a variation application with an up to date plan by **Monday 11th February 2013** showing the structural changes which are not indicated on the current plan.

May I remind you that it is your legal duty to ensure that you adhere to the licence conditions at all times to meet the objectives of the above Act including:

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm.

Please do not hesitate to contact me quoting the above reference should you require any further advice or information.

Yours sincerely

Esther Chan
Enforcement Officer
Safer Streets

Enc. Minor Variation Application Pack