







**Northumberland
County Council**


15/4/19

Ms 
Sun Inn
High Church
Morpeth
Northumberland
NE61 2QT

Your Ref:
Our Ref: Prem ID/6891
Enquiries to: 
Direct Line: 
E-mail: 
Date: 4 March 2019

Dear 

**Regulation (EC) No. 852/2004
Applied by The Food Safety and Hygiene (England) Regulations 2013
Re: Sun Inn, High Church, Morpeth, Northumberland, NE61 2QT.**

Following an inspection of the above premises on 27 February 2019, I have enclosed a Schedule relating to your statutory duties (Schedule A) and recommended good practice (Schedule B).

Schedule A details the work needed to comply with the law. This work or work considered equally effective must be completed by the timescales stated.

Schedule B lists those matters that, although not legally required, are considered to be good working practice. You should view these recommendations as important guidance for developing safe, hygienic practices.

The inspection only examined certain activities of the food premises. It is your responsibility to examine closely each step and make certain that the food safety system in place is adequate to ensure that the food you produce is safe and wholesome.

If you consider any of the works required in this letter unreasonable or would like to discuss any issues, please contact me on the above number, or the Principal Environmental Health Officer, Mr Mark Mitchell on 01670 623796. Action taken by me is in accordance with the Departments Enforcement Policy. If you wish to examine the Policy please let me know and I will arrange for a copy to be sent to you. Alternatively the Policy can be viewed on the Council's web site at www.northumberland.gov.uk. The department would welcome any comments you might have on the Enforcement Policy.

Please note that, subject to the Data Protection Act, details of inspections may be divulged to members of the public under the Freedom of Information Act 2000.

If you require clarification on matters raised in this letter, or seek general advice you can contact me at this office.

Yours sincerely




Environmental Health Technical Officer

Schedule A

Regulation (EC) 852/2004 The Food Safety and Hygiene (England) Regulations 2013

Confidence in Management Control

1. You have put in place a Food Safety Management Procedure (Safer Food Better Business) **however**, staff were not carrying out the identified controls at critical points. In particular at the time of the visit it was noted that the food safety management was not being followed in its entirety i.e with regard to cooking, cooling, cleaning and cross contamination. You must ensure that staff are properly trained and are aware of the controls they need to carry out. Staff must also be supervised and checked as necessary, so you are sure that all controls that are critical to food safety are being properly implemented and maintained. You as the food business operator are responsible for the implementation of the chosen management system.

Regulation (EC) 852/2004 Article 5 para 2 (d)

Timescale for completion - 4 weeks

2. It was apparent during my inspection that the level of food hygiene awareness amongst your staff was inadequate on certain important food safety matters related to their work responsibilities. In particular the reheating of foods, hot holding of foods, cleaning, hand washing etc. You must ensure that all food handlers engaged in your food business are supervised, instructed and/or trained in food hygiene matters to a level appropriate to their work activity. In this respect staff should at least be instructed and have an appreciation of the importance of any control or monitoring points identified by your Food Safety Management Procedure for which they are responsible.

Regulation (EC) No 852/2004 Annex II Chapter XII para 1

Timescale for completion - 4 weeks

3. You need to monitor important things which ensure the food you produce is safe, for example the temperatures of high-risk perishable foods, and foods which have just been cooked to make them ready to eat. For monitoring temperatures this won't always need a thermometer (for example where foods clearly change colour when cooked). The important thing is that you can show that the food is at or has reached the right temperature, and these checks are recorded by writing a temperature down each time they are checked, or by recording in some other way that on a particular day everything was satisfactory.

Whichever method you use to provide evidence of temperature checks that ensure the food you produce is safe, it is very important that the person taking the temperature knows what the right temperature should be. It is also very important that they know what to do if there is a problem, a note of any 'corrective actions' should be recorded.

Regulation (EC) 852/2004 Article 5 para 2 (d & e)

Timescale for completion - Immediate

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4. The requirements hygiene regulations say that those responsible for the development and maintenance of the food safety management system in your business should have received adequate training in the application of HACCP principles. If there are remaining problems, and on my next visit the matters outlined in the letter has not been properly addressed, then some further training may be necessary.

Regulation (EC) No 852/2004 Annex II Chapter XII para 2

Timescale for completion - 4 weeks

Structural

5. The standard of cleaning to the structure of the kitchen including the work surfaces and behind and beneath equipment was generally poor. A thorough deep clean (and disinfection) is required. All areas must be maintained in a clean condition.

Regulation (EC) No 852/2004 Annex II Chapter I Para 1

Timescale for completion - Immediate

6. The standard of cleaning to the structure of the cellar was generally poor. A thorough deep clean (and disinfection) is required. All areas must be maintained in a clean condition.

Regulation (EC) No 852/2004 Annex II Chapter I Para 1

Timescale for completion - Immediate

7. The stainless steel work surfaces in the kitchen were dirty. They must be thoroughly cleaned and maintained in clean condition.

Regulation (EC) No 852/2004 Annex II Chapter I Para 1

Timescale for completion - Immediate

8. There was no hot water, soap (or hygienic hand drying facilities) to the wash hand basin in the kitchen. Ensure there is a supply of hot and cold, or appropriately mixed, running water to the wash hand basin.

Regulation (EC) No 852/2004 Annex II Chapter I Para 4

Timescale for completion - 1 week

9. The inside and outside of fridges; freezers; microwaves; ovens; hobs; rational; food storage tubs in the main kitchen and food washing area were not clean. Thoroughly clean (and disinfect) these to minimise any risk of contamination of food and maintain in a clean condition.

Regulation (EC) No 852/2004 Annex II Chapter V Para 1(a)

Timescale for completion - Immediate

10. The extractor fan/canopy/filters in the kitchen and food wash/store room were in a dirty/greasy condition. They must be thoroughly cleaned and maintained in a clean condition.

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Regulation (EC) No 852/2004 Annex II Chapter I Para 1
Timescale for completion - Immediate

11. Cleaning materials were being stored next to food products leading to possible contamination of food. You should provide suitable storage space for cleaning materials away from food items.

Regulation (EC) No 852/2004 Annex II Chapter I para 10
Timescale for completion - Immediate

12. The sink used for washing food was dirty. The sink must be thoroughly cleaned and maintained in a clean condition.

Regulation (EC) No 852/2004 Annex II Chapter II Para 3
Timescale for completion - Immediate

Food Hygiene & Safety

13. It was discussed that the same surface/s in the kitchen were being used for preparing raw and ready to eat/cooked foods. This creates a risk of cross contamination. You must either use separate work surfaces or review your current procedures, for example if you are unable to designate separate work surfaces for raw and ready to eat foods, consider buying your raw foods in ready prepared to minimise handling within the business, or only buying in ready to eat items.

Regulation (EC) No 852/2004 Annex II Chapter IX para 3
Timescale for completion - Immediate

14. Open foods including beef stew was being stored next to raw fish at the food prep sink, this could lead to possible contamination. Food should be kept covered and cooked/ready to eat foods stored separately and above any raw foods, particularly if these might drip.

Regulation (EC) No 852/2004 Annex II Chapter IX para 3
Timescale for completion - Immediate

15. A quantity of cooked rice was left out at room temperature. To prevent toxins forming in the cooked rice, you should either keep it hot (above 63°C) or cool it as quickly as possible and store it in the refrigerator at or below 8°C (preferably below 5°C) prior to being reheated for sale.

Regulation (EC) No 852/2004 Annex II Chapter IX paras 3 & 6
Timescale for completion - Immediate

16. Various foods were being stored outdoors at the time of the inspection. This may result in contamination of the food. Food and drink should be stored in food rooms that are pest proof and capable of being kept clean.

Regulation (EC) No 852/2004 Annex II Chapter IX para 3
Timescale for completion - Immediate

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17. Food was not being adequately reheated. Reheating should raise the centre temperature of the food to a minimum of 75°C for 30 seconds before placing in the Bain Marie.

Regulation EC 852 2004 Article 5

Timescale for completion - Immediate

18. Food, which is being cooked or reheated and is intended to be sold hot, must be held at or above 63°C.

Food Safety and Hygiene (England) Regulations 2013 Schedule 4 para 6

Timescale for completion - Immediate

19. Staff who handle food should appreciate the essentials of food hygiene before starting work including:

- Personal hygiene;
- Fitness to work;
- Temperature control;
- Cross contamination;
- Cleaning procedures;
- Labelling and other safety instructions.

Regulation (EC) No 852/2004 Annex II Chapter XII para 1

Timescale for completion - Immediate

20. It was noted that the wash hand basin was not in regular use. Regular hand washing is important for personal cleanliness. All staff should be reminded of the need for this prior to starting or returning to work, and specifically:

- After using the toilet;
- After handling rubbish;
- After smoking;
- After taking a break;
- After handling raw food.

Regulation (EC) No 852/2004 Annex II Chapter VIII Para. 1

Timescale for completion - Immediate

Schedule B Recommendations

1. I recommend you introduce a training plan to identify the training or experience needed for each member of your staff.
2. I recommend you keep records of training completed by every member of your staff. Written evidence of hygiene training may be very important in demonstrating compliance with the requirement.
3. You are advised to review the training needs of your staff on a regular basis. Refresher or update training should be provided where necessary.
4. I recommend managers and/or you as the proprietor undertake formal training on how to carry out a Food Safety Management Procedure.
5. Rapid cooling can be achieved by reducing the portion size, either by cutting food into smaller pieces or by decanting into several smaller shallow containers.
6. There was no stock control system in operation at the premises. I recommend you introduce a system of date coding to ensure stock is rotated and used on a first in/first out basis.
7. It is recommended that high-risk foods requiring cooking through to the centre should be probed on an occasional basis where standard recipes and quantities are used. For new or changed recipes it is suggested that initially one item from each batch is probed. In all cases however you must take care that probe thermometers do not contaminate or taint the food being probed. Make sure probes are kept clean and disinfected before use with ready to eat food; otherwise probed food must be discarded. Where antibacterial wipes are used, these must be suitable for use with food.
8. Wash and disinfect fridges regularly at a time when they do not contain much food. Transfer food to another fridge or a safe cold area and keep it covered.
To clean a fridge thoroughly, you should take out all the food and keep it cold somewhere else. If food is left out at room temperature, bacteria could grow.
9. I strongly recommend that you draw up a cleaning schedule. This will help you ensure that all aspects of your operation are covered by:
 - Allocating specific tasks to your staff;
 - Specifying what cleaning materials should be used and the method;
 - Specifying how often items/areas should be cleaned;
 - Specifying any safety precautions for staff.

Train staff on the cleaning schedule, so they know what they have to do, and when. You may want to use the suggested cleaning schedule supplied with this letter. Alternatively, you may already have a cleaning schedule. It is a good idea to review your schedule to make sure that it covers the right things. It is important to write down how you do your cleaning, so you can show what you do. It is also useful for staff to be able to check how they should clean things, so you may wish to put your cleaning schedule on the wall. Review your schedule regularly and check that all cleaning is being done properly.

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