

## LOCAL AUTHORITY

**Ipswich Borough Council**

Licensing  
Grafton House  
15 - 17 Russell Road  
IPSWICH  
IP1 2DE

tel: 01473 432063

web: www.ipswich.gov.uk

## Part 1 - Premises Details

## POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

**Home Service (NE) Ltd**

Unit 2 Alston Court, Leslie Road, IPSWICH, IP3 9PL.

Telephone 01207 501594

## WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

## LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- the sale by retail of alcohol

## THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
M. The sale by retail of alcohol for consumption OFF the premises only	Monday to Saturday	9:00am	4:00pm

## THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday to Saturday	9:00am	4:00pm

## WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- M. The sale by retail of alcohol for consumption OFF the premises only

## Part 2

## NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Susan Karen Johnson  
[sue.johnson@hsne.co.uk](mailto:sue.johnson@hsne.co.uk)

20 Clay Pond Way, Suffolk, Ipswich, IP2 8NE.  
Telephone +447772047302

## REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

## NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Susan Karen JOHNSON

20 Clay Pond Way, Suffolk, Ipswich, IP2 8NE.  
Telephone +447772047302



Licensing Act 2003

# Premises Licence

**PLA0632**

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 No. BPA1400

Issued by Babergh



# Premises Licence

## ANNEXES

## Annex 1 - Mandatory Conditions

### Licensing Act 2003 - Where licence authorises the supply of alcohol

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

### The Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014

- (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.
- (4) 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.
- (5) In this condition:-
  - a. "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;
  - b. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;



## ANNEXES continued ...

- 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.
- (6) Where the permitted price would not be a whole number of pennies, the permitted price shall be taken to be the price rounded up to the nearest penny.
- (7) 1) Where the permitted price 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.
- 2) 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.

**Annex 2 - Conditions Consistent with the premises operating schedule to promote the four licensing objectives.****Prevention of Crime and Disorder. Public Safety, Prevention of Public Nuisance, Protection of Children from harm**

- The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Police. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 30 days with date and time stamping.
- Recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 30-day period.
- A staff member who is conversant with the operation of the CCTV system shall be always on the



## ANNEXES continued ...

premises when the premises are open to the public. This staff member will be able to show a Police or Authorised Licensing Officer recent data or footage with the absolute minimum delay when requested and be able to download relevant footage onto a disc or memory stick, which can be played back on a computer or other digital retrieval system, within 24 hours of a request for download. The CCTV system will be regularly checked to ensure that it is functioning correctly.

- A Challenge 25 policy must be implemented whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving licence or proof of age scheme (PASS) approved identification before alcohol can be supplied or sold to them. All staff will be instructed, through training, that alcohol cannot be supplied or sold unless this evidence is produced.
- The premises licence holder shall ensure that notices shall be prominently displayed in the premises to advise patrons and staff that a 'Challenge 25' scheme operates in the premises.
- A register of refusals will be maintained and be kept for a minimum of 12 months from the date of each entry and will be provided to the Police and all other Responsible Authorities on request.
- An incident log will be maintained and be kept for a minimum of 12 months from the date of each entry and will be provided to the Police and all other Responsible Authorities on request.
- All staff engaged in the sale of alcohol to be trained in responsible alcohol retailing to the minimum standard of BIIAB level 1 or equivalent (which includes relevant in-house training), within three months of commencing employment at the premises. All staff to be given refresher training every quarter.
- Fully auditable training records should be maintained for all staff in respect of the sale of alcohol. These will be made available for inspection upon request to the Police and all other Responsible Authorities.
- Sales of alcohol are not to include any super strength lagers, beers, or ciders where strength exceeds 6.5% ABV (alcohol by volume). This restriction shall not apply in respect of specialist branded, premium priced products - such as craft ales, local or micro-brewery specialist products, boxed gifts or national celebratory or commemorative beer, lager or cider.
- Where the off sale of alcohol is through the Internet or mail order the premises licence holder will ensure that for deliveries of alcohol they will still operate the Challenge 25 policy whereby customers who do not look over 25 will be asked to provide proof of age to show that they are aged 18 or over at the point of delivery. By placing an order that includes alcohol the customer confirms they are over 18 years old. The premises license holder will ensure that where a courier service or their own delivery drivers are used for deliveries of alcohol, that they use the Challenge 25 policy and record what ID they checked.
- There will be no bulk sales of alcohol made from the premises.





**Head of Public Protection**

**Date Issued : 12/03/2026**



## Premises Licence Summary

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**Ipswich Borough Council**

Licensing  
 Grafton House  
 15 - 17 Russell Road  
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 IP1 2DE  
 Licensing & Enforcement Unit  
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Susan Karen Johnson

## REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

## NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Susan Karen JOHNSON



STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

Not applicable



**Head of Public Protection**

**Date Issued : 12/03/2026**

