

F. McArdle
Chief Executive

Civic Offices, Civic Way,
Swadlincote, Derbyshire DE11 0AH

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Please ask for: Democratic Services

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Date: 6TH June 2014

Dear Councillor,

Licensing and Appeals Sub-Committee

A Meeting of the **Licensing and Appeals Sub-Committee** will be held in the **Council Chamber**, on **Monday, 16 June 2014 at 13:30**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Conservative Group**
Councillors Atkin and Wheeler
Labour Group
Councillor Mrs. Heath

AGENDA

Open to Public and Press

- 1** Appointment of Chairman.
- 2** Apologies
- 3** To note any declarations of interest arising from any items on the Agenda
- 4** DETERMINATION OF AN APPLICATION FOR THE GRANT OF A PREMISES LICENCE - MELBOURNE FETE & CARNIVAL **3 - 30**
- 5** DETERMINATION OF AN APPLICATION FOR THE GRANT OF A PREMISES LICENCE SUNNY MAI FESTIVAL **31 - 54**

Exclusion of the Public and Press:

- 6** The Chairman may therefore move:-
That in accordance with Section 100 (A) of the Local Government Act 1972 the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.
- 7** REVIEW OF AN EXISTING PRIVATE HIRE DRIVER'S LICENCE

REPORT TO LICENSING & APPEALS SUB-COMMITTEE

Agenda Item 4

Hearing Date: 16th June 2014

Contact Officer: Lisa Kinsey – 01283 595890

DETERMINATION OF AN APPLICATION FOR THE GRANT OF A PREMISES LICENCE

Applicant's Name	Melbourne Fete & Carnival Committee
Premises Name	Melbourne Fete & Carnival
Address	Melbourne Junior School, Packhorse Road, Melbourne, DE73 8JE

1. PURPOSE

To determine an application for the grant of a premise licence received by this Authority on the 25th April 2014. A copy of the application is attached as **Appendix 1**.

2. BACKGROUND

- 2.1 The applicant is seeking a new premises licence to permit the provision of plays indoors, live music indoors, recorded music indoors, performance of dance indoors and the sale by retail of alcohol for consumption on the premises.

3. APPLICATION DETAILS

- 3.1 The applicant requests the Authority to permit the following:

Activity	Days	Times
Plays	Saturday	12.00 – 18.00
Performance of dance	Saturday	12.00 – 18.00
Live music	Saturday	12.00 – 18.00
Recorded music	Saturday	12.00 – 18.00
Sale by retail of alcohol	Saturday	12.00 – 18.00
Opening hours to the public	Saturday	12.00 – 18.00

- 3.2 The steps the applicant intends to take to promote all four licensing objectives can be seen at section M of the application form.

4. CONSULTATION RESPONSES

Derbyshire Constabulary Representation received during the 28 day consultation period. Full details can be found in **Appendix 2**.

No other representations have been received.

5. AGREEMENT BETWEEN PARTIES

5.1 The applicant has agreed to have the conditions requested by Derbyshire Constabulary **Appendix 3** added to their licence.

5.2 All parties have agreed to dispense with the need to hold a hearing.

6. DETERMINATION

6.1 The power to grant licences in these circumstances remains with the Licensing and Appeals Sub-Committee.

6.2 As all parties have agreed to dispense with a hearing, there is no requirement to hear evidence, and Members are asked to grant the licence subject to such conditions contained in the operating schedule, **Appendix 3** to this report, and any mandatory conditions required under the Licensing Act 2003.

7. RIGHT OF APPEAL

7.1 The applicant or persons making representations have a right of appeal against the decision of the Licensing Authority.

APPENDICES

1. Application for a premises licence to be granted under the Licensing Act 2003
2. Derbyshire Constabulary representation.
3. Derbyshire Constabulary agreed conditions to be added to the operating schedule.

SOUTH DERBYSHIRE DISTRICT COUNCIL

APPENDIX 1

[Insert name and address of relevant licensing authority and its reference number (optional).]

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

315

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

~~I/We~~ MELBOURNE FETE AND CARNIVAL COMMITTEE
(Insert name(s) of applicant)

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

Part 1 – Premises Details

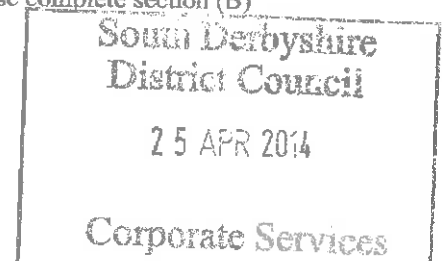
Postal address of premises or, if none, ordnance survey map reference or description SCHOOL PLAYING FIELDS MELBOURNE JUNIOR SCHOOL PACKHORSE ROAD MELBOURNE			
Post town	DERBY	Postcode	DE 73 8JE
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£ ZERO	

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | |
|---|---|
| a) an individual or individuals * | <input type="checkbox"/> please complete section (A) |
| b) a person other than an individual * | |
| i. as a limited company | <input type="checkbox"/> please complete section (B) |
| ii. as a partnership | <input type="checkbox"/> please complete section (B) |
| iii. as an unincorporated association or | <input checked="" type="checkbox"/> please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> please complete section (B) |



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

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

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

SECOND INDIVIDUAL APPLICANT (if applicable)

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

(B) OTHER APPLICANTS

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

Name	MELBOURNE FETE AND CARNIVAL COMMITTEE
Address	C/O 1
Registered number (where applicable)	N/A
Description of applicant (for example, partnership, company, unincorporated association etc.)	UNINCORPORATED ASSOCIATION
Telephone number (if any)	
E-mail address (optional)	

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY	
7	2	0	7	2	0
1	4				

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

DD		MM		YYYY	
1	1	1	1	1	1
1	1				

ONE DAY A YEAR
UNLESS VARIATION APPLIED FOR

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

PLAYING FIELDS BELONGING TO MELBOURNE JUNIOR SCHOOL. THE FETE WILL NOT USE ANY PART OF THE SCHOOL BUILDINGS AND WILL BE "SELF CONTAINED" WITH ITS OWN TOILETS AND BINS. SITE TO BE USED FOR ONE DAY EACH YEAR (WITH THE SCHOOL'S PERMISSION).

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

N.A.

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

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

Provision of regulated entertainment

Please tick any that apply

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

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon	1200	1800	Please give further details here (please read guidance note 3)		
Tue			State any seasonal variations for performing plays (please read guidance note 4)		
Wed			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)		
Thur					
Fri					
Sat	1200	1800			
Sun					

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)			
Mon						
Tue						
			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)			
Wed						
Thur						
			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Fri						
Sat						
Sun						

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)			
Mon						
Tue						
			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)			
Wed						
Thur						
			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Fri						
Sat						
Sun						

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors <input checked="" type="checkbox"/>
					Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon			THE MUSIC WILL BE AMPLIFIED SOME OF THE TIME. ALSO UNAMPLIFIED (E.G. BRASS BAND)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	1200	1800			
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	
			Indoors	<input checked="" type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)	
Mon				
Tue				
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 4)	
Thur			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)	
Fri				
Sat	1200	1800		
Sun				

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input checked="" type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)			
Mon						
Tue						
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)			
Thur						
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Sat	1200	1800				
Sun						

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
Thur			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

I

N/A

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>	
Mon			<u>Please give further details here (please read guidance note 3)</u>	
Tue				
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)	
Thur				
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 5)	
Sat				
Sun				

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 7)		On the premises <input checked="checked" type="checkbox"/>
					Off the premises <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Thur					
Fri					
Sat	1200	1800			
Sun	1200				

Name	MR ALAN SHEPHERD
Address	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
Postcode	
Personal licence number (if known)	15141
Issuing licensing authority (if known)	SOUTH DERBYSHIRE

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

None

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon			<p>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)</p>
Tue			
Wed			
Thur			
Fri			
Sat	1200	1800	
Sun			

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

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

FETE AND CARNIVAL COMMITTEE MEMBERS WILL BE PRESENT (EIGHT IN NUMBER) ALL WEARING HIGH-VIS VESTS WITH OUR LOGO. THEY ARE ALL FAMILIAR WITH THE LAYOUT OF THE SITE. BEER TENT WILL BE RUN BY STAFF EXPERIENCED IN THE LICENSED TRADE. ADMISSION BY TICKET ONLY. BOTH GATES MANNED AT ALL TIMES.

b) The prevention of crime and disorder

LOCAL POLICE ^{OFFICERS} HAVE BEEN NOTIFIED PREVIOUS TO THIS APPLICATION AND ARE SUPPORTIVE. PRESENCE OF STEWARDS.

c) Public safety

ST JOHN AMBULANCE WILL BE ATTENDING. FETE AND CARNIVAL COMMITTEE MEMBERS WILL ACT AS STEWARDS (WEARING HI-VIS VESTS WITH OUR LOGO).

P.A. SYSTEM FOR ANNOUNCEMENTS / INFORMATION SCHOOL CARETAKER MR K. MCQUIRE WILL BE ON SITE IN CASE OF EMERGENCY.

d) The prevention of public nuisance

ALL MUSIC AND P.A. WILL BE TURNED OFF BY 6 PM, AND DURING THE FETE LEVELS OF AMPLIFICATION ARE KEPT AT REASONABLE LEVEL.

e) The protection of children from harm

THE 'LOST CHILDREN' POINT IS LOCATED AT THE OFFICIALS TENT; ANNOUNCEMENTS / REQUESTS CAN BE BROADCAST OVER THE P.A. SYSTEM.

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Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

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

Part 4 – Signatures (please read guidance note 10)

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

Signature	
Date	16/4/2014
Capacity	Treasurer of Melbourne Fete & Carnival Committee

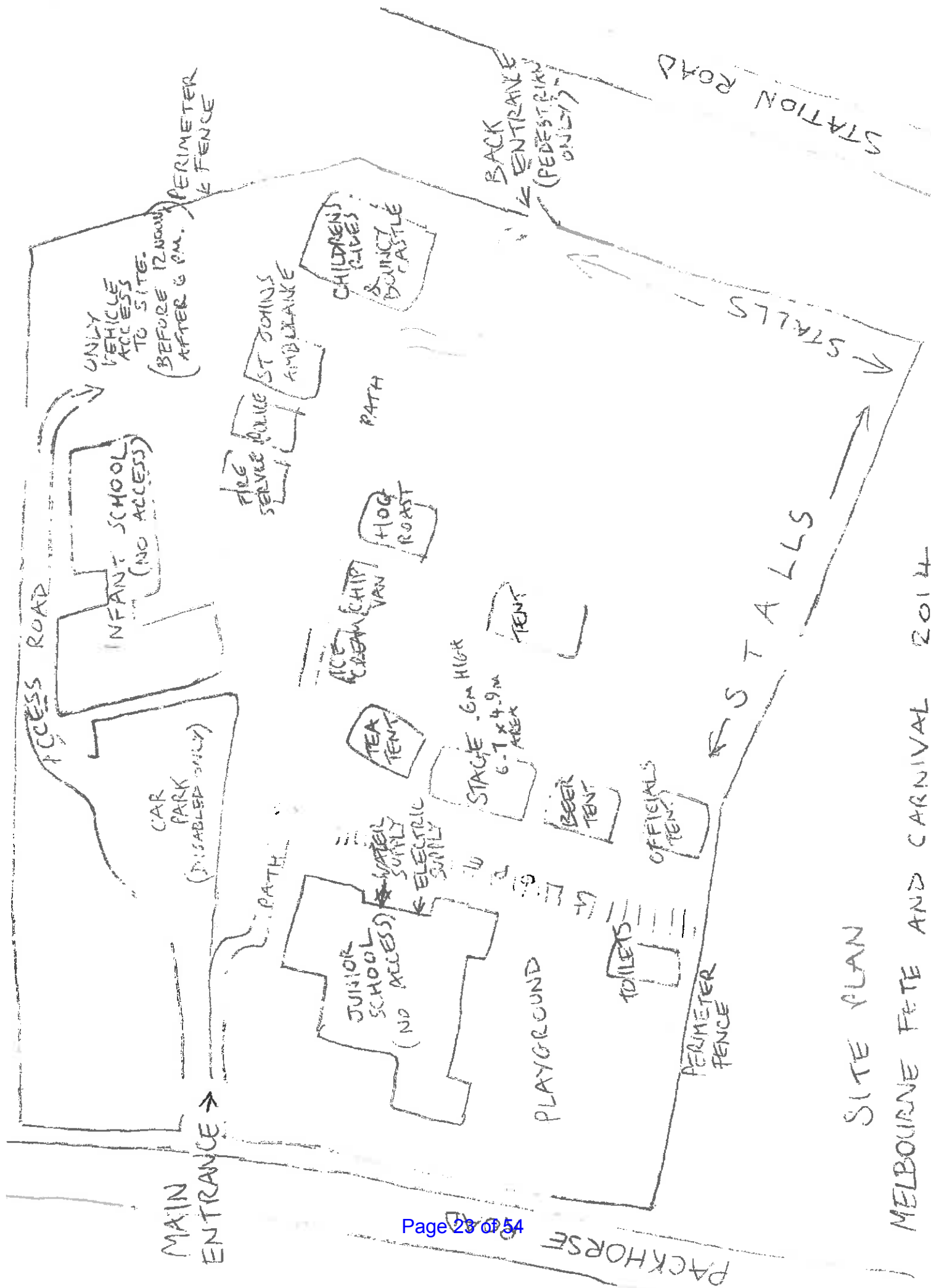
For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)			
Post town		DERBY	Postcode
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail type e-mail address (optional)			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.



Tel: 101
Text Relay: 18001 101
www.derbyshire.police.uk

Contact: Licensing Clerk
Direct Tel: 0300 122 4911
Ext: 75 6902
Fax: 0300 122 8862
Our ref: LA03/13414
PID 7947
Your ref: Melbourne Fete
& Carnival

The Licensing Team
South Derbyshire District Council
Civic Way
Swadlincote
Derbyshire
DE11 0AH

Tuesday, 20 May 2014

Dear Sirs

**RE: APPLICATION FOR A NEW PREMISES LICENCE
MELBOURNE FETE & CARNIVAL, MELBOURNE JUNIOR SCHOOL, PACKHORSE ROAD,
MELBOURNE, DERBYSHIRE**

Please take this correspondence as notification that it is the intention of the chief officer of police to make representations in respect of the above application.

The chief officer of police received the above application on 25th April 2014.

The application has been considered in terms of the proposed licensable activities, the hours to which the licensable activities relate, the proposed premises licence holder and designated premises supervisor and the steps proposed to promote the four licensing objectives.

Notwithstanding the steps proposed at part M of the application form, the chief officer of police is concerned that without further restrictions being added to the licence in the form of conditions binding on the applicant, there is a real risk that one, or more, of the licensing objectives will be undermined.

The proposed event will be that of an annual fete and carnival to take place on the site of Melbourne Junior School. The application states that such an event will continue to take place whilst permission is sought, and granted, from the school.

There is always a risk with events of this size and nature that those persons that are not used to requirements of the Licensing Act 2003 and other related regulation may contribute to the undermining of the licensing objectives. Particular concern is clearly centred around the availability of alcohol and risk that such alcohol sales may be made to those persons that, for instance, are drunk or are under the age of 18.



'D' Divisional Headquarters Prime Parkway Chester Green DERBY DE1 3AB

Certain control measures, not currently present in the application, therefore need to be attached to the premises licence by way of conditions. Such control measures require the identification of risks, training in relation to those risks, and the recording of measures taken to be completed by a competent person.

Events of this size should also be carried on with the express notification to the relevant Responsible Authorities. It is the view of the chief officer of police that early input from such Authorities will assist the premises licence holder, the designated premises supervisor and any other nominated person to better identify risks and put into place measures to ensure that the four licensing objectives are promoted.

The chief officer of police has been in contact with the Treasurer of the Melbourne Fete and Carnival Committee. The Treasurer, on behalf of the applicant Committee, has agreed a schedule of conditions relating to this application. It is the view of the chief officer of police that the schedule is appropriate for this application when having regard to the proposed event and the risks identified above.

Whilst the chief officer of police submits this correspondence as notification of a relevant representation within the meaning of Section 18(6) of the Licensing Act 2003, it is also respectfully requested that the Licensing Authority takes notice that the chief officer of police considers that a hearing is unnecessary provided that the attached schedule of conditions is added to the premises licence.

If you require any further information, please do not hesitate to contact me further.

Yours faithfully



Ian Coleman 6902
Licensing Clerk
Email: derby.licensing@derbyshire.pnn.police.uk

COPY TO: Mr A Parrish, Treasurer, Melbourne Fete & Carnival Committee

From: Derby Licensing <DLIC@Derbyshire.PNN.Police.UK>
Sent: 20 May 2014 10:37
To: Licensing Mailbox
Cc: 'andrew.parrish@btconnect.com'
Subject: FW: Melbourne Fete & Carnival - Application for a new premises licence
Attachments: Representation Letter (Scanned) 20.05.2014.pdf; Melbourne Fete & Carnival - New Licence Conditions May 2014.pdf; Melbourne Fete & Carnival - New Licence Conditions May 2014.docx

Categories: Lisa

Dear sirs,

Please find attached correspondence in relation to the above matter.

The email thread below provides confirmation that the Treasurer, on behalf of the applicant, has agreed the attached schedule of conditions.

I have attached the schedule in word format for convenience in drafting the finalised premises licence.

If you have any further queries, please do not hesitate to contact me.

Regards,

Ian Coleman
Licensing Clerk (6902)

Derbyshire Constabulary
'D' Division Licensing Team
Prime Parkway
Chester Green
DERBY
DE1 3AB
Tel: 0300 122 4911 (75 06902)
Mobex (Int.): 737 1406
Fax: 0300 122 7737 (Int. 67737)
Ext. Group E-mail: derby.licensing@derbyshire.pnn.police.uk
Web: <http://www.derbyshire.police.uk>

Integrity Respect Performance Responsibility, Innovation

From: Andrew Parrish [mailto:andrew.parrish@btconnect.com]
Sent: 19 May 2014 21:20
To: Derby Licensing
Subject: Re: Melbourne Fete & Carnival - Application for a new premises licence

Mr Coleman,

I agree to the schedule of conditions.

Regards,

Andrew Parrish
Treasurer
Melbourne Fete and Carnival Committee

On 15 May 2014, at 10:31, Derby Licensing wrote:

Mr Parrish,

I am in receipt of an application for a new premises licence for the above premises.

I have considered the application and would be obliged if you would consider the attached schedule of conditions. I would be grateful if you would approve the attached schedule of conditions to ensure that the four licensing objectives are promoted.

If you agree to the attached schedule of conditions, the agreement will effectively amend your application and will form part of the issued licence.

I would be grateful if you would forward your agreement or otherwise as soon as possible and no later than 21/05/2014.

If you require any further information, please do not hesitate to contact me.

Kind regards,

Ian Coleman
Licensing Clerk (6902)
Derbyshire Constabulary
'D' Division Licensing Team
Prime Parkway
Chester Green
DERBY
DE1 3AB
Tel: 0300 122 4911 (75 06902)
Mobex (Int.): 737 1406
Fax: 0300 122 7737 (Int. 67737)
Ext. Group E-mail: derby.licensing@derbyshire.pnn.police.uk
Web: <http://www.derbyshire.police.uk>

Integrity Respect Performance Responsibility, Innovation

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Melbourne Fete & Carnival

Application for a New Premises Licence

Proposed Conditions

1. The premises licence holder shall nominate a person who will be responsible for the use of the premises licence and the carrying on of any licensable activities authorised by the licence.
2. The premises licence holder shall ensure that, wherever the premises licence is used to authorise the sale of alcohol, each person responsible for the making of sales of alcohol is given training in relation to such sales. Particular regard must be given to the offences in relation to the sale or supply of alcohol to persons who are drunk, under the age of 18, and persons that may attempt to purchase alcohol on behalf of persons under the age of 18.
3. The training shall be given by a suitable and competent person.
4. Refresher training shall take place at least once every 12 months.
5. Records detailing the training provided (the date and time of the training, the content of the training, the trainer and the person trained) will be kept on the premises for production, and be made available upon request by a Police Officer or an authorised person as detailed within Section 13 of the Licensing Act 2003.
6. All records will be written and shall be retained on the premises for a minimum of 12 months.
7. A record will be kept detailing any incidents or occasions when an alcohol sale is refused for any reason. Details will include the date and time of the occurrence, the product that was refused, a brief description of the person attempting to purchase the alcohol and the name or other uniquely identifying number or initial of the member of staff involved in the refusal.
8. The incidents and refusals book will be made available upon a request by a Police Officer or an authorised person as detailed within Section 13 of the Licensing Act 2003.
9. Suitable and sufficient written risk assessments and operating policies shall be kept up to date and shall be made immediately available upon a request by a Police Officer or an authorised officer as detailed within Section 13 of the Licensing Act 2003.
10. Written notification shall be given to the Chief Officer of Police and the Licensing Authority at least 28 days before the use of the premises licence to authorise any licensable activity. The written notification shall detail the dates and times that the premises licence is intended to be used to authorise licensable activities, and the anticipated number of persons expected to attend the event.

REPORT TO LICENSING & APPEALS SUB-COMMITTEE

Agenda Item 5

Hearing Date: 16th June 2014

Contact Officer: Lisa Kinsey – 01283 595890

DETERMINATION OF AN APPLICATION FOR THE GRANT OF A PREMISES LICENCE

Applicant's Name	Heather Ufton
Premises Name	Sunny Mai Festival
Address	Farmers Field, opposite Entrance to Bettys Farm, Castle Way, Willington, Derby, DE65 6BW

1. PURPOSE

To determine an application for the grant of a premise licence received by this Authority on the 13th March 2014. A copy of the application is attached as **Appendix 1**.

2. BACKGROUND

- 2.1 The applicant is seeking a new premises licence to permit the provision of live music indoors and outdoors, Performance of dance indoors and outdoors, late night refreshment indoors and outdoors and the sale by retail of alcohol for consumption on the premises.

3. APPLICATION DETAILS

- 3.1 The applicant requests the Authority to permit the following:

Activity	Days	Times
Live music	Saturday	12.00 – 23.00
Performance of dance	Saturday	12.00 – 18.00
Late night refreshment	Saturday	23.00 – 00.00
Sale by retail of alcohol	Saturday	12.00 – 00.00
Opening hours to the public	Saturday	12.00 – 00.00

- 3.2 The steps the applicant intends to take to promote all four licensing objectives can be seen at section M of the application form.

4. CONSULTATION RESPONSES

Derbyshire Constabulary Representation received during the 28 day consultation period. Full details can be found in **Appendix 2**.

No other representations have been received.

5. AGREEMENT BETWEEN PARTIES

5.1 The applicant has agreed to have the conditions requested by Derbyshire Constabulary **Appendix 3** added to their licence.

5.2 All parties have agreed to dispense with the need to hold a hearing.

6. DETERMINATION

6.1 The power to grant licences in these circumstances remains with the Licensing and Appeals Sub-Committee.

6.2 As all parties have agreed to dispense with a hearing, there is no requirement to hear evidence, and Members are asked to grant the licence subject to such conditions contained in the operating schedule, **Appendix 3** to this report, and any mandatory conditions required under the Licensing Act 2003.

7. RIGHT OF APPEAL

7.1 The applicant or persons making representations have a right of appeal against the decision of the Licensing Authority.

APPENDICES

1. Application for a premises licence to be granted under the Licensing Act 2003
2. Derbyshire Constabulary representation.
3. Derbyshire Constabulary agreed conditions to be added to the operating schedule.

[Insert name and address of relevant licensing authority and its reference number (optional).]

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/we HEATHER UFTON

(Insert name(s) of applicant)

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

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
CASTLE WAY WILLINGTON		FARMERS FIELD OPPOSITE ENTRANCE TO BETTY'S FARM	
Post town	DERBY	Postcode	DE65 6BW
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£ 0	

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | | |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i. as a limited company | <input type="checkbox"/> | please complete section (B) |
| ii. as a partnership | <input type="checkbox"/> | please complete section (B) |
| iii. as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |

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

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

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

Part 3 Operating Schedule

•When do you want the premises licence to start?

DD MM YYYY
26 06 2014

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

DD		MM		YYYY			

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

FARMERS FIELD NEAR A38 JUST OUT OF
WILLINGTON

LARGE ENCLOSED FIELD WITH GATED ENTRY

Sunny Mai festival - (Annual Event)
will notify the council in writing 2 months
prior to the event each year

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

4,999

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

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

Provision of regulated entertainment

Please tick any that apply

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

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>		
Mon			Please give further details here (please read guidance note 3) N/A		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 4) N/A		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5) N/A		
Sat					
Sun					

South Derbyshire
 District Council
 13 MAR 2014
 Corporate Services

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	N/A		
Mon			Please give further details here (please read guidance note 3)		
Tue			N/A		
Wed			State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur			N/A		
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat			N/A		
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	N/A
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	N/A			
Mon			Please give further details here (please read guidance note 3) N/A			
Tue						
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4) N/A			
Thur						
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 5) N/A			
Sat						
Sun						

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)	
Mon			ONE OPEN AIR MAIN STAGE ONE LARGE MARQUEE AS SECOND STAGE	
Tue				
Wed			State any seasonal variations for the performance of live music (please read guidance note 4) N/A ONE DAY EVENT.	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)	
Sat	12-00	23-00		
Sun				

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) N/A	
Mon				
Tue				
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 4) N/A	
Thur				
Fri				
Sat			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5) N/A	
Sun				

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)	
Mon			SOME LOCAL DANCE SCHOOLS ARE INVOLVED AND WILL BE PUTTING ON SHOWS THROUGHOUT THE DAY	
Tue				
Wed			State any seasonal variations for the performance of dance (please read guidance note 4) N/A	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 5)	
Sat	12-00	18-00		
Sun				

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing N/A		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2) N/A	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3) N/A		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4) N/A		
Fri					
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 5) N/A		
Sun					

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) THE BEER TENT WILL BE IN A LARGE BIG TOP TENT. CONSUMERS WILL BE ALLOWED TO DRINK ON THE FIELD BUT NOT PAST THE EXIT.			
Mon			State any seasonal variations for the provision of late night refreshment (please read guidance note 4) N/A			
Tue						
Wed						
Thur			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5) N/A			
Fri						
Sat	12-00	24-00				
Sun						

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – please tick (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			State any seasonal variations for the supply of alcohol (please read guidance note 4) N/A		
Tue					
Wed					
Thur			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5) N/A		
Fri					
Sat	12-00	24-00			
Sun					

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

Name		HEATHER LIFTON	
Address			
Postcode			
Personal licence number (if known)			
Issuing licensing authority (if known)			
DERBY CITY COUNCIL			

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

IT IS A FAMILY FUN DAY SO WITH THE EXCEPTION OF THE SALE OF ALCOHOL, ALL ACTIVITIES ARE AIMED AT CHILDREN

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon			N/A
Tue			
Wed			
Thur			
Fri			
Sat	12-00	24-00	N/A
Sun			

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

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

WE HAVE PROCEDURES IN PLACE SUCH AS DIFFERENT COLOURED WRISTBANDS FOR UNDER 18'S, RISK ASSESSMENTS, STAGING PLACEMENTS SO THAT THE DAY CAN RUN WITHOUT ANY COMPLAINTS OR TROUBLE. WE HAVE A TEAM OF SECURITY THERE ALL DAY TO DETER ANY ISSUES.

b) The prevention of crime and disorder

WE HAVE A DEDICATED + LICENSED SECURITY TEAM TO HELP PREVENT CRIME.

c) Public safety

PRIOR TO THE EVENT RISK ASSESSMENTS WILL BE CARRIED OUT AND PREVENTATIVE STEPS TAKEN.

d) The prevention of public nuisance

WE HAVE A STRICT CURFEW ON THE BAR, THEN SECURITY WILL HELP US ESCORT ALL 'NON STAFF' OFF THE PREMISES PROMPTLY. THE STAGES ARE ALIGNED TOWARDS THE A38 TO REDUCE NOISE POLLUTION.

e) The protection of children from harm

ALL SUPPLIERS OF FUN FAIR EQUIPMENT ARE CHECKED. WE HAVE A MEETING POINT AND PLENTY OF VISABLE STAFF TO HELP IF ANYONE GETS LOST. UNDER 18'S GET A DIFFERENT COLOURED WRISTBAND BUT ARE STILL ID'd AT THE BAR IF UNSURE.

Checklist:

Please tick to indicate agreement

- ☐ I have made or enclosed payment of the fee. ☒
- ☐ I have enclosed the plan of the premises. ☒
- ☐ I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- ☐ I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- ☐ I understand that I must now advertise my application. ☒
- ☐ I understand that if I do not comply with the above requirements my application will be rejected. ☒

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

Part 4 – Signatures (please read guidance note 10)

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

Signature	
Date	26-02-2014.
Capacity	

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

Signature	
Date	
Capacity	

Tel: 101
Text Relay: 18001 101
www.derbyshire.police.uk

Contact: Licensing Clerk
Direct Tel: 0300 122 4911
Ext: 75 6902
Fax: 0300 122 8862
Our ref: LA03/13239
PID 7910
Your ref: Sunny Mai
Festival

The Licensing Team
South Derbyshire District Council
Civic Way
Swadlincote
Derbyshire
DE11 0AH

Thursday, 29 May 2014

Dear Sirs

**RE: APPLICATION FOR A NEW PREMISES LICENCE
SUNNY MAI FESTIVAL, FIELD, CASTLE WAY, WILLINGTON, DERBY**

Please take this correspondence as notification that it is the intention of the chief officer of police to make representations in respect of the above application.

The application has been considered in terms of the proposed licensable activities, the hours to which the licensable activities relate, the proposed premises licence holder and designated premises supervisor and the steps proposed to promote the four licensing objectives.

Notwithstanding the steps proposed at part M of the application form, the chief officer of police is concerned that without further restrictions being added to the licence in the form of conditions binding on the applicant, there is a real risk that one, or more, of the licensing objectives will be undermined.

The proposed premises licence will permit the Sunny Mai Festival to carry on licensable activities on an annual basis on the site of a farming field on Castle Way, Willington, Derby.

There is always a risk with events of this size and nature that those persons that are not used to requirements of the Licensing Act 2003 and other related regulation may contribute to the undermining of the licensing objectives. Particular concern is clearly centred around the availability of alcohol and risk that such alcohol sales may be made to those persons that, for instance, are drunk or are under the age of 18.

Certain control measures, not currently present in the application on a satisfactory basis, therefore need to be attached to the premises licence by way of conditions. Such control measures require the identification of risks, training in relation to those risks, and the recording of measures taken to be completed by a competent person.



'D' Divisional Headquarters Prime Parkway Chester Green DERBY DE1 3AB

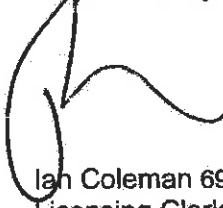
Events of this size should also be carried on with the express notification to the relevant Responsible Authorities. It is the view of the chief officer of police that early input from such Authorities will assist the premises licence holder, the designated premises supervisor and any other nominated person to better identify risks and put into place measures to ensure that the four licensing objectives are promoted. A condition that requires the premises licence holder to notify the chief officer of police and other Responsible Authorities is therefore also sought.

The chief officer of police has been in contact with the proposed premises licence holder, Miss Ufton. Miss Ufton has agreed a schedule of conditions relating to this application. It is the view of the chief officer of police that the schedule is appropriate for this application when having regard to the proposed event and the risks identified above.

Whilst the chief officer of police submits this correspondence as notification of a relevant representation within the meaning of Section 18(6) of the Licensing Act 2003, it is also respectfully requested that the Licensing Authority takes notice that the chief officer of police considers that a hearing is unnecessary provided that the attached schedule of conditions is added to the premises licence.

If you require any further information, please do not hesitate to contact me further.

Yours faithfully



Ian Coleman 6902

Licensing Clerk

Email: derby.licensing@derbyshire.pnn.police.uk

COPY TO: Miss H Ufton, Proposed Premises Licence Holder (by e-mail)

Kinsey Lisa

From: Derby Licensing <DLIC@Derbyshire.PNN.Police.UK>
Sent: 29 May 2014 15:22
To: Licensing Mailbox
Cc: Lomas, Mark, 2864
Subject: FW: Sunny Mai Festival, Field opposite Betty's Farm, Castle Way, Willington.
Attachments: Offered Conditions - Sunny Mai Festival, Willington.doc; ATT00001.htm; Representation Letter 29.05.2014 Scanned.pdf

Categories: Lisa

Dear sirs,

Please find attached a letter of representation regarding the above application.

You will note from the email thread below that the chief officer of police has agreed a schedule of conditions relating to this application. The schedule is attached to this email.

The chief officer of police submits that a hearing is not necessary provided that the attached conditions are included in the premises licence, if granted.

Regards,

Ian Coleman
Licensing Clerk (6902)
 Derbyshire Constabulary
 'D' Division Licensing Team
 Prime Parkway
 Chester Green
 DERBY
 DE1 3AB
Tel: 0300 122 4911 (75 06902)
Mobex (Int.): 737 1406
Fax: 0300 122 7737 (Int. 67737)
Ext. Group E-mail: derby.licensing@derbyshire.pnn.police.uk
Web: <http://www.derbyshire.police.uk>

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From: HEather [mailto:heatherufton@yahoo.co.uk]
Sent: 29 May 2014 10:01
To: Derby Licensing
Subject: Fwd: Sunny Mai Festival, Field opposite Betty's Farm, Castle Way, Willington.

Attn Ian Coleman

Sorry for the delay in sending this, I am currently recovering from surgery.

I have attached the conditions that sgt. Lomax sent me and can confirm that we will stick to these.

Sorry again for the delay - Heather Ufton

Sent from my iPhone

Begin forwarded message:

From: "Lomas, Mark, 2864" <Mark.Lomas.2864@derbyshire.pnn.police.uk>
Date: 21 May 2014 11:58:41 BST
To: "'heatherufton@yahoo.co.uk'" <heatherufton@yahoo.co.uk>
Subject: Sunny Mai Festival, Field opposite Betty's Farm, Castle Way, Willington.

Dear Heather,

With regards to the Sunny Mai Festival, Castleway, Willington on the 26th June 21014, I hope everything is going to plan. With regards to your premises licence application for the above event I have attached a set of offered conditions that I would like you to read through and consider with regards to the application.

If you are in agreement with these conditions then please forward this e-mail back to me with your agreement. If you would like to discuss any of these conditions or anything appertaining to the event then please do not hesitate to contact me.

If you could respond by the end of the week due to the closing date for this application I would be much obliged.

Regards

Mark Lomas
Licensing Sergeant
Derbyshire Constabulary
'D' Division Licensing Team
Prime Parkway
Chester Green
DERBY
DE1 3AB
Tel: 0300 122 5412 (Internal 75 02864)
Mobex (Int.): 737 0228
Fax: 0300 122 8862 (Internal 75 68862)
E-mail: mark.lomas.2864@derbyshire.pnn.police.uk
Ext. Group E-mail: derby.licensing@derbyshire.pnn.police.uk
Web: <http://www.derbyshire.police.uk>

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Sunny Mai Festival, Field opposite Betty's Farm,
Castle Way, Willington, Derbyshire.

Offered Conditions.

- 1) The premises licence shall have effect for one day per annum. The exact date shall be notified to the local Police Authority and the Licensing Authority three months prior to the event day.
- 2) The event shall take place in accordance with a full management plan and noise management plan which shall incorporate steps deemed appropriate in order to uphold the licensing objectives. These documents shall be approved by the body recognised by the Licensing Authority for the purpose of overseeing large events and shall be submitted to the Licensing Authority at least five working days before the event is due to commence.
- 3) Training shall be provided to all bar staff prior to commencement of the event relating to the sale of alcoholic products sold and any system or procedures they are expected to follow in the course of dealing with these goods.
- 4) Records detailing the training provided will be kept on the premises for production upon request, to a Police Constable or person as detailed within Section 13 of Licensing Act 2003 upon request.
- 5) All records will be recorded and shall be retained by the Designated Premises Supervisor for a minimum of 12 months.
- 6) A challenge 25 proof of age scheme will be operated at all times.
- 7) Signage relating to the Challenge 25 policy will be displayed at the main entrance to the festival and at the point of sale, namely the bar.
- 8) Anyone attempting to purchase alcohol that appears under the age of 25 years will be asked to produce a proof of age.
- 9) The only acceptable forms of identification will be:
The government approved PASS agency card – accreditation proof of age card.
Current Photo Driving Licence.
Current Passport.
H.M Armed Forces official identity card.
- 10) A system of recording sales refused or challenged under the proof of age scheme shall be operated at all times.
- 11) The refusal book/log shall be located at each bar area. The refusal book/log shall be kept on the premises and be made available for production upon request to a Police Constable or person as detailed within Section 13 of the Licensing Act 2003.

- 12) The records relating to the refusal book/log shall be retained by the designated premises supervisor for a minimum period of 12 months.
- 13) The DPS will ensure that a written incident log is maintained on the premises and details of all incidents are recorded within the log. This log will be kept by the designated premises supervisor for a period of 12 months and will be produced to a Police Constable or person as detailed within Section 13 of the Licensing Act 2003 upon request.
- 14) All alcoholic drinks will be decanted by bar staff and served in shatter proof glasses.
- 15) The premises licence holder shall notify the Licensing Authority and Derbyshire Constabulary in writing of the proposed date on which the event will take place, no later than two months before the start of the event.
- 16) The Designated Premises Supervisor/Premises Licence Holder will produce a recorded risk assessment with regards to the need for the provision of door supervision and marshals in relation to the festival and provide sufficient staff as recorded and deemed necessary.
- 17) Marshals shall be on site and at the site entrance to assist in traffic management into and off the site; as well as parking on the site. The marshals / stewards shall monitor all zones of the site at all times for the period of the event / premises licence.
- 18) All SIA staff, event marshals and the event organisers shall be linked by way of two-way radio or similar device or devices (not by way of mobile phone only).
- 19) All SIA registered staff shall display their SIA registration cards at all times when carrying out security roles within the site.
- 20) All SIA staff and marshals shall wear suitable clothing such as fluorescent jackets or bibs to clearly indicate their different roles on site; SIA staff should wear one colour and marshals another to distinguish between the two.