



THE
LICENSING GUYS
KEEPING YOU LEGAL AND TRADING

**Application for a premises licence to be granted
under the Licensing Act 2003**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Hoptails Ltd

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Seaborough Manor Farm			
Post town	Beaminster	Postcode	DT8 3QY

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ Not Rated

Part 2 - Applicant details

Please state whether you are applying for a premises licence as:
Please tick as appropriate

- | | | | |
|----|--|-------------------------------------|-----------------------------|
| a) | an individual or individuals * | ☐ | please complete section (A) |
| b) | a person other than an individual * | | |
| | i as a limited company/limited liability partnership | ☒ | please complete section (B) |
| | ii as a partnership (other than limited liability) | ☐ | please complete section (B) |
| | iii as an unincorporated association or | ☐ | please complete section (B) |
| | iv other (for example a statutory corporation) | ☐ | please complete section (B) |
| c) | a recognised club | ☐ | please complete section (B) |

- d) a charity ☐ please complete section (B)
- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒
- I am making the application pursuant to a
- statutory function or ☐
 - a function discharged by virtue of Her Majesty's prerogative ☐

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name Hoptails Ltd
Address Patson Hill Farm Patson Hill Sherborne Dorset DT9 4SY
Registered number (where applicable) 14926626
Description of applicant (for example, partnership, company, unincorporated association etc.) Private Limited Company

Telephone number (if any)

[REDACTED]

E-mail address

[REDACTED]

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
1	3	032024

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

The premises being licensed is an area of farmland, comprising a licensed area for the provision of entertainment and licensable activities, adjacent to an additional unlicensed area dedicated to car parking.

DORSOM will be a music festival providing a broad and eclectic range of popular music, specifically intended to appeal to a wide audience of varied musical tastes.

Patrons catering needs will be provided for within the event with the provision of hot and cold food and drink throughout the event.

5000 tickets will be available in 2024, with the applicant aiming to develop the event in future years.

Therefore, the application is submitted to authorise licensable activities for one event per annum, with this year's event planned for Thursday 18 – Sunday 21 July 2024, and future events taking place on one consecutive Thursday, Friday, Saturday and Sunday in July annually.

This clearly specified timescale ensures the licence makes provision for the change of dates moving one day each year, but ensures the licence authorises a maximum of one festival per annum.

A copy of the draft event overview is provided with this application, however, as the attached operating schedule sets out, the event plan is to be developed as the event grows and with regard to advice and guidance of all regulatory authorities through the Safety Advisory Group.

The high quality and comprehensive operating schedule demonstrates the detailed approach to planning the event, with safety and compliance being the paramount concern.

Through its consultant, The Licensing Guys Ltd, the applicant wishes to engage fully with all responsible authorities and other interested parties.

Should any person wish to discuss any aspect of the application or proposed activities, early contact and dialogue would be welcomed.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

5000 - 9999

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- | | |
|---|-------------------------------------|
| a) plays (if ticking yes, fill in box A) | ☐ |
| b) films (if ticking yes, fill in box B) | ☐ |
| c) indoor sporting events (if ticking yes, fill in box C) | ☐ |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | ☐ |
| e) live music (if ticking yes, fill in box E) | ☒ |
| f) recorded music (if ticking yes, fill in box F) | ☒ |
| g) performances of dance (if ticking yes, fill in box G) | ☐ |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | ☐ |

Provision of late night refreshment (if ticking yes, fill in box I)

☒

Supply of alcohol (if ticking yes, fill in box J)

☒

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur			State any seasonal variations for performing plays (please read guidance note 5)		
Fri					
Sat					
Sun					
			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)		

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Wed					
Thur					
			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			
Fri			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	✓
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue			Live music provision relates to performances on the main stage.		
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur	15:00	00:00			
Fri	10:00	00:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	10:00	00:00			
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	✓
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur	15:00	00:00			
Fri	12:00	03:00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	12:00	03:00			
Sun					

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur			State any seasonal variations for the performance of dance (please read guidance note 5)		
Fri					
Sat					
Sun					
			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	✓
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) Hot drinks and food will be available at all times alcohol is for sale.		
Mon					
Tue					
Wed					
Thur	23:00	03:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Fri	23:00	03:00			
Sat	23:00	03:00			
Sun					
			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	✓
				Off the premises	
				Both	
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon					
Tue					
Wed			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
Thur	12:00	03:00			
Fri	10:00	03:00			
Sat	10:00	03:00			
Sun					

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name Samuel Cabell	
Date of birth	
Address [REDACTED]	
Postcode	
Personal licence number (if known)	68884
Issuing licensing authority (if known)	Somerset Council

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

None

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon			
Tue			
Wed			
Thur	15:00	00:00	
Fri	00:01	00:00	
Sat	00:01	00:00	
Sun	00:01	13:00	
			Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives

Please see attached operating schedule.

b) The prevention of crime and disorder

Please see attached operating schedule.

c) Public safety

Please see attached operating schedule.

d) The prevention of public nuisance

Please see attached operating schedule.

e) The protection of children from harm

Please see attached operating schedule.

Checklist:

Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	X
•	I have enclosed the plan of the premises.	X
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	X
•	I understand that I must now advertise my application.	X
•	I understand that if I do not comply with the above requirements my application will be rejected.	X
•	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

DORSOM – Music Festival, Beaminster

Proposed Operating Schedule

General

1. All staff shall wear clothing which identifies them as members of staff of the premises.
2. A HSE Compliant Industrial High Response First Aid Kit for 21-50 people must be located within the licensed area and be readily available to all staff at all times.

Each such kit shall contain:

- 1 x Guidance Leaflet
- 60 x Wash-proof Plasters
- 6 x Eye Pads with Bandage
- 8 x Triangular Bandages
- 12 x Safety Pins
- 16 x Assorted Sterile Dressings
- 20 Moist Wipes
- 3 Pairs Disposable Gloves

Electrical & Gas Installations

3. All electrical wiring and distribution systems shall be tested prior to each event and signed off by a competent person whose name is shown within the Local Authority Building Control Part P Competent Persons Register.
4. (<http://www.competentperson.co.uk/search.asp>). The 'sign off' certificate shall be produced to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or Police on demand.
5. All portable electrical equipment shall be powered through a sensitive earth leakage protection system (residual current device) having a rated residual operating current not exceeding 30 milliamps and a maximum operating limit of 30 milliseconds.
6. Any and all gas appliances used at the event must be tested prior to each event and signed off by a competent person whose name appears within the current Gas Safety register (GSR). The 'sign off' certificate shall be produced to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or Police on demand.

Event Safety Coordinator:

7. The Premises Licence Holder will appoint an Event Safety Coordinator to plan, coordinate and supervise safety measures.
2. The Event Safety Coordinator will be responsible for:
 - Monitoring of contractors
 - Liaison with contractors
 - Checking of method statements and risk assessments
 - Preparation and monitoring of site rules
 - Safety inspections and audits
 - Collection and checking of completion certificates
 - Communication of safety information to contractors and employees
 - Monitoring and coordinating safety performance
 - Coordinating safety in response to a Major Incident

- Liaison with nominated officers from the Licensing Authority.

Electrical wiring and distribution systems:

8. Temporary electrical wiring and distribution systems shall be signed off by a competent person prior to any licensable activity taking place at the premises. The competent person must be a member of a recognised electrical association such as NICEIC, NAPIT, ECA or other association as agreed by the licensing authority. The sign-off certificates shall be available for inspection by an authorised officer at all times during the event.
9. Any additional electrical work required after the event has commenced shall be signed off by a competent person. The competent person must be a member of a recognised electrical association such as NICEIC, NAPIT, ECA or other association as agreed by the licensing authority. The sign off certificates shall be available for inspection by an authorised officer at all times during the event.

Structures:

10. The Premises Licence Holder will ensure that all temporary structures and any other elements of infrastructure or artistic installation have been inspected and signed off as being safe prior to the commencement of its use.
11. The premises licence holder must submit arrangements to the satisfaction of the Responsible Authorities in respect of capacity management.
12. All enclosed structures that the public have entry to will have designated entry/exit points. The numbers of these entry/exit points will be determined by the occupancy capacity and will be listed in the Tent Exit Calculation document submitted in the EMP. N.B. In this licence "enclosed structures" are classed as a structure whether tented or not, which has less than 25% of its sides open to the atmosphere (excluding entrances and exits) and which are accessible to the public when regulated entertainment is provided.

Special Effects:

13. The installation and use of laser beams, pyrotechnics or real flames, explosive or highly flammable or smoke/foam producing agent, for any purpose shall not be permitted without prior notification to the Licensing Authority. A detailed description of the method of use, shall be made to the Licensing Authority not less than 14 days prior to the day on which the above equipment is to be used.

Lanterns:

14. Paper lanterns will not be sold on site and will be listed within the ticketing terms and conditions as items that may not be brought to the venue.

Sanitary Facilities:

15. Sanitation Management Strategy will be provided to the satisfaction of the Council's Environmental Health Team at least 21 days prior to commencement of each Event.

Promotion of the Licensing Objectives

16. The dates of the annual event will be notified to the Safety Advisory Group (SAG) at least three (3) months prior to the event taking place or such lesser period as is agreed by the SAG.
17. The Premises Licence Holder or a delegated person (in writing) must be on the licensed premises and available to the Responsible Authorities and the Licensing Authority at all times when licensable activities are taking place.
18. Details of the Premises Licence Holder or his Deputy who is on duty when licensable activities are undertaken shall be recorded, on these premises, at the time. These records shall be made available to the Licensing Authority or a Responsible Authority on demand. Such record shall be kept for a period of 12 months after the end of licensable activities. This information post event must be provided to the Licensing Authority or a Responsible Authority within 24 hours of the request.
19. At all times there shall be one personal licence holder on these premises for each bar during the times it is open for the sale and supply of alcohol.
20. A schedule will be provided of details of the personal licence holder who is on duty and their areas of responsibilities when licensable activities are undertaken on these premises at that time. This will be made available to the Licensing Authority and or other responsible authority during the period of the event on demand. Such record shall be kept for a period of 12 months after the end of licensable activities. This information must be provided to the Licensing Authority or a Responsible Authority within 24 hours of the request.

Event Management Plan

21. An Event Management Plan (EMP) will be prepared for the location where the event will take place. A draft of the EMP will be produced 3 months prior to the first day of the first event to take place each year and will be submitted to the Licensing Authority and all members of the Safety Advisory Group (SAG).
22. Following consultation with the SAG, the Licensing Authority shall notify the premises licence holder in writing that the draft EMP is acceptable or unacceptable within 14 days of receipt. Where notification is not received the draft EMP shall be deemed by the Premise Licence Holder to be agreed.
23. The Event shall not take place until the draft Event Management Plan has been agreed by the Licensing Authority in consultation with the SAG. Once agreed no change shall be made to the draft EMP without the agreement of the Licensing Authority. This EMP will be the standard EMP for each event taking place at the site.
24. The final EMP for each year will be submitted to the Licensing Authority and all the SAG at least 14 days prior to the first day of the first event of each year. No further changes shall take place to this document without the agreement of the SAG.
25. The EMP will be a working document providing details of how the festival is to be conducted and how safety issues, identified in the event risk assessment, are to be addressed. The EMP will include an event risk assessment and provide specific details on the following areas - if assessed required - due to the proposed activities to take place:
 - Health and Safety Responsibilities
 - Venue and Site Design
 - Fire Safety

- Major Incident Planning (Emergency planning)
- Communication
- Crowd Management (including steward and security numbers and their roles)
- Transport
- Management Structures
- Barriers
- Electrical Installations and Lighting
- Food and Alcohol
- Water
- Merchandising and Special Licensing
- Amusements,
- Attractions and Promotional displays
- Sanitary Facilities
- Waste Management
- Sound: Noise and Vibration
- Special Effects, Fireworks and Pyrotechnics
- Camping
- Facilities for People with disabilities
- Medical, Ambulance and First Aid Management
- Information and Welfare
- Children - including Lost Children's Policy
- Performers
- TV and Media

Each event must take place in accordance with the Final agreed EMP.

Prevention of Crime and Disorder

26. CCTV (IF FITTED) will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly facial recognition.
- a) Cameras shall encompass all ingress and egress to the event and areas where the sale/ supply of alcohol occurs.
 - b) Equipment MUST be maintained in good working order, be correctly time and date stamped, recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days and handed to Police on demand.
 - c) The Premises Licence Holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in recordable media format, on request to Police or an officer of any of the responsible authorities.
 - d) The Recording equipment and storage/discs shall be kept in a secure environment under the control of the DPS or other responsible named individual. An operational event log report must be maintained endorsed by signature, indicating the system has been checked and is compliant, in the event of any failings actions taken are to be recorded.
27. In the event of technical failure of the CCTV equipment the Premises Licence holder/DPS MUST report the failure to the Police on contact number '101' immediately.

Security Personnel

28. The Premises Licence Holder or DPS or a person nominated by them in writing for the purpose will employ SIA door staff on a risk assessed basis. The risk assessment shall be in writing and shall be made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police.
29. All existing staff shall be trained within one month of the event date annually, and all new staff shall be trained within one month of taking up employment. All existing staff to be trained within three months of this condition appearing on this licence. All staff shall be re-trained six monthly thereafter. The training shall include:
- a) Drugs Awareness
 - b) Conflict resolution
 - c) Refusing sales - Underage
 - d) Refusing sales - Intoxicated
- Training records shall be kept on the premises which shall show the area of training covered, the date of the training, the name of the person and shall be signed by the trainer and trainee. The records shall be produced to the police or officer of a responsible authority (as defined by Section 13 of the Licensing Act 2003) on request.
30. A written or electronic register of refusals will be kept including a description of the people who have been unable to provide required identification to prove their age. Such records shall be kept for a period of 12 months and will be produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) during the event.
31. An incident log must be kept at the premises. Incident log records will be retained for a period of 12 months from the date it occurred. It will made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), an authorised Trading Standards Officer or the Police, which must record the following:

- a) all crimes (relevant to the licensing objectives) reported to the venue.
- b) all ejections of patrons
- c) any complaints (relevant to the licensing objectives) received.
- d) any incidents of disorder
- e) seizures of drugs or offensive weapons
- f) any faults in the CCTV (IF FITTED) system or searching equipment.
- g) any visit by a relevant authority or emergency service

32. No open containers of alcohol will be removed from the licensable area of the premises.

33. When licensed to be open after midnight for licensable activities, there will be no new customer entry to the premises or re-entry to the premises after midnight.

Numbers of Event Personnel

34. The Premises Licence Holder will employ Security Industry Authority (SIA) door supervisors for each event.

35. The Premises Licence Holder or DPS or a person nominated by them in writing for the purpose, shall maintain a register of door supervisors which shall be kept on the premises showing the names and addresses of the door supervisors and their SIA badge numbers. The register shall be made available on demand for inspection by Police, Licensing Authority or an authorised officer of the Security Industries Authority.

36. No person under the age of 18 years will be employed as stewarding personnel.

37. No person under the age of 21 years will be employed as SIA badged staff.

Security Uniforms and Security Logs:

38. All security and stewarding personnel will be readily identifiable by means of hi-vis jacket or vest.

39. No person shall perform the role of stewarding personnel without wearing Hi-Vis attire and all plain clothes security personnel shall carry an identity badge issued by the Premises Licence Holder confirming that they are security personnel which shall be produced to a member of the Licensing Authority or Police on demand

Security Uniforms and Security Logs:

40. An incident log must be kept at the event, and made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), Police or any officer of a responsible authority, which must record the following:

- a) all crimes reported to the venue (relevant to the licensing objectives).
- b) all ejections of patrons
- c) any complaints received (relevant to the licensing objectives)
- d) any incidents of disorder
- e) seizures of drugs or offensive weapons
- f) any visit by a relevant authority or emergency service.

Incident log records will be retained for a period of 12 months from the date it occurred.

41. A generic Traffic Management Plan (TMP) will be drawn up for each event and will be provided to relevant agencies no later than 28 days prior to the first day of the first Event of the year. Such plan shall be agreed by the Safety Advisory Group.
42. The TMP will cover all aspects of vehicle and pedestrian access to and egress from the site during the 'load in and load out as well as for the Festival itself. The TMP will include arrangements for vehicle routes, emergency service routes, public transport, shuttle buses, taxis, pedestrian issues, a dispersal policy, car parking and a traffic signage plan. In addition, it will ensure that sufficient trained marshals are available for the management of public transport (for hire or reward) on site and in particular private hire or licensed taxis.

Public Safety

To avoid duplication, please refer to the 'General' section above which contains the public safety measures included in the operating schedule.

Prevention of Public Nuisance

43. A Noise Management strategy as approved by the Council's Environmental Health Team must be provided at least 21 days before the commencement of each event. The Premises Licence Holder must comply with the Noise Management Strategy.
44. Between 00:01 and 03:00hrs on all days of the event 'noise' from the event should not be 'audible or discernible' within any occupied permanent structure where people normally reside or sleep, when assessed with windows and doors closed. 'In these conditions; 'Noise' - is defined as sound which is created by entertainment consisting of either vocal (recorded or live) or instrumental music (recorded or live) or a combination of both. 'Audible or discernible' is defined as - noise which is distinct above the general hubbub of activity on the site which can be identified by the human ear as originating from discrete sources from the licensed site.
45. Any testing of sound equipment will not take place before 09.00hrs and will last for no more than 2 hours on any one day.
46. The Premises License Holder will maintain a noise log and this will be kept at the event and made available at all times for inspection by the Licensing Authority.
47. A manned noise "hot-line" will be installed and publicised so that local residents can report any noise issues directly to the Event Managers. All calls will be logged by time, location and contact number and address will be requested.

Protection of Children from harm

48. No person under the age of 18 years shall be permitted to be on the premises after 23:00hrs unless supervised by a person over the age of 18 years.
49. The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on request of an authorised person' (as defined by Section 13 of the Licensing Act 2003), an authorised Trading Standards Officer or the police.

50. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least one location behind any bar advertising the scheme operated.
51. No adult entertainment or services or activities must take place at the premises (Adult Entertainment includes, but is not restricted to, such entertainment or services which would generally include topless bar staff, striptease, lap-table, or pole-dancing, performances involving feigned violence or horrific incidents, feigned or actual sexual acts or fetishism, or entertainment involving strong and offensive language).

Under 16s:

52. Any unaccompanied person under the age of 16 years found on the Licensed Premises will be accompanied to the Welfare Tent. This task will be undertaken by at least 2 members of staff.
53. No unaccompanied person under the age of 16 years shall be permitted on the Licensed Premises.

Data Barring Service (DBS) Check:

54. Any personnel whose role involves the looking after of children or vulnerable adults shall have a current enhanced DBS (dated within the 9 month period preceding the first day of each Event).
55. No person shall be involved in this role unless the enhanced DBS shows 'None Recorded' against the following categories:
- a) Police Record of Convictions, Cautions, Reprimands and Warnings,
 - b) Information from the list held under Section 142 of the Education Act 2002,
 - c) ISA Children's Barred List Information
 - d) ISA Vulnerable Adults Barred List Information
 - e) Other relevant information disclosed at the Chief Police Officer(s) discretion

Lost Children Policy:

56. The goal of the Lost Children Policy is to reunite each lost child with its parents or guardians. However, if there is any evidence, concern or suspicion of abuse or neglect of children, then this must be reported to the appropriate authority.

Age Verification:

57. The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of the Licensing Authority, an authorised Trading Standards Officer or the Police. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least once every 5 metres behind any bar advertising the scheme operated.
58. In conjunction with the above, proof of the attainment of 25 years of age will be required through production of a PASS card, full or provisional photo card driving licence, or by a photo passport prior to any alcohol sale taking place or entry to age restricted areas.
59. Bar staff must ask for proof of age ID whenever the customer appears to be under 25. If there is any doubt as to the age of the customer, they will be refused service.
60. Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed stating that: It is an offence to purchase or attempt to purchase alcohol if you are under the age of 18 - Section 149 Licensing Act 2003.
61. The Designated Premises Supervisor will brief bar security staff in the arena and the bars that they should take reasonable steps to monitor the final destination of the drinks and where it would appear that supply is being made to a person under the age of 18 years take steps to prevent the consumption by that person.
62. No bar servers will be under 18.
63. The Designated Premises Supervisor, the bar manager and other bar supervisors will monitor the performance of the serving staff to ensure adherence to the licensing laws.
64. Any under-age persons who are found arriving at or on the Licensed Premises with, or having consumed, alcohol will have the alcohol confiscated by staff. The Event Safety Coordinator will exercise due diligence in safeguarding and discharging any duty of care towards any under-age persons who attempt any unauthorised access to the event.
65. A bar manager will be appointed for every two bars utilised and this person under the direction of the Designated Premises Supervisor will be fully in control of the sale of alcohol from that bar.
66. All staff shall be trained prior to undertaking any sale of alcohol on the premises. The training shall included:
- a. Drugs Awareness,
 - b. Conflict resolution,
 - c. Selling to under-age person,
 - d. Selling to drunks.

Such training will be recorded, and records shall be kept at the premises which will be produced to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or Police on demand.

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Privacy Notice

The Licensing Service will store your personal data and share it with other agencies in accordance with Stroud District Council's privacy policy Please see the Council's website www.stroud.gov.uk/privacynotice . Section 1 to 10 is the Council's general privacy notice and section 15 gives details for the Licensing Service.

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
Signature	The Licensing Guys Ltd
Date	13 February 2024
Capacity	Licensing Consultant

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

[Redacted contact name and address]

Post town	[Redacted]	Postcode	[Redacted]
-----------	------------	----------	------------

Telephone number (if any)	[Redacted]
---------------------------	------------

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

[Redacted e-mail address]