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# Bath & North East Somerset Council

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## Democratic Services

Guildhall, High Street, Bath BA1 5AW

Telephone: (01225) 477000 *main switchboard*

Direct Lines - Tel: democratic\_services@bathnes.gov.uk

Web-site - <http://www.bathnes.gov.uk>

Date: 6 July 2015

E-mail: Democratic\_Services@bathnes.gov.uk

**To: All Members of the Licensing Sub-Committee**

**Councillors:-** Paul Myers, Mark Shelford and Caroline Roberts

Chief Executive and other appropriate officers  
Press and Public

Dear Member

**Licensing Sub-Committee: Tuesday, 14th July, 2015**

You are invited to attend a meeting of the **Licensing Sub-Committee**, to be held on **Tuesday, 14th July, 2015 at 10.00 am** in the **Council Chamber - Guildhall, Bath.**

### **Briefing**

Members of the Sub-Committee are reminded that the meeting will be preceded by a briefing at 9.30am.

The agenda is set out overleaf.

Yours sincerely

Sean O'Neill  
for Chief Executive

**If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.**

*This Agenda and all accompanying reports are printed on recycled paper*

## NOTES:

1. **Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Sean O'Neill who is available by telephoning Bath democratic\_services@bathnes.gov.uk or by calling at the Guildhall Bath (during normal office hours).
2. **Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Sean O'Neill as above.

Appendices to reports are available for inspection as follows:-

**Public Access points** - Reception: Civic Centre - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

**For Councillors and Officers** papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

### 3. **Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

To comply with the Data Protection Act 1998, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator

The Council will broadcast the images and sound live via the internet [www.bathnes.gov.uk/webcast](http://www.bathnes.gov.uk/webcast) An archived recording of the proceedings will also be available for viewing after the meeting. The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

4. **Attendance Register:** Members should sign the Register which will be circulated at the meeting.
5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.
6. **Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

## **Protocol for Decision-making**

### **Guidance for Members when making decisions**

When making decisions, the Cabinet/Committee must ensure it has regard only to relevant considerations and disregards those that are not material.

The Cabinet/Committee must ensure that it bears in mind the following legal duties when making its decisions:

- Equalities considerations
- Risk Management considerations
- Crime and Disorder considerations
- Sustainability considerations
- Natural Environment considerations
- Planning Act 2008 considerations
- Human Rights Act 1998 considerations
- Children Act 2004 considerations
- Public Health & Inequalities considerations

Whilst it is the responsibility of the report author and the Council's Monitoring Officer and Chief Financial Officer to assess the applicability of the legal requirements, decision makers should ensure they are satisfied that the information presented to them is consistent with and takes due regard of them.

**Licensing Sub-Committee - Tuesday, 14th July, 2015**

**at 10.00 am in the Council Chamber - Guildhall, Bath**

**A G E N D A**

1. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 5 on the previous page.

2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

3. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** *or* **an other interest**,  
(as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

4. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

5. LICENSING PROCEDURE (Pages 7 - 10)

The Chair will, if required, explain the licensing procedure.

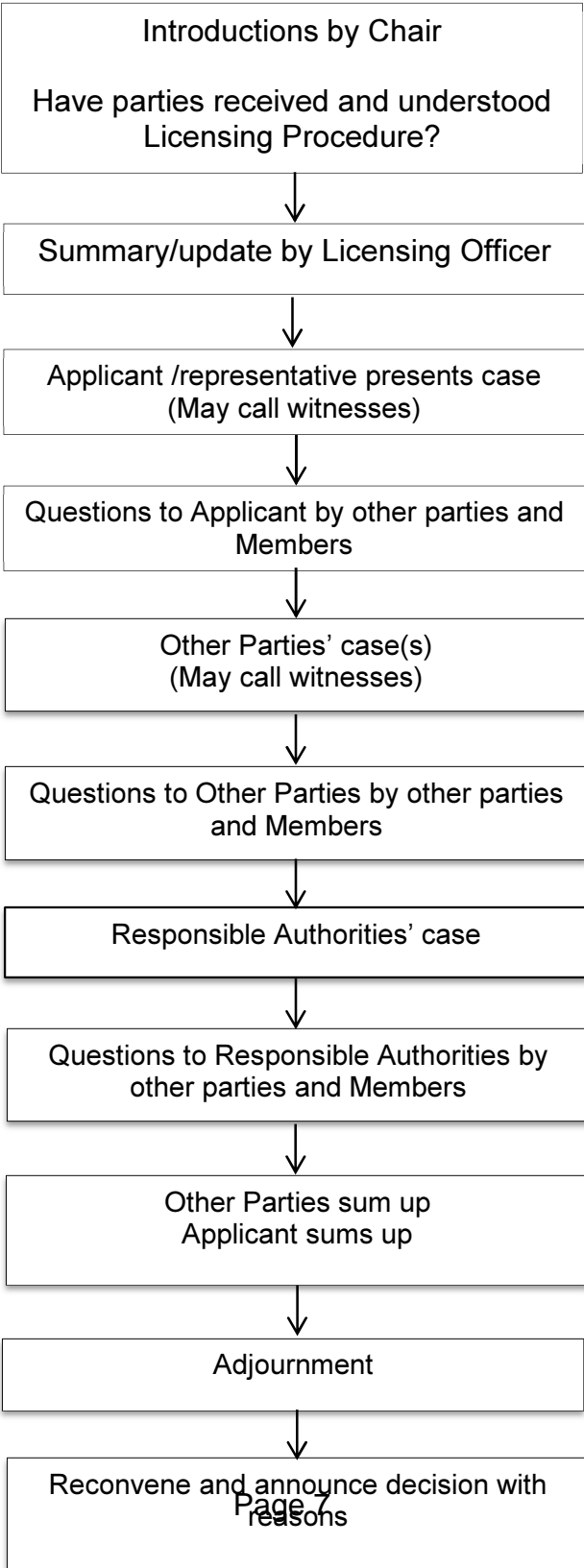
6. APPLICATION FOR A PREMISES LICENCE FOR VALLEY FEST 2015, THE COMMUNITY FARM, DENNY LANE, CHEW MAGNA, BS40 8SZ (Pages 11 - 70)

The Committee Administrator for this meeting is Sean O'Neill who can be contacted on [democratic\\_services@bathnes.gov.uk](mailto:democratic_services@bathnes.gov.uk).

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**LICENSING SUB-COMMITTEE  
LICENSING ACT 2003  
PROCEDURE FOR NEW APPLICATIONS AND VARIATIONS**

*The parties will be allowed an equal maximum period of time not normally exceeding **twenty minutes**. Where more than one party make representations the time should be split equally between them. Where several parties make similar representations one representative should be appointed avoiding duplication and making the best use of the available time*



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**LICENSING SUB-COMMITTEE  
LICENSING ACT 2003  
PROCEDURE FOR HEARING AN APPLICATION FOR A NEW PREMISES  
LICENCE OR FOR A VARIATION OF A PREMISES LICENCE**

*The Chair will allow the parties an equal maximum period of time in which to make representations that will not normally exceed **twenty minutes**. Where more than one party makes relevant representations this time will be split between the parties and where several parties make similar representations it is suggested one representative is appointed to avoid duplication.*

*The term “party” or “parties” will mean anyone to whom notice of this meeting has been given.*

1. The Chair will introduce Members of the Sub-Committee, the Officers present and explain the procedure to be followed.
2. The Licensing Officer will outline the nature of the matter to be considered by the Sub-Committee.
3. (i) The Applicant/Licence Holder , or representative, addresses the Sub-Committee who may be asked relevant questions by the other parties and Members.  
(ii) witnesses may be called in support of the application who may be asked relevant questions by the other parties and Members.
4. (i) Any party making relevant representations, or representative, will address the Sub-Committee who may be asked relevant questions by the Applicant, other parties and Members.  
(ii) witnesses may be called in support of such representations who may be asked relevant questions by the Applicant, other parties and Members.
5. Responsible Authorities making representation will address the Committee and may be asked relevant questions by the Applicant, other parties and Members.
6. The other parties will be invited in turn to summarise their representations.

Responsible Authorities will be invited to summarise their representations

The Applicant/ Licence Holder will be invited to summarise the application.

8. *The Chair will invite the Committee to move into private session to enable the Members to deliberate in private. The Committee will reconvene publicly if clarification of evidence is required and/or legal advice is required. The Committee may retire to a private room, or alternatively require vacation of the room by all other persons.*

*Whilst in deliberation the Committee will be accompanied by Legal and Democratic Service Officers for the purpose of assisting them in drafting their reasoning for the decision.*

The Committee will reconvene the meeting and the Chair will announce the Committee’s decision with reasons and advise that the decision will be released in writing within the statutory time limits or advise that the decision will be

released in writing with reasons within the statutory time limit, in this instance, 5 working days.

**PLEASE NOTE:**

- Where the Sub-Committee considers it necessary to do so, it may vary this procedure.
- In circumstances where a party fails to attend the Committee will consider whether to proceed in absence. Should a matter be deferred the deferral notice will state that the matter may proceed in a party's absence on the next occasion. In deciding whether to proceed all notices, communications and representations will be considered.
- Only in **exceptional circumstances** will the Committee take into account any additional late documentary or other information produced by an existing party in support of their application/representation. This will be at the discretion of the Chair and with the agreement of all the other parties. No new representations will be allowed at the hearing.
- The hearing will take the form of a discussion and parties will be able to ask questions as set out above. However, formal cross examination will be discouraged.
- The Authority will disregard any information or representation given by a party which is not relevant to the Application and the Licensing Act 2003.
- Where there is more than one party making relevant representations the time allocated will be split between those parties.
- Where several parties are making the same or similar representations it is suggested that one representative is appointed to avoid duplication and make efficient use of the allocated time.
- Where an objection is made by an association or residents group, a duly authorised person – as notified to the Licensing Authority – may speak on behalf of that association or group.
- The Chair may request that persons behaving in a disruptive manner should leave the hearing and their return refused, or allowed subject to conditions. An excluded person is however, entitled to submit the information they would have been entitled to present had they not been excluded.

Bath & North East Somerset Council is committed to taking decisions in an honest, accountable and transparent fashion. On occasion however, it may be necessary to exclude members of the press and public pursuant to the Local Government Act 1972 Schedule 12 (a). In those circumstances reasons for such decisions will be given.

<b>Bath &amp; North East Somerset Council</b>		
<b>MEETING:</b>	Licensing Sub Committee	<b>AGENDA ITEM NUMBER</b>
<b>MEETING DATE:</b>	Tuesday 14 July 2015	
<b>TITLE:</b>	Application for a Premises Licence for <b>Valley Fest 2015</b> , The Community Farm, Denny Lane, Chew Magna, BS40 8SZ	
<b>WARD:</b>	Chew Valley North	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b>		
<b>Annex A</b> Application for a new premises licence		
<b>Annex B</b> Plan of proposed premises and Site Plan		
<b>Annex C</b> Representation received from Environmental Health		
<b>Annex D</b> Representations of objection from other persons		

## **1 THE ISSUE**

1.1 An application has been received for a new Premises Licence under s.17 of the Licensing Act 2003 in respect of Valley Fest 2015, The Community Farm, Denny Lane, Chew Magna, BS40 8SZ.

## **2 RECOMMENDATION**

2.1 That the Sub Committee determines this application.

## **3 RESOURCE IMPLICATIONS**

3.1 The costs of processing licences are covered by the fees charged. The fee for this application is £100.

## **4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL**

4.1 An Equality Impact Assessment (Eq1A) has been completed. No adverse or other significant issues were found.

4.2 Consideration must be given to the Human Rights Act 1998 and the "convention rights".

4.3 The Sub Committee have been delegated authority to determine the application on behalf of the Licensing Authority in accordance with the Licensing Act 2003.

4.4 When reaching a decision, the Licensing Authority must carry out its functions with a view to promoting the four licensing objectives.

## 5 THE REPORT

5.1 An application has been received for a new Premises Licence (*Annex A*).

5.2 The application proposes the following licensable activities:

- 1) The **Sale of Alcohol** for consumption **on premises only** between the following hours:

Friday 10:00 – 02:00 the following morning

Saturday 10:00 - 02:00 the following morning

Sunday 10:00 – 01:30 the following morning

Alcohol is to be sold from the Main Stage Bar, the Tipi Valley Bar, the Tutti Frutti Lounge, the Circus Valley Bar and the Cocktail Caravan only. The varying times that alcohol will be sold from the bars within the parameters proposed above, are further detailed within section M a) of the application, as attached at *Annex A*.

- 2) The Provision of **Regulated Entertainment** by way of the Performance of Plays, the Exhibition of Film, Live and Recorded Music, the Performance of Dance and anything similar, both indoors and outdoors between the following hours:

Friday 10:00 – 02:00 the following morning

Saturday 10:00 – 02:00 the following morning

Sunday 10:00 – 02:00 the following morning

### **Non-standard timings:**

With the exception of Film, the terminal hour on Friday and Saturday in respect of the provision of regulated entertainment in the Folk Café has been proposed as **03:00 hours** the following morning.

Entertainment is proposed to take place on the Open Air Stage, the Circus Valley Stage, the Tipi Valley Stage and from the Tutti-Frutti Lounge and Folk Café Venue. The varying times that entertainment is proposed to take place within the parameters proposed above are further detailed within section M a) of the application, as attached at *Annex A*.

- 3) The provision of **Late Night Refreshment** indoors and outdoors between the following hours:

Friday	23:00 – 05:00 the following morning
Saturday	23:00 – 05:00 the following morning
Sunday	23:00 – 05:00 the following morning

4) **Opening Hours**

The application proposes that members of the public may be on the premises from:

10:00 hours on Friday 28 August, until

12:00 hours on Monday 31 August

**However, there will be no new entry or re-entry to the premises after 18:00 hours on Sunday 30 August 2015 as detailed in Section M b) of the application.**

- 5.3 The plan identifying the “premises” for the purpose of this application along with the site plan is attached at *Annex B*.

- 5.4 The Licensing Act 2003 (Section 4) states that it is the duty of all Licensing Authorities to carry out their functions under the Act with a view to promoting the licensing objectives. The licensing objectives are:

- a) The Prevention of Crime and Disorder
- b) Public Safety
- c) The Prevention of Public Nuisance
- d) The Protection of Children from Harm.

Each objective is of equal importance. As there are no other licensing objectives, these four are of paramount consideration at all times. When considering applications, representations or notifications, the Licensing Authority will have regard to these licensing objectives.

- 5.5 The Licensing Authority may grant the application with or without additional conditions.

- 5.6 Section 4(3)Licensing Act 2003 states that the Licensing Authority should also have regard to the Council’s Licensing Policy, the Statutory Guidance issued under Section 182 of the Licensing Act 2003, and the Licensing Act itself, and in particular to:-

- a) Paragraphs 3-6, 8-10, 13-14, 17-24, 29,33-36, 38-41 of the 2015 policy.

- b) Chapters 2, 8, 9 and 10 of the Statutory Guidance as revised April 2015.
  - c) Sections 4, 9, 10, 11, 12, 13, 16, 17, 18, 23, 182, and 183 of the Act.
- 5.7 The Licensing Authority recognises that Licensing and Planning are separate regimes. Where an application is granted by the Licensing Authority which would require planning permission this would not relieve the applicant of the need to obtain that permission. It will still be necessary for the applicant to ensure that he/she has **ALL** the necessary permissions in place to enable them to run the business within the law.
- 5.8 If the application is refused the applicant may appeal within 21 days of the notification to the Magistrates' Court. If the application is granted the person making the relevant representation may appeal within 21 days of the notification to the Magistrates' Court. On appeal the court may either dismiss the appeal, substitute the decision appealed against for any other decision which could have been made by the Licensing Authority, or remit the case to the Licensing Authority to dispose of in accordance with the direction of the court. The court may make such order for costs as it thinks fit.
- 5.9 In accordance with the requirements of the Act, copies of the application are required to be served upon the police, the fire authority, environmental health, development control, trading standards, health authority and the child protection agency.
- 5.10 The applicant is required to place a notice at the premises for a period of 28 consecutive days starting the day after the application is made, and to place an advert in a local newspaper within 10 working days of submitting the application to the licensing authority.
- 5.11 A representation has been received from Environmental Health expressing concern that the applicant's proposals undermine the public safety licensing objective.
- The representation states that the applicant fails to address how they will cope with the number of vehicles expected on site, nor how emergency vehicles will access the site, particularly during busy periods. It goes on to state that with the maximum number of persons to be admitted to the site at 4,500 (at any one time), the location of the site and having only one vehicular access point is considered to be a serious risk to public safety.
- 5.12 Representations of objection have been received from "other persons", expressing concern that the applicant's proposals undermine the prevention of public nuisance and prevention of crime and disorder licensing objectives.
- 5.13 This report has not been sent to the Trades Union because they would have no involvement.

## **6. RATIONALE**

- 6.1 As representations have been received the Sub Committee must determine the application in accordance with the Licensing Act 2003.

## **7 OTHER OPTIONS CONSIDERED**

- 7.1 None.

## **8 CONSULTATION**

- 8.1 In accordance with the Licensing Act 2003 (Premises Licence and Club Premises Certificate) Regulations 2005, the applicant has given notice of the application to all the relevant Responsible Authorities and has advertised the application in the manner prescribed, both at the premises and within a local publication.

## **9 RISK MANAGEMENT**

- 9.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

## **10 ADVICE SOUGHT**

- 10.1 The Council's Monitoring Officer (Divisional Director-Legal & Democratic Services), section 151 Officer (Divisional Director-Finance) and the Divisional Director have had the opportunity to input to this report and have cleared it for publication.

<b>Contact person</b>	Terrill Wolyn, Senior Public Protection Officer 01225 396939
<b>Background papers</b>	Licensing Act 2003 Guidance issued under s.182 of the Licensing Act 2003 Licensing Act 2003 (Premises and Club Premises Certificates) Regulations 2005 B&NES Statement of Licensing Policy





15/01835

ENVIRONMENT	<b>ANNEXA</b>
18 MAY 2015	
Post Log No:	
Receipt No:	BACS
CHICA £:	100.00

Licensing Department, Bath and North East Somerset Council

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 MiniV 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 <b>The Community Farm Denny Lane</b>			
<b>Post town</b>	Chew Magna, Somerset	<b>Postcode</b>	<b>BS40 8SZ</b>

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£0

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  please complete section (B)
  - ii. as a partnership  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:

Please tick yes

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

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(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 MiniV Ltd
Address Herons Green Farm Compton Martin Bristol BS40 6NL
Registered number (where applicable) 06358616
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any) 07855 492108
luke@thestorygroup.co.uk

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
2	8	082015

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

DD	MM	YYYY
3	1	082015

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

Agricultural fields forming part of The Community Farm as well as some neighbouring farmland, overlooking Chew Valley Lake. Application is for a single event of 3 days, 3 nights in length. The event is name Valley Fest.

The Community Farm is set in the Chew Valley between Bath and Bristol. The Community Farm is approximately 60 acres in size, with just over 30 of these, along with 12 acres of neighbouring land, being used for Valley Fest.

Valley Fest is a multi-day music, arts and food festival that aims to provide high-quality family entertainment aimed at a mixture of local and regional audiences. Valley Fest is produced and promoted in partnership with Yeo Valley Organics.

Valley Fest provides a mixture of entertainment and education, centred around its connection to The Community Farm, upon which it is hosted. Activities range from rural pursuits, food and farming education, high-standard locally produced food and drink and a number of music stages ranging in capacity from 100 to 600.

There will be one large car park, a campervan field, a crew camping field, a single large camping field and an events arena. The arena will have 5 music and entertainment venues along with 5 bars. In addition there is a childrens area, healing area, circus zone, a range of concessions and festival food traders and various other activities as would be expected at a festival

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

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

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

Provision of regulated entertainment

Please tick any that apply

- |  |                                     |
|--|-------------------------------------|
| a) plays (if ticking yes, fill in box A)                             | <input checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B)                             | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)            | <input type="checkbox"/>            |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)                        | <input checked="" type="checkbox"/> |

- 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 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) <ul style="list-style-type: none"> <li>Venues operate as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
Mon	00.01	02.00			
Tue					
Wed			<b>State any seasonal variations for performing plays</b> (please read guidance note 4)		
Thur					
Fri	10.00	00.00	<b>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</b> (please read guidance note 5) <ul style="list-style-type: none"> <li>Folk Café venue operates until 03.00hrs on Friday and Saturday Night as per Operating Schedule.</li> <li>Other venues close as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
Sat	00.01	02.00			
	10.00	00.00			
Sun	00.01	02.00			
	10.00	00.00			

C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b>Please give further details</b> (please read guidance note 3)
Day	Start	Finish	
Mon			<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 4)
Tue			
Wed			
Thur			<b>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</b> (please read guidance note 5)
Fri			
Sat			
Sun			

## B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	00.01	02.00	<b>Please give further details here</b> (please read guidance note 3) <ul style="list-style-type: none"> <li>Venues operate as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
Tue					
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4)		
Thur					
Fri	10.00	00.00	<b>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</b> (please read guidance note 5)		
Sat	00.01	02.00			
	10.00	00.00			
Sun	00.01	02.00			
	10.00	00.00			



**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)			
Mon						
Tue						
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 4)			
Thur						
Fri						
Sat			<b>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</b> (please read guidance note 5)			
Sun						

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	00.01	02.00	<b>Please give further details here</b> (please read guidance note 3) <ul style="list-style-type: none"> <li>Venues operate as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
Thur					
Fri	10.00	00.00	<b>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</b> (please read guidance note 5) <ul style="list-style-type: none"> <li>Folk Café venue operates until 03.00hrs on Friday and Saturday Night as per Operating Schedule.</li> <li>Other venues close as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
Sat	00.01	02.00			
	10.00	00.00			
Sun	00.01	02.00			
	10.00	00.00			

## F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day				Outdoors	<input type="checkbox"/>
Start	Finish			Both	<input checked="" type="checkbox"/>
Mon	00.01	02.00	<b>Please give further details here</b> (please read guidance note 3) <ul style="list-style-type: none"> <li>Venues operate as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
Tue					
Wed					
Thur			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 4)		
Fri	10.00	00.00			
Sat	00.01	02.00	<b>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</b> (please read guidance note 5) <ul style="list-style-type: none"> <li>Folk Café venue operates until 03.00hrs on Friday and Saturday Night as per Operating Schedule.</li> <li>Other venues close as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
	10.00	00.00			
Sun	00.01	02.00			
	10.00	00.00			

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon	00.01	02.00			
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri	10.00	00.00	<p><b>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</b> (please read guidance note 5)</p> <ul style="list-style-type: none"> <li>Folk Café venue operates until 03.00hrs on Friday and Saturday Night as per Operating Schedule..</li> <li>Other venues close as per Operating Schedule included in SECTION M of this License Application.</li> </ul>		
Sat	00.01	02.00			
	10.00	00.00			
Sun	00.01	02.00			
	10.00	00.00			

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing Various including Circus, Fire Performance, Trapeze, Walkabout Acts, etc.		
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon	00.01	02.00		Outdoors	<input type="checkbox"/>
Tue			<b>Please give further details here</b> (please read guidance note 3)  <ul style="list-style-type: none"> <li>Venues operate as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>	Both	<input checked="" type="checkbox"/>
Wed					
Thur					
Fri	10.00	00.00	<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 4)		
Sat	00.01	02.00	<b>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</b> (please read guidance note 5)		
	10.00	00.00			
Sun	00.01	02.00	<ul style="list-style-type: none"> <li>Folk Café venue operates until 03.00hrs on Friday and Saturday Night as per Operating Schedule.</li> <li>Other venues close as per Operating Schedule included in <b>SECTION M</b> of this License Application.</li> </ul>		
	10.00	00.00			

## I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	00.01	05.00	Please give further details here (please read guidance note 3)  Late night refreshments are sold from a variety of vendors, festival cafes and so forth.	Both	<input checked="" type="checkbox"/>
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
Thur					
Fri	23.00	00.00	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 (please read guidance note 5)		
Sat	00.01	05.00			
	23.00	00.00			
Sun	00.01	05.00			
	23.00	00.00			

J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon	00.01	01.30			
Tue					
Wed					
Thur					
Fri	10.00	00.00			
Sat	00.01	02.00			
	10.00	00.00			
Sun	00.01	02.00	<b>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</b> (please read guidance note 5)		
	10.00	00.00			
<ul style="list-style-type: none"> <li>• Bars close as per Operating Schedule included in SECTION M of this License Application.</li> </ul>					

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

Name Mr Jeff Luther	
Address Studio 3 Level 3 Studios The Old Malthouse Bath	
Postcode	BA1 5NS
Personal licence number (if known) FOD/07/00571/LAPENW	
Issuing licensing authority (if known) Forest of Dean District 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 8).

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	00.01	12.00	<p><b>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</b> (please read guidance note 5)</p> <p>Dates included are:</p> <p>Friday August 28<sup>th</sup> 2015 to Monday August 31<sup>st</sup> 2015</p>
Tue			
Wed			
Thur			
Fri	10.00	00.00	
Sat	00.01	00.00	
Sun	00.01	00.00	



**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon	00.01	01.30			
Tue					
Wed					
Thur					
Fri	10.00	00.00			
Sat	00.01	02.00			
	10.00	00.00			
Sun	00.01	02.00	<b>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</b> (please read guidance note 5)		
	10.00	00.00			
<ul style="list-style-type: none"> <li>Bars close as per Operating Schedule included in SECTION M of this License Application.</li> </ul>					

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:**

Name Mr Jeff Luther	
Address 2 Elm Road Tutshill Chepstow Monmouthshire	
Postcode	NA16 7BX
Personal licence number (if known) FOD/07/00571/LAPENW	
Issuing licensing authority (if known) Forest of Dean District Council	



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

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)**

An event management plan will be submitted to the responsible authorities at least 2 months prior to the event and agreed no later than 3 weeks prior to the event.

The maximum number of persons shall not exceed 4500 at any one time. To ensure this, every person entering the Licensed Site must be in possession of either a valid ticket; complimentary or staff ticket; or an authorised pass.

The following capacities and operating times shall also have effect. Please refer to Site Map for location of Grid References:

VALLEY FEST 2015 VENUE SCHEDULE

**ENTERTAINMENT WITHIN VENUES (Excluding Cinemas)**

No.	Venue	Category	Grid Ref.	Capacity	Fri-Sat	Sat-Sun	Sun-Mon
A	Open Air Stage	A.E.F.G. H.	P11	1000	12.00 – 23.00	12.00 – 23.00	12.00 – 23.00
B	Circus Valley Stage	A.B.E.F. G.H.	Q15	300	12.00 – 01.00	12.00 – 01.00	12.00 – 23.30
C	Tipi Valley Stage	A.E.F.G. H.	Q13	800	12.00 – 02.00	12.00 – 02.00	12.00 – 01.00
D	Tutti-Frutti Lounge	A.E.F.G. H.	O12	1000	12.00 – 02.00	12.00 – 02.00	12.00 – 02.00
E	Folk Cafe Venue	A.E.F.G. H.	P15	400	12.00 – 03.00	11.00 – 03.00	11.00 – 01.00

**ENTERTAINMENT OUTSIDE VENUES – Includes Walkabout performance, Fire Performance and Dance pieces**

Venue	Activity Category	Licensing Hours
Valley Fest, The Community Farm	A.G.H.I.J.K	28/8/15 10.00hrs until 31/8/15 00.30hrs

**ALCOHOL SALES – Category M**

No.	Venue	Grid. Ref.	Capacity	Fri – Sat	Sat – Sun	Sun – Mon
1	Main Stage Bar	P12	100	12.00 – 00.00	12.00 – 01.00	12.00 – 23.00
2	Tipi Valley Bar	Q13	120	12.00 – 02.00	12.00 – 02.00	12.00 – 00.30

3	Tutti Frutti Lounge	Q12	100	12.00 – 02.00	12.00 – 02.00	12.00 – 01.30
4	Circus Valley Bar	Q15	50	12.00 – 01.00	12.00 – 02.00	12.00 – 23.00
5	Cocktail Caravan	O21	40	12.00 – 01.00	12.00 – 02.00	12.00 – 00.00

#### b) The prevention of crime and disorder

All activities within the Licensed Premises will be managed with a view to preventing crime and disorder by adopting the following policies:

In relation to alcohol sales and consumption:-

- The licensee will operate a 'No Glass on Site' policy including:
- A prohibition on caterers and concessions providing glass containers to the public.
- A ban on public bringing glass into the event.
- A record of all refusals to sell alcohol shall be maintained at each of the 5 bars and produced at the request of a police or licensing officer
- There shall be no sale of alcohol at the premises beyond 01:30 on Monday 31 August 2015.
- All alcohol to be sold under authority of this licence shall be stored in secured units;
- The DPS will conduct a training session in advance of the event for all those involved in the sale of alcohol during the festival. Topics to be covered shall include offences relating to the sale of alcohol, what licensable activities are authorised under the premises licence, the times during which these activities may take place, any restrictions imposed via the conditions attached to the licence, the mandatory conditions, and how Challenge 25 works together with the acceptable forms of I.D. A record will be maintained and kept at the premises of all person who have received training, and the date on which such training was given. This record is to be produced upon request of Police or Licensing Officers.
- A personal licence holder shall be on duty at each of the 5 bars at times when the Sale of Alcohol is taking place

In relation to Security Provision:-

- The licensee will ensure that the security contractor prepares a written crowd and security management plan and include it in the EMP
- Personnel carrying out security functions at events will be registered at an appropriate level with the Security Industry Association (SIA).
- There will be no new entry or re-entry to the premises after 18:00 hours on Sunday 30 August 2015.
- Use of stewards/security at access/egress points and other appropriate locations.
- A minimum of 21 SIA security staff on duty at any point during opening hours.
- There will be a minimum ratio of 100:1 between members of the public and security/stewarding staff
- A security staffing schedule to be included in the EMP and agreed with the Police and Safety Advisory Group.
- Search procedures will be conducted if deemed necessary.
- A comprehensive **Alcohol and Drugs Policy** to be in place for the event and will be agreed as part of the EMP by the RAs.
- A comprehensive **Eviction and Confiscations Policy** to be in place for the event and will be agreed as part of the EMP by the RAs.

**Crime Prevention Policy**

- The policing of the event will be controlled by Security staff. Briefings will take place throughout the event between the Event Liaison Team, any Emergency Services that may be present, the Event Safety Officer and the Security Manager. **See Security Plan in Operating Schedule**
- The event will have stewards and security on hand to deal with potential crime and disorder issues.
- The licensee has a No Drugs policy. This policy will be advertised to the public in advance.
- Anyone seen in possession of drugs will be reported to our onsite security team and arrangements made to eject them from the site. Unless there are substantial quantities of illegal substances found upon search, the Police will not be called.
- Amnesty Bins will be deployed at site pedestrian entrance
- A minimum of 21 SIA registered Security Staff will be on duty at all times.
- Lighting of the event arena during hours of darkness
- Crime prevention material will be distributed to campers and traders at the event by security and stewarding staff

In relation to other matters:-

- The licensee will have a Communications Plan in place which will allow them to manage the event and communicate with the emergency services and the public. This will be agreed with the RAs as part of the EMP.

### c) Public safety

The measures detailed below will be in place to protect public safety:

- The licensee will produce an Event Safety Plan and include it in the EMP for agreement with all RAs and the Safety Advisory Group. The Event Safety Plan includes details of all safety measures, risk assessments, method statements and procedures.
- Site-specific risk assessments will be conducted for the event to assess hazards and demonstrate our measures to counteract them.
- The licensee will prepare a set of site safety rules and schedule a general health and safety briefing for all persons working on site
- The licensee will provide a Major Incident Plan and Evacuation Procedures as part of the EMP, to be signed off by the RAs and Safety Advisory Group.
- The licensee will provide a Campsite Management Plan as part of the EMP to be signed off by the RAs and Safety Advisory Group and which will provide details of provision for camping onsite at the event.
- All principal access points shall be stewarded when in use and stewards also provided to patrol campsites and monitor venue capacities
- The licensee will ensure that all emergency access and egress routes are clear of obstructions at all times
- The site will operate a "no glass" policy. Members of the public are not permitted to enter the site with glass bottles or glass containers. Anyone attempting to enter the site with any glass bottles or containers shall have such items confiscated until their departure from site
- The licensee operates a No-Drugs policy which also extends to include 'legal highs'
- All drinks sold from any of the 5 bars will be served in non-glass receptacles
- No lasers are to be used on site
- Where necessary, signage will be displayed warning "Strobe lights are used during this performance"
- There will be at least 2 Paramedics and 4 First Aiders on duty at any time during the event with a well-equipped Medical Centre and 4x4 ambulance vehicle.
- The licensee will provide a Lost and Found Children facility staffed by qualified staff who have undergone advanced DBS checks.
- Drug policies in place for all employees and published drug policies regarding event entry.
- Safe capacities to be calculated for the main arena and subsequently the total event site capacity. Ticket sales/admissions will not exceed safe capacity.
- The licensee will check the competence of contractors providing equipment, goods and services to the event.

The licensee will ensure that there is suitable provision for disabled persons which include persons of limited mobility, persons with impaired hearing or eyesight and other difficulties.

- The licensee will ensure that a competent electrical contractor installs and maintains the event electrical power and distribution system.
  - All sound and lighting contractors will be competent and provide equipment, including local distribution, in good condition and currently PAT tested as necessary. Our electrician or Event Safety Officer will condemn and prohibit from use any equipment found to be inadequate, sub-standard or unsafe.
  - A fire safety plan and risk assessment will be included in the EMP for agreement with the RAs and Safety Advisory Group.
  - Any trader or contractor using LPG will be required to ensure their equipment is in good condition and has a current certificate of gas safety and suitable fire safety equipment.
  - A list of event food traders and registration details will be provided to the Council at least six weeks prior to event opening.
  - Entry and Exit widths of venues to be calculated in accordance with capacity and in consultation with the relevant emergency services.
  - All marquees and temporary structures are required to be constructed of inherently fire retardant materials and be accompanied by a current certificate of testing.
  - The licensee will obtain confirmation in writing from any contractor supplying and erecting temporary demountable structures (TDS) (e.g. tents, stages, towers etc) that the structure has been erected in accordance with the manufacturer's instructions, is fit for purpose and safe for use.
  - There will be a ratio of 100:1 between members of the public and security/stewarding staff
  - Petrol generators are not permitted onsite due to their increased fire safety risk.
- The licensee will provide documentary evidence of public and employer's liability insurance to £5 million valid for the duration of their occupancy of the site.
- No public are allowed on to site during the build period and into areas where construction is taking place.

**The site will:**

- Provide a defined perimeter within which the elements of the event take place
- Have demarcated camping, vehicular and arena areas
- Allow unobstructed access for emergency service vehicles
- Allow observation and monitoring of significant areas by event management
- Allow free circulation of the public
- Provide facilities for the disabled
- Take on board any concerns from the enforcing authorities.
- Have fire routes around the site and designated fire points
- Have drinking and washing water provided for free public use at all times
- Have Access and egress points for emergency services, vehicles and pedestrians

**In relation to traffic, the licensee will:-**

- Provide a Traffic Management Plan as part of the EMP to be signed off by the Safety Advisory Group, Highways and the Police.
- Enforce a staffed road closure throughout the event on Denny Lane.
- Provide a signage schedule and vehicle routing plan to the Highways authority, Police and Safety Advisory Group for agreement.
- Establish a 10mph speed limit on roads through the event site and a 5mph speed limit in all other areas.
- Ensure only experienced and licensed drivers will drive on site
- Ensure drivers have valid insurance and road legal vehicles
- Keep the public away from working vehicles wherever possible
- Separate pedestrians and vehicles where possible. Suitable stewarding and supervision to be put in place where this is not possible
- Speed limits signed and enforced by security, stewards and the ESO
- Put adequate supervision (e.g. use of a banks man) in place for vehicle operations including manoeuvring (especially reversing) loading and unloading and at night.
- Ensure high visibility clothing is worn when working on or near vehicles.
- Enforce a prohibition of all but essential vehicle use on site while it is open to the public.

- Enforce a schedule of times at which traders may use vehicles to re-supply
- Enforce a curfew for site cleansing and non-emergency site vehicles
- Ensure appropriate PPE (high visibility clothing, safety footwear, gloves etc) is worn when loading and unloading vehicles

d) The prevention of public nuisance

It is accepted that the events have an impact upon the locality and all reasonable measures will be taken to ensure that any negative impact the Event may have will be minimised as far as reasonably practicable. In addition to these measures, further consideration will be given to the following items in order to meet the licensing objectives:

**Noise Control**

- A **Noise Management Plan** will be included in the EMP in line with that agreed with the Environmental Health Officer at BANES
- Noise Monitoring by a professional Noise Consultant will be provided throughout the event in line with hours agreed with the Environmental Health Officer at BANES
- All regulated entertainment performed on the Open Stage shall cease at 23:00 hours every day
- The number of an onsite local resident 'noise' hotline to be circulated to members of the public in and around the Chew Valley including Parish Councils
- Pre-information about the event operating times to be circulated to local parish councils and immediate neighbours of the event site

**Waste**

- A **Waste Management Plan** will be included in the EMP and agreed with the RAs and Safety Advisory Group

**Lighting**

- The licensee will consider the effect on neighbours when siting any additional lights outside of the perimeter, including at road closures.

e) The protection of children from harm

This will be undertaken in consultation with the relevant authorities'. Full information can be found in the **Child Protection Policy**.

- All security and stewards will be advised that children under the age of 16 must be accompanied by an adult over the age of 18 and so will be advised to request identification should they believe any person wishing to gain access without a supervisory adult may be under 16.
- In the event that a ticket holder is unable to prove that they are 16 or over and is without a supervisory adult over the age of 18, they will not be permitted to enter the site.
- Lost children will be taken to the children's area and looked after as per the Lost Children's Policy as detailed the events management plan.
- No entertainment of an adult nature shall take place during the event.
- If any of the attractions or entertainments are unsuitable for a particular age, then this will be publicised. All stewards/security at access points will be fully briefed on any age restriction policies.
- Robust Proof of Age provision including signage at all bars within the licenced premises where alcohol or age restricted activities are taking place.
- Any Alcohol found in the possession of anyone under the age of 18 shall be confiscated

**Proof of Age Policy**

- Appropriate posters will be displayed in the bar areas to deter persons under the age of 18 from attempting to purchase alcohol.

- All employed bar staff will be 18 years old or over and trained on the requirements of the law regarding the sale of alcohol, this will include instruction on how to question and refuse sales if necessary.
- Advice will be provided to bar staff about what Age ID cards are acceptable.
- The premises shall operate a "Challenge 25" age verification policy. All staff involved in the sale of alcohol **will** challenge any person who appears under the age of 25 for appropriate ID confirming them to be 18 years old or over.
- Any person deemed to be intoxicated will not be served further alcohol; bar managers will monitor alcohol sales.
- No persons under the age of 18 will be served alcohol.
- No child under the age of 14 years shall be permitted to any of the 5 outlets/bars beyond 21:00 hours.
- A refusals register will be kept at all bars and completed if any refusal of sale is made.



## Checklist:

Please tick to indicate agreement


- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- 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.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

**Part 4 – Signatures** (please read guidance note 10)

*Please see overleaf*

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 11).  
If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	18 <sup>th</sup> May 2015
Capacity	Company Director LUKE HASELL

For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13) Daniel Hurring Alexandra House Church St			
Post town	Upton Noble	Postcode	BA4 6AS
Telephone number (if any)	07792 353864		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) dan@anotherworldproductions.org.uk			

#### Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Consent of individual to being specified as premises supervisor

I JEFFREY JARVIS LUTHER  
[full name of prospective premises supervisor]

of

2, ELM ROAD, TUTSHILL, CHEPSTOW, MON, NP16 7BX.  
[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

PREMISE'S LICENSE  
[type of application]

by

MINI V LIMITED  
[name of applicant]

relating to a premises licence \_\_\_\_\_  
[number of existing licence, if any]

for

VALLEY FEST, THE CUMMERBY FARM, DENNER LANE, CHEW  
[name and address of premises to which the application relates] \_\_\_\_\_  
MAGNA



and any premises licence to be granted or varied in respect of this application made by

MINI V LIMITED  
*[name of applicant]*

concerning the supply of alcohol at

VALLEY FEST  
THE COMMUNITY FARM  
DENNY LANE,  
CHEW MAGNA,  
BRISTOL

*[name and address of premises to which application relates]*

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

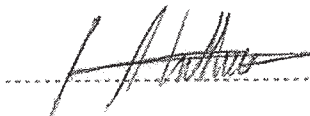
Personal licence number

FOD/07/00571/LAPENW  
*[insert personal licence number, if any]*

Personal licence issuing authority

FOREST OF DEAN COUNCIL FOD/07/00571/LAPENW  
*[insert name and address and telephone number of personal licence issuing authority, if any]*

Signed



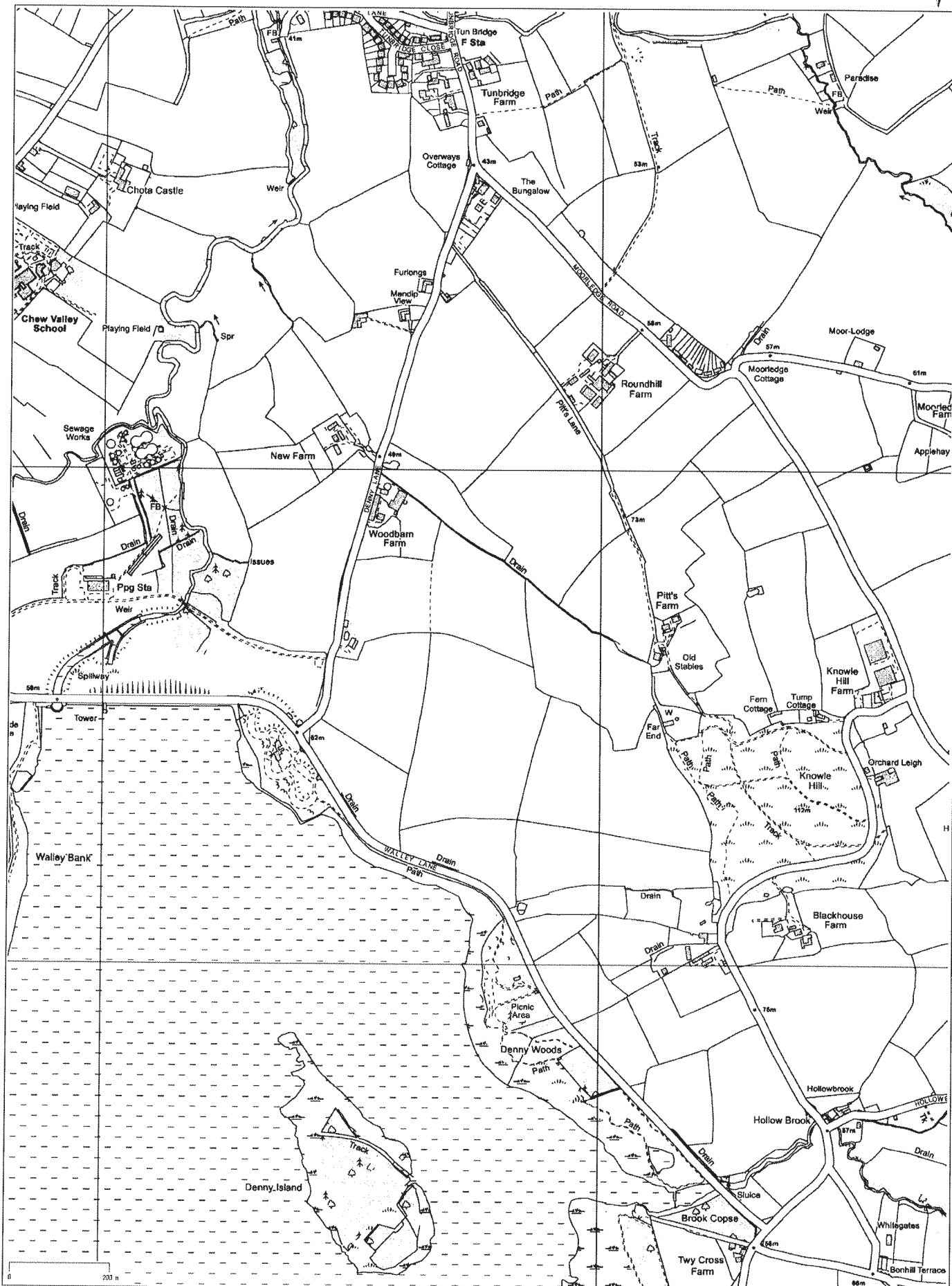
Name (please print)

JEFFREY JARVIS LUTHER.

Date

30/4/2015













Representation Form

ENVIRONMENTAL SERVICES

Responsible Authority.

Health and Safety

16 JUN 2015

Post Log No: .....

Receipt No: .....

CH/CA £: .....

Your Name	Suzanne McCutcheon
Job Title	Education and Enforcement Team Manager
Postal and email address	Bath & North East Somerset Council Health & Safety Lewis House Manvers Street Bath BA1 1JG
Contact telephone number	01225 396044

Name of the premises you are making a representation about.	Valley Fest New Premises Licence Application 15/01835/LAPRE
Address of the premises you are making a representation about.	Valley Fest The Community Farm Denny Lane Chew Magna Somerset BS40 8SZ

Which of the four licensing objectives does your representation relate to? Please state yes or no.	Yes or No	Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary.
All 4 licensing objectives, namely: <ul style="list-style-type: none"> <li>The prevention of crime and disorder;</li> <li>The prevention of public nuisance;</li> <li>Public Safety</li> </ul>	No  No  Yes	In its role as a Responsible Authority the Health and Safety Team has considered this application and have serious concerns that the applicant's operating schedule fails to propose appropriate measures to promote the licensing objectives in respect of :  <b><u>Public safety due to the location of the site.</u></b>  The Community Farm is located off Denny Lane which is a single track lane. Access to the event

<ul style="list-style-type: none"><li>• The protection of children from harm</li></ul>	No	<p>for all performers and emergency vehicles is via the Blue Gate at the South of the site, with camper vans and caravans entering the site at the orange gate to the north of the site.</p> <p>All other vehicles for the festival goers are required to use the car park on the opposite side of Denny Lane and pedestrian access between the car park and festival site ( on the opposite side of Denny Lane) is via the Red Gate.</p> <p>The applicant proposes a traffic Management plan which includes a staffed Road Closure on Denny Lane, but this does not address how this will cope with the number of vehicles expected to access the site, nor how emergency vehicles would access the site particularly during the busy periods for example once the gates open for the event .</p> <p>Given the nature of the event, the maximum number of people to be admitted to the site (4500 at any one time) and the location of the site, having only one vehicular access point to the site is considered to be unacceptable and a serious risk for public safety.</p>
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<p>Suggested conditions that could be added to the licence to remedy your representation you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.</p>	
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N.B. If you do make a representation you will be expected to attend the Licensing Panel and any subsequent appeal proceeding.

Signed: 

Date: 15/06/2015

Please return this form along with any additional sheets to:

Licensing Services,  
Public Protection,  
Lewis House,  
Manvers Street,  
Bath  
BA1 1JG

E-mail address: [licensing@bathnes.gov.uk](mailto:licensing@bathnes.gov.uk)

***This form must be returned within 28 consecutive days of the application being made to the Licensing Authority.***



**LICENSING ACT 2003**

**INTERESTED PARTY REPRESENTATION**

**Please read the notes at the back of this form prior to completing it.**

**I/We object to the following application:**

Application number:	<b>15/01835/LAPRE</b>
Applicant's name:	<b>MINI V LTD</b>
Premises name and address:	<b>VALLEY FEST 2015 THE COMMUNITY FARM DENNY LANE CHEW MAGNA BS40 8SZ</b>
Application for a:	<b>PREMISES LICENCE</b>

**Objector Details:**

Objector's Name:	<b>D. PAGE</b>
Objector's Address:	<b>3 RUSHGROVE GARDENS BISHOP SUTTON BS39 5XE</b>
Organisation name if applicable:	

**Objection Details:**

My/our representation is relevant to the following licensing objective(s):

- Prevention of crime and disorder
- Prevention of public nuisance
- Protection of children from harm
- Public safety

<b>ENVIRONMENTAL SERVICES</b>
<b>13 JUN 2015</b>
Post Log No: .....
Receipt No: .....
CH/CA £: .....

**Making Bath & North East Somerset an  
even better place to live, work and visit**

Please detail your objection(s) as fully as possible in the box below. If you do not then the Committee may not understand why you have objected.

Please attach supporting documents/further pages as necessary and number all extra pages.

Try to be as specific as possible and give examples e.g. *On 1 February I could hear loud music from the premises between 10pm and 1 am. I am concerned that if the premises open until 2 am this will cause a nuisance to me and other residents of the street.*

I/We have already made a written representation and have no further comments

Although my house is over 1½ miles from Community Farm directly across Chew Valley lake the music from last years Mini V Festival was so loud it shook the windows and prevented us enjoying our garden.

The event covered in this application promises to be even larger, louder and longer so the noise will be even more distressing.

I am concerned that this will cause a nuisance to me and hundreds of local people who will have to suffer extreme noise until 2 in the morning for 3 consecutive days.

**I am aware that a full copy of my representation (including my name and address) will be sent to the applicant and will form part of a public document prior to any hearing on this matter.**

Signed

D. Page

Date

13 June 2015

Contact telephone number(s)



**Kirsty Morgan**

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**From:** Steve Turner <steve.turner@sandsfoothouse.co.uk>  
**Sent:** 15 June 2015 21:41  
**To:** Licensing  
**Subject:** Valley Fest 15?01835/LAPRE

I am writing to ask that this license is refused.

Three days and nights of music and entertainment until 3am (if I have read the info correctly) is far too much.  
many places hold a one day festival finishing at 11pm?? that seems entirely reasonable on a one-off basis

the noise disturbance during the MiniV festival in September 2014 was considerable.  
we could hear it in Bishop Sutton and I believe it was heard in Compton Martin as well.

the potential number of ticket holders also is too high.

helen Martin  
Sandsfoot  
Top Sutton Bishop Sutton  
BS39 5UW



**Kirsty Morgan**

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**From:** Keith Betton <keith@bathchewvalley.co.uk>  
**Sent:** 12 June 2015 09:38  
**To:** Licensing  
**Subject:** FW: Valley Fest - Objection to licence application 15/01835/LAPRE, Valley Fest 2015

I wish to object in part to the licence application reference 15/01835/LAPRE, for "Valley Fest 2015", on the grounds that it does not meet the Prevention of Public Nuisance licensing objective.

Section M of the licence application contains a schedule of proposed operating times for each of the five performance areas, with the outside live music finishing at 11pm each night, the other tented venues then close at 1am, 2am & the final one closes at 3am on Saturday & Sunday mornings, with the last venue closing at 2am on bank holiday Monday morning.

The distinction drawn between an outside performance and one inside a canvas tent is marginal at best, from a conversation with the promoter I understand that the music played within the tented venues will be amplified in the same way as the completely outdoor stage & it seems unlikely that a single layer of canvas will significantly attenuate the volume & nuisance.

From the application, alcohol sales will end at 2am on Saturday & Sunday mornings and 01.30am on Bank Holiday Monday morning.

It should be noted that the actual licence application also allows for the provision of refreshments until 5am.

There is nothing in the licence application which addresses the issue of noise caused by those audience members camping on site after the organised performances have ended.

From the information supplied in the licence application, no account appears to have been made for the open aspect of the site & proximity to Chew Valley lake, which together with the shape of the valley can cause sound to travel further than it might at another location, this can cause the noise to affect residents in unexpected areas of Bishop Sutton.

We operate Chew Valley Caravan Park in Bishop Sutton, we are the only Visit England five star rated touring park in B&NES, attracting many guests to the area, each contributing to the local economy as they visit Bath, local attractions, shops and restaurants, one of the key attractions that is recorded in our feedback surveys is the "quiet, rural location".

In September 2014 the same promoter held a much smaller event called "The Mini V Festival", with I understand around 1,000 visitors, the noise from that event was very loud, both during the day and into the early hours of each morning & could be clearly heard on our caravan park & inside guests caravans, we received numerous complaints during last year's festival with some guests abandoning their holiday & leaving early, after demanding a refund (details can be supplied for verification).

Operating a music festival for such long hours, into the early morning on three consecutive nights will clearly have a severely detrimental effect on our business, particularly as the application is for a much larger audience this year, which will require an larger sound system to reach the larger crowd. Moving the festival from September to the peak holiday season, over the August bank holiday weekend will only exacerbate the problem.

The park that we operate provides year round employment for seven staff, together with significant referral revenue for many local businesses, it is unreasonable to impact upon this with a three day "get rich quick scheme", which will direct people to festivals own food & drink tents, providing no benefit for any local trader not renting space from the promoter on site.

We would ask that late night music be restricted at all venues on site to a single night / early morning, with the usual B&NES guideline for all amplified performances of ending by 11.45pm for the other nights of the festival.

Sincerely  
K. Betton  
Director  
Chew Valley Caravan Park  
Ham Lane  
Bishop Sutton  
BS39 5TZ

**Kirsty Morgan**

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**From:** Val Betton <val@betton.org>  
**Sent:** 16 June 2015 10:08  
**To:** Licensing  
**Subject:** licence application reference 15/01835/LAPRE

Dear Sir,

I wish to object in part to the licence application reference 15/01835/LAPRE, for "Valley Fest 2015", on the grounds that it does not meet the Prevention of Public Nuisance licensing objective.

This year the festival is to be held over August bank holiday weekend when many people living in the Bishop Sutton will be wanting to choose how they spend their days and evenings. The local population will have no control over the volume coming from the festival and therefore the entire holiday weekend will be affected by this application.

From the very badly presented information on the B&NES website, it appears that music will be going on until 3am with the restaurant/cafe facilities open until 5am. I believe this is far too late into the night and is completely unreasonable, based on my experiences last year we will have experienced the thumping noise all day, all evening and then on until 3am on three consecutive nights.

Last year, in spite of double glazing and a modern insulated house, we could not escape the noise, it could be heard even late into the night in our bedrooms, it was awful and it restarted early each morning. Please make sure that it is at least limited to reasonable hours this year.

I request that Banes does not allow music of any sort (live or not)/pa system or refreshments after midnight so at least everyone can get to sleep and then that the music/pa system does not start again until 1pm each day.

I would also like to request that if the event is permitted steps are taken to ensure that an enforcement officer is scheduled to be available throughout the event, so that the noise levels can be monitored & enforcement action taken during the festival, rather than officers simply collating complaint responses after the event, as is the usual practice in B&NES.

Yours Sincerely  
Mrs V. Betton  
Mr R. Betton



**Kirsty Morgan**

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**Subject:** FW: Valley Fest, Denny Lane, Chew Magna

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**From:** Sue Harvey [mailto:sue@kingwatkins.co.uk]**Sent:** 12 June 2015 15:06**To:** Terrill Wolyn**Subject:** Valley Fest, Denny Lane, Chew Magna

Dear Mr Wolyn,

We have received notification that our neighbour, Luke Hassell is applying for permission to hold a music festival over the August bank holiday week-end.

My Brother and I farm land below the festival site and we would like to state our objection to the music festival taking place.

Last year when a smaller festival was held, we had a field gate completely taken off its hinges, people were walking across our land dropping their litter, which we had to pick up. The main problem of the litter were drink cans ending up in our silage.

Cattle will be on the land at the time of the Festival and we are concerned that the noise will upset the cattle and also the cattle could escape if the gates are taken off their hinges again or the fences are cut.

Yours sincerely

Pete and Sue Harvey

Sue Harvey

King Watkins Ltd, The Island House, Midsomer Norton, Radstock, BA3 2DZ

Tel 01761 413869 Fax 01761 419348

Company No. 4986829

Registered Office as above

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*such time as a written document is signed on behalf of the practice. King Watkins cannot accept responsibility for the completeness or accuracy of this message as it has been transmitted over public networks. \*\*\**



**Kirsty Morgan**

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**From:** Licensing  
**Sent:** 29 May 2015 09:31  
**To:** Terrill Wolyn  
**Subject:** Valley Fest - REPRESENTATION OF OBJECTION - Sally MONKHOUSE

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**From:** SALLY MONKHOUSE [mailto:sallymonkhouse961@btinternet.com]  
**Sent:** 28 May 2015 17:47  
**To:** Terrill Wolyn; Licensing  
**Subject:** Chew Valley Fest application for licence by Mini V Ltd

I wish to object to part of the application licence in respect of 'prevention of public nuisance' and 'public safety'.

Noise from the music and people and vehicle movements for the Festival is likely to impact on all the villages in the Chew Valley. The population of the combined Chew Valley villages (figures from BANES 2011 census results) is 4,584. The licence appears to cater for up to 4,000 people (it may be for more, the page on the Banes' website is so dense and difficult to follow it is difficult to be able to say, I think something needs doing about it), thus suddenly doubling the population and associated vehicle traffic in this rural area for at least three days.

The festival is to be held over a bank holiday weekend when most people living in the Valley will be wanting to choose how they spend their days and evenings after hard working weeks - perhaps by having friends to stay, bbq's in their gardens etc. The local population will have no control over the noise coming from the festival and therefore their whole holiday weekend impact will be upon by this application.

The Banes' website delineation of the application is almost impenetrable and so very badly written but it appears that music would be going on until 3am and restaurant/cafe facilities open until 5am. I think this is far too late into the night and is completely unreasonable, residents will have experienced the noise all day, all evening and then to expect any noise beyond midnight, I think is unfair and detrimental to residents and in an area of Outstanding natural beauty and SSSI. It is likely to impact on wildlife as well. The festival advertising suggests children (families) will be welcome and I can't think of any parent in the country who would feel it appropriate for their children to be kept awake after midnight by adults' wanting to listen to loud music and to eat and drink until 5am. The festival web site says that music will be played until 2am Friday and Saturday and midnight on Sunday which is not what it appears to say at all in the application.

I request that Banes does not allow music of any sort (live or not)/pa system or refreshments after midnight so at least everyone can get to sleep and then that the music/pa system does not start again until 1pm each day.

Last year, in spite of double glazing and a modern insulated house, we could not escape the noise late into the night in our bedrooms, it was awful and it restarted early in the mornings. Please make sure that it is at least limited to reasonable hours this year.

I wrote to the organiser early in May and he has not responded and as a result it does not give me confidence that he is wanting to consider the local population at all. He did not liaise with our village before setting up the web site and selling tickets and this all feels like a total disregard for anyone and very different to how other festivals have been set up in the past in other areas of the country.

#### **PUBLIC SAFETY**

I cannot see anything on the Banes' website which indicates anything about proposals for road safety.

The census shows that there are 2,459 car owners in the Chew Valley villages and if 4,000 people are likely to go to the Festival in the valley over those three days, that is likely to double the number of cars in the area with no adequate infrastructure (no buses etc) and that is not accounting for other day visitors to the festival who will not be staying overnight. How will ordinary' day trip visitors manage to reach the Chew Valley Lake car parks to visit and enjoy a peaceful quiet experience?

Cycle Routes: Denny Lane and other Valley roads

(see: <http://www.sustrans.org.uk/ncn/map?lat=56.54737192673878&lng=-3.142090281250036&zoom=5&route-type=all-routes&filters=>)

are designated cycle routes. What is proposed to keep all the road users safe for the weekend which is always busy with leisure cyclists? It is impossible for a cyclist and a car to pass on most of Denny Lane, how will that be managed?

The one access at Denny Lane would seem to me risky if emergency vehicles need to attend, it is a tiny, very narrow country lane.

Sally Monkhouse

Truffles

Church lane

Bishop Sutton

Bristol BS39 5UP

**Kirsty Morgan**

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**From:** Wendy Stokes  
**Sent:** 12 June 2015 10:48  
**To:** Kirsty Morgan  
**Subject:** FW: 15/01835/LAPRE Denny Lane, Chew Magna

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**From:** [clerk@stoweysuttonpc.org](mailto:clerk@stoweysuttonpc.org) [<mailto:clerk@stoweysuttonpc.org>]  
**Sent:** 12 June 2015 10:46  
**To:** Wendy Stokes  
**Subject:** 15/01835/LAPRE Denny Lane, Chew Magna

Dear Wendy,

Now that the formal application for the Valley Fest has been made we would like to raise our concerns on this matter. We are concerned about the effect of music, especially after midnight as it was felt the noise would cause a public nuisance and that it is unreasonable for this to affect residents for three consecutive nights. We would also like to ask that B&NES carefully monitor the event so that noise levels in surrounding villages can be assessed. We would also like to request that the cut off time recommended in B&NES policy, of 11.45pm should be adhered to. Finally we would like to ask B&NES to ensure there is some Environmental Health officer out of hours cover in place for that weekend.

Kind regards,

Sue Heathman  
Clerk



**Kirsty Morgan**

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**From:** Teresa Betton <teresa@betton.org>  
**Sent:** 15 June 2015 22:13  
**To:** Licensing  
**Subject:** licence application reference 15/01835/LAPRE

I wish to object in part to the licence application reference 15/01835/LAPRE, for "Valley Fest 2015", on the grounds that it does not meet the Prevention of Public Nuisance licensing objective.

Whilst I was away during last year's much smaller event, with reports of around 1,000 people attending as opposed to this year's application for over 4,000, the public nuisance caused by the noise from the event has been reported to me by my friends & neighbours & from the very badly presented information on the B&NES website, it appears that this year music will be going on until 3am with the restaurant/cafe facilities open until 5am.

I believe this is far too late into the night and is completely unreasonable, based on my neighbours experiences last year we will have experienced the thumping noise all day, all evening and then on until 3am on three consecutive nights.

This year the festival is to be held over August bank holiday weekend when I & many people living in the Chew Valley will be wanting to choose how they spend their days and evenings. Local population will have no control over the volume coming from the festival and therefore the entire holiday weekend will be affected by this application.

I request that B&NES does not allow music of any sort (live or not)/pa system or refreshments after midnight so at least everyone can get to sleep and then that the music/pa system does not start again until 1pm each day.

I would also like to request that if the event is permitted steps are taken to ensure that an enforcement officer is scheduled to be available throughout the event, so that the noise levels can be monitored & enforcement action taken during the festival, rather than officers simply collating complaint responses after the event, as is the usual practice in B&NES.

Sincerely  
T Betton (Mrs)

