

**From:** [BUSFIELD Louise 8952](#)  
**To:** [Ellie King; Licensing Com;](#) [REDACTED]  
**Subject:** FW: M238581- Full Variation Application - DrgnFly  
**Date:** 12 August 2026 12:15:54  
**Attachments:** [image001.jpg](#)  
[image002.png](#)  
[image004.jpg](#)  
[Full Variation Application.pdf](#)

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## OFFICIAL

Good afternoon Ellie

Following extensive mediation, please be advised that Dorset Police has no objection to the Full Variation application for DrgnFly

However, during this process, it was agreed to remove conditions which are no longer relevant, are covered under the Mandatory Conditions and to reword or vary other conditions which are highlighted, for ease of reference:

I hope the below is clear, however please do not hesitate to contact me with any queries.

### **Annex 2 – Conditions consistent with the operating schedule**

~~1. The personal licence holders and the designated premises supervisor shall not knowingly sell or supply or attempt to sell or supply alcohol to a person who is drunk:~~

~~2. The personal licence holders and the designated premises supervisor shall not knowingly allow disorderly conduct on the licensed premises:~~

~~3. The personal licence holders and the designated premises supervisor shall not knowingly keep or allow to be kept on licensed premises any goods that have been imported without payment of duty or which have otherwise been unlawfully imported:~~

~~4. The personal licence holders and the designated premises supervisor shall not allow the presence of children under 16, who are not accompanied by an adult, between midnight and closing time on the licensed premises:~~

~~No U18 to be on the premises after 00:00~~

~~5. If the designated premises supervisor is not on the licensed premises during opening hours, he shall be contactable at all times by any other personal licence holders or authorised members of staff by way of mobile telephone or radio pager:~~

~~A personal licence holder to be on the premises at all times the premises is open for licensable activity~~

~~6. There shall be maintained on the licensed premises at all times a landline telephone in proper working order:~~

~~7. All instances of suspected crime or disorder shall be reported immediately to the designated premises supervisor who shall take action as appropriate expeditiously, including reporting the matter to the Police where appropriate:~~

~~8. If appropriate, the designated premises supervisor shall ensure that adequate security for the licensed premises is provided by the employment of suitably qualified door supervisors in order to:-~~

~~Prevent the admission and ensuring the departure from the premises of anyone who appears to be drunk and disorderly; without causing further disorder; and~~

~~Exclude any individuals who may be considered to be a threat to the premises, the personal licence holders, the designated premises supervisor or other customers; and~~

~~To have the right to search and exclude those persons suspected of carrying illegal drugs or carrying offensive weapons;~~

~~A policy for searching patrons on admission will be adopted and made available for inspection by any Responsible Authority~~

~~To maintain orderly queuing outside the licensed premises when a queue forms~~

~~The licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and supervised by door staff so as to ensure that there is no public nuisance or obstruction to the public highway.~~

~~9. The personal licence holders and the designated premises supervisor shall have the right to refuse the sale and supply of alcohol in glass bottles:~~

~~There shall be a risk assessment for all drinks to be served /decanted into Polycarbonate/plastic drinkware~~

~~10. The personal licence holders, the designated premises supervisor or door security operatives may refuse entry to persons carrying open or seated glass bottles:~~

~~11. In appropriate circumstances, the personal licence holders or the designated premises supervisor shall ensure that there are suitable drinking vessels including plastic containers or toughened glass:~~

~~12. A CCTV system including cameras and a monitor shall be installed in accordance with the recommendations of Dorset Police:~~

~~13. Where CCTV cameras and associated equipment are installed on the premises, the designated premises supervisor shall ensure that the system is maintained in a suitable working condition at all times when the premises are open and that appropriate instructions for using the system and training are given to other personal licence holders and other senior members of staff:~~

~~All staff working at the premises concerned with the sale of alcohol shall be trained in accordance with an accredited~~

training scheme on the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attaching to the premises licence. Refresher training shall be provided at least once every 6 months. A record shall be maintained of all staff training and that record shall be signed by the person receiving the training and the trainer. The records shall be kept for a minimum of 12 months and made available for inspection by police, licensing or other authorised officers.

An incident log shall be kept at the premises. The log shall include the date and time of the incident and the name of the member of staff who has been involved. and made available on request to an authorised officer of the Council or the Police, which shall record the following:

- (a) any complaints received
- (b) any incidents of disorder
- (c) any faults in the CCTV system / or searching equipment /or scanning equipment
- (d) any refusal of the sale of alcohol
- (e) any visit by a relevant authority or emergency service
- (f) all crimes reported to the venue
- (g) all ejections of patrons
- (h) all seizures of drugs or offensive weapons

This log to be checked on a weekly basis by the DPS of the premises.

Challenge 25, shall be operated at the premises where the only acceptable forms of identification are (recognised photographic identification cards, such as a driving licence or passport / Holographically marked PASS scheme identification cards). Appropriate signage advising customers of the policy shall prominently displayed in the premises.

A CCTV system, shall be installed to cover all entry and exit points enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record and cover areas where alcohol is kept for selection and purchase by the public, whilst the premises is open for licensable activities. It shall operate during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with correct date and time stamping. Recordings shall be made available immediately upon the request of Police or an authorised officer of the council throughout the preceding 31 day period. The CCTV system shall be updated and maintained according to police recommendations.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member must be able to show a Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.

CCTV shall be downloaded on request of the Police or authorised officer of the council. Appropriate signage advising customers of CCTV being in operation, shall be prominently displayed in the premises.

A documented check of the CCTV shall be completed weekly to ensure all cameras remain operational and the 31 days storage for recordings is being maintained.

The premises shall maintain membership of the PubWatch scheme (or any successor scheme); a senior member of staff shall attend all PubWatch meetings unless an emergency arises preventing such attendance and the premises will support PubWatch initiatives.

~~14. In appropriate circumstances, the personal licence holders or the designated premises supervisor shall restrict the area in which alcohol may be consumed:~~

~~15. The personal licence holders or the designated premises supervisor reserve the right to limit the capacity of persons entering the licensed premises:~~

~~16. A policy shall be adopted whereby all persons who are or appear to be under the age of 21 shall be asked to produce appropriate "proof of age" documentation before a sale or supply of alcohol may be made:~~

~~17. Where appropriate, crime prevention notices may be displayed on or adjacent to the licensed premises to warn customers of the prevalence of crime which may target them:~~

~~18. The personal licence holders and the designated premises supervisor shall not actively encourage irresponsible drinking patterns of behaviour, such as promoting cheap drinks promotions or "happy hours":~~

~~19. On the premises there shall be displayed a notice, where it can be conveniently be read by customers, detailing the opening hours for the sale and supply of alcohol and/or hot food:~~

~~20. The personal licence holders and the designated premises supervisor shall be fully trained and receive regular updates on training in respect of Public Health and Safety, first aid, fire detection, a system for evacuating customers from the premises and emergency lighting systems:~~

~~21. The personal licence holders and the designated premises supervisor shall ensure that they are appropriately trained and receive regular updates upon training to assist disabled persons who might be present within the licensed premises and to ensure that there are adequate arrangements to enable their safe evacuation in the event of an emergency and the disabled people on the premises are made aware of those arrangements:~~

22. All escape routes shall be properly marked and all exit doors shall be easily operable without the use of a key, card, code or similar.

23. The fire doors and such fire exits shall be regularly checked to ensure that they function satisfactorily and a record of the check kept.

24. Any removable security fastenings shall be removed whenever the premises are open to the public or occupied by staff.

25. All fire doors shall be maintained effectively, self closing and shall not be held open other than by approved devices, e.g.

electro-magnetic releases operated by smoke detectors.

26. Safety checks shall be carried out by the personal licence holders or the designated premises supervisor on a regular basis and details of such checks shall be kept in a designated log book.

27. All curtains, hanging, decorations and upholstery shall comply with Fire Safety Regulations and be maintained in a flame-retardant condition.

28. Where appropriate arrangements shall be made to ensure that any capacity limit imposed under the premises licence shall not be exceeded and the designated premises supervisor shall be aware of the number of persons on the premises at all times when the premises are open to the public.

~~29. At least 2 SIA licensed door staff shall be on duty from 20:00 hours until close when regulated entertainment, which includes entertainment other than simply the provision of recorded music, is provided on the premises.~~

2 SIA-registered door supervisors shall be employed at the premises from 22:30 hours, or from the time the kitchen closes for the main restaurant function, whichever is the earlier, until 30 minutes after the premises have closed to the public, or until all patrons have dispersed from the immediate vicinity of the premises, whichever is the later. This condition shall apply on any day when regulated entertainment is provided and/or where licensable activities are carried on beyond 00:00 hours.

A register of security personnel employed on the premises shall be maintained in a legible format and made available to police upon reasonable request. The register should be completed by the DPS/duty manager/ nominated staff member at the commencement of work by each member of security staff and details recorded should include; Full name, SIA badge number, time of commencement of duties. The security operative should then sign their name against these details.

At the commencement of work security personnel should ensure that they are recorded on the CCTV system and that a clear head and shoulders image showing their face clear of any hat, glasses or other obstruction is recorded.

The holder of the licence shall undertake a risk assessment with regard to the deployment of SIA Door Supervisors at different times of the day and on different days of the week to determine whether it is appropriate to deploy door staff on those days and/or at any other time(s) and to then implement the outcome of the risk assessment. A copy of the risk assessment should be made available to an authorised officer of the Licensing Authority or Dorset Police upon request and for a period of up to 6 months.

30. There shall be displayed on the licensed premises a notice detailing the actions to be taken in the event of fire or other emergencies, including how the Fire Safety Service should be contacted and the notice shall be prominently displayed and protected from damage and deterioration.

31. The Fire Safety Service must be called at once to any outbreak of fire, however slight, and the details recorded in a fire safety log book.

32. Access to the premises for emergency vehicles must be kept clear and free from obstruction at all times.

~~33. An appropriate first aid kit shall be maintained on the licensed premises at all times, whether open to the public or not, and the designated premises supervisor and at least one other person shall be given adequate and appropriate training and should be on duty when the public are present.~~

A currently qualified first aider must be employed on the premises at all times that the premises are open for licensable activity.

34. Lighting shall comply with Fire Safety Regulations and any specific conditions imposed by the fire certificate and the Fire Safety Officer and shall include emergency lighting and appropriate fire safety signs.

35. Any temporary electrical installations shall be installed and maintained and run in accordance with any appropriate Health and Safety Regulations.

~~36. The licensed premises shall not be altered in such a way as to make it impossible to comply with any existing licence condition without first seeking a variation of the premises licence or apply for a new premises licence as necessary from the Local Authority.~~

37. The use of special effects on the premises shall be undertaken only by an approved and properly trained operative.

~~38. The licensed premises shall only be open for the sale and supply of alcohol and/or hot food during such hours as are permitted by the premises licence so as to prevent public nuisance to members of the public or the occupants of adjacent or nearby properties. 9 of 12~~

~~39. The personal licence holders or the designated premises supervisor reserve the right to close the premises at any given time, whether during normal opening hours or not, in order to promote the prevention of public nuisance.~~

40. In appropriate circumstances, a noise limiter shall be installed and used and maintained in a satisfactory condition.

41. Where appropriate, the playing of recorded music or the provision of other entertainment shall be monitored or prohibited after a certain time if, in the opinion of the personal licence holders or the designated premises supervisor it could cause public nuisance.

~~42. The personal licence holders or the designated premises supervisor reserve the right to limit parts of the premises which may be used for certain licensable activities at certain times.~~

43. All appropriate steps shall be taken to ensure:-

a) Such noise or vibration does not emanate from the premises so as to cause a nuisance to nearby properties, which may be achieved by a simple requirement to keep doors and windows closed or to use noise limiters on amplification equipment;

b) Prominent, clear and legible notices shall be displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly;

- c) The placing of refuse, including bottles, into receptacles outside the premises shall take place at times that shall minimise the noise disturbance to nearby properties;
- d) Noxious smells emanating from the licensed premises shall not be permitted so as to cause a nuisance to nearby properties and the licensed premises shall be properly vented;
- e) Steps shall be taken to prevent light pollution by flashing or particularly bright lights on or outside the licence premises, so as to ensure that they do not cause a nuisance to nearby properties
44. The personal licence holders and the designated premises supervisor shall not permit anyone under the age of 18 to be present in that part of the premises used exclusively or primarily for the supply of alcohol for consumption on the premises; namely the wine bar.
45. The personal licence holders and the designated premises supervisor shall at their discretion permit the presence of persons under the age of 18 who are accompanied by an adult to that part of the licensed premises designated as the restaurant.
46. The personal licence holders and the designated premises supervisor reserve the right to refuse access or entry to the premises or to eject persons from the premises of whatever age they may be and may enforce a "no under 18's" rule.
47. The management shall adopt and adhere to the ~~SWERCOT~~ NPOANS guidance in relation to underage sales.
48. The personal licence holders and the designated premises supervisor shall operate the Portman Group Code of Practice on the naming, packaging and promotion of alcoholic drinks to ensure that drinks are packaged and promoted in a socially responsible manner and only those who are aged 18 year or above.
49. The designated premises supervisor shall ensure that a "Refusals Book" is kept on the premises at all times and appropriate entries are made and that the book is properly updated on a regular basis.
50. Proof of age cards shall be requested at all times when the personal licence holders, designated premises supervisor or other member of staff suspects that a person attempting to purchase alcohol is or appears to be under the age of 21.

Kind Regards

Louise



**Louise Busfield**  
**Licensing Officer**

Drug & Alcohol Harm Reduction Team  
Bournemouth Divisional Headquarters  
5 Madeira Road  
Bournemouth  
Dorset Police  
BH1 1QQ

OFFICIAL

**From:** Ellie King

**Sent:** 17 July 2026 16:43

**To:** Childrens Infogovernance ; .Licensing ; Environmental Health ; Fire Safety ; Food Safety ; Hilary Green ; Home Office - Immigration (IE.licensing.applications@homeoffice.gov.uk) ; Planning BCP ; P H Planning ; Trading Standards

**Subject:** M238581- Full Variation Application - DrgnFly

Good afternoon,

Please find attached an application for a new premises licence at the above.

I confirm the last day for representations is the 14 August 2026.

Should you have any queries , please don't hesitate to contact me.

Kind Regards

Ellie

**Ellie King**

**Licensing Officer**

Housing and Public Protection

T. [REDACTED]

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