



Licensing Sub Committee

Monday 16th January 2023

10.00 am

**Council Chamber, Council Offices,
Brympton Way, Yeovil BA20 2HT**

(disabled access and a hearing loop are available at this meeting venue)



The following members are requested to attend the meeting:

Wes Read

Martin Wale

William Wallace

The applicant or any interested parties wishing to address the meeting are asked to email democracy@southsomerset.gov.uk by 9.00am on Friday 13 January 2023, so that we can advise on the options for accessing the meeting.

The meeting will be streamed and viewable on YouTube by selecting the committee meeting at: https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

For further information on the items to be discussed, please contact democracy@southsomerset.gov.uk

This Agenda was issued on Friday 6 January 2023.

Jane Portman, Chief Executive Officer



**This information is also available on our website
www.southsomerset.gov.uk or via the mod.gov app**

Members Questions on reports prior to the Meeting

Members of the Committee are requested to contact report authors on points of clarification prior to the Committee meeting.

Information for the Public

The Statutory Licensing Committee has responsibility for all activities under the Licensing Act 2003 and the Gambling Act 2005 except for policies and fees. Established under the Licensing Act 2003, it exercises the functions of the Licensing Authority which itself is the Council.

The Other Licensing Committee can be responsible for all other licensing matters. Established by the Council under discretionary power contained in section 101 of the Local Government Act 1972.

It is lawful for the membership of the two committees to be the same, but they are differently constituted and run under different powers.

Licensing Sub Committee agendas and minutes are published on the Council's website at: <http://modgov.southsomerset.gov.uk/ieListMeetings.aspx?CIId=145&Year=0>

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The Council's Constitution is also on the web site and available for inspection in council offices.

Further information can be obtained by contacting the agenda co-ordinator – details are provided on the front page.

Meetings of the Licensing Sub Committee are held as required usually in the Council Offices, Brympton Way.

If you would like to view the meeting without participating, please see:
https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

Licensing Sub Committee

Monday 16 January 2023

Agenda

Preliminary Items

1. Declarations of Interests

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9. In the interests of complete transparency, Members of the County Council, who are not also members of this committee, are encouraged to declare any interests they may have in any matters being discussed even though they may not be under any obligation to do so under any relevant code of conduct.

2. Procedure to be followed when considering licensing applications under the Licensing Act 2003 (Pages 4 - 8)

3. Representation following the Application for a New Premises Licence at Dillington Park, Ilminster TA19 9EQ (Pages 9 - 108)

Procedure to be followed when considering Licensing Applications under the Licensing Act 2003

Pre meeting Prior to the start of the Hearing the Committee Administrator will check that any person wishing to address the Sub-Committee is either an Interested Party or an authorised representative of an Interested Party or a Responsible Body and is entitled therefore to do so.

Where there is any doubt about the person's eligibility to address the sub-Committee, the Committee Administrator will seek advice from the Legal Officer(s).

1. **The Chairman will introduce:**

- members of the Sub-Committee (which will be made up of three District Councillors);
- the officers present;
- the Parties and their representatives (if any).

The Chairman will ask, before starting the Hearing, if any representations are being withdrawn.

2. At the start of the hearing **the Chairman will advise:-**

- all Parties of the reason for the Hearing and the procedure to be adopted;
- that where a Party wants another person to appear at the Hearing they must ask permission (under Regulation 8(2)) although such permission will not be unreasonably withheld. No permission is needed where the other person is acting only as the Party's representative;
- that if any Party wishes to ask the Sub-Committee to consider documentary or other information at the hearing, which was not provided before the Hearing, then all Parties must consent;
- that if any Party does not attend or is not represented at the hearing, the Hearing can go ahead but the Sub-Committee will consider any application, notice or written representations received by the relevant deadline from that Party;

- that in some circumstances, the Hearing may be adjourned, where the Sub-Committee consider the public interest demands it.

3. **The Chairman will ask each Party to confirm receipt** of the following documents:-

- Officer's report relating to the case;
- The procedure to be adopted during the Hearing;
- The documents, which the authority is required to provide under the Regulations – this varies according to the type of application but normally this means checking that the applicant has received copies of all the representations made in response to the application notices.

Any queries on the procedure or the factual content of the Licensing Officer's report should be dealt with at this point, with the assistance of the legal officer(s), as required.

4. **The Chairman will then ask** the Licensing Officer to present their report on the application. The report will include confirmation that the requirements as to advertising the application and the serving of notices have been met.

5. **The Chairman will inform all present - prior to receiving representations** - that each Party will be given an equal amount of time to make their representations. This will normally be a maximum of five minutes. However, the Chairman has discretion about the time given to each Party and may vary the time limit where reasonable to do so although reasons will be given and fairness maintained.

6. **The Chairman will invite any Responsible Bodies present** e.g. representatives of Police/Fire Service/ Environmental Services to address the Sub-Committee on any relevant representations they have made.

7. **The Chairman will then invite:**

- Parties or their representatives speaking in support of the application (including the applicant for the review) to address the Sub-Committee on their relevant representations. The address shall relate only to those matters already raised in the application, representations or notice (as applicable). No new information can be presented at the hearing unless all Parties agree, however, where the authority has notified the Party that it requires clarification on any points, this should be provided at this stage;

- Parties or their representatives, speaking in opposition to the application for review, to address the Sub-Committee on their relevant representations. The address shall relate only to those matters already raised in the application, representations or notice (as applicable). No new information can be presented at the hearing unless all Parties agree, however, where the authority has notified the Party that it requires clarification on any points, this should be provided at this stage.

The Chairman will permit a Member to seek immediate clarification of a point made by a Party, their representative or any another person permitted to attend where, prior to this point in the Hearing, circumstances arise which make it desirable to do so, provided that the question is relevant and helps the proper conduct of the Hearing. The rules of natural justice will be followed.

No Cross examination will be permitted without the consent of the sub-Committee and this will only be given where Committee considers that cross-examination is required for it to consider the representations, application or notice.

8. **The Chairman will ask** whether anyone has any further relevant comments to make and whether each Party is satisfied with the conduct of the Hearing.
9. **The Chairman will then invite** Members of the Sub-Committee to ask any questions of any of the Parties or any other person permitted by the Sub-Committee to appear at the Hearing.
10. **The Chairman will check with the legal adviser(s) that all relevant points have been addressed before asking the Parties to leave the room while** the Sub-Committee consider its decision in private. Only the clerk and the legal adviser(s) will remain with the Sub-Committee although only the sub-committee will be making the decision.
11. **Once in private the Chairman will advise the other Members** that they must consider all the information before them in making their decision but will disregard any information which is not relevant to the application, representations or notice and which does not relate to promoting the Licensing Objectives. Members will take account of the Statutory Guidance and the Council's Statement of Licensing Policy but shall be free to depart from it where the merits of the case warrant it. Full reasons shall be given for any such departure. If Members require further information from any Party or any further evidence, they will reconvene the hearing with all Parties able to be present.



12. **The Chairman will ensure, on the Parties return to the Hearing room,** that any legal advice given to the Sub-Committee in private is summarised to the Parties.
13. **The Chairman will notify** all Parties of their decision and the reasons for the decision. The decision will normally be given orally, at the Hearing, in a plain English format to help those attending the Hearing to understand it more easily. This is not the official written Notice of Decision which be sent to all of the Parties shortly afterwards.

Where the Sub-Committee is unable to give a decision at the meeting, **the Chairman will advise all Parties when a decision can be expected.** The decision will be sent to all Parties within the timescales set down in the Regulations.

14. **The Chairman will inform all Parties** of their possible rights of appeal (if any).

NOTES

1. A Party is anyone who has submitted an application or made a relevant representation or served a notice.
2. Where an adjournment is granted the Sub-Committee will notify the Parties forthwith of the date, time and place to which the Hearing has been adjourned.
3. Under no circumstances must the Parties or their witnesses offer Members of the Sub-Committee information in the absence of the other Party. Similarly, Members will not attempt to elicit information from any Party to the Hearing in the absence of the other. Members will not make pronouncements on the merits of the case until all the evidence has been heard. These are essential elements of the rules of natural justice.
4. The Chairman may vary this procedure, as circumstances require but will have regard to the rules of natural justice.
5. The Hearing will take place in public. However, the public can be excluded from all or part of the hearing where the Sub-Committee considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking place in public.

The Sub-Committee may also require a Party to leave the hearing if that Party is behaving in a disruptive manner. The Sub-Committee can refuse to readmit the Party or readmit upon conditions but the Party can nevertheless submit to the Sub-Committee before the end of the Hearing



any written information it would have been entitled to submit orally at the Hearing.

6. District Councillors representing the area (District Council Ward) to which the application refers, or have declared an interest, will not form part of the Sub-Committee.
7. Where any irregularity is brought to the attention of the Sub-Committee during the hearing, the Sub-Committee may, if it feels that a Party has been prejudiced as a result of the irregularity, take such steps as it thinks fit to cure that irregularity before it makes its determination. However, any irregularity from a failure to follow this procedure shall not of itself render the proceedings void and any clerical errors may be corrected.



Representations following the Application for a New Premises Licence at Dillington Park, Ilminster TA19 9EQ

Director: Kirsty Larkins, Service Delivery
Report Author: Rachel Lloyd – Licensing Officer
Contact Details: rachel.lloyd@southsomerset.gov.uk or 01935 462462

Purpose of the Report

To inform members that an application has been received from Shindig Productions Ltd, for a time limited premises licence to be granted under the Licensing Act 2003 at Dillington Park, Ilminster TA19 9EQ. The event will be held annually and will be valid for one event covering a maximum five day period between the 1st May and the 2nd June each year from 2023 to 2025

Recommendation

To determine the granting of the premises licence in accordance with the options detailed later in the report.

Background

The Council is the authority responsible for the issue of Premises Licences issued under Section 18 of the Licensing Act 2003.

The Lead Specialist – Environmental Health has delegated authority to determine a Premises Licence application, subject to no objections being received from a Responsible Authority or “Other Persons.” As defined in the Licensing Act 2003.

This application received relevant representations from two Responsible Authorities and seven “Other Persons” (one against and six in support) it is therefore necessary to convene a hearing to determine the application.

Licensing Objectives

The licensing objectives are:

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

The licensing objectives are to be considered paramount and the Council has a duty to promote them in its decision-making process. An application will not be refused in

whole or part or any conditions attached except those offered by the applicant or required by law except where appropriate to promote the licensing objectives.

Application

A copy of the application form is enclosed with the agenda (**Appendix 1**); it does not include a copy of the plan of the premises, which is available for inspection at the Council offices, Brympton Way, Yeovil.

The details of the application are summarised as follows:

- Applicant: Shindig Productions Ltd

Licensable activities applied for:

Plays (A) Indoor and Outdoor

Day	Start Time	Finish Time
Monday	00:01	02:00
Thursday	12:00	00:00
Friday	09:00	00:00
Saturday	00:01	03:00
Saturday	09:00	00:00
Sunday	00:01	03:00

Further details: Acting performances will be taking place site wide, including but not limited to staged plays, walkabout performances, circus performances etc.

Seasonal Variations: None

Non-Standard Timings: None

Films (B) Indoors Only

Day	Start Time	Finish Time
Thursday	15:00	22:00
Friday	09:00	22:00
Saturday	09:00	22:00
Sunday	09:00	22:00

Further Details: Films will form part of the kid's area entertainment throughout the event.

Seasonal Variations: None

Non-Standard Timings: None

Live Music (E) Indoors and Outdoors

Day	Start Time	Finish Time
Monday	00:01	02:00
Thursday	15:00	00:00
Friday	11:00	00:00
Saturday	00:01	03:00
Saturday	11:00	00:00
Sunday	00:01	03:00
Sunday	11:00	00:00

Further details: Live music will be amplified across all stages and venues and will vary in style and genre. There will be a staggered wind down approach to ensure noise limits are adhered to and to assist with crowd management.

Seasonal Variations: None

Non-Standard Timings: None

Recorded Music (F) Indoors and Outdoors

Day	Start Time	Finish Time
Monday	00:01	02:00
Thursday	15:00	00:00
Friday	11:00	00:00
Saturday	00:01	03:00
Saturday	11:00	00:00
Sunday	00:01	03:00
Sunday	11:00	00:00

Further details: Recorded music will be amplified across all stages and will vary in style and genre. There will be a staggered wind down approach to ensure noise limits are adhered to and to assist with crowd management.

Seasonal Variations: None

Non-Standard Timings: None

Performance of Dance (G) Indoors and Outdoors

Day	Start Time	Finish Time
Monday	00:01	02:00
Thursday	15:00	00:00
Friday	11:00	00:00
Saturday	00:01	03:00
Saturday	11:00	00:00
Sunday	00:01	03:00
Sunday	11:00	00:00

Further details: Performances of dance will take place across all venues in varying forms.

Seasonal Variations: None

Non-Standard Timings: None

Entertainment of a Similar Nature (H) Indoors and Outdoors

Day	Start Time	Finish Time
Monday	00:01	02:00
Thursday	12:00	00:00
Friday	09:00	00:00
Saturday	00:01	03:00
Saturday	09:00	00:00
Sunday	00:01	03:00
Sunday	09:00	00:00

Description of the type of entertainment: Circus performance, fire performance, kids' circus activities.

Further details: Acting performances will be taking place site wide, including but not limited to circus performances, fire performances, workshops, and craft activities etc.

Seasonal Variations: None

Non-Standard Timings: None

Late Night Refreshment (I) Indoors and Outdoors - ALL CAFÉ's

Day	Start Time	Finish Time
Monday	00:01	05:00
Thursday	23:00	00:00
Friday	00:01	05:00
Friday	23:00	00:00
Saturday	00:01	05:00
Saturday	23:00	00:00
Sunday	00:01	05:00
Sunday	23:00	00:00

Seasonal Variations: None

Non-Standard Timings: None

Supply of Alcohol (J) – Consumption 'On' The Premises ONLY

Day	Start Time	Finish Time
Monday	00:01	02:00
Thursday	12:00	00:00
Friday	11:00	00:00
Saturday	00:01	03:00
Saturday	11:00	00:00



South Somerset District Council

Sunday	00:01	03:00
Sunday	11:00	00:00

Seasonal Variations: None
Non-Standard Timings: None

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. **(K)**

N/A

Hours premises open to the public (L) – Not a licensable activity, but shown as part of the application.

Day	Start Time	Finish Time
Monday	00:01	20:00
Thursday	12:00	00:00
Friday	00:01	00:00
Saturday	00:01	00:00
Sunday	00:01	00:00

The premises will open for event customers at 12:00 on Thursday and remain open throughout the weekend until campsites are clear of the public on Monday. The planned closing time for the campsites on Monday is 15:00.

Additional steps put forward by the applicant to comply with licensing objectives. Please see **Appendices 2 and 3** (these where appropriate, will become conditions of the licence, subject to the licence being granted, and are in addition to any further conditions imposed by the Licensing Committee).

Evidence that advertising/notice requirements have been complied with:

- The applicant has provided photographs which show that notices were on display at multiple locations around the premises.
- Awaiting confirmation from the application in relation to the newspaper notice at the time of writing.

Representations – Responsible Authorities

- A representation was received on behalf of the Chief of Police for Avon and Somerset Constabulary (**Appendix 4**)
- A representation was received on behalf of South Somerset District Council's Environmental Health Service (**Appendix 5**).

Representations – Other Persons

One representation was received from an ‘other person,’ which relates to concerns to do with noise based on their experience during the event held in 2022.

Six positive representations were received from ‘other persons’ in support of the event.

Relevant Observations

Representatives of Avon and Somerset Constabulary, Environmental Health and the applicant have been in discussion with the aim of agreeing conditions which will satisfy the concerns raised in the representations.

The applicant provided a letter to the ‘other person’ who had raised concerns about the event, and this letter contained information about a ‘hotline’ telephone number which will be available if the licence is granted and can be used by local residents to report noise issues. This letter was given to the ‘other person’ via email on 21 December 22, however, at the time of writing the person has not replied to this.

At the time of writing, none of these representations have been withdrawn.

Further Information

The maximum attendance for the event is 14,999 persons at any one time; this includes members of staff. The applicant has stated that the capacity in 2023 shall not exceed 12,500, in 2024 it shall not exceed 13,500 and in 2025 it shall not exceed 14,999.

In determining the application with a view to promoting the licensing objectives in the overall interests of the community, the Committee must have regard to and give appropriate weight to the following considerations:

- Any relevant and valid representation (including supporting documentation received)
- The Latest Guidance issued under s182 of the Act (December 2022)
- The Statement of Licensing Policy issued in July 2022
- The steps appropriate to promote the licensing objectives as set out in s18(4)
- Human Rights considerations in particular Article 6, Article 8, and Article 1 of Protocol 1

Options

The options available to the committee are stated at section 18 of the Licensing Act 2003 and are as follows:

- Grant the licence subject to such conditions which are consistent with the operating schedule modified to such extent as the Authority considers appropriate for the promotion of the Licensing Objectives and any condition,



which must under s19-21, be included in the licence s18(4)(a)(i)(ii) together with the current mandatory conditions.

- Exclude from the scope of the licence any of the licensable activities to which the application relates s18(4)(b)
- Refuse to specify a person in the licence as the premises supervisor s18(4)(c)
- Reject the application s18(4)(d).

Right of Appeal

Schedule 5 of the Licensing Act 2003 sets out the rights and procedures for making appeals against the decision of the Licensing Authority:

Where the Licensing Authority has rejected an application for a premises licence, the applicant may appeal to the Magistrates' Court against the decision to reject.

Where the Licensing Authority has granted the licence, the holder of the licence may appeal to the Magistrates Court against any decision to impose conditions on the licence that are consistent with the operating schedule or imposed where having regard to any relevant representations, are considered appropriate to promote the licensing objectives.

Where the Licensing Authority has granted the licence subject to the exclusion of any of the licensable activities or refused to specify a person as the premises supervisor, the holder of the licence may appeal to the Magistrates Court against the decision.

Where a person who made a relevant representation desires to contend that the licence ought not to have been granted, or that on granting the licence, the Licensing Authority ought to have imposed different or additional conditions, or ought to have taken a step to exclude a licensable activity or refused to have specified a person as the premises supervisor, he may appeal against the decision to the Magistrates Court.

The appellant commences the appeal by giving a notice of appeal to the designated officer for the Magistrates' court within 21 days beginning with the day on which the applicant was notified by the Licensing Authority of the decision appealed against.

On determining the appeal, the court may,

- Dismiss the appeal
- Substitute for the decision appealed against any other decision which could have been made by the Licensing Authority; or
- Remit the case to the Licensing Authority to dispose of it in accordance with the direction of the court.

and may make such order as to costs as it thinks fit.



Background Papers

Licensing Act 2003

SI 2005 No. 44 Licensing Act 2003 (Hearings) (Regulations) 2005

SI 2005 No. 42 Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005

SI 2010 No.860 Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010

The Latest Guidance issued under section 182 of the Licensing Act 2003.

The Statement of Licensing Policy for South Somerset District Council July 2022.

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/ Shindig Productions Ltd.
W
e

(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 Dillington Park			
Post town	Ilminster	Postcode	TA19 9EQ

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£0.00

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

M <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>	Other Title (for example, Rev)
Surname	First names
Date of birth I am 18 years old or over <input type="checkbox"/> Please tick yes	
Nationality	
Current residential address if different from premises address	
Post town	Postcode
Daytime contact telephone number	
E-mail address (optional)	
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)	

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SECOND INDIVIDUAL APPLICANT (if applicable)

M <input type="checkbox"/> r <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>		Other Title (for example, Rev)	
Surname		First names	
Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes	
Nationality			
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)			
Current residential 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 Shindig Productions Ltd
Address 24 Meadow Park, Bathford, Bath, BA1 7PZ
Registered number (where applicable) 913 7656

Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any) 07803 054 945
E-mail address (optional) info@shindigfestival.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
01	05	2023

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

DD	MM	YYYY
02	06	2025

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

Shindig Festival is in its 8th year, and will take place at Dillington Park Farm which consists of 160 acres of park and agricultural land. The event space will consist of several tented structures and open air venues, with no one main stage to foster a boutique feel with a number of bars as well as other food and drink concessions. Venue and Bar closing times will have a staggered wind down approach to ensure noise levels are adhered to and to assist with crowd management. There will be a large car park, campervan field, general & glamping campsites, kids area, craft zone, woodland circus and other activity areas.

Shindig Festival will take place across one long weekend Thursday - Monday in May in 2023, 2024 and 2025. The capacity applied for shall be reached over the 3 year licence period and in 2023 shall not exceed 12,500, in 2024 it shall not exceed 13,500 and in 2025 it shall not exceed 14,999.

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

14,999

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)	X
b) films (if ticking yes, fill in box B)	X
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)
- e) live music (if ticking yes, fill in box E) X
- f) recorded music (if ticking yes, fill in box F) X
- g) performances of dance (if ticking yes, fill in box G) X
- h) anything of a similar description to that falling within (e), (f) or (g)
(if ticking yes, fill in box H) X

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

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

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	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	X
Mon	00:01	02:00	Please give further details here (please read guidance note 4) Acting performances will be taking place site wide, including but not limited to staged plays, walkabout performances, circus performances etc.		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 5) N/A		
Thur	12:00	00:00			
Fri	09:00	00:00	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) N/A		
Sat	00:01	03:00			
	09:00	00:00			
Sun	00:01	03:00			
	09:00	00:00			

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	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 4) Films will form part of the kids area entertainment throughout the event.		
Mon	-----	-----			
Tue	-----	-----	State any seasonal variations for the exhibition of films (please read guidance note 5)		
Wed	-----	-----			
Thur	15:00	22:00	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 (please read guidance note 6)		
Fri	09:00	22:00			
Sat	09:00	22:00			
Sun	09:00	22:00			

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	-----	-----	<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Tue	-----	-----	
Wed	-----	-----	<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)
Thur	-----	-----	
Fri	-----	-----	
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	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
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	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	x
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon	00:01	02:00	Live music will be amplified across all stages & venues and will vary in style and genre. There will be a staggered wind down approach to ensure noise limits are adhered to and to assist with crowd management.		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur	15:00	00:00			
Fri	11:00	00:00			
Sat	00:01	03:00	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)		
	11:00	00:00			
Sun	00:01	03:00			
	11:00	00:00			

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	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon	00:01	02:00	Recorded music will be amplified across all stages and will vary in style and genre. There will be a staggered wind down approach to ensure noise limits are adhered to and to assist with crowd management.		
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur	15:00	00:00			
Fri	11:00	00:00			
Sat	00:01	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)		
	11:00	00:00			
Sun	00:01	03:00			
	11:00	00:00			

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	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	X
Mon	00:01	02:00	Please give further details here (please read guidance note 4) Performances of dance will take place across all venues in varying forms.		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur	15:00	00:00			
Fri	11:00	00:00	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)		
Sat	00:01	03:00			
	11:00	00:00			
Sun	00:01	03:00			
	11:00	00:00			

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 Circus Performance, Fire Performance, Kids Circus Activities.		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon	00:01	02:00		Outdoors	<input type="checkbox"/>
	-----	-----		Both	x
Tue	-----	-----	Please give further details here (please read guidance note 4) Acting performances will be taking place site wide, including but not limited to circus performances, fire performances, workshops and craft activities etc.		
Wed	-----	-----			
Thur	12:00	00:00	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri	09:00	00:00			
Sat	00:01	03:00	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 (please read guidance note 6)		
	09:00	00:00			
Sun	00:01	03:00			
	09:00	00:00			

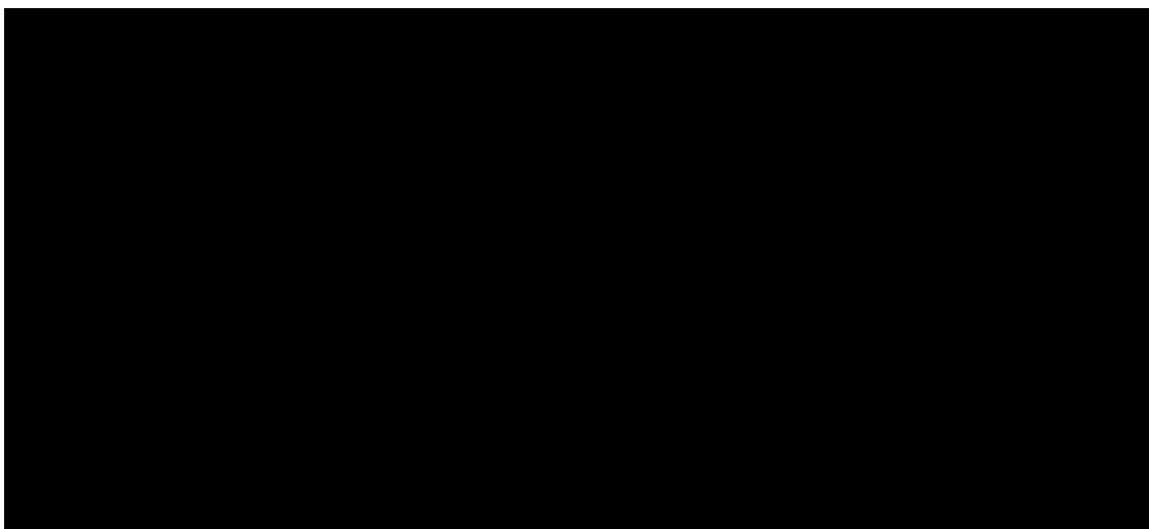
I

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	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	x
Mon	00:01	05:00	Please give further details here (please read guidance note 4) A variety of food & drink stalls across the festival site.		
Tue					
Wed					
Thur	23:00	00:00	State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Fri	00:01	05:00			
	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 6)		
Sat	00:01	05:00			
	23:00	00:00			
Sun	00:01	05:00			
	23:00	00:00			

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	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) 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)		
Mon	00:01	02:00			
	-----	-----			
Tue					
	-----	-----			
Wed					
	-----	-----			
Thur	12:00	00:00			
	-----	-----			
Fri	11:00	00:00			
	-----	-----			
Sat	00:01	03:00			
	11:00	00:00			
Sun	00:01	03:00			
	11:00	00:00			

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):



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).

N/A

L

<p>Hours premises are open to the public Standard days and timings (please read guidance note 7)</p>			<p><u>State any seasonal variations</u> (please read guidance note 5) Explanation of the opening hours:</p> <p>The premises will open for event customers at 12:00 on Thursday and remain open throughout the weekend until campsites are clear of the public on Monday. The planned closing time for the campsites on Monday is 15:00.</p>
Day	Start	Finish	<p><u>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</u> (please read guidance note 6)</p>
Mon		20:00	
Tue			
Wed			
Thur	12:00		
Fri			
Sat			
Sun			

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 10)

Please refer to appendices A and B

b) The prevention of crime and disorder

Please refer to appendices A and B

c) Public safety

Please refer to appendices A and B

d) The prevention of public nuisance

Please refer to appendices A and B

e) The protection of children from harm

Please refer to appendices A and B

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- 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. x
- 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). X


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)

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	<ul style="list-style-type: none"> ● [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, or have conducted an online right to
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	work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	17/11/2022
Capacity	DIRECTOR

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). **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 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

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. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.

- any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. 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.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. 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.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and

- o evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

SHINDIG PRODUCTIONS LIMITED - PREMISES LICENCE APPLICATION

APPENDIX A

PROPOSED LICENCE CONDITIONS

17th November 2022

GENERAL

- 1. The premises Licence Holder shall put measures in place to ensure the Final Event Safety Management Plan (ESMP) is complied with in full, deviating only where the change(s) materially promote the licensing objectives and do not remove or reduce provisions or any change to the conditions. In which case, the changes will be highlighted in the ESMP and forwarded to the Relevant Regulatory Authorities on the same day that the change has been made.**
- 2. The Premises Licence Holder will ensure that measures are put in place to invite members of the Safety Advisory Group (SAG) and all Regulatory Authorities to the event planning meeting; it shall take place at least 8 weeks ahead of the event on annual basis, unless otherwise agreed by the SAG members and the Premises Licence Holder. Likewise, a de-brief meeting shall be held within 2 months of the event finishing unless otherwise agreed as above.**
- 3. The Event Safety Management Plan shall include roles and responsibilities of the event management team particularly relating to event safety.**
- 4. Any detail shown on the plan that is not required by the licensing plans regulations is indicative only and subject to change at any time. Any material layout changes will be agreed with the relevant Regulatory Authorities prior to the event opening to the public.*
- 5. The capacity of the event shall not exceed 12,500 in 2023, 13,500 in 2024 and 14,999 in 2025.*
- 6. A new plan to disclose changes in light of annual increased capacity will be submitted at least 12 weeks prior to the event.*
- 7. The premises Licence Holder shall ensure that responsible authorities are furnished with an event Safety Management Plan (ESMP) at least 12 weeks prior to the event with a final ESMP at least 4 weeks prior to the event. The premises Licence Holder will ensure that any ESMP is version controlled and identify/ highlight any changes'.**
- 8. The Premises Licence Holder shall ensure that a table top exercise is arranged at a convenient location at least 4 weeks prior to the exercise**

and that all relevant authorities* are invited no less than 8 weeks prior to the event. A debrief document will detail any corrective action required from the table top exercise and this will be forwarded to all the regulatory authorities.

9. The ESMP shall contain a command structure, which shall include the roles and responsibilities of all persons identified with a managerial role alongside their contact numbers. This will include the person(s) responsible prior to and during the event, to ensure the licence conditions are met. The Premises Licence Holder shall ensure that in case of absence of nominated persons with significant control, they will be replaced by equally competent persons and the Responsible Authorities will be notified of such replacement as soon as it happens.
10. The Premises Licence Holder and/or event organiser shall ensure that the event site is ready for inspection by the relevant authorities* as outlined within the ESMP. The date and time of the inspection shall be agreed between the Premises Licence Holder and the relevant authorities.
11. The Premises Licence Holder shall ensure that the ESMP is developed with due reference to the guides and legislation listed and other applicable relevant guidance documents and codes of practice:
 - I. Health & Safety Executive (HSE) “The Purple Guide” to Health, Safety and Welfare at Music and Other Events
 - II. Health & Safety at Work etc. Act 1974
 - III. The Regulatory Reform (Fire Safety) Order 2005
 - IV. Local Resilience Forum (LRF) or Local Authority Civil Contingency
 - V. Planning Department
 - VI. Chartered Institute of Environmental Health (CIEH) National Guidance for Outdoor Event Catering
 - VII. Taunton Deane Borough Council The provision of Temporary Drinking Water Supplies at Events
 - VIII. Other applicable relevant guidance
12. Terms and Conditions of Entry including a list of prohibited and/or contraband items shall be set by the Premises Licence Holder and advertised in advance using the methods outlined in the ESMP. The Terms and Conditions of Entry shall be agreed with Avon and Somerset Constabulary at least 8 weeks prior to the event. Measures shall be put in place to implement this policy.

13. **The total capacity for the event shall, subject to a satisfactory assessment of the site including safe capacities be limited to 14,999 persons or less if deemed appropriate. This limit includes performers, guests, staff and officials. The Premise Licence Holder shall provide a breakdown which outlines capacity i.e. attendees, artists, stewards, security (SIA), contractors etc. 4 weeks prior to the event taking place.**
14. **Measures shall be put in place to ensure that admission to the event takes place through the approved entrances only. The entrances shall be staffed by SIA or trained stewards who shall allow only persons with tickets or security/access passes or guests into the concert/event area. For sake of clarity this does not include persons with legal right of entry.**
15. The Premises Licence Holder and/or event organiser shall ensure at all times that all details/documentation/certification as outlined in the ESMP and operating schedule of the premises licence and a copy of the final ESMP are held within the Event Control office and made available for inspection upon request of all relevant responsible authorities throughout the duration of the event.
16. **The Premises Licence Holder and/or event organiser shall ensure to arrange for appropriate personnel to be available to accompany the responsible authorities whilst on site at any time throughout the duration of the event.**
17. The Premises Licence Holder and/or event organiser shall ensure adequate space is available for any de-brief to take place on site following inspection of the responsible authorities.

PREVENTION OF CRIME AND DISORDER

● WEAPONS

18. An Offensive Weapons Policy shall be in place and shall detail the control and search measures. The policy will be submitted to the satisfaction of Avon and Somerset Constabulary 8 weeks prior to the event taking place. Measures shall be in place so that this Policy is implemented throughout the duration of the event.
19. **Measures shall be in place so that metal detecting wands are used on persons passing through the main pedestrian entry gate on a random basis.**
20. The Premises Licence Holder shall ensure that all seized weapons are securely stored in a locked safe or amnesty bin until collection by the Police. The Police will be called upon the discovery of an offensive weapon.

- **DRUGS**

21. The Premises Licence Holder shall operate a zero tolerance to drugs and shall develop a Drugs Policy in consultation with and to the satisfaction of the Avon and Somerset Constabulary, which will form part of the ESMP. This will be agreed with Avon and Somerset Constabulary 8 weeks prior to the event. Measures shall be put in place to implement this policy.
22. The Premises Licence Holder shall have a policy within the ESMP and on the ticketing advice regarding the possession, use or sale of Nitrous Oxide and/or other drugs or psychoactive substances. If anyone is found in possession of, or concerned in the supply of Nitrous Oxide, drugs or psychoactive substances the Premises Licence holder or nominated person may refuse entry or eject the individual/s from the event as per the Eviction Policy and Terms and Conditions of Entry. This will be agreed with Avon and Somerset Constabulary 8 weeks prior to the event.
23. The Premises Licence Holder and or event organiser as identified shall ensure that all contractors are made aware of the drugs policy and it shall be adhered to at all times throughout the duration of the event and the build-up and dismantling stages of the event.
24. **The Premises Licence Holder or event organiser shall ensure prominent and durable/locked amnesty bins are provided and shall be secured firmly to the ground and adequate prominent and durable signage shall be displayed outlining conditions of entry and searching procedures. Any signage shall be of at least A2 in size and shall remain in place throughout the event.**
25. The Premises Licence Holder shall ensure that arrangements are in place for drugs to be secured and/or collected by Avon and Somerset Constabulary at regular intervals throughout the event and no later than 24 hour intervals. Should Avon and Somerset Constabulary not be available to collect the drugs, they will be held securely onsite until the end of the event period or alternative arrangements are agreed.
26. **A dog unit trained to detect drugs shall be deployed the Wednesday before the first event day to search all trader units on the festival site for illegal drugs and psychoactive substances.**

- **ALCOHOL**

27. All alcohol to be sold under authority of this licence shall be stored in secured units.

- 28. The Designated Premises Supervisor shall liaise with the bar managers throughout the event to ensure that the sales of alcohol are carried out in accordance to our Alcohol Management Plan.**
29. Measures shall be in place so that the Designated Premises Supervisor or Bar Operations Manager conducts at least one training session onsite prior to the bars opening for all persons involved in the sale of alcohol. The training shall include, but is not limited to the offences relating to the sale of alcohol under the Licensing Act 2003, the times during which licensable activities can take place, any restrictions imposed via the conditions attached to the licence, the mandatory conditions, how Challenge 25 works together with the acceptable forms of proof of age. A record of the training shall be kept at the premises and shall contain details of all persons who have received training and the date on which this training was given. The training record shall be available for inspection at the premises and shall be made available for inspection upon request for at least 28 days after the event
- 30. All persons involved in the sale of alcohol shall be over 18 years of age.**
31. The Premises Licence Holder will operate to a specific Alcohol Policy, as set out in the ESMP and appendices, prepared in consultation with and to the approval of South Somerset District Council and Avon and Somerset Constabulary.
32. The DPS will ensure that all bars are compliant with all legal requirements and are displaying appropriate signage including:
- Name of Designated Premises Supervisor
 - Price List and ABV
 - Signage stating that it is an offence to purchase, or attempt to purchase, alcohol if you are under the age of 18, as per Section 149
 - Licensing Act 2003
 - Signing stating that it is an offence to purchase or attempt to purchase on behalf of under 18's as per Section 149 Licensing Act 2003
 - Signage stating that a Challenge 25 scheme is in operation, detailing acceptable forms of ID
 - No smoking signs
33. The approved "Challenge 25" proof of age scheme shall be adopted, implemented and advertised within the premises whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include identification bearing the customer's photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport, and this will be advertised on the ticket Terms and Conditions of Entry.

34. Any person deemed intoxicated shall not be permitted to enter the site unless it is unsafe for them not to be permitted, or if on site shall not be served further alcohol and security supervisors shall monitor their behaviour closely.
35. The Premises Licence Holder shall require the Designated Premises Supervisor, or in his/her absence other responsible person, to keep an 'incident/refusals logbook in a bound book at each alcohol vending venue in which full details of all incidents are recorded. This shall include details of any challenges and refused sales and shall give details of the persons involved, age, incident description, time and date, actions taken and final outcome of the situation. This shall be completed as soon as possible and, in any case, no later than the close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry. The logbooks are to be kept on the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary when required. These incident/refusals logs shall be retained for a minimum of three months after the event and shall be made available to SSDC and Avon and Somerset Constabulary within 7 days of any request being made.
36. Measures shall be in place so that the Designated Premises Supervisor is onsite when the licence authorises the sale of alcohol.
37. Measures shall be put in place so that each person selling alcohol via one of the site bars is authorised to sell alcohol in writing by the Designated Premises Supervisor or a Bar Manager who holds a personal licence.

- **SEARCHING**

- 38. The Premises Licence Holder shall ensure that a documented Search Policy is implemented at the premises and shall form part of the ESMP. Staff briefing is to be given in the correct procedures and ALL training records (direct employees or contractors) are to be produced throughout the duration of the event and shall be kept details to be held electronically and in universal format for no less than 3 months after the event. All documentation shall be produced to an authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary upon request.**

- **SECURITY AND STEWARDING**

39. The Premises Licence Holder shall ensure that the security contractor prepares a written security operations plan, which will be contained within the ESMP.

40. The SIA Contractor employed shall be part of the Approved Contractor Scheme.
41. Stewards/security personnel shall be deployed at access/egress points and other appropriate locations in accordance with the final ESMP.
42. Measures should be put in place so that the 'policing' of the event shall be controlled by Security staff. Daily briefings shall take place throughout that event between the Event Liaison Team, any Emergency Services that may be present, the Event Safety Advisor and the Security Manager.
43. The Premises Licence Holder and/or the event organiser shall ensure that an Evictions Policy is drawn up and agreed by Avon and Somerset Constabulary 8 weeks prior to the event taking place. The Premise Licence Holder shall ensure that the policy is implemented throughout the duration of the event. Any such policy shall outline the evictions procedure, location of evictions, completion of forms and notification to the police.
44. **The Premises Licence Holder and or event organiser shall carry out an event risk assessment and develop a robust security and separate stewarding operation plan which shall include a deployment plan and crowd management plan. These plans shall be agreed with the Avon and Somerset Constabulary 8 weeks prior to the event. Measures shall be put in place so that this security and stewarding operation plan is implemented.**
45. **A Stewarding Management Plan shall be drawn up to identify the responsibilities, procedures and management of event stewards throughout the event. These plans will form part of the ESMP and shall be submitted and agreed by Avon and Somerset Constabulary 12 weeks prior to the event.**
46. The Premises Licence Holder shall ensure that records to demonstrate each steward and security staff has been provided with induction and job specific training are available upon request to any authorised officer from the Local Authority, Devon and Somerset Fire and Rescue Service and Avon and Somerset Constabulary.
47. Door supervisors who have been approved by the Security Industry Authority or any accreditation scheme recognised by the Licensing Authority shall be used to vet customers and maintain public order.
48. The Premises Licence Holder shall ensure that the following details for each door supervisor are contemporaneously entered into a bound register kept for that purpose:
 - Full name,
 - Date of birth
 - Address
 - Contact telephone numbers

- SIA Certificate number and or badge number, or registration number of any accreditation scheme recognised by the Licensing Authority (including expiry date of that registration or accreditation),
- Commencement date and time of performing duties at the premises.
- The time they completed their duty.
- The full details of any agency through which they have been allocated to work at the premises if appropriate

This register is to be kept at the premises at all times during the event. It shall be so maintained as to enable an authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary to establish the particulars of all door stewards engaged at the premises during the event and measures in place so that it is available for a period of not less than 31 days after the event. It shall be open to inspection by authorised officers of the Licensing Authority, SIA or a representative of Avon and Somerset Constabulary upon request.

49. The Premises Licence Holder shall ensure that all door supervisors on duty at the premises wear a current identification badge, by the Security Industry Authority or any accreditation scheme recognised by the Licensing Authority, in a conspicuous position to the front of their upper body or arm.
- 50. The Premises Licence Holder will ensure that an incident logbook is completed throughout the duration of the event. All entries must include day/date/time, name of person who has made an entry, the issue/occurrence, the location, who attended and how managed, the outcome and if handed over, any medical treatment, emergency service attendance. Such a log book should be either an electronic or bound ledger without pages torn or removed. The ledger MUST be legible, available for view by any RA on request and have adequate entries to demonstrate all incidents, daily / emergency meetings, complaints, crimes reported, steward or SIA issues. This log book must be retained on site at all times throughout the duration of the event and be made available for inspection at the request of any Responsible Authority Officer and shall be retained for a period of no less than 3 months after the event.**
- 51. An additional Security Log Book will be completed by security throughout the duration of the event. All entries must include day/date/time, name of who has made an entry and ID number/SIA badge number, the issue/occurrence, the location, who attended and how managed, the outcome and if handed over, any medical treatment and whether there was any emergency service attendance. Such a log book should be either an electronic or a bound ledger without pages torn or removed. The ledger MUST be legible, available for view by any RA on**

request and have adequate entries to demonstrate all incidents, meetings, complaints, crimes reported, steward or SIA issues etc. This log book must be retained on site at all times throughout the duration of the event and be made available for inspection at the request of any Responsible Authority Officer and shall be retained for a period of no less than 3 months after the event.

- **GLASSWARE**

52. Measures shall be in place so that a no glass on site policy operates. The no glass policy does not apply to bars and traders dispensing out of glass bottles and other containers. It also does not apply to medicine and cosmetic bottles brought in by the public.

PUBLIC SAFETY

53. The site shall include:

- a. Fire routes around the site and designated fire points.
- b. A track access suitable for a fire vehicle to within 50m of any large enclosed structure.
- c. A 5mph speed limit on roads through the event site. Signs displaying the speed limit shall be erected and measures put in place to ensure they are enforced by security, stewards and the safety advisor.

54. The Premises Licence Holder shall ensure that all emergency access and egress routes are clear of obstructions at all times.

55. A nominated Safeguarding Officer will be employed for the duration of the event.

56. The Premises Licence Holder shall put steps in place to check the competence of contractors providing equipment, goods and services to the event.

57. The Premises Licence Holder shall ensure that there is suitable provision for disabled persons (which includes persons of limited mobility, persons with impaired hearing or eyesight and other difficulties).

58. Customers shall not be permitted on any traffic routes where there are moving vehicles or any areas where construction is taking place or where the area has not been signed off by the event team as safe

- **FIRE**

59. A fire safety plan and risk assessment shall be included in the ESMP and be to the satisfaction of Devon & Somerset Fire & Rescue Service.

60. The Entry and Exit widths of venues shall be calculated in accordance with capacity and in consultation with the relevant emergency services.
61. All marquees and temporary structures are required to be constructed of inherently fire-retardant materials and be accompanied by a current certificate of testing.

- **STRUCTURAL**

62. The Premises Licence Holder 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.
63. The event organiser shall ensure structural plans of all temporary demountable structures (designed and approved by a qualified structural engineer) and associated risk assessments are forwarded to the Environmental Health Team at South Somerset District Council at least one month before the commencement of the event, unless otherwise agreed
64. Structural sign offs for all demountable structures will be made available for inspection and be completed prior to the event opening to the public.

- **MEDICAL**

65. The Premises Licence Holder or event organiser shall ensure that a medical plan is drawn up and agreed with South Western Ambulance Service Trust at least 8 weeks prior to the event taking place. The minimum standard of first aid provision for the whole event and for the duration of the event shall be in accordance with the latest edition of The Purple Guide, the recommendations of the Health and Safety Executive's Event Safety Guide and any other guidance recognised by the Licensing Authority. A risk assessment shall be drawn up to reflect this
66. Persons wearing distinctive dress shall staff the first aid post(s), and the first aiders on site shall be available to offer assistance through the whole site.
67. Individual toilet units, not available for general public use shall be sited adjacent to the first aid post(s).
68. The Premises Licence Holder shall ensure that local hospital(s) are notified of the event prior to its opening to the public and evidence of this will be available for inspection for the duration of the event.
69. Sufficient means of communication between the first aid post(s) and the main control point on the site and/or stewards, and an adequate standby point for ambulances shall be maintained for the duration of the event
70. The Event Organiser will ensure medical and emergency vehicle access at the site is adequate and maintained for the duration of the event.

- **OCCUPANCY, RISK ASSESSMENTS, PROCEDURES AND RECORDS**

71. **The Premises Licence Holder shall determine the occupant capacity of the premises on the basis of documented risk assessment(s).**
72. Site-specific risk assessments will be conducted for the event to assess hazards and demonstrate our measures to counteract them.
73. The Premises Licence Holder shall put steps in place to ensure that a set of site safety rules is prepared and schedule a general health and safety briefing for all persons working on site.
74. A major incident and emergency procedures plan shall be forwarded to relevant authorities* at least 8 weeks prior to the event.
75. **The Event Organiser shall forward full detail at least one month prior to the event of any of the following activities to be undertaken at the event, to SSDC Environmental Health Team:**
- **Lasers**
 - **Fireworks**
 - **Pyrotechnics**
 - **Smoke machines**
 - **Inflatable equipment**
 - **LPG systems**
 - **Fairground rides/entertainment**

This will include all relevant safety certificates and risk assessments and they are to be to the satisfaction in writing of SSDC Environmental health team

76. The Event Organiser shall ensure all relevant safety records are maintained during the event for these activities and are available upon request for inspection throughout the event.
77. In regards to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) at the event, relevant records/evidence shall be made available upon request for inspection for the duration of the event, to demonstrate the appropriate reporting arrangements are in place.

- **CAMPSITES**

78. The Event organiser to ensure that camping is only undertaken in the designated camping areas agreed with Devon and Somerset Fire and Rescue Service (DSFRS) and SSDC Environmental Health team (prior to the event). This includes agreement of using alternative areas in the event of adverse weather

- **CATERING PROVISION**

79. Where any external catering concessions are to be used, the Event Organiser will notify the food Safety Team at South Somerset District Council with the name, address and Registered Local Authority of all caterers (including crew catering provision) and details of their current food hygiene score (including details of any sub- contracted units); at least One Month prior to the event. Should there be any new or substitute traders, their details shall be forwarded to the Food Safety team at South Somerset District (SSDC) prior to the event opening to the public and they must not trade until SSDC has carried the relevant checks
80. The Event organiser will ensure all external catering concessions are provided with the site rules for traders and caterers at least 4 weeks prior to the event.
81. Food Concessions/ caterers attending the event must have a current Gas safety Certificate completed by an authorised commercial gas safe engineer prior to being allowed to enter the site and these are to be forwarded to the Event organiser which are to be kept on site for the duration of the event.
82. *The Premises License Holder shall organise for verification checks of all food traders and food caterers undertaken by a competent person (s) to ensure they are fully compliant with Regulation 852/2004 relevant to moveable and/or Temporary food premises, allergen legislation and all relevant parts of the CIEH National Outdoor event Guidance, prior to them opening to the public, and these standards are maintained for the duration of the event.*

- **WATER PROVISION**

83. A Water Provision Policy shall be prepared by the event organiser and be forwarded to and be to the agreement of, the Environmental Health Team at South Somerset District Council; at least 12 weeks prior to the event. The policy shall include as a minimum the following:
 - Detail all distribution networks including their construction
 - Detail of the volume of water (water usage calculation) required for the event, and how this is to be provided
 - A plan and detail of the distribution system including the location of any features on the supply (i.e. Taps, sinks, pumps, etc.).
 - Details of how all pipework and taps or other water access points will be disinfected and protected from contamination before and during use
 - Details of residual chlorine monitoring procedures shall be in place throughout each event, these shall include acceptable limits; corrective action shall be

taken if acceptable limits are not achieved and a record made of any action taken.

- Details of refill procedures if tanker water is required and detail of any water testing of the refill water if the refill is more than 48hrs after the initial tanker fill
- Detail in regards the water provider and their certification of the potability of the water supply
- Contingency procedures to be in place throughout the event
- Where a tanker water supply is used, Residual Chlorine Water monitoring records will be maintained on site by the Event Organiser for the duration of the event. Records of this monitoring will be available for inspection for the duration of the event

- **GRAZING**

84. The Event organiser will ensure that all public areas of the event will be on land that has not been housed/ grazed with cattle for at least 30 days prior to the event.

- **GAS AND ELECTRICITY**

85. Lighting of the event arena, gateways and campsites during hours of darkness shall be determined by a risk assessment.
86. The Premises Licence Holder shall put measures in place to ensure that a competent electrical contractor installs and maintains the event electrical power and distribution system and that sign-off certificates are provided by the contractor and given to the appropriate local authority Officer for inspections.
87. Measures shall be put in place so that all sound and lighting contractors shall be competent and provide equipment (including local distribution), in good condition and currently PAT tested as necessary. Steps shall be taken to ensure that the event electrician or Event Safety Advisor shall condemn and prohibit from use any equipment found to be inadequate, sub-standard or unsafe.
88. Petrol generators are not permitted onsite due to their increased fire safety risk.
89. A fully suitably qualified electrician will be available throughout the event, on demand as required.
90. A fully suitably registered gas engineer will be available throughout the event, on demand as required.

- **WASTE**

91. A Waste Management Plan shall be included in the EMP and agreed with the appropriate Responsible Authorities.
92. The event organiser is to ensure that for the duration of the event, adequate arrangements are maintained for the storage and collection of waste and that licensable waste is collected only by suitably qualified licensed carrier.

PUBLIC NUISANCE

93. The Noise Management Plan shall detail noise monitoring and control measures and shall be to the satisfaction of the appropriate Environmental Health Officer at South Somerset District Council.
94. A professional Noise Consultant shall be appointed to carry out noise monitoring throughout the event in line with hours agreed with the Environmental Health Officer. Measures shall be put in place to ensure that this is carried out and that monitoring records are kept and provided to the appropriate Responsible Authorities within 28 days of the event closing.
- 95. The telephone number of an on-site local resident noise hotline shall be circulated to members of the public in and around Dillington Park by notice and / or email. It will also include details of venue running times, public gate opening times, sound check times, positioning of marshals, traffic measures, litter and clear up and other information pertinent to the festival which may impact on them as residents. This to be done no later than 2 weeks prior to the event opening. The same notice shall be circulated to Stocklinch and Whitelackington parish councils and Ilminster Town Council and the immediate neighbours of the event site as part of a community liaison campaign no later than 2 weeks prior to the event opening.**
96. The Premises Licence Holder will consider the effect on neighbours when siting any lights outside of or on the perimeter of the premises, including at road closures and on the pedestrian route.

● TRAFFIC MANAGEMENT

97. A schedule of times at which traders may use vehicles to re-supply shall be enforced at the event.
98. The Event organiser must put in place controls and adequate checks to ensure for the duration of the event that the Traffic management Plan (TMP) is being followed and maintained in full.
- 99. The Premises Licence Holder will employ a professional traffic management company to produce a Traffic Management Plan (TMP), which alongside the ESMP will fully detail the management of traffic**

both outside the site and onsite, to implement an onsite traffic system, provide experienced car parking stewards and plans for access and egress of all vehicles.

PROTECTION OF CHILDREN FROM HARM

- 100. The Premises Licence Holder shall put measures in place to ensure that no person under the age of 18 enters the site without a person over the age of 18. All stewards and security shall be advised of this requirement.**
101. The Premises Licence Holder or event organiser shall ensure a lost child policy is established and operated between the event management team and the security contractor and full details provided in the ESMP. The policy shall be submitted and agreed by Avon and Somerset Constabulary no later than 8 weeks prior to the event.
102. The Premises Licence Holder or event organiser shall ensure a Safeguarding Policy is written and agreed with Avon and Somerset Constabulary at least 8 weeks prior to the event that establishes clear protocols for dealing with young people, children and vulnerable persons. Measures shall be in place so that the Safeguarding Policy is in operation during the event.
103. The Premises Licence Holder shall provide a Lost and Found Children facility staffed by qualified staff who have undergone advanced DBS checks and Safeguarding Training.
- 104. In the event that a ticket holder is unable to prove that they are 18 or over and is without a supervisory adult over the age of 18, they will not be permitted to enter the site.**
105. No entertainment of an adult nature shall take place during the event.
106. No persons under the age of 18 will be served alcohol.

SHINDIG PRODUCTIONS LIMITED - PREMISES LICENCE APPLICATION

APPENDIX B

SUMMARY OF SUGGESTED CHANGES FROM 2022 LICENCE TO 2023-2025 APPLICATION

1. Explanation of annotations in Appendix A

- All conditions that are written in plain text have been transferred in their exact wording from the Premises Licence (number 059861) granted to Shindig Productions Limited for the 2022 edition of Shindig Festival.
- All conditions that are in bold are suggested new wording (see summary in point 2 below).
- Conditions that have been removed have been summarised in point 3 below.
- All conditions that are in *italics* are suggested new additions. (see summary in point 4 below).

2. Summary of conditions with new wording

No (new)	2022 WORDING	2023-2025 SUGGESTED WORDING	REASONING	UPDATED WORDING FOLLOWING CONSULTATION
1	The Premises Licence Holder shall put measures in place to ensure that the final event management plan is complied with in full, deviating only where it has been agreed in writing by the	The Premises Licence Holder shall put measures in place to ensure that the Event Safety Management Plan is complied with.	The ESMP needs to remain a “living and breathing” document. The nature of the live event and the untoward incidents, unforeseen behavioural, situational or	The premises Licence Holder shall put measures in place to ensure the Final Event Safety Management Plan (ESMP) is complied with in full, deviating only where the change(s) materially promote the licensing objectives and do not remove or reduce provisions or any change

	appropriate Responsible Authorities.		environmental challenges may require the Organiser to adapt the plans dynamically during the event and in days immediately before.	to the conditions. In which case, the changes will be highlighted in the ESMP and forwarded to the Relevant Regulatory Authorities on the same day that the change has been made.
2	The Premises Licence Holder will ensure that measures are put in place to invite members of the Safety Advisory Group (SAG) to the event planning meeting; it shall take place at least 8 weeks ahead of the event unless otherwise agreed by the SAG members and the Premises Licence Holder. Likewise, a de-brief meeting shall be held within 2 months of the event finishing unless otherwise agreed as above.			The Premises Licence Holder will ensure that measures are put in place to invite members of the Safety Advisory Group (SAG) and all Regulatory Authorities to the event planning meeting; it shall take place at least 8 weeks ahead of the event on annual basis, unless otherwise agreed by the SAG members and the Premises Licence Holder. Likewise, a de-brief meeting shall be held within 2 months of the event finishing unless otherwise agreed as above.

3	An Event Safety Management Plan (ESMP) and risk assessments, site plans and appendices shall be written and a draft circulated to the SAG / relevant authorities* at least 12 weeks prior to the event. This shall include roles and responsibilities of the event management team particularly relating to event safety.			The Event Safety Management Plan shall include roles and responsibilities of the event management team particularly relating to event safety.
7	The Premises Licence Holder shall ensure that relevant authorities* are furnished with a final Event Safety Management Plan (ESMP) at least 8 weeks prior to the event. The Premises Licence Holder will	The Premises Licence Holder will ensure that any ESMP is version controlled and identify / highlight any changes.	The ESMP needs to remain a “living and breathing” document. The nature of the live event and the untoward incidents, unforeseen behavioural, situational or	The premises Licence Holder shall ensure that responsible authorities are furnished with an event Safety Management Plan (ESMP) at least 12 weeks prior to the event with a final ESMP at least 4 weeks prior to the event. The premises Licence Holder will ensure that any ESMP is version

	ensure that any ESMP is version controlled and identify / highlight any changes.		environmental challenges may require the Organiser to adapt the plans dynamically during the event and in days immediately before.	controlled and identify/ highlight any changes’.
8	The Premises Licence Holder shall ensure that a table top exercise is arranged at a convenient location at least 4 weeks prior to the exercise and that all relevant authorities* are invited no less than 6 weeks prior to the event. A debrief document will detail any corrective action required from the table top exercise and this will be forwarded to all the regulatory authorities.			The Premises Licence Holder shall ensure that a table top exercise is arranged at a convenient location at least 4 weeks prior to the exercise and that all relevant authorities* are invited no less than 8 weeks prior to the event. A debrief document will detail any corrective action required from the table top exercise and this will be forwarded to all the regulatory authorities.

<p>9</p>	<p>The Premises Licence Holder will produce a command structure no less than 12 weeks prior to the event. This structure will include the roles and responsibilities of all persons identified with a supervisory role, their call signs and contact numbers. This structure will also include the details of all person who will be undertaking roles when those persons with significant control are not available or on site whilst the event is taking place. This will include the person(s) responsible prior to and during the event, to ensure the licence conditions are met. Any changes to</p>	<p>The ESMP shall contain a command structure, which shall include the roles and responsibilities of all persons identified with a managerial role alongside their contact numbers. This will include the person(s) responsible prior to and during the event, to ensure the licence conditions are met.</p>	<p>This is part of the ESMP which will be submitted 12 weeks before the event, as per the other conditions. Only managerial level individuals will be featured in the command structure. It is impossible for the Organiser to list potential replacements for key management this far in advance, as the nature of circumstances of such replacements would be that a number of solutions may need to be taken to replace responsibilities of someone that cannot attend the event. All</p>	<p>The ESMP shall contain a command structure, which shall include the roles and responsibilities of all persons identified with a managerial role alongside their contact numbers. This will include the person(s) responsible prior to and during the event, to ensure the licence conditions are met. The Premises Licence Holder shall ensure that in case of absence of nominated persons with significant control, they will be replaced by equally competent persons and the Responsible Authorities will be notified of such replacement as soon as it happens.</p>
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	this structure will be detailed in the final ESMP (see condition 6 above)		of this is in line with the “living and breathing” nature of the ESMP, as mentioned above.	
10	The Premises Licence Holder and/or event organiser shall ensure that the event site is ready for inspection by the relevant authorities* as outlined within the ESMP	The Premises Licence Holder and/or event organiser shall endeavour for the event site to be ready for inspection by the relevant authorities* as outlined within the ESMP.	Changed the wording to reflect the fact that site may not be fully ready to be operational at the point of the LA inspection, as the build is likely to continue until the final “sign off to open” inspection that will be carried out by the Organiser.	The Premises Licence Holder and/or event organiser shall ensure that the event site is ready for inspection by the relevant authorities* as outlined within the ESMP. The date and time of the inspection shall be agreed between the Premises Licence Holder and the relevant authorities.
13	The total capacity for the event shall, subject to a satisfactory assessment of the site including safe capacities be limited to 9,999 persons or less if deemed appropriate.	The total capacity for the event shall, subject to a satisfactory assessment of the site including safe capacities be limited to 14,999 persons or less if deemed appropriate. This	Changed the capacity to 14,999. Removed the element of breakdown of attendees 8 weeks in advance as that may	The total capacity for the event shall, subject to a satisfactory assessment of the site including safe capacities be limited to 14,999 persons or less if deemed appropriate. This limit includes performers, guests, staff and officials.

	<p>This limit includes performers, guests, staff and officials. The Premise Licence Holder or event organiser shall provide a breakdown which outlines capacity i.e. attendees, artists, stewards, security (SIA), contractors etc. 8 weeks prior to the event taking place.</p>	<p>limit includes performers, guests, staff and officials.</p>	<p>be inaccurate this far in advance.</p>	<p>The Premise Licence Holder shall provide a breakdown which outlines capacity i.e. attendees, artists, stewards, security (SIA), contractors etc. 4 weeks prior to the event taking place.</p>
14	<p>Measures shall be put in place to ensure that admission to the event takes place through the approved entrances only. The entrances shall be staffed by SIA or trained stewards who shall allow only persons with tickets or security/access passes into the concert/event area. For sake of clarity</p>	<p>Measures shall be put in place to ensure that admission to the event takes place through the approved entrances only. The entrances shall be staffed by SIA or trained stewards who shall allow only persons with tickets or security/access passes or guests into the concert/event area. For sake of clarity this does</p>	<p>Added in guests to the list</p>	

	this does not include persons with legal right of entry.	not include persons with legal right of entry.		
16	The Premises Licence Holder and/or event organiser shall ensure that persons with significant control and able to make decisions on behalf of the premises licence holder and/or event organiser are available to accompany the responsible authorities whilst on site at any time throughout the duration of the event.	The Premises Licence Holder and/or event organiser shall endeavour to arrange for appropriate personnel to be available to accompany the responsible authorities whilst on site at any time throughout the duration of the event.	We would like to retain flexibility with the split of resources during the event depending on the situation at the time. Rewording of condition also allows for a wider group of individuals to be involved in the inspection which would benefit from various personnel being involved.	The Premises Licence Holder and/or event organiser shall ensure to arrange for appropriate personnel to be available to accompany the responsible authorities whilst on site at any time throughout the duration of the event.
19	Measures shall be in place so that metal detecting wands are used on persons passing through the			Measures shall be in place so that metal detecting wands are used on persons passing through the main pedestrian entry gate on a random basis.

	main pedestrian entry gate.			
24	The Premises Licence Holder or event organiser shall ensure prominent and durable/locked amnesty bins are provided and shall be secured firmly to the ground and adequate prominent and durable signage shall be displayed outlining conditions of entry. Any signage shall be of at least A2 in size and shall remain in place throughout the event.	The Premises Licence Holder or event organiser shall ensure prominent and durable/locked amnesty bins are provided and shall be secured firmly to the ground and adequate prominent and durable signage shall be displayed outlining conditions of entry and searching procedures. Any signage shall be of at least A2 in size and shall remain in place throughout the event.	Added in searching procedures to the content of the notices to remove a duplicate condition that contained this (see summary in point 3).	
26	A dog unit trained to detect drugs shall be deployed on Wednesday 25 May			A dog unit trained to detect drugs shall be deployed the Wednesday before the first event day to search all trader units on

	2022 to search all trader units on the festival site for illegal drugs and psychoactive substances			the festival site for illegal drugs and psychoactive substances.
28	The Designated Premises Supervisor shall ensure managers who are personal licence holders help oversee the site bars at all times when the sale of alcohol is taking place.			The Designated Premises Supervisor shall liaise with the bar managers throughout the event to ensure that the sales of alcohol are carried out in accordance to our Alcohol Management Plan.
30	All persons involved in the sale of alcohol shall be over 18 years of age and be trained in the prevention of underage sales to a level commensurate with their duties. All such training will include training on how to deal	All persons involved in the sale of alcohol shall be over 18 years of age	The other contents of the condition are included in condition 29	

	<p>with difficult customers. The training will be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary.</p>			
38	<p>The Premises Licence Holder shall ensure that a documented Search Policy is implemented at the premises and shall form part of the ESMP. Staff briefing is to be given in the correct procedures and ALL training records (direct employees or</p>	<p>The Premises Licence Holder shall ensure that a documented Search Policy is implemented at the premises and shall form part of the ESMP. Staff briefing is to be given in the correct procedures and ALL training records (direct employees or contractors) are to be</p>	<p>Suggest taking out the 'bound book' element as the security log is likely to be kept in electronic format.</p>	<p>The Premises Licence Holder shall ensure that a documented Search Policy is implemented at the premises and shall form part of the ESMP. Staff briefing is to be given in the correct procedures and ALL training records (direct employees or contractors) are to be produced throughout the duration of the event and shall be kept details to</p>

	contractors) are to be kept securely in a bound book or folder on site throughout the duration of the event and shall be kept for no less than 3 months after the event. All documentation shall be produced to an authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary upon request	produced throughout the duration of the event and shall be kept for no less than 3 months after the event. All documentation shall be produced to an authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary upon request		be held electronically and in universal format for no less than 3 months after the event. All documentation shall be produced to an authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary upon request.
44	The Premises Licence Holder and or event organiser shall carry out an event risk assessment and develop a robust security and separate stewarding operation plan which shall include a deployment plan and	The Premises Licence Holder and or event organiser shall carry out an event risk assessment and develop a robust security and separate stewarding operation plan which shall include a crowd management plan. These plans shall be	The Organiser wishes to take the approach where the number, positions and responsibilities of the SIA and stewarding staff are determined through a risk assessment and planning process led	

	<p>crowd management plan. These plans shall be agreed with the Avon and Somerset Constabulary 8 weeks prior to the event. Measures shall be put in place so that this security and stewarding operation plan is implemented.</p> <p>a. The plan shall include numbers of SIA registered security personnel to be deployed and the tasks/locations they will be working at throughout the event, with sufficient numbers to deal with any potential crime and disorder issues. The ratio of SIA doorstaff to</p>	<p>agreed with the Avon and Somerset Constabulary 8 weeks prior to the event. Measures shall be put in place so that this security and stewarding operation plan is implemented.</p>	<p>by the Organiser and the security contractor as opposed to a ratio approach.</p> <p>It is suggested that the detailed deployment should not form a part of the ESMP.</p>	
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	<p>customer attendees shall be set at:</p> <p>Thursday 15:00-20:00 (147/1) and 20:00-00:00 (125/1) and 00:00- 07:00 (242/1) Friday 07:00-10:00 (341/1) and 10:00-20:00 (147/1) and 20:00-03:00 (125/1) and 03:00-07:00 (242/1) Saturday 07:00-10:00 (341/1) and 10:00-20:00 (147/1) and 20:00- 03:00 (125/1) and 03:00-07:00 (242/1) Sunday 07:00-10:00 (341/1) and 10:00-20:00 (147/1) and 20:00- 03:00 (125/1) and 03:00-07:00 (242/1)</p>			
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45	<p>Plans shall be drawn up to identify the number of paid and unpaid stewards to be deployed at the event and the tasks/locations they will be working at throughout the event. These plans will form part of the ESMP and shall be submitted and agreed by Avon and Somerset Constabulary 8 weeks prior to the event.</p>	<p>A Stewarding Management Plan shall be drawn up to identify the responsibilities, procedures and management of event stewards throughout the event. These plans will form part of the ESMP and shall be submitted and agreed by Avon and Somerset Constabulary 8 weeks prior to the event.</p>	<p>It is suggested that the detailed deployment should not form a part of the ESMP.</p>	<p>A Stewarding Management Plan shall be drawn up to identify the responsibilities, procedures and management of event stewards throughout the event. These plans will form part of the ESMP and shall be submitted and agreed by Avon and Somerset Constabulary 12 weeks prior to the event.</p>
50	<p>The Premises Licence Holder will ensure that an incident logbook is completed throughout the duration of the event. All entries must include day/date/time, name of person who has made an entry and</p>	<p>The Premises Licence Holder will ensure that an incident logbook is completed throughout the duration of the event. All entries must include day/date/time, name of person who has made an entry, the</p>	<p>Have taken out the badge number from the entry - the Event Control log will be carried out by an individual appointed by the organiser, not</p>	

	<p>ID number /badge number, the issue/occurrence, the location, who attended and how managed, the outcome and if handed over, any medical treatment, emergency service attendance. Such a log book should be either an electronic or bound ledger without pages torn or removed. The ledger MUST be legible, available for view by any RA on request and have adequate entries to demonstrate all incidents, daily / emergency meetings, complaints, crimes reported, steward or SIA issues. This log book must be retained on site at all times throughout the duration</p>	<p>issue/occurrence, the location, who attended and how managed, the outcome and if handed over, any medical treatment, emergency service attendance. Such a log book should be either an electronic or bound ledger without pages torn or removed. The ledger MUST be legible, available for view by any RA on request and have adequate entries to demonstrate all incidents, daily / emergency meetings, complaints, crimes reported, steward or SIA issues. This log book must be retained on site at all times throughout the duration of the event and be made available for inspection at the request of any Responsible Authority Officer and shall</p>	<p>necessarily an SIA badge holder.</p>	
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	of the event and be made available for inspection at the request of any Responsible Authority Officer and shall be retained for a period of no less than 3 months after the event.	be retained for a period of no less than 3 months after the event.		
51	An additional Security Log Book will be completed by security throughout the duration of the event. All entries must include day/date/time, name of who has made an entry and ID number/SIA badge number, the issue/occurrence, the location, who attended and how managed, the outcome and if handed over, any medical treatment and whether	An additional Security Log Book will be completed by security throughout the duration of the event. All entries must include day/date/time, name of who has made an entry and ID number/SIA badge number, the issue/occurrence, the location, who attended and how managed, the outcome and if handed over, any medical treatment and whether there was any emergency	Security control will only be in operation during live event days, not during the construction and breakdown period and so that element has been taken out. The site office will run an incident log for the construction and breakdown period, details of which will be included in the	

	<p>there was any emergency service attendance. Such a log book should be either an electronic or a bound ledger without pages torn or removed. The ledger MUST be legible, available for view by any RA on request and have adequate entries to demonstrate all incidents, meetings, complaints, crimes reported, steward or SIA issues etc. This log book must be retained on site at all times throughout the duration of the event and be made available for inspection at the request of any Responsible Authority Officer and shall be retained for a period of</p>	<p>service attendance. Such a log book should be either an electronic or a bound ledger without pages torn or removed. The ledger MUST be legible, available for view by any RA on request and have adequate entries to demonstrate all incidents, meetings, complaints, crimes reported, steward or SIA issues etc. This log book must be retained on site at all times throughout the duration of the event and be made available for inspection at the request of any Responsible Authority Officer and shall be retained for a period of no less than 3 months after the event.</p>	<p>Construction Phase Plan.</p>	
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	no less than 3 months after the event.			
56, 57	The Premises Licence Holder shall put steps in place to check the competence of contractors providing equipment, goods and services to the event and shall ensure that there is suitable provision for disabled persons (which includes persons of limited mobility, persons with impaired hearing or eyesight and other difficulties).	same wording - just split into two separate conditions		
58	During the site build period, the Premises Licence Holder shall put measures in place so that no members of the public are permitted to enter areas where			Customers shall not be permitted on any traffic routes where there are moving vehicles or any areas where construction is taking place or where the area has not been signed off by the event team as safe

	construction is taking place.			
71	<p>The Premises Licence Holder shall determine the occupant capacity of the premises on the basis of documented risk assessment(s).</p> <p>The risk assessment(s) must take into account all relevant factors including space, means of access and egress, toilet provision, load-bearing capacity of floors, ventilation, etc. and must be reviewed regularly, and if circumstances change. Where necessary separate occupancy levels must be set for different parts of the premises</p>	<p>The Premises Licence Holder shall determine the occupant capacity of the premises on the basis of documented risk assessment(s).</p>	<p>It is suggested that the detail of contents of the RAs should be kept within the capacity documentation, which will form part of the ESMP and therefore be subject to an agreement from the LA.</p>	

	<p>The Premises Licence Holder shall ensure that they consult the Health & Safety team of South Somerset District Council and any other relevant authority (for example the Fire Rescue Service regarding emergency evacuation limitations) as to the occupancy figure. Confirmation of the consultation and any outcomes shall form an integral part of the risk assessment on which the capacity figure is based.</p> <p>The capacity figure proposed by Premises Licence Holder shall be notified to the Licensing Authority in writing prior to the commencement of the licence.</p>			
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<p>Measures must be put in place to ensure that the capacity is not exceeded at any time. Detail shall be provided within the ESMP. All documentation pertaining to the proposed figure must be kept on the premises and must be available immediately on request to any authorised officer of the Licensing Authority or a representative of Avon and Somerset Constabulary. The Premises Licence Holder shall regularly review, update and amend any risk assessments particularly following any changes to the layout or operation of the venue. Such</p>			
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	reviews etc shall be fully documented and form an integral part of the risk assessment.			
75	<p>The Event Organiser shall forward full detail at least eight weeks prior to the event of any of the following activities to be undertaken at the event, to SSDC Environmental Health Team:</p> <ul style="list-style-type: none"> ● Lasers ● Fireworks ● Pyrotechnics ● Smoke machines ● Inflatable equipment ● LPG systems 	<p>The Event Organiser shall forward full detail at least one month prior to the event of any of the following activities to be undertaken at the event, to SSDC Environmental Health Team:</p> <ul style="list-style-type: none"> ● Lasers ● Fireworks ● Pyrotechnics ● Smoke machines ● Inflatable equipment ● LPG systems ● Fairground rides/entertainment 	<p>Changed the period of 8 weeks to one month, in line with the deadline for structural documentation condition, in order to allow for the final stage designs to be completed and commissioned properly. The “Any other changes to the final ESMP” element has also been removed in line with the previously communicated approach that the ESMP needs to</p>	

	<ul style="list-style-type: none"> • Fairground rides/entertainment • Any other change to the ESMP <p>This will include all relevant safety certificates and risk assessments and they are to be to the satisfaction in writing of SSDC Environmental health team</p>	<p>This will include all relevant safety certificates and risk assessments and they are to be to the satisfaction in writing of SSDC Environmental health team</p>	<p>remain a “living and breathing” document,</p>	
83	<p>A Water Provision Policy shall be prepared by the event organiser</p>	<p>A Water Provision Policy shall be prepared by the event organiser and be</p>	<p>A competent contractor will be engaged to produce the Water Provision</p>	<p>A Water Provision Policy shall be prepared by the event organiser and be forwarded to and be to</p>

	<p>and be forwarded to and be to the agreement of, the Environmental Health Team at South Somerset District Council; at least 8 weeks prior to the event. The policy shall include as a minimum the following:</p> <p>Detail all distribution networks including their construction Detail of the volume of water (water usage calculation) required for the event, and how this is to be provided A plan and detail of the distribution system including the location of any features on the supply (i.e. Taps, sinks, pumps, etc.).</p>	<p>forwarded to and be to the agreement of, the Environmental Health Team at South Somerset District Council; at least 8 weeks prior to the event.</p>	<p>Policy and will ensure that all the necessary aspects are included. As the condition stipulates that the plan needs to be written to the satisfaction of the EHT, the detail can be agreed during the coordinated planning process.</p>	<p>the agreement of, the Environmental Health Team at South Somerset District Council; at least 12 weeks prior to the event. The policy shall include as a minimum the following:</p> <p>Detail all distribution networks including their construction Detail of the volume of water (water usage calculation) required for the event, and how this is to be provided A plan and detail of the distribution system including the location of any features on the supply (i.e. Taps, sinks, pumps, etc.). Details of how all pipework and taps or other water access points will be disinfected and protected from contamination before and during use Details of residual chlorine monitoring procedures shall be in place throughout each event, these shall include acceptable</p>
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<p>Details of how all pipework and taps or other water access points will be disinfected and protected from contamination before and during use Details of residual chlorine monitoring procedures shall be in place throughout each event, these shall include acceptable limits; corrective action shall be taken if acceptable limits are not achieved and a record made of any action taken. Details of refill procedures if tanker water is required and detail of any water testing of the refill water if the refill is more than 48hrs after the initial tanker fill</p>			<p>limits; corrective action shall be taken if acceptable limits are not achieved and a record made of any action taken. Details of refill procedures if tanker water is required and detail of any water testing of the refill water if the refill is more than 48hrs after the initial tanker fill Detail in regards the water provider and their certification of the potability of the water supply Contingency procedures to be in place throughout the event Where a tanker water supply is used, Residual Chlorine Water monitoring records will be maintained on site by the Event Organiser for the duration of the event. Records of this monitoring will be available for inspection for the duration of the event</p>
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	<p>Detail in regards the water provider and their certification of the potability of the water supply</p> <p>Contingency procedures to be in place throughout the event</p> <p>Where a tanker water supply is used, Residual Chlorine Water monitoring records will be maintained on site by the Event Organiser for the duration of the event. Records of this monitoring will be available for inspection for the duration of the event</p>			
99	<p>The Premises Licence Holder will employ a professional traffic management company to produce a Traffic Management Plan</p>	<p>The Premises Licence Holder will employ a professional traffic management company to produce a Traffic Management Plan (TMP),</p>	<p>Since the TMP needs to be produced to the satisfaction of the LA, it is proposed that the detailed requirements</p>	

<p>(TMP), which alongside the ESMP will fully detail the management of traffic both outside the site and onsite, to implement an onsite traffic system, provide experienced car parking stewards and plans for access and egress of all vehicles. The Traffic Management Plan shall include:</p> <p>Traffic management for the whole site not just up to the point where the vehicles are parked Identify all pedestrian and vehicle conflict points and identify controls to be in place for the duration of the event to ensure all pedestrians on site are adequately protected from vehicles</p>	<p>which alongside the ESMP will fully detail the management of traffic both outside the site and onsite, to implement an onsite traffic system, provide experienced car parking stewards and plans for access and egress of all vehicles.</p>	<p>are agreed in the planning process.</p>	
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<p>Detail all internal signage to be in place in regards to traffic management</p> <p>Set clear stipulations in regards when vehicles are allowed on site and in regards times when vehicles are permitted in public areas</p> <p>Identify a safe drop off and pick up point for persons attending the event.</p> <p>The TMP will be to the satisfaction of Highways England, Avon and Somerset Constabulary and SSDC</p> <p>Environmental Health and submitted along with all relevant appendices and records, at least 8 weeks before the event.</p> <p>The Event organiser must put in place</p>			
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	<p>controls and adequate checks to ensure for the duration of the event that the TMP is being followed</p> <p>The TMP must clearly detail who is responsible for traffic management on site. The TMP must clearly stipulate the training provision to be provided for stewards and security on site undertaking traffic management duties. Records of this training will be available for all those undertaking traffic management duties throughout the event, upon request at the event by any of the relevant authorities*.</p>			
95	The telephone number of an on-site local	The telephone number of an on-site local resident	Added in "litter and clear up" to the	The telephone number of an on-site local resident noise

<p>resident noise hotline shall be circulated to members of the public in and around Dillington Park by notice and / or email. It will also include details of venue running times, public gate opening times, sound check times, positioning of marshals, traffic measures, and other information pertinent to the festival which may impact on them as residents. This to be done no later than 2 weeks prior to the event opening. The same notice shall be circulated to parish councils in these areas and the immediate neighbours of the event site as part of a community liaison campaign no later than</p>	<p>noise hotline shall be circulated to members of the public in and around Dillington Park by notice and / or email. It will also include details of venue running times, public gate opening times, sound check times, positioning of marshals, traffic measures, litter and clear up and other information pertinent to the festival which may impact on them as residents. This to be done no later than 2 weeks prior to the event opening. The same notice shall be circulated to parish councils in these areas and the immediate neighbours of the event site as part of a community liaison campaign no later than 2</p>	<p>resident information as part of the impact management.</p>	<p>hotline shall be circulated to members of the public in and around Dillington Park by notice and / or email. It will also include details of venue running times, public gate opening times, sound check times, positioning of marshals, traffic measures, litter and clear up and other information pertinent to the festival which may impact on them as residents. This to be done no later than 2 weeks prior to the event opening. The same notice shall be circulated to Stocklinch and Whitelackington parish councils and Ilminster Town Council and the immediate neighbours of the event site as part of a community liaison campaign no later than 2 weeks prior to the event opening.</p>
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	2 weeks prior to the event opening.	weeks prior to the event opening.		
100	The Premises Licence Holder shall put measures in place to ensure that no person under the age of 16 enters the site without a person over the age of 18. All stewards and security shall be advised of this requirement.	The Premises Licence Holder shall put measures in place to ensure that no person under the age of 18 enters the site without a person over the age of 18. All stewards and security shall be advised of this requirement.	Amended under 16 to under 18 in line with the ESMP.	
104	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.	In the event that a ticket holder is unable to prove that they are 18 or over and is without a supervisory adult over the age of 18, they will not be permitted to enter the site.	Amended under 16 to under 18 in line with the ESMP.	

3. Summary of removed conditions

CONDITION	REASON FOR REMOVAL
<p>The Premises Licence Holder shall comply, in all material aspects, with the Event Safety Management Plan (ESMP) and the appendices prior to and during the event known as Shindig 2020.</p>	<p>Condition no longer applicable as referring specifically to the first post-Covid-19 event.</p>
<p>A final planning meeting with the relevant authorities* (SSDC, Police, Fire, Highways) shall be arranged by the Premises Licence Holder which will take place no later than 4 weeks prior to the commencement of the event, unless otherwise agreed by the relevant authorities and the Premises Licence Holder.</p>	<p>It is proposed that the necessity for this meeting is determined by all interested parties during the SAG meeting and any subgroup meetings that may be held, and in the planning process, as opposed to it being a licence condition.</p>
<p>No changes shall be made to the final version of the ESMP without the written agreement of the relevant regulatory authority.</p>	<p>Wording of condition 1 has been amended in consultation with the Environmental Health department. As such, this condition is no longer required or fully adequate.</p>
<p>The Premises Licence Holder shall liaise with South Somerset District Council, Avon and Somerset Constabulary, Devon and Somerset Fire and Rescue Service and local residents where necessary in order to provide sufficient information on the event to Other Parties at least 8 weeks before the event.</p>	<p>All elements of this condition are covered by the other proposed conditions.</p>

The Premises Licence Holder shall ensure that prominent and durable notices are displayed at the entrance of all areas within the event outlining the searching procedures and the terms and conditions of entry. These notices shall be clearly legible and shall be no smaller than A2 in size. These notices shall remain in place throughout the duration of the event	The contents of the condition have been amalgamated with condition 24.
All bar staff shall be trained on how to question potential customers and how to refuse sales of alcohol if necessary.	Condition 29 covers this
Publicity materials notifying customers of the operation of the Challenge 25 scheme shall be displayed at the alcohol vending venues as detailed in the ESMP, including a Challenge 25 sign of at least A3 size at the entrance to the premises and where practicable at each point of sale.	Condition 32 covers this
A specific search policy shall be drawn up and agreed by Avon and Somerset Constabulary and a copy given to the SAG and SSDC 8 weeks prior to the event.	Condition 38 covers this
Crime prevention material shall be distributed to campers and traders at the event by security and stewarding staff.	Various crime prevention information will be shared with customers via online and onsite means. This is covered by other conditions (such as the search policy / conditions of entry etc).

<p>A stewarding plan and schedule shall be included in the final ESMP to complement the Security Plan and Schedule. This is to include rotas, training details and operational plans.</p> <p>The Premises Licence Holder shall define behaviours likely to invoke an eviction (including but not limited to causing a disturbance, displaying anti- social behaviour, entry without a valid ticket, drug dealing, unauthorised selling) under the Evictions Policy, as part of the ESMP. This policy will also include details on the process for removing persons from the event site by the event security staff as expediently as possible, duty of care procedures, onward travel arrangements for evictees, and where necessary handing persons over to Police control. Measures shall be in place to operate the eviction policy during the event.</p>	<p>Contents re stewarding plan are contained in condition 45. It is suggested that the detailed deployment should not form a part of the ESMP.</p> <p>Evictions Policy is covered in the condition 43.</p>
<p>All beverages (including alcoholic and non-alcoholic drinks) shall only be dispensed in polycarbonate, plastic or non-glass containers.</p>	<p>The content of the condition is already covered by condition 52.</p>
<p>The contents of all glass bottles shall be decanted by bar staff into polycarbonate, plastic or non-glass</p>	<p>The content of the condition is already covered by condition 52.</p>

<p>containers. All glass bottles are to be retained behind the bar for safe disposal.</p>	
<p>There shall 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.</p>	<p>Provision will be determined via a risk assessment and planning with the medical provider, as covered by condition 65.</p>
<p>The site build period shall end when the festival is open to the public.</p>	<p>The organiser needs to have flexibility to be able to open certain areas of the site should other areas not be ready to open, and if appropriately secured, condition 58 ensures that members of the public are not permitted into the construction areas.</p>
<p>Drinking and washing water provided free of charge to the public for use at all times.</p>	<p>Legal requirement - no need for this to be a condition.</p>
<p>The Premises Licence Holder shall provide medical facilities, which are adequate for the purpose by the preferred medical provider. Details of the organisation of these services shall be provided to the Licensing Authority not less than 14 days prior to the event. The medical facilities shall include:</p> <p style="padding-left: 40px;">sufficient means of communication between the first aid post(s) and the main control point on the site and/or stewards, and an adequate standby point for ambulances.</p>	<p>All of this will be covered in the medical plan based on an event specific risk assessment as stipulated in condition 65.</p>

<p>adequate medical facilities within the pit area/backstage area. a facility within the concert area serving as the main medical facility provided by the approved contractor for medical facilities.</p>	
<p>The Event Organiser will ensure local hospital(s) have been given notification of the event prior to it opening to the public and evidence of this will be available for inspection for the duration of the event.</p>	<p>Already covered by condition 68.</p>
<p>The Premises Licence Holder shall ensure that measures are in place for a shuttle bus service to operate between <u>Ilminster Town Centre</u> and the event site. A policy to protect against Public Nuisance arising as a result of this operation shall be submitted to and approved by the Avon and Somerset Constabulary no less than 8 weeks before the event</p>	<p>The Organiser does not deem it necessary to have a shuttle bus operation in place moving forward as the service was underused in 2022 on the new site.</p>
<p>The final version of the event management plan shall clearly detail the shuttle bus arrangements in place, and these arrangements are to be forwarded to The Police, South Somerset District Council Environmental Health</p>	<p>The Organiser does not deem it necessary to have a shuttle bus operation in place moving forward as the service was underused in 2022 on the new site. Any traffic management arrangements will be featured in the TMP appendix to ESMP.</p>

<p>team and Somerset & Devon Highways teams at least 6 weeks prior to the event and be to their satisfaction</p>	
<p>The event management plan/ traffic Management plan to be updated to clearly detail adequate arrangements for safe pedestrian access to the premises for persons to and from Ilminster no less than 6 weeks prior to the event and be to the satisfaction of the regulatory authorities</p>	<p>Any traffic management arrangements will be featured in the TMP appendix to ESMP.</p>
<p>The Premises Licence Holder shall ensure that the Traffic Management Plan is developed in consultation with and in agreement with the Avon and Somerset Constabulary and The Somerset County Council Highways Department.</p>	<p>Already covered by condition 97.</p>
<p>The event organiser to ensure that throughout the event, the final event management plan at the time of the event is implemented in full and any changes to this event management plan are only made with written agreement with the regulatory authorities first.</p>	<p>As explained before, the ESMP will remain a “living and breathing” document.</p>

<p>The event organiser will comply with the following guides in full where applicable to the event for the duration of the event;</p> <ul style="list-style-type: none"> ● Health & Safety Executive (HSE) “The Purple Guide” to Health, Safety and Welfare at Music and Other Events ● Chartered Institute of Environmental Health (CIEH) National Guidance for Outdoor Event Catering ● Taunton Deane Borough Council The provision of Temporary Drinking Water Supplies at Events 	<p>Most of these were already included in condition 11, which has been supplemented with “Taunton Deane Borough Council The provision of Temporary Drinking Water Supplies at Events “</p>
<p>All camping areas to fully comply with the requirements of the current version of the Purple Guide.</p>	<p>Already included in condition 11</p>
<p>The Event organiser will ensure all catering provision complies with the current CIEH: National Guidance for Outdoor Event Catering and undertake sufficient monitoring checks for the duration of the event using the inspection checklist in the guide. These inspection records shall be available for inspection upon request.</p>	<p>Already included in condition 11</p>

<p>Caterers will not be allowed to trade until they have met these requirements.</p>	
<p>The Event organiser will ensure that free potable water is provided on request to customers where it is reasonably available</p>	<p>This is a legal requirement and therefore does not need to be included as a condition</p>
<p>The event organiser is to ensure that the wholesome and potable water supply provision detailed in the water provision policy is to be maintained throughout the event, and comply with the Purple Guide and Taunton Deane Borough Council The provision of Temporary Drinking Water Supplies at Events</p>	<p>This is a legal requirement and the quoted guidance is already covered by condition 11</p>
<p>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.</p>	<p>Already covered by condition 81</p>
<p>A site electrical certificate will be issued by a competent electrician prior to the event opening to the public and will be available for inspection prior to the event opening.</p>	<p>Contents covered in condition 85.</p>

<p>All security and stewards shall be advised that children under the age of 16 must be accompanied by an adult and shall request identification from any person s they suspect of being under 16 who is not accompanied by an adult.</p>	<p>Contents covered in conditions 98 and 102 and brought in line with the ESMP.</p>
<p>The Premises Licence Holder shall produce a weather assessment and site assessment which will include arrangements for cancellation, timings and how such a cancellation would be managed. This plan shall be submitted to the SAG, SSDC and relevant authorities* at least 8 weeks prior to the event taking place.</p>	<p>The Weather Action Plan that is an inherent part of the ESMP covers the procedures that would be taken to ensure safety of event customers. A cancellation would usually be a very last resort. Such a decision and all the associated timings and processes would be depending on the actual situation at the time.</p>
<p>A Flood action plan is to be written no less than 6 weeks prior to the event and be to the satisfaction of South Somerset District Council. The plan will include contingency measures for the event including assurances that adequate alternative camping facilities will be provided for the public attending the event, in the event of flooding.</p>	<p>Flood assessment was completed in 2020 for that event as it was a new usage of the site for both the Organiser and the LA. As there were no concerns raised following the assessment and 2022 event, it is suggested this is not part of the standard documentation moving forward. Risk of severe rainfall is also covered in the Weather Action Plan appendix of the ESMP.</p>
<p>There shall be no new entry or re-entry to the premises after 18:00 on Sunday 29 May 2022 except for the artists, crew and guests of and anyone who has a legal right of entry.</p>	<p>Local residents have been arriving after 18:00hrs on the Sunday at the 2022 event. It is therefore suggested that this restriction may be of disadvantage to them.</p>

<p>Avon and Somerset Constabulary will be consulted throughout the planning process. A suitable and sufficient level of cover if required will be agreed and implemented (submitted 100 days prior) by the event Premises Licence Holder by way of a Special Police Agreement.</p>	<p>Special Police Agreements have not been previously required for the event. Avon and Somerset Constabulary will be consulted through the planning process as per other proposed conditions.</p>
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4. Summary of suggested new conditions

No.	CONDITION	REASON FOR ADDITION
4	<p>Any detail shown on the plan that is not required by the licensing plans regulations is indicative only and subject to change at any time. Any material layout changes will be agreed with the relevant Regulatory Authorities prior to the event opening to the public.</p>	<p>This is needed for 2024 and 2025 editions of Shindig that will be held under the same licence, as the site plan may change to accommodate a larger capacity. The wording has been updated following consultation with the Environmental Health department.</p>
5	<p>The capacity of the event shall not exceed 12,500 in 2023, 13,500 in 2024 and 14,999 in 2025.</p>	<p>Clarification of why the overall 3-year licence is 14,999 and the yearly increase.</p>
6	<p>A new plan to disclose changes in light of annual increased capacity will be submitted at least 12 weeks prior to the event.</p>	<p>This is needed for 2024 and 2025 editions of Shindig that will be held under the same licence, as the site plan may change to accommodate a larger capacity.</p>

82	<p>The Premises License Holder shall organise for verification checks of all food traders and food caterers undertaken by a competent person (s) to ensure they are fully compliant with Regulation 852/2004 relevant to moveable and/or Temporary food premises, allergen legislation and all relevant parts of the CIEH National Outdoor event Guidance, prior to them opening to the public, and these standards are maintained for the duration of the event.</p>	
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Representation Form.

Responsible Authority. Please delete as applicable.

Police / ~~Fire~~ / ~~EPT (noise)~~ / ~~Health and Safety~~ / ~~Child Protection~~ / ~~Weights and Measures~~ / ~~Planning Authority~~.

Your Name	
Job Title	Area Licensing Practitioner
Postal and email address	Yeovil Police Station Horsey Lane Yeovil Somerset BA20 1SN
Contact telephone number	101

Name of the premises you are making a representation about.	Shindig Productions Ltd
Address of the premises you are making a representation about.	Dillington Park Ilminster Somerset TA19 9EQ

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
The Prevention of harm to children	Yes	<p>An application has been received in relation to the grant of a new premises licence for Shindig Productions Ltd, Dillington Park, Ilminster, Somerset, TA19 9EQ. The event is to be known as Shindig Festival and will take place between Thursday – Monday in May 2023, 2024 and 2025. The capacity applied for shall be reached over the 3-year licence period: in 2023 shall not exceed 12,500: 2024 shall not exceed 13,500 and in 2025 shall not exceed 14,999.</p> <p>On behalf of the Chief Constable, we make our formal police representation.</p> <p>Historically this event had taken place at Gilcombe Farm, Bruton however, in 2022 it took place as its current new site, Dillington Estate, Dillington, Ilminster, Somerset. An application has now been received for a staggered three-year licence with new proposed conditions to be attached to the operating schedule.</p> <p>Over the last 4-5 weeks the police have been assessing the application and speaking with the applicant over the wording of conditions. Proposals have been made by both parties, which on occasion, will also require the agreement of other partner agencies, especially where the lines of responsibility cross over. Unfortunately, at present, there is no final agreement between the organisers and the police on the wording of conditions.</p> <p>Events of this nature require extensive conditions to be attached to the licence to ensure the promotion of the licensing objectives. Such conditions need to be robust whilst at the same time be appropriate, relevant, clear, reasonable, and enforceable. These conditions outline in detail how the event</p>
To prevent Public Nuisance		
To prevent crime and disorder		
Public Safety		

	<p>organiser will produce an event specific management document known as an Event Safety Management Plan (ESMP). Any such ESMP will include, as a minimum, site plans, stewarding/security plans, eviction plans, crowd management plans, emergency plans, safeguarding plan, medical plan, fire plan, specific safety policies, risk assessments, traffic management plans, possible noise nuisance plans, drug plans/policies, alcohol plan and ingress/egress plan etc. It is the intricate detail contained within these policies/procedures which is paramount in delivering a safe event.</p> <p>Unfortunately, as outlined above we have not yet agreed the final wording for the conditions with the event organiser and therefore at this time we are not able to agree to the licence being granted in its current format.</p> <p>It is accepted that views between applicants and the responsible authorities, namely the police, will always likely differ due to our policing priorities and responsibilities. Whilst taking into consideration the four licensing objectives our core policing will always factor the prevention and detection of crime, to prevent a breach of the peace, temporary traffic regulation orders and contingency planning in case of emergency. It is therefore imperative that we ensure any licence granted, for events of this nature, always promote the four licensing objectives throughout the duration of the event.</p> <p>Negotiations are still ongoing, and we are working with the event organiser to agree a set of conditions that is suitable for all but more importantly are appropriate, relevant, clear, reasonable, and enforceable.</p> <p>Please accept this as formal notice of objection in relation to the application.</p>
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<p>Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.</p>	<p>Further negotiating is currently taking place.</p>
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N.B If you, as the Responsible Authority, make a representation, a member from your Authority will be expected to attend the Licensing Sub Committee and any subsequent appeal proceeding.

Signed:

Date: 14th December 2022

Please return this form along with any additional sheets to: The Licensing Unit, South Somerset District Council, Brympton Way, Yeovil, BA20 2HT.

Or email it to licensing@southsomerset.gov.uk.

This form must be returned within the Statutory Period. Please check with the Licensing Unit on 01935 462462.

Representation Form

Responsible Authority. Please delete as applicable.

Police / Fire / **EPT (noise)** / Health and Safety / Child Protection / Weights and Measures / Planning Authority.

Your Name	
Job Title	Specialist – Environmental Health
Postal and email address	The Council Offices Brympton Way Yeovil BA20 2HT
Contact telephone number	01935 462061

Name of the premises you are making a representation about.	Shindig Festival – Shindig Productions Ltd.
Address of the premises you are making a representation about.	Dillington Park Ilminster TA19 9EQ

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
The Prevention of harm to children	N	
To prevent Public Nuisance	Y	Please see the attached sheet.
To prevent crime and disorder	N	
Public Safety	N	

Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.	Please see the attached sheet
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N.B If you, as the Responsible Authority, make a representation, a member from your Authority will be expected to attend the Licensing Sub Committee and any subsequent appeal proceeding.

Signed: *Margorie Clarke*

Date: 14 December 2022

Please return this form along with any additional sheets to: The Licensing Unit, South Somerset District Council, Brympton Way, Yeovil, BA20 2HT. Or email it to licensing@southsomerset.gov.uk.

This form must be returned within the Statutory Period. Please check with the Licensing Unit on 01935 462462.

PREVENTION OF PUBLIC NUISANCE – Shindig

Environmental Health believes that to meet the above licensing objective, the following conditions are required to mitigate against the risk of noise nuisance and unreasonable disturbance.

This is because of the risk to local residents being subjected to nuisance or unreasonable disturbance from noise created by the entertainment within the proposed hours of operation. Previous experience at this site has shown that music noise can be audible some distance from the site. This is because of several factors such as the low background noise levels in the area, the rural nature of the surrounding area, the nature of the event and the associated music. Environmental Health is particularly concerned about the impact of repetitive bass music played late at night and in the early hours of the morning.

1. Noise levels from the operation of the event during the operating hours of 0900 – 2300 shall not exceed 55dB LAeq(15 minutes) when measured 1 metre from the façade of any noise sensitive property.
2. Noise levels from the operation of the event during the operating hours of 2300 – 2400 shall not exceed 50dB LAeq(15 minutes) when measured 1 metre away from the façade of any noise sensitive properties.
3. Noise levels from the operation of the event during the operating hours of 0000 – 0900 shall not exceed 45dB LAeq(15 minutes) when measured 1 metre away from the façade of any noise sensitive properties.
4. Low frequency noise levels in the 63Hz and 125Hz octave bands shall not exceed 75dB Leq(15 minutes) during the operating hours of 0900 – 2300
5. Low frequency noise levels in the 63Hz and 125Hz octave bands shall not exceed 70dB Leq(15 minutes) during the operating hours of 2300 – 2400
6. Low frequency noise levels in the 63Hz and 125Hz octave bands shall not exceed 65dB Leq(15 minutes) during the operating hours of 0000 – 0900
7. A competent and suitably experienced Noise Control Consultant shall be appointed for the event.
8. The Noise Control Consultant will be required to produce a Noise Management Plan (NMP) and will be responsible for implementing it during the event.
9. The final version of the NMP will be submitted to and agreed by the Licensing Authority and other relevant agencies at least 28 days prior to the proposed event.
10. A competent and suitably experienced Production Manager will be appointed for the event. The Production Manager will work closely with the Noise Control Consultant to ensure that any venues at the event are managed in accordance with these Conditions and with the NMP.
11. Suitably experienced and competent sound engineers shall be present at the sound control position for the duration of the operating times of each of the venues.
12. Noise levels will be monitored at noise sensitive locations both in relation to the noise limits set out in Conditions 1 - 6 (both inclusive) and the subjective impact of that noise. The noise sensitive locations will be agreed with the Licensing Authority before the event. These locations will be included in the NMP.

13. Should the noise limits set out in Conditions 1 - 6 (inclusive) be exceeded or the subjective impact of the noise be such as to cause a nuisance or reasonable disturbance, then this shall be reported back to the Production Manager immediately. The Production Manager shall identify the source of any exceedance, nuisance or reasonable disturbance and correct the situation within 15 minutes of the initial notification.

14. A 'hotline' telephone number will be provided for the duration of the event for local residents to contact the organisers with any queries or concerns. The Licensee will ensure that there are an adequate number of lines and that they are adequately staffed. The concerns reported by members of the public through the "hotline" shall be forwarded to the Production Manager as soon as received and steps should be taken to address these issues where appropriate.

15. The licensee will provide a point of contact to the South Somerset District Council for the duration of the event by nominating a named personnel and telephone number who should be available during the hours the event is ongoing.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted