



## Licensing Sub-Committee

Thursday 16<sup>th</sup> June 2022

**Title**

**51<sup>st</sup> State  
Cophall Playing Fields,  
Off Champions Way,  
Page Street,  
London,  
NW4 1PS**

**Report of**

Trading Standards & Licensing Manager

**Wards**

Mill Hill

**Status**

Public

**Urgent**

N/A

**Key**

No

**Enclosures**

*Report of the Licensing Officer*  
Annex 1 – Application Form  
Annex 2 – Conditions agreed with Police  
Annex 3 – Representation  
Annex 4 – Matters for Decision

**Officer Contact Details**

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### Summary

This report asks the Sub-Committee to consider an application for a 2 – day New Premises Licence, under section 17 of the Licensing Act 2003.

# Officers Recommendations

**1. This report asks the Sub-Committee to consider an application for a 2-day New Premises Licence, under section 17 of the Licensing Act 2003 for Copthall Playing Fields, Off Champions Way, Page Street, London, NW4 1PS**

## **1. WHY THIS REPORT IS NEEDED**

- 1.1 The licensing authority having received valid representations against the application for a premises licence is expected to hold a hearing to consider those representations. The application can be determined by the licensing authority without a hearing in certain circumstances.

## **2. REASONS FOR RECOMMENDATIONS**

Where a representation is submitted in respect of a premises licence application, under Section 18(3) of the Licencing Act 2003, the authority must hold a hearing to consider such representations, unless the authority, the applicant and each person who has made such a representation agree that a hearing is not necessary, or if the representations are withdrawn or where the authority considers that the representations are frivolous or vexatious (leaving none to consider).

## **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 The Licensing Sub-Committee is required to give appropriate weight to the representations (including supporting information) presented by all the parties, the Guidance issued pursuant to section 182 of the Licensing Act 2003, the Council's statement of licensing policy and the steps that are appropriate to promote the four licensing objectives.

Having considered those relevant matters, the Licensing Sub-Committee is required to take such of the following steps (if any) as it considers appropriate for the promotion of the licensing objectives.

The steps are—

- (a) To grant the licence subject to—

(i) conditions that are consistent with the operating schedule accompanying the application modified to such extent as the authority considers appropriate for the promotion of the licensing objectives, and

(ii) any condition which must under section 19, 20 or 21 of the Licensing Act 2003 be included in the licence;

- (b) to exclude from the scope of the licence any of the licensable activities to which the application relates;
- (c) to refuse to specify a person in the licence as the premises supervisor;
- (d) to reject the application

For the purposes of 3.1(a) (i) above, the conditions of the licence are modified if any of them are altered or omitted or any new conditions added.

#### **4. POST DECISION IMPLEMENTATION**

- 4.1 The decision will have immediate effect unless appealed.

#### **5. IMPLICATIONS OF DECISION**

##### **5.1 Corporate Priorities and Performance**

- 5.1.1 Members are referred to the Council's Licensing Policy for consideration
- 5.1.2 Timely legal and fair decisions support objectives are contained within the Corporate Plan. In particular in relation to a "successful London borough" by ensuring that only legal, well-regulated licensable activities occur within the borough.

##### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 N/A

##### **5.3 Legal and Constitutional References**

- 5.3.1 The Licensing Act 2003 sets out how applications for premises licences should be dealt with where valid representations have been submitted.
- 5.3.2 Under the Council's Constitution, Article 7, the licensing sub-committee has responsibility delegated to it (from the Licensing Committee) for licensing hearings concerning all licensing matters.

##### **5.4 Risk Management**

- 5.4.1 N/A

##### **5.5 Equalities and Diversity**

- 5.5.1 Licence applications are dealt with according to the provisions of the Licensing Act 2003 and associated Regulations which allow both applications and representations to applications to be made by all sectors.

## **5.6 Consultation and Engagement**

5.6.1 The statutory consultation process has been followed in accordance with the Licensing Act 2003.

## **6. BACKGROUND PAPERS**

6.1 The application and report of the Licensing Officer and appendices are attached to this report.

# Officers Report

# LICENSING ACT 2003

## OFFICERS REPORT

**51st State, Copthall Playing Fields, off Champions Way, Page Street,**

**London, NW4 1PS**

### 1. The Applicants

The application was submitted by Harry Agombar of Viking Event Services Limited on behalf of Black Horse Brands Limited.

### 2. Application

The application before the subcommittee was submitted on 19<sup>th</sup> April 2022 under Section 17 of the Licensing Act 2003. The application is for a New Premises Licence for a 2-day music festival on 20<sup>th</sup> – 21<sup>st</sup> August 2022. The applicant seeks to apply for the following activities:-

#### **Provision of live music (both indoors and outdoors)**

Saturday (20 <sup>th</sup> )	11:00hrs – 22:00hrs
Sunday (21 <sup>st</sup> )	11:00hrs – 21:00hrs

#### **Provision of recorded music (both indoors and outdoors)**

Saturday (20 <sup>th</sup> )	11:00hrs – 22:00hrs
Sunday (21 <sup>st</sup> )	11:00hrs – 21:00hrs

#### **Performances of dance (both indoors and outdoors)**

Saturday (20 <sup>th</sup> )	11:00hrs – 22:00hrs
Sunday (21 <sup>st</sup> )	11:00hrs – 21:00hrs

#### **Provision of anything of a similar description to live music, recorded music, or performances of dance**

Saturday (20 <sup>th</sup> )	11:00hrs – 22:00hrs
Sunday (21 <sup>st</sup> )	11:00hrs – 21:00hrs

#### **Sale or supply of alcohol (on the premises only)**

As per the agreement with the Police (shown in Annex 2), alcohol sales will be reduced by 30 minutes at the end of each day of the event, from the originally stated times on the application form, to now be:-

Saturday (20 <sup>th</sup> )	11:00hrs – 21:30hrs
Sunday (21 <sup>st</sup> )	11:00hrs – 20:30hrs

### **Hours the premises to be open to the public**

Saturday (20 <sup>th</sup> )	11:00hrs – 23:00hrs
Sunday (21 <sup>st</sup> )	11:00hrs – 22:00hrs

A full copy of the application form, conditions submitted by the applicant and the plan can be seen attached to this report in **Annex 1**.

The details of the organisation for the event have also been put to the Council's Safety Advisory Group with an application made via the Event Umbrella. The Safety Advisory Group includes partners from the Emergency Services and relevant Council departments, some of which are also Responsible Authorities under the Licensing Act 2003.

### **3. Conditions agreed with Police**

During the consultation period, the applicant was in communication with the Police. They came to an agreement in terms of conditions, which they would expect to be connected to the licence should the committee be minded to grant the licence and agree with. Please see details of this agreement below.

*These are the conditions offered on the application within the operating schedule;*

- 1. All planning for the event will be in line with recommendations laid out in the online 'Purple Guide' and HSG154 Managing Crowds Safely and will be planned in strong consultation with local authorities and licensing staff via regular ELT meetings starting no less than 2 months before the proposed start date of any activities on the site.*
- 2. The final site layout shall be as agreed with the event health and safety advisor and Security consultant and all statutory authorities (which includes but is not limited to members of licensing, highways, and blue light services)*
- 3. Whenever the premises are open to the public a Personal Licence Holder shall be present within the licensed premises.*  
*Each bar will be run by a bar supervisor, this person will be under the direction of the Designated Premises Supervisor. At least one SIA trained security staff will be stationed continuously in the bar areas whilst open to the public.*
- 4. Plastic 'glasses' or cans will be used at the bar. Where a drink is in a bottle and this is not plastic, the contents of said bottle will be decanted into a plastic 'glass'.*
- 5. The boundaries of the licensed premises will be clearly fenced and marked so that staff, interested parties, police and members of the public can clearly see what areas are licensed.*
- 6. No event shall take place until a complete Event Management Plan has been submitted to all relevant statutory bodies.*

7. All core event staff and personnel will be issued with a radio and will be in contact with event control.

- All core event staff shall be clearly identifiable with clothing/tabards that state their role at the event.

8. All licensed door staff will use radios to contact each other and will wear hi-visibility arm bands with their SIA badge clearly on display. They will also be in high visibility jackets or similar and should be clearly identifiable as security.

9. All stewards will wear high visibility jackets or similar and should be clearly identifiable as stewards

10. The appointed security contractor will provide SIA registered security staff provision, including the mix of male/female staff will be based on a risk assessment carried out no less than one month before any event. Staff working on the main gate and with ejections will have body worn cameras as well as the static CCTV being put on the main gate, rear gate, bar 1, bar 2, stage 1 and stage 2.

11. The event organisers shall ensure that CCTV is provided in specific areas across the site.

- All ticket holder entrances and exits and searching areas
- All stages
- All bars
- General coverage of festival site the public have access

Warning signs shall be displayed around the site letting the public know CCTV is being recorded. Any of these images will be made available to the Police upon receiving a request. These images must be retained for a minimum of 31 days after the event. The CCTV will be used to monitor crowd movement across the site to allow for a more efficient security operation. It will also be used to monitor any crowd surges and sways in front of the two stages. Fire exits need not all be applicable if they are not designated as an emergency entry/exits only.

12. Outside the permitted hours for alcohol, all alcoholic drinks shall be secured safely to prevent their sale or theft.

13. Any patrons displaying signs of drunkenness or use of drugs will be ejected from the premises where it is safe to do so or admitted to on-site welfare facilities until they are deemed safe to be ejected. The welfare area will be in operation at all times the event is open. Where anti-social behaviour is observed in connection with alcohol or drugs the patron will be ejected when safe to do so.

14. Refusal log books will be completed for any refusal of the sale of alcohol. There will be one book at every bar and will be made available upon request to officers from the Licensing Authority, Trading Standards or the Police.

15. Security will be posted at key locations, as identified within the EMP and agreed with all relevant statutory authorities, around the event site to ensure the protection of adjoining residencies and businesses.

16. All drugs or illicit substances found or confiscated on site will be logged via radio at the point of confiscation and then returned to the event HQ where it will be securely stored and logged in a drugs book which shall be made available upon request to Officers from Met Police. All contraband along with seizure records will be handed to the Police at the end of the event.

17. A dedicated area in the site, located close to the First Aid section, will be provided for welfare provision to treat and ensure the safety of any vulnerable patrons in the premises.

18. Adequate medical provision will be made available in line with calculations from the "Purple Guide" and following a risk assessment carried out by the medical provider.

19. An incident book will be completed for any incident that takes place within the licensed premises. The book will be made available upon request to officers from the Licensing Authority, Trading Standards and the Police.

A full copy of this log will be supplied to the police licensing team after the event by email ([NWMailbox.LicensingBarnet@met.police.uk](mailto:NWMailbox.LicensingBarnet@met.police.uk)) to assist with a full event de-brief

20. Waste management teams, alongside event staff and volunteers will be engaged to ensure the event site is cleaned and returned to its previous condition.

21. Attendees will be reminded of the residential location via digital media in advance of the event and clear signage throughout the event site will be used to remind and inform attendees of the proximity of residential areas.

22. Noise limits will be agreed with local authority noise management agents and adhered to vigorously. All residents within the area will be advised, by way of a letter drop, of any use of the premises, no less than one month before any event. A contact number will be provided in this letter

*drop for residents to be able to contact the noise management staff to ensure any complaints can be dealt with in a timely fashion.*

*23. Sufficient sanitary facilities will be made available within the premises to prevent public urination (as per the Event Management Plan).*

*24. Noise limits will be set in advance. These limits will be implemented throughout the course of the build, de-rig and live dates.*

*25. The organisers will monitor on-site dB noise levels and ensure that set noise limits will be adhered to, with regular reading to be taken and recorded.*

*26. A dedicated festival 'hotline' will be in place for local residents to contact the festival organisers, enabling them to respond to noise disturbance concerns and react accordingly.*

*27. The site will be open to people of 18+ years only. ID checks will be carried out at the point of entry to the site.*

*28. All age restricted sales training undertaken by staff members will be fully documented and recorded prior to being allowed to sell alcohol. All training records shall be made available to Officers from the Licensing Authority, Trading Standards and Met Police.*

*29. The premises will adopt a 'Challenge 25' policy whereby any person attempting enter the event/to buy alcohol who appears to be under 25 will be asked for photographic ID as proof of their age. The only ID that will be accepted are valid passports and UK driving licenses with a photograph or proof of age cards bearing the 'PASS' mark hologram. The list of approved ID may be amended or revised with the prior agreement of Met Police and the Licensing Authority without the need to amend the actual license.*

*30. A dedicated medical team with DBS clearance and sufficient facilities for predicted welfare needs will be on-site during all operational hours.*

*31. There will be a strict "no search - no entry" policy in place for this event, including all staff, acts and entourage. This search policy will be clearly explained on the website and signposted at the entry points of the event and communicated by pre event communications with ticket holders. This will not be applicable in the event of an incident where public safety is at risk and the event management/security at the scene deem it necessary to invacuate on to the site.*

32. *No bags larger than A4 size will be permitted in to the event as per the dress code policy within the event crowd management plan. This will be communicated to ticket holders via email/text message, on the event website and to ticket holders as they arrive at the event.*

33. *Lost Property will be handled by the Information / Lost Property / Welfare Tent. There will be an email address for the public to contact should they have lost any items. Lost Property will be held for an agreed period to enable it to be reunited with owners after the Event.*

34. *The maximum capacity shall not exceed 9,999 people (to include ticket holders, guests, artists, staff and contractors) at any time.*

35. *The event director (as named within the EMP) has overall responsibility for crowd management safety. They will task the Security Co-ordinator to review any reports from staff working and co-ordinate any actions where appropriate to facilitate public safety across the whole site.*

36. *All infrastructure will be designed and erected with public safety in mind. Tent poles and lighting towers in key public areas will be fenced off or protected in another way or highlighted where protection is not possible and trip hazards in public areas will be minimized and highlighted where unavoidable.*

37. *Clear transport information must be made available to ticket holders prior to the event on the website and signposted at the event.*

38. *Final complete EMP will be made available to all key statutory bodies 28 days before the event with a full site plan clearly showing access points designated for emergency vehicles, medical aid and welfare. This plan shall document all provisions for medical, fire and health and safety facilities.*

39. *An Information Point will be situated in an agreed position on site and staffed by Festival personnel to provide information to persons attending the event. The information tent will have details on the location of facilities, local services, transport and entertainment*

40. *As detailed in the EMP, the event organisers will communicate in advance (we suggest no less than 28 days before) the event date that there will likely be more passengers using the service on the event dates (times of the event will be provided) these stations must include; Mill Hill Broadway, Mill Hill East, Colindale, Hendon Central and Finchley Central.*

41. *The event control shall make provision for the recording of and notification to the Licensing Authority of any suspected instance of notifiable infectious disease or including any suspected cases of food poisoning presenting to the medical and first aid provider on the Licensed Premises.*

42. *There will be clearly identifiable free water points available to ticket holders at all times throughout the event.*

43. *In the event of a serious incident (which requires police investigation i.e. assault resulting in serious injury) the scene must be preserved for possible forensic examination. Nothing is to be removed from the area and it must be cordoned off at the earliest opportunity. The scene must be left in 'situ' until advised by police that it is no longer required.*

44. *The Premises Licence Holder shall operate a vulnerable person policy. All public facing staff will be briefed on the Ask for Angela scheme including how to deal with any approaches. All managers and supervisors in public facing roles including security staff undertake WAVE training. Each bar will always have on duty at least one manager trained in WAVE training and bar staff will be advised who that person is and of the objectives of WAVE as part of their briefing.*

*Each bar will always have on duty at least one manager trained in ACT and bar staff will be advised who that person is as part of their briefing.*

45. *ACT Condition - The Premises Licence Holder shall engage with freely available counter terrorism advice and guidance through Counter Terrorism Protect Officers and Counter Terrorism Security Advisors. All members of customer facing staff, including those involved in the sale or supply of alcohol, undertake Action Counters Terrorism (ACT)*

*Awareness eLearning, on as a prior condition of employment on site (as long as such, or similar, training is available).*

*Such training is available at <https://www.gov.uk/government/news/act-awareness-elearning>*

The full Police agreement can be seen attached to this report in **Annex 2**.

#### **4. Representations**

The Licensing Team received 1 valid representation submitted on behalf of a local community society. The representation relates to all four of the Licensing objectives. The representation also refers to other aspects of concern to the objector, which are not dealt with under the Licensing Act 2003.

The full representation can be found in **Annex 3**.

#### **5. Attaching conditions**

The operating schedule, which is part of the application, includes certain additional steps that the applicant will take to protect the licensing objectives. These will become enforceable conditions, should the licence be granted. Additional conditions may be attached to the licence if the committee thinks it appropriate.

The Committee must have regard to all of the representations made and the evidence it hears and is asked to note that it may not attach conditions or reject the whole or part of the application merely

because it considers it desirable to do so. It must actually be appropriate in order to promote the licensing objectives.

In relation to conditions, the statutory guidance at chapter 10.8 states that “The licensing authority may not impose any conditions unless its discretion has been engaged following receipt of relevant representations and it is satisfied as a result of a hearing (unless all parties agree a hearing is not necessary) that it is appropriate to impose conditions to promote one or more of the four licensing objectives. In order to promote the crime prevention licensing objective conditions may be included that are aimed at preventing illegal working in licensed premises. This provision also applies to minor variations.”

Full Copies of the Councils Statement of Licensing Policy, the Statutory Guidance to the Act and the Council’s Guide to Good Practice at Licensed Premises will be available at the Licensing Sub Committee hearing or in advance if required.

Elisabeth Hammond  
Licensing Officer

- Annex 1 – Application Form, plan and original conditions
- Annex 2 – Conditions agreed with Police
- Annex 3 – Representation
- Annex 4 – Matters for Decision

# Application Form & Plan

\* required information

**Section 1 of 21**

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

- System reference  This is the unique reference for this application generated by the system.
- Your reference  You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
- Are you an agent acting on behalf of the applicant? Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
- Yes  No

**Applicant Details**

- \* First name
- \* Family name
- \* E-mail
- Main telephone number  Include country code.
- Other telephone number
- Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- Applying as a business or organisation, including as a sole trader
- Applying as an individual
- A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

- Is the applicant's business registered in the UK with Companies House?  Yes  No
- Registration number
- Business name  If the applicant's business is registered, use its registered name.
- VAT number   Put "none" if the applicant is not registered for VAT.
- Legal status

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Agent Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

**Agent Business**

Is your business registered in the UK with Companies House?  Yes  No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Agent Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

## Section 3 of 21

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

### Confirm The Following

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

## Section 4 of 21

### NON INDIVIDUAL APPLICANTS

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

#### Non Individual Applicant's Name

Name

#### Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private Limited Company

### Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

### Contact Details

E-mail

Telephone number

Other telephone number

\* Date of birth  /  /   
dd mm yyyy

\* Nationality  [Documents that demonstrate entitlement to work in the UK](#)

## Section 5 of 21

### OPERATING SCHEDULE

When do you want the premises licence to start?  /  /   
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end  /  /   
dd mm yyyy

Provide a general description of 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.

The application is for a premises licence for a 2 day music festival.

The premises sits off Champions way( Lat & Long 51.602501, -0.228697 what3words : scale.cape.sounds )it is an area of council run land. It is situated to the west of the Stonex Stadium. This space will be used as the main event space where the stages, food traders and bars will be placed. Stages will be placed to minimise noise leakage off site.

*Continued from previous page...*

The site will have a perimeter fence with one main entrance which will allow our SIA licensed security to control access into the site. This will allow us to control the flow of people to and from the licensed area, as well as giving us a location to check identification and tickets. This point will also act as our main egress point which will allow us to ensure no alcohol leaves the licensed area and that any vulnerable guests can be spotted and assisted by our on site medical and/or welfare teams. The perimeter fence will have fire exits spread throughout which will have stewarding staff and signage. The egress point will also have bins to encourage customers to dispose of their litter in a responsible way.

The site will have free water for the public, sanitisation facilities and toilets. The site will have lighting throughout.

The premises is within its own area separated from any densely populated area.

There will be a blue route to get emergency vehicles in and out, our medical and welfare team will be based as close to this route as possible.

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

**Section 6 of 21**

**PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes                       No

**Section 7 of 21**

**PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

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.

Continued from previous page...

THURSDAY

Start  End

Start  End

FRIDAY

Start  End

Start  End

SATURDAY

Start  End

Start  End

SUNDAY

Start  End

Start  End

Will the exhibition of films take place indoors or outdoors or both?

Indoors  Outdoors  Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

We may use video screens on stages showing visuals and live motion

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

*Continued from previous page...*

Will you be providing indoor sporting events?

Yes  No

**Section 9 of 21**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

Yes  No

**Section 10 of 21**

**PROVISION OF LIVE MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing live music?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

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.

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the performance of live music take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Amplified and unamplified music to be played in internal and external stages.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

## Section 11 of 21

### PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes       No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="21:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the playing of recorded music take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Live dj's playing amplified music on internal and external stages.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

Continued from previous page...

**Section 12 of 21**

**PROVISION OF PERFORMANCES OF DANCE**

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

- Indoors                       Outdoors                       Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State 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.

To accompany on-stage entertainment only.

Continued from previous page...

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

### Section 13 of 21

### PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes       No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Continued from previous page...

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Give a description of the type of entertainment that will be provided

Live music and DJ acts encouraging audience participation including dancing with Amplified music to be played at external and internal stages

Will this entertainment take place indoors or outdoors or both?

Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Amplified music to be played at external and internal stages

State any seasonal variations for entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

Section 14 of 21

LATE NIGHT REFRESHMENT

Continued from previous page...

Will you be providing late night refreshment?

- Yes  No

**Section 15 of 21**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

- Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

- On the premises  Off the premises  Both

If the sale of alcohol is for consumption on  
the premises select on, if the sale of alcohol  
is for consumption away from the premises  
select off. If the sale of alcohol is for  
consumption on the premises and away  
from the premises select both.

State any seasonal variations

*Continued from previous page...*

For example (but not exclusively) where the activity will occur on additional days during the summer months.

N/A

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

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

**Name**

First name

Simon

Family name

Gordon

Date of birth

xx / xx / xxxx  
dd mm yyyy

**Enter the contact's address**

Building number or name

xx

Street

Levitt Land

District

Waterbeach

City or town

Cambridge

County or administrative area

Postcode

CB25 xxx

Country

United Kingdom

Personal Licence number  
(if known)

xxxxxxxxxxxxx

Issuing licensing authority  
(if known)

South Cambridgeshire District Council

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor

Continued from previous page...

As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 21**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

N/A

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

*Continued from previous page...*

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

All entertainment will cease at 22:00 on Saturday and 21:00 on Sunday, but we have allowed for one hour to clear the site.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

N/A

## Section 18 of 21

### LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

1. All planning for the event will be in line with recommendations laid out in the online 'Purple Guide' and HSG154 Managing Crowds Safely and will be planned in strong consultation with local authorities and licensing staff via regular ELT meetings starting no less than 2 months before the proposed start date of any activities on the site.
2. The final site layout shall be as agreed with the event health and safety advisor and Security consultant and all statutory authorities (which includes but is not limited to members of licensing, highways, and blue light services).
3. Whenever the premises are open to the public a Personal Licence Holder shall be present within the licensed premises.
4. Plastic glasses or cans will be used at the bar. Where a drink is in a bottle and this is not plastic, the contents of said bottle will be decanted into a plastic glass.
5. The boundaries of the licensed premises will be clearly fenced and marked so that staff, interested parties, police and members of the public can clearly see what areas are licensed.
6. No event shall take place until an Event Management Plan has been submitted to all relevant statutory bodies.
7. All core event staff and personnel will be issued with a radio and will be in contact with event control.
8. All licensed door staff will use radios to contact each other and will wear hi-visibility arm bands with their SIA badge clearly on display. They will also be in high visibility jackets or similar and should be clearly identifiable as security.

*Continued from previous page...*

9. All stewards will wear high visibility jackets or similar and should be clearly identifiable as stewards

b) The prevention of crime and disorder

10. The appointed security contractor will provide SIA registered security staff provision, including the mix of male/female staff will be based on a risk assessment carried out no less than one month before any event. Staff working on the main gate and with ejections will have body worn cameras as well as the static CCTV being put on the main gate, rear gate, bar 1, bar 2, stage 1 and stage 2.

11. Outside the permitted hours for alcohol, all alcoholic drinks shall be secured safely to prevent their sale or theft.

12. Any patrons displaying signs of drunkenness or use of drugs will be ejected from the premises where it is safe to do so or admitted to on-site welfare facilities until they are deemed safe to be ejected. Where anti-social behaviour is observed in connection with alcohol or drugs the patron will be ejected when safe to do so.

13. Refusal log books will be completed for any refusal of the sale of alcohol. There will be one book at every bar and will be made available upon request to officers from the Licensing Authority, Trading Standards or the Police.

c) Public safety

14. Security will be posted at key locations, as identified within the EMP and agreed with all relevant statutory authorities, around the event site to ensure the protection of adjoining residencies and businesses.

15. All drugs or illicit substances found or confiscated on site will be logged via radio at the point of confiscation and then returned to the event HQ where it will be securely stored and logged in a drugs book which shall be made available upon request to Officers from Met Police. All contraband along with seizure records will be handed to the Police at the end of the event.

16. A dedicated area in the site, located close to the First Aid section, will be provided for welfare provision to treat and ensure the safety of any vulnerable patrons in the premises.

17. Adequate medical provision will be made available in line with calculations from the "Purple Guide" and following a risk assessment carried out by the medical provider.

18. An incident book will be completed for any incident that takes place within the licensed premises. The book will be made available upon request to officers from the Licensing Authority, Trading Standards and the Police.

19. Waste management teams, alongside event staff and volunteers will be engaged to ensure the event site is cleaned and returned to its previous condition.

d) The prevention of public nuisance

20. Attendees will be reminded of the residential location via digital media in advance of the event and clear signage throughout the event site will be used to remind and inform attendees of the proximity of residential areas.

21. Noise limits will be agreed with local authority noise management agents and adhered to vigorously. All residents within the area will be advised, by way of a letter drop, of any use of the premises, no less than one month before any event. A contact number will be provided in this letter drop for residents to be able to contact the noise management staff to ensure any complaints can be dealt with in a timely fashion.

22. Sufficient sanitary facilities will be made available within the premises to prevent public urination (as per the Event Management Plan).

23. Noise limits will be set in advance. These limits will be implemented throughout the course of the build, de-rig and live dates.

24. The organisers will monitor on-site dB noise levels and ensure that set noise limits will be adhered to, with regular

*Continued from previous page...*

reading to be taken and recorded.

25. A dedicated festival 'hotline' will be in place for local residents to contact the festival organisers, enabling them to respond to noise disturbance concerns and react accordingly.

e) The protection of children from harm

26. The site will be open to people of 18+ years only. ID checks will be carried out at the point of entry to the site.

27. All age restricted sales training undertaken by staff members will be fully documented and recorded prior to being allowed to sell alcohol. All training records shall be made available to Officers from the Licensing Authority, Trading Standards and Met Police.

28. The premises will adopt a 'Challenge 25' policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID as proof of their age. The only ID that will be accepted are valid passports and UK driving licenses with a photograph or proof of age cards bearing the 'PASS' mark hologram. The list of approved ID may be amended or revised with the prior agreement of Met Police and the Licensing Authority without the need to amend the actual license.

29. A dedicated medical team with DBS clearance and sufficient facilities for predicted welfare needs will be on-site during all operational hours.

## **Section 19 of 21**

### **NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

### **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.

*Continued from previous page...*

- 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
  - 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.

*Continued from previous page...*

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.

## **Section 20 of 21**

### **NOTES ON REGULATED ENTERTAINMENT**

*Continued from previous page...*

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:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o 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.
  - o 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.
  - o 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.
  - o 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:
  - o 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.
  - o 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.
  - o 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.

*Continued from previous page...*

- 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:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o 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;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o 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.

## Section 21 of 21

### PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00

Continued from previous page...

Capacity 80000-89999 £56,000.00  
Capacity 90000 and over £64,000.00

\* Fee amount (£)

## DECLARATION

\* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/barnet/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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

**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**

**OFFICE USE ONLY**

Applicant reference number	<input type="text" value="51ST &amp; TITAN FESTIVAL"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

**From:** Harry Agombar <harry@vikingevents.co.uk>

**Sent:** 20 April 2022 12:58

**To:** Cudjoe, Zekiel <Zekiel.Cudjoe@Barnet.gov.uk>

**Cc:** accounts@blackhorsebrands.co.uk; Hammond, Elisabeth <Elisabeth.Hammond@Barnet.gov.uk>

**Subject:** Re: New Premises Licence Application - Copthall Playing Field off Champions Way NW4 1PS

**Importance:** High

**\*\* Warning External Email \*\***

Hello,

I have put the conditions below so you can add them in. The file definitely has all these conditions in still, so I have no idea why the one I submitted doesn't.

8. All licensed door staff will use radios to contact each other and will wear hi-visibility arm bands with their SIA badge clearly on display. They will also be in high visibility jackets or similar and should be clearly identifiable as security.
9. All stewards will wear high visibility jackets or similar and should be clearly identifiable as stewards
10. The appointed security contractor will provide SIA registered security staff provision, including the mix of male/female staff will be based on a risk assessment carried out no less than one month before any event. Staff working on the main gate and with ejections will have body worn cameras as well as the static CCTV being put on the main gate, rear gate, bar 1, bar 2, stage 1 and stage 2.
11. Outside the permitted hours for alcohol, all alcoholic drinks shall be secured safely to prevent their sale or theft.
12. Any patrons displaying signs of drunkenness or use of drugs will be ejected from the premises where it is safe to do so or admitted to on-site welfare facilities until they are deemed safe to be ejected. Where anti-social behaviour is observed in connection with alcohol or drugs the patron will be ejected when safe to do so.
13. Refusal log books will be completed for any refusal of the sale of alcohol. There will be one book at every bar and will be made available upon request to officers from the Licensing Authority, Trading Standards or the Police.
14. Security will be posted at key locations, as identified within the EMP and agreed with all relevant statutory authorities, around the event site to ensure the protection of adjoining residencies and businesses.
15. All drugs or illicit substances found or confiscated on site will be logged via radio at the point of confiscation and then returned to the event HQ where it will be securely stored and logged in a drugs book which shall be made available upon request to Officers from Met Police. All contraband along with seizure records will be handed to the Police at the end of the event.
16. A dedicated area in the site, located close to the First Aid section, will be provided for welfare provision to treat and ensure the safety of any vulnerable patrons in the premises.

17. Adequate medical provision will be made available in line with calculations from the “Purple Guide” and following a risk assessment carried out by the medical provider.
18. An incident book will be completed for any incident that takes place within the licensed premises. The book will be made available upon request to officers from the Licensing Authority, Trading Standards and the Police.
19. Waste management teams, alongside event staff and volunteers will be engaged to ensure the event site is cleaned and returned to its previous condition.
20. Attendees will be reminded of the residential location via digital media in advance of the event and clear signage throughout the event site will be used to remind and inform attendees of the proximity of residential areas.
21. Noise limits will be agreed with local authority noise management agents and adhered to vigorously. All residents within the area will be advised, by way of a letter drop, of any use of the premises, no less than one month before any event. A contact number will be provided in this letter drop for residents to be able to contact the noise management staff to ensure any complaints can be dealt with in a timely fashion.
22. Sufficient sanitary facilities will be made available within the premises to prevent public urination (as per the Event Management Plan).
23. Noise limits will be set in advance. These limits will be implemented throughout the course of the build, de-rig and live dates.
24. The organisers will monitor on-site dB noise levels and ensure that set noise limits will be adhered to, with regular reading to be taken and recorded.
25. A dedicated festival 'hotline' will be in place for local residents to contact the festival organisers, enabling them to respond to noise disturbance concerns and react accordingly.
26. The site will be open to people of 18+ years only. ID checks will be carried out at the point of entry to the site.
27. All age restricted sales training undertaken by staff members will be fully documented and recorded prior to being allowed to sell alcohol. All training records shall be made available to Officers from the Licensing Authority, Trading Standards and Met Police.
28. The premises will adopt a ‘Challenge 25’ policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID as proof of their age. The only ID that will be accepted are valid passports and UK driving licenses with a photograph or proof of age cards bearing the ‘PASS’ mark hologram. The list of approved ID may be amended or revised with the prior agreement of Met Police and the Licensing Authority without the need to amend the actual license.
29. A dedicated medical team with DBS clearance and sufficient facilities for predicted welfare needs will be on-site during all operational hours.

Many thanks,

Harry Agombar xxxxxxxxxxxxxxxxxxxx

On 20 Apr 2022, at 11:18, Cudjoe, Zekiel <[Zekiel.Cudjoe@Barnet.gov.uk](mailto:Zekiel.Cudjoe@Barnet.gov.uk)> wrote:

Good Morning,

I have be made aware that the application that you sent dose not have a full list of conditions from section 18, some seems to be missing ,

Please can you have a look and send an amended copy across ASAP.

Please page 18 on the application, conditions 8 to 25 are Missing.

Kind regards

**Zekiel Cudjoe**  
**Licensing Officer**  
**Commercial Premises**  
London Borough of Barnet  
8<sup>th</sup> Floor  
2 Bristol Avenue  
Colindale  
London  
NW9 4EW  
0208 359 3110

<image001.jpg>

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Registered in England 08615172. Registered Office: 17 Rochester Row, London, England SW1P 1QT.



Version - V1 | Revision - R1 | Drawn By - Harry Agombar | Scale - As Noted | Site plans may not be shared without written permission from Viking Events

### Key

- |                      |  |               |  |
|----------------------|--|---------------|--|
| Heras Fence -        |  | Toilet -      |  |
| Pedestrian Barrier - |  | Urinal -      |  |
| Hoarding -           |  | Trackway -    |  |
| Fire Exit -          |  | Water Point - |  |
| Clear Spans -        |  |               |  |
| Flags -              |  |               |  |
| Festoon -            |  |               |  |
| Articulated Lorry -  |  |               |  |
| Mojo Barrier -       |  |               |  |

### Event Information

Event Name - 51st Festival 2022 & Titan Festival  
 Location - Cophall Playing Fields, Barnet  
 Lat & Long - 51.602501, -0.228697  
 What3Words - scale.cape.sounds  
 Show Day(s) - Saturday 20th & Sunday 21st August 2022  
 Build Start - Monday 15th August 2022  
 De-Rig Complete - Wednesday 24th August 2022  
 Site Manager - Laurence Johnston  
 Safety Officer - Harry Agombar



Annex 2

# Conditions agreed with the Police

**From:** Vicky.Johnson@met.police.uk <Vicky.Johnson@met.police.uk> **On Behalf Of**  
NWMailbox.LicensingBarnet@met.police.uk  
**Sent:** 17 May 2022 08:44  
**To:** Hammond, Elisabeth <Elisabeth.Hammond@Barnet.gov.uk>  
**Cc:** James.M.Clarke@met.police.uk  
**Subject:** RE: Licence Application

**\*\* Warning External Email \*\***

Elisabeth,

Please see email below from the event organiser acting as agent for this application process.

They have agreed all the conditions and an alteration to the timings for sale of alcohol as requested by us.

Sale of alcohol is to be reduced by 30 minutes on each day.

Regards

*Vicky Wilcock*

PC1349NW Wilcock

Licensing North West Area | Barnet SPOC  
Based at Harrow Police Station  
and High Barnet Police Station  
**Work Mobile 07387120370**

**REDUCE PAPER WASTE**

Please send applications via email to:

[NWMailbox.LicensingBarnet@met.police.uk](mailto:NWMailbox.LicensingBarnet@met.police.uk)

**From:** Harry Agombar <[harry@vikingevents.co.uk](mailto:harry@vikingevents.co.uk)>  
**Sent:** 16 May 2022 15:47  
**To:** Wilcock Vicky T - NW-CU <[Vicky.Johnson@met.police.uk](mailto:Vicky.Johnson@met.police.uk)>  
**Cc:** Laurence Johnston <[laurence@vikingevents.co.uk](mailto:laurence@vikingevents.co.uk)>; Richard Woolford <[richard@woolford-consulting.com](mailto:richard@woolford-consulting.com)>  
**Subject:** Licence Application

Hello Vicky,

Thanks for taking the time to chat earlier.

I have included the list of conditions that we have agreed on below.

We are also happy for the sale of alcohol by retail to end 30 minutes before the closure of the event on both days.

1. All planning for the event will be in line with recommendations laid out in the online 'Purple Guide' and HSG154 Managing Crowds Safely and will be planned in strong consultation with local authorities and licensing staff via regular ELT meetings starting no less than 2 months before the proposed start date of any activities on the site.
2. The final site layout shall be as agreed with the event health and safety advisor and Security consultant and all statutory authorities (which includes but is not limited to members of licensing, highways, and blue light services)

3. Whenever the premises are open to the public a Personal Licence Holder shall be present within the licensed premises.  
Each bar will be run by a bar supervisor, this person will be under the direction of the Designated Premises Supervisor. At least one SIA trained security staff will be stationed continuously in the bar areas whilst open to the public.
4. Plastic 'glasses' or cans will be used at the bar. Where a drink is in a bottle and this is not plastic, the contents of said bottle will be decanted into a plastic 'glass'.
5. The boundaries of the licensed premises will be clearly fenced and marked so that staff, interested parties, police and members of the public can clearly see what areas are licensed.
6. No event shall take place until a complete Event Management Plan has been submitted to all relevant statutory bodies.
7. All core event staff and personnel will be issued with a radio and will be in contact with event control.

All core event staff shall be clearly identifiable with clothing/tabards that state their role at the event.

8. All licensed door staff will use radios to contact each other and will wear hi-visibility arm bands with their SIA badge clearly on display. They will also be in high visibility jackets or similar and should be clearly identifiable as security.
9. All stewards will wear high visibility jackets or similar and should be clearly identifiable as stewards
10. The appointed security contractor will provide SIA registered security staff provision, including the mix of male/female staff will be based on a risk assessment carried out no less than one month before any event. Staff working on the main gate and with ejections will have body worn cameras as well as the static CCTV being put on the main gate, rear gate, bar 1, bar 2, stage 1 and stage 2.

11. The event organisers shall ensure that CCTV is provided in specific areas across the site.

- All ticket holder entrances and exits and searching areas
- All stages
- All bars
- General coverage of festival site the public have access

Warning signs shall be displayed around the site letting the public know CCTV is being recorded. Any of these images will be made available to the Police upon receiving a request. These images must be retained for a minimum of 31 days after the event. The CCTV will be used to monitor crowd movement across the site to allow for a more efficient security operation. It will also be used to monitor any crowd surges and sways in front of the two stages. Fire exits need not all be applicable if they are not designated as an emergency entry/exits only.

12. Outside the permitted hours for alcohol, all alcoholic drinks shall be secured safely to prevent their sale or theft.

13. Any patrons displaying signs of drunkenness or use of drugs will be ejected from the premises where it is safe to do so or admitted to on-site welfare facilities until they are deemed safe to be ejected. The welfare area will be in operation at all times the event is open. Where anti-social behaviour is observed in connection with alcohol or drugs the patron will be ejected when safe to do so.

14. Refusal log books will be completed for any refusal of the sale of alcohol. There will be one book at every bar and will be made available upon request to officers from the Licensing Authority, Trading Standards or the Police.

15. Security will be posted at key locations, as identified within the EMP and agreed with all relevant statutory authorities, around the event site to ensure the protection of adjoining residencies and businesses.

16. All drugs or illicit substances found or confiscated on site will be logged via radio at the point of confiscation and then returned to the event HQ where it will be securely stored and logged in a drugs book which shall be made available upon request to Officers from Met Police. All contraband along with seizure records will be handed to the Police at the end of the event.

17. A dedicated area in the site, located close to the First Aid section, will be provided for welfare provision to treat and ensure the safety of any vulnerable patrons in the premises.

18. Adequate medical provision will be made available in line with calculations from the "Purple Guide" and following a risk assessment carried out by the medical provider.

19. An incident book will be completed for any incident that takes place within the licensed premises. The book will be made available upon request to officers from the Licensing Authority, Trading Standards and the Police.

A full copy of this log will be supplied to the police licensing team after the event by email ([NWMailbox.LicensingBarnet@met.police.uk](mailto:NWMailbox.LicensingBarnet@met.police.uk)) to assist with a full event de-brief

20. Waste management teams, alongside event staff and volunteers will be engaged to ensure the event site is cleaned and returned to its previous condition.

21. Attendees will be reminded of the residential location via digital media in advance of the event and clear signage throughout the event site will be used to remind and inform attendees of the proximity of residential areas.

22. Noise limits will be agreed with local authority noise management agents and adhered to vigorously. All residents within the area will be advised, by way of a letter drop, of any use of the premises, no less than one month before any event. A contact number will be provided in this letter drop for residents to be able to contact the noise management staff to ensure any complaints can be dealt with in a timely fashion.

23. Sufficient sanitary facilities will be made available within the premises to prevent public urination (as per the Event Management Plan).

24. Noise limits will be set in advance. These limits will be implemented throughout the course of the build, de-rig and live dates.
25. The organisers will monitor on-site dB noise levels and ensure that set noise limits will be adhered to, with regular reading to be taken and recorded.
26. A dedicated festival 'hotline' will be in place for local residents to contact the festival organisers, enabling them to respond to noise disturbance concerns and react accordingly.
27. The site will be open to people of 18+ years only. ID checks will be carried out at the point of entry to the site.
28. All age restricted sales training undertaken by staff members will be fully documented and recorded prior to being allowed to sell alcohol. All training records shall be made available to Officers from the Licensing Authority, Trading Standards and Met Police.
29. The premises will adopt a 'Challenge 25' policy whereby any person attempting enter the event/to buy alcohol who appears to be under 25 will be asked for photographic ID as proof of their age. The only ID that will be accepted are valid passports and UK driving licenses with a photograph or proof of age cards bearing the 'PASS' mark hologram. The list of approved ID may be amended or revised with the prior agreement of Met Police and the Licensing Authority without the need to amend the actual license.
30. A dedicated medical team with DBS clearance and sufficient facilities for predicted welfare needs will be on-site during all operational hours.
31. There will be a strict **"no search - no entry"** policy in place for this event, including all staff, acts and entourage. This search policy will be clearly explained on the website and signposted at the entry points of the event and communicated by pre event communications with ticket holders. This will not be applicable in the event of an incident where public safety is at risk and the event management/ security at the scene deem it necessary to invacuate on to the site.
32. No bags larger than A4 size will be permitted in to the event as per the dress code policy within the event crowd management plan. This will be communicated to ticket holders via email/text message, on the event website and to ticket holders as they arrive at the event.
33. Lost Property will be handled by the Information / Lost Property / Welfare Tent. There will be an email address for the public to contact should they have lost any items. Lost Property will be held for an agreed period to enable it to be reunited with owners after the Event.
34. The maximum capacity shall not exceed 9,999 people (to include ticket holders, guests, artists, staff and contractors) at any time.
35. The event director (as named within the EMP) has overall responsibility for crowd management safety. They will task the Security Co-ordinator to review any reports from staff working and co-ordinate any actions where appropriate to facilitate public safety across the whole site.

36. All infrastructure will be designed and erected with public safety in mind. Tent poles and lighting towers in key public areas will be fenced off or protected in another way or highlighted where protection is not possible and trip hazards in public areas will be minimized and highlighted where unavoidable.

37. Clear transport information must be made available to ticket holders prior to the event on the website and signposted at the event.

38. Final complete EMP will be made available to all key statutory bodies 28 days before the event with a full site plan clearly showing access points designated for emergency vehicles, medical aid and welfare. This plan shall document all provisions for medical, fire and health and safety facilities.

39. An Information Point will be situated in an agreed position on site and staffed by Festival personnel to provide information to persons attending the event. The information tent will have details on the location of facilities, local services, transport and entertainment

40. As detailed in the EMP, the event organisers will communicate in advance (we suggest no less than 28 days before) the event date that there will likely be more passengers using the service on the event dates (times of the event will be provided) these stations must include; Mill Hill Broadway, Mill Hill East, Colindale, Hendon Central and Finchley Central.

41. The event control shall make provision for the recording of and notification to the Licensing Authority of any suspected instance of notifiable infectious disease or including any suspected cases of food poisoning presenting to the medical and first aid provider on the Licensed Premises.

42. There will be clearly identifiable free water points available to ticket holders at all times throughout the event.

43. In the event of a serious incident (which requires police investigation i.e. assault resulting in serious injury) the scene must be preserved for possible forensic examination. Nothing is to be removed from the area and it must be cordoned off at the earliest opportunity. The scene must be left in 'situ' until advised by police that it is no longer required.

44. The Premises Licence Holder shall operate a vulnerable person policy. All public facing staff will be briefed on the Ask for Angela scheme including how to deal with any approaches. All managers and supervisors in public facing roles including security staff undertake WAVE training. Each bar will always have on duty at least one manager trained in WAVE training and bar staff will be advised who that person is and of the objectives of WAVE as part of their briefing.

Each bar will always have on duty at least one manager trained in ACT and bar staff will be advised who that person is as part of their briefing.

45. ACT Condition - The Premises Licence Holder shall engage with freely available counter terrorism advice and guidance through Counter Terrorism Protect Officers and Counter Terrorism Security Advisors. All members of customer facing staff, including those involved in the sale or supply of alcohol, undertake Action Counters Terrorism (ACT) Awareness eLearning, on as a prior condition of employment on site (as long as such, or similar, training is available).

Such training is available at <https://www.gov.uk/government/news/act-awareness-elearning>

We really appreciate you working with us on this licence application.

Many thanks,

Harry  
Agombar  
xxxxxxxxxxxxxx

Harry Agombar  
Head Viking  
07877 065419  
vikingevents.co.uk  
A fresh energy in the event industry

Event Management  
Site Management  
Site Plans  
EMPs  
Valhalla Crew  
Health & Safety

VIKING EVENTS

# Representation

**From:** Elizabeth Silver <xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>  
**Sent:** 13 May 2022 12:30  
**To:** Hammond, Elisabeth <Elisabeth.Hammond@Barnet.gov.uk>; Kim Thompson <contact@mhps.org.uk>  
**Subject:** Re: Licence application for Copthall Playing Fields NW4 1PS for August 2022  
LAPRE1/22/65950

\*\* Warning External Email \*\*

Dear Ms Hammond,

Thank you for coming back to me, and my apologies for omitting our address in the submission. The web address is [www.mhps.org.uk](http://www.mhps.org.uk) and the postal address is:

**Mill Hill Preservation Society**  
xxxxxxxxxxxxxx  
**Nan Clark's Lane**  
**Mill Hill**  
**London**  
**NW7 xxx**

Kind regards,

Elizabeth Silver  
For Planning Group, Mill Hill Preservation Society

On Fri, May 13, 2022 at 12:11 PM Hammond, Elisabeth <[Elisabeth.Hammond@barnet.gov.uk](mailto:Elisabeth.Hammond@barnet.gov.uk)> wrote:

Dear Mrs Silver

Thank you for your comments regarding the premises licence application for Copthall Playing Fields NW4 1PS.

In order for the representation from the Society to be considered valid, we would need to know an address for the society if you could please provide me with this.

**Regards**

**Elisabeth Hammond**

**Licensing Officer**

## Commercial Premises

London Borough of Barnet

2 Bristol Avenue

Colindale

London

NW9 4EW

0208 359 5639



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Consider the environment. Do you really need to print this email?

**From:** Elizabeth Silver <xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>

**Sent:** 12 May 2022 18:26

**To:** LicensingAdmin <[LicensingAdmin@barnet.gov.uk](mailto:LicensingAdmin@barnet.gov.uk)>; Kanareck, Charlie <[Charlie.Kanareck@Barnet.gov.uk](mailto:Charlie.Kanareck@Barnet.gov.uk)>

**Cc:** Kim Thompson <xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>

**Subject:** Licence application for Copthall Playing Fields NW4 1PS for August 2022

**\*\* Warning External Email \*\***

f.a.o Charlie Kanareck, Elisabeth Hammond

Dear Miss Kanareck and Ms Hammond,

**Copthall Playing Fields NW4 1PS**

**Licence for Live & Recorded Music, Film and Dance, with sale of alcohol**

The planning team of Mill Hill Preservation Society (MHPS) would like to register an objection, see attached, to the request for a premises licence for Copthall Fields.

Please could you acknowledge this email and our objection.

Yours sincerely,

Elizabeth Silver (Mrs)

For Planning Team, Mill Hill Preservation Society

# Objection to Premises Licence application for 51<sup>st</sup> State Music Festival

at Cophall Playing Fields NW4 1PS

Mill Hill Preservation Society

Sent to: Ms Charlie Kanareck, Events & Marketing Manager – Parks & Leisure

[Charlie.Kanareck@Barnet.gov.uk](mailto:Charlie.Kanareck@Barnet.gov.uk) and [licensingadmin@barnet.gov.uk](mailto:licensingadmin@barnet.gov.uk)

The application [1] is being made by Black Horse Brands Ltd for a two-day 51<sup>st</sup> State festival, Sat 20 August 11:00- 22:00 and Sunday 21 August 11:00- 21:00, including the sale of alcohol.

It is a standard and necessary procedure with any major contract that references are checked. Therefore I am quoting records [2], [3], [4], and [5] of previous hostings of this festival at Trent Park.

## A. The prevention of Crime and Disorder

There is no limit on the number of attendees given on the licence application which is very concerning. An unofficial limit was mentioned [6] as 10,000 attendees per day. However, in [8] it states that “*following the success of the sold-out 2021 edition, we are super-excited to announce 51st festival returns bigger and better for 2022!*” which implies that there will be many more than the 10,000 attendees, and maybe well over 20,000. This event (see [7]), has apparently been permitted as tickets have been sold [8], yet there is absolutely no mention of which security firm has been hired, and what is their remit.

In the 51<sup>st</sup> State and Elrow Town events held at Trent Park until 2021 [2], there were 18 police for 25,000 participants as well as security staff. Despite this, anti-social incidents including “open and widespread drug taking and dealing” were observed.

## B. Public Safety

- *Hazardous litter not cleaned up immediately*  
Apart from the anti-social behaviour during the events there are issues with litter if it is not cleared up immediately afterwards by the organisers [2]. This particularly applies to hazardous litter such as drug paraphernalia and results of inadequate toilet facilities. It is important for the sports players that subsequently use the field, that the ground is not a health hazard.

Before the licence is granted, there must be a clear contract for the clean-up, i.e. who is going to clear up after the event and what the cost will be.

## C. The Prevention of Public Nuisance

- *Travel and Parking*  
Inadequate access for more than ten thousand people coming by public transport is a major concern for the Cophall Fields site. The nearest stations are at Mill Hill Broadway (1.8 km) and Mill Hill East (2.6 km). There are only two buses that pass close by – the 221 from the two stations, and the 113 from the A1 [10]. In [6] Ms Kanareck stated that “the organisers are currently working on the traffic management plan” - this is only 4 months before the event, and after tickets have been sold [8].

The parking arrangements [10] include an 800-space car park which is likely to be the P1 car park to the south-east of the StoneX stadium. This would cater for no more than 3000 attendees. The nearest streets from the Copthall Site (Page Street, Tithe Walk, Sunny Gardens Road) are less than 400m away and these are at risk from obstructive parking. In [10] the website mentions “*strict road closures in operation in the surrounding areas which only allow access to local residents*” so how that will work out is yet to be seen.

At Trent Park, the nearest tube stations are at Cockfosters (1 km away from the festival site) where there are four non-school buses stopping, including one night bus, and Oakwood station (1.25 km) which has an additional three buses. There were two public car parks and a field assigned for parking, and still the nearest streets were badly affected by festival goers’ parking [2] (e.g Gloucester Gardens, Westpole Avenue, Kent Drive, Sussex Way, 1 km away).

- *Exclusion of regular users*  
Amplified music is so loud [2] that other users of the Copthall outdoor spaces, e.g. for walking, athletics, exercising the dog, Metro Golf and Metro Restaurant will be discouraged from coming to the site. The rugby, cricket and football fields will be out of bounds (see map below).
- *Damage*  
There will invariably be damage to the park, and any costs not covered by a bond have to be paid for by the council. Grass will be damaged by vehicle tyres, heavy equipment and tents.
- *Litter* as described in paragraph B.
- *Toilets*  
There are currently only a few toilets at the changing rooms at Mill Hill rugby club pavilion, and these are likely to be closed or else they will be overwhelmed. One company website [9] suggests 132 Portaloos for 10,000 attendees, but as this only allows 1½ minutes per person every 2 hours, it will be insufficient. At Trent Park, the insufficiency of toilet facilities, together with drug and alcohol consumption, led to incidents of public urination and defecation [2].
- *Noise*  
Copthall Fields are in the middle of a residential area. The houses along the A1 e.g. Hilltop Gardens, are 300-400 m away and those on Page Street and Tithe Walk are also less than 400m away. Amplified music will prevent the enjoyment of gardens in the houses in adjacent streets, as well as disturbing children trying to get to sleep before 10 p.m. In the Trent Park events [2], the bass sounds were heard 3 km away and “*many residents feel captive in their homes with the windows closed on some of the most liberating summer days of the year*”
- *Summary*  
Music festivals, raves and other mass events which allow amplified music should not be permitted before consultation with the other users of a site and the local residents.

The 51<sup>st</sup> State and Elrow Town festivals caused unacceptable nuisance for those living nearby [2], [3], [4], [5] and the licence has not been renewed.

## D. The Protection of Children from Harm

- *Rights of children to public green space for play and exercise*  
On this school summer holiday weekend, the taking up of a public green space for a mass event, discriminates against those children who do not have their own gardens, and whose families cannot afford to take them away on holiday.
- *Child protection*  
There are several sports clubs on the site for children and young people (e.g. Power League, Alexandra Park youth football club). Most teenagers come to play football etc unaccompanied by adults. It is difficult to supervise young people's safety in an area where there is a large crowd of adults (ages 18+ [8] ) many of whom are intoxicated.

## References

- [1] [https://admin.barnet.gov.uk/sites/default/files/Licencingapplication19042022\\_0.pdf](https://admin.barnet.gov.uk/sites/default/files/Licencingapplication19042022_0.pdf)  
51<sup>st</sup> State Festivals held at Trent Park, Enfield
- [2] [CLARA-Report-on-2019-51st-State- -Elrow-Town-v3.pdf \(claracockfosters.org.uk\)](#)
- [3] [Enfield Council pledges to repair Trent Country Park after festival | Enfield Independent](#)
- [4] [14. Annex 13 IP Representations.pdf \(enfield.gov.uk\)](#)
- [5] [The Friends objections to the licensing of 51st State Festival in Trent Park - Friends of Trent Country Park](#)
- [6] Email exchanges between Charlie Kanareck and [contact@mhps.org.uk](mailto:contact@mhps.org.uk) (Kim Thompson at Mill Hill Preservation Society) April & May 2022
- [7] Promotional Video  
<https://www.youtube.com/watch?v=EydudsswFYU>  
or <https://www.festicket.com/festivals/51st-state-festival/2021/>
- [8] Tickets already on sale – many sold  
<https://www.skiddle.com/festivals/51st-state-festival/>
- [9] Portaloo – estimate of numbers needed  
<https://www.andyloos.co.uk/blog-how-many-toilets-do-you-need-for-an-event/#:~:text=As%20a%20general%20rule%20if,unit%20for%20every%2015%20men.>
- [10] Travel arrangements for 2022 festival at Copthall  
<https://www.skiddle.com/festivals/51st-state-festival/#travel>

Map (from Google) to show location (red marker) which is to the west of the StoneX stadium.

The rugby and cricket fields are both likely to be used for the event. The Mill Hill Rugby club facility is the middle (grey rectangle).



Annex 4

# Matters for Decision

# MATTERS FOR DECISION

Copthall Playing Fields, Off Champions Way, Page Street, London, NW4 1PS

Sale or supply of alcohol – on the premises only

## Standard Days and Timings

Day	Proposed start time	Proposed finish time	Granted as application	Amended to:	Refused
Saturday	11:00	22:00			
Sunday	11:00	21:00			

Added conditions, if any:

Reasons for decisions above:

**Provision of live music – both indoors and outdoors**

**Standard Days and Timings**

<b>Day</b>	<b>Proposed start time</b>	<b>Proposed finish time</b>	<b>Granted as application</b>	<b>Amended to:</b>	<b>Refused</b>
Saturday	11:00	22:00			
Sunday	11:00	21:00			

Added conditions, if any:

Reasons for decisions above:

**Provision of recorded music – both indoors and outdoors**

**Standard Days and Timings**

<b>Day</b>	<b>Proposed start time</b>	<b>Proposed finish time</b>	<b>Granted as application</b>	<b>Amended to:</b>	<b>Refused</b>
Saturday	11:00	22:00			
Sunday	11:00	21:00			

Added conditions, if any:

Reasons for decisions above:

**Performances of dance – both indoors and outdoors**

**Standard Days and Timings**

<b>Day</b>	<b>Proposed start time</b>	<b>Proposed finish time</b>	<b>Granted as application</b>	<b>Amended to:</b>	<b>Refused</b>
Saturday	11:00	22:00			
Sunday	11:00	21:00			

Added conditions, if any:

Reasons for decisions above:

**Provision of anything of a similar description to live music, recorded music, or performances of dance**

**Standard Days and Timings**

<b>Day</b>	<b>Proposed start time</b>	<b>Proposed finish time</b>	<b>Granted as application</b>	<b>Amended to:</b>	<b>Refused</b>
Saturday	11:00	22:00			
Sunday	11:00	21:00			

Added conditions, if any:

Reasons for decisions above:

**To allow the premises to remain open to the public**

**Standard Days and Timings**

<b>Day</b>	<b>Proposed start time</b>	<b>Proposed finish time</b>	<b>Granted as application</b>	<b>Amended to:</b>	<b>Refused</b>
Saturday	11:00	23:00			
Sunday	11:00	22:00			

Added conditions, if any:

Reasons for decisions above: