

## 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 Hannah Hodgson

*(Insert name(s) of applicant)*

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

### Part 1 – Premises details

|  |  |                 |  |
|--|--|-----------------|--|
| Postal address of premises or, if none, ordnance survey map reference or description |  |                 |  |
| <b>Grid Reference</b>  |  |                 |  |
| <div>SD 54236 81696</div>  |  |                 |  |
| Grid Reference (6 figure)  |  |                 |  |
| <div>SD542816</div>  |  |                 |  |
| X (Easting) , Y (Northing)   |  |                 |  |
| <div>354236 , 481696</div>   |  |                 |  |
| <b>Post town</b>   |  | <b>Postcode</b> |  |

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

### Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please cross as**

|    |                                     |  |                             |
|----|-------------------------------------|--|-----------------------------|
| a) | an individual or individuals *      |  | please complete section (A) |
| b) | a person other than an individual * |  |                             |
|    | i                                   | as a limited company/limited liability partnership | please complete section (B) |
|    | ii                                  | as a partnership (other than limited liability)    | please complete section (B) |
|    | iii                                 | as an unincorporated association or                | please complete section (B) |

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

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

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

**(A) individual applicants** (fill in as applicable)

|  |     |                           |                    |                                |  |
|--|-----|---------------------------|--------------------|--------------------------------|--|
| Mr   | Mrs | Miss                      | Ms                 | Other Title (for example, Rev) |  |
| <b>Surname</b>   |     |                           | <b>First names</b> |                                |  |
| <b>Date of birth</b>   |     | I am 18 years old or over |                    | Please tick yes                |  |
| <b>Nationality</b>   |     |                           |                    |                                |  |
| Current residential address if different from premises address |     |                           |                    |                                |  |
| Post town  |     |                           |                    | Postcode                       |  |
| <b>Daytime contact telephone number</b>                        |     |                           |                    |                                |  |
| <b>E-mail address (optional)</b>                               |     |                           |                    |                                |  |

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)




**Second individual applicant** (if applicable)

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

**(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  
Hannah Hodgson

|   |
|---|
| Address<br>  |
| Registered number (where applicable)<br><b>Do I need to put anything here</b>   |
| Description of applicant (for example, partnership, company, unincorporated association etc.)<br>On behalf of Cumbria Federation of Young Farmers Clubs |
| Telephone number (if any)    |
| E-mail address (optional)    |

### Part 3 Operating Schedule

When do you want the premises licence to start?

| DD | MM | YYYY        |
|----|----|-------------|
| 1  | 9  | 0 8 2 0 2 2 |

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

| DD | MM | YYYY        |
|----|----|-------------|
| 2  | 1  | 0 8 2 0 2 2 |

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

Marquee on Agricultural Land belonging to Hollins Farm, Cow Brow, Lupton, Carnforth, LA6 1PG

Marquee measures 25m x 60m

Area around the event will be fenced off so only people with permission or a ticket may enter the event.

Please see site management plan for location

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 and Schedules 1 and 2 to the Licensing Act 2003)

|  |                            |
|--|----------------------------|
| Provision of regulated entertainment (please read guidance note 2) | Please tick all that apply |
|--|----------------------------|

|    |   |   |
|----|---|---|
| a) | plays (if ticking yes, fill in box A)   |   |
| b) | films (if ticking yes, fill in box B)   |   |
| c) | indoor sporting events (if ticking yes, fill in box C)  |   |
| d) | boxing or wrestling entertainment (if ticking yes, fill in box D)   |   |
| e) | live music (if ticking yes, fill in box E)  | X |
| f) | recorded music (if ticking yes, fill in box F)  | X |
| 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)<br>(if ticking yes, fill in box H) | X |

|   |   |
|---|---|
| <b><u>Provision of late night refreshment</u></b> (if ticking yes, fill in box I) | X |
| <b><u>Supply of alcohol</u></b> (if ticking yes, fill in box J)                   | X |

**In all cases complete boxes K, L and M**

# A

|   |       |        |  |          |  |
|---|-------|--------|--|----------|--|
| <b>Plays</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)  | Indoors  |  |
|   |       |        |  | Outdoors |  |
|   |       |        |  | Both     |  |
| Day   | Start | Finish |  |          |  |
| Mon   |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4)   |          |  |
|   |       |        |  |          |  |
| Tue   |       |        |  |          |  |
|   |       |        |  |          |  |
| Wed   |       |        | <b><u>State any seasonal variations for performing plays</u></b><br>(please read guidance note 5)  |          |  |
|   |       |        |  |          |  |
| Thur  |       |        |  |          |  |
|   |       |        |  |          |  |
| Fri   |       |        | <b><u>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</u></b><br>(please read guidance note 6) |          |  |
|   |       |        |  |          |  |
| Sat   |       |        |  |          |  |
|   |       |        |  |          |  |
| Sun   |       |        |  |          |  |
|   |       |        |  |          |  |

## B

|   |       |        |  |          |  |
|---|-------|--------|--|----------|--|
| <b>Films</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)  | Indoors  |  |
|   |       |        |  | Outdoors |  |
|   |       |        |  | Both     |  |
| Day   | Start | Finish |  |          |  |
| Mon   |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4)   |          |  |
|   |       |        |  |          |  |
| Tue   |       |        |  |          |  |
|   |       |        |  |          |  |
| Wed   |       |        | <b><u>State any seasonal variations for the exhibition of films</u></b><br>(please read guidance note 5)   |          |  |
|   |       |        |  |          |  |
| Thur  |       |        |  |          |  |
|   |       |        |  |          |  |
| Fri   |       |        | <b><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></b> (please read guidance note 6) |          |  |
|   |       |        |  |          |  |
| Sat   |       |        |  |          |  |
|   |       |        |  |          |  |
| Sun   |       |        |  |          |  |
|   |       |        |  |          |  |

# C

|  |       |        |   |
|--|-------|--------|---|
| <b>Indoor sporting events</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Please give further details</u></b> (please read guidance note 4)   |
| Day  | Start | Finish |   |
| Mon  |       |        |   |
| Tue  |       |        | <b><u>State any seasonal variations for indoor sporting events</u></b><br>(please read guidance note 5)   |
| Wed  |       |        |   |
| Thur   |       |        |   |
| Fri  |       |        | <b><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></b> (please read guidance note 6) |
| Sat  |       |        |   |
| Sun  |       |        |   |
|  |       |        |   |



## D

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

# E

|  |       |        |   |          |   |
|--|-------|--------|---|----------|---|
| <b>Live music</b><br>Standard days and timings (please read guidance note 7) |       |        | <b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)  | Indoors  | X |
|  |       |        |   | Outdoors |   |
|  |       |        |   | Both     |   |
| Day  | Start | Finish |   |          |   |
| Mon  |       |        | <b>Please give further details here</b> (please read guidance note 4)<br>1200W AMP<br>Live bingo caller original songs/ chart songs   |          |   |
|  |       |        |   |          |   |
| Tue  |       |        |   |          |   |
|  |       |        |   |          |   |
| Wed  |       |        | <b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)<br>Two consecutive days  |          |   |
|  |       |        |   |          |   |
| Thur   |       |        |   |          |   |
|  |       |        |   |          |   |
| Fri  |       |        | <b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6) |          |   |
|  |       |        |   |          |   |
| Sat  |       |        |   |          |   |
|  |       |        |   |          |   |
| Sun  |       |        |   |          |   |
|  |       |        |   |          |   |

# F

|  |       |        |   |          |   |
|--|-------|--------|---|----------|---|
| <b>Recorded music</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)   | Indoors  | X |
|  |       |        |   | Outdoors |   |
|  |       |        |   | Both     |   |
| Day  | Start | Finish | <b><u>Please give further details here</u></b> (please read guidance note 4)<br>Chart music<br>DJ<br>1200W AMP  |          |   |
| Mon  |       |        |   |          |   |
| Tue  |       |        |   |          |   |
| Wed  |       |        |   |          |   |
| Thur   |       |        | <b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)<br>Two consecutive days   |          |   |
| Fri  | 18:30 | 00:00  |   |          |   |
| Sat  | 00:00 | 01:00  | <b><u>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</u></b> (please read guidance note 6)<br>N/A |          |   |
|  | 18:30 | 00:00  |   |          |   |
| Sun  | 00:00 | 01:00  |   |          |   |

# G

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

## H

|  |       |        |  |          |   |
|--|-------|--------|--|----------|---|
| <b>Anything of a similar description to that falling within (e), (f) or (g)</b><br>Standard days and timings (please read guidance note 7) |       |        | Please give a description of the type of entertainment you will be providing<br>Live bingo with songs in between each line and house.  |          |   |
| Day  | Start | Finish | <b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)   | Indoors  | X |
| Mon  |       |        |  | Outdoors |   |
|  |       |        |  | Both     |   |
| Tue  |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4) 1200W AMP<br>Live bingo with presenter  |          |   |
| Wed  |       |        |  |          |   |
| Thur   |       |        | <b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b><br>(please read guidance note 5)<br>Two consecutive days   |          |   |
| Fri  | 18:30 | 00:00  |  |          |   |
| Sat  | 00:00 | 01:00  | <b><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></b> (please read guidance note 6) |          |   |
|  | 18:30 | 00:00  |  |          |   |
| Sun  | 00:00 | 01:00  |  |          |   |




I

|  |       |        |   |          |   |
|--|-------|--------|---|----------|---|
| <b>Late night refreshment</b><br>Standard days and timings (please read guidance note 7) |       |        | <b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)  | Indoors  | X |
|  |       |        |   | Outdoors |   |
|  |       |        |   | Both     |   |
| Day  | Start | Finish |   |          |   |
| Mon  |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4) Burger Van selling food for consumption on site.   |          |   |
|  |       |        |   |          |   |
| Tue  |       |        |   |          |   |
|  |       |        |   |          |   |
| Wed  |       |        | <b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)   |          |   |
|  |       |        |   |          |   |
| Thur   |       |        |   |          |   |
|  |       |        |   |          |   |
| Fri  |       |        | <b><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></b> (please read guidance note 6) |          |   |
|  | 18:30 | 00:00  |   |          |   |
| Sat  | 00:00 | 01:30  |   |          |   |
|  | 18:30 | 00:00  |   |          |   |
| Sun  | 00:00 | 01:30  |   |          |   |
|  |       |        |   |          |   |

**J**

|   |       |        |   |                  |   |
|---|-------|--------|---|------------------|---|
| <b>Supply of alcohol</b><br>Standard days and timings (please read guidance note 7) |       |        | <b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)  | On the premises  | X |
|   |       |        |   | Off the premises |   |
| Day   | Start | Finish |   | Both             |   |
| Mon   |       |        | <b>State any seasonal variations for the supply of alcohol</b><br>(please read guidance note 5)<br>Two consecutive days   |                  |   |
|   |       |        |   |                  |   |
| Tue   |       |        |   |                  |   |
| Wed   |       |        | <b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6) |                  |   |
|   |       |        |   |                  |   |
| Thur  |       |        |   |                  |   |
| Fri   | 18:30 | 00:00  |   |                  |   |
|   |       |        |   |                  |   |
| Sat   | 00:00 | 01:00  |   |                  |   |
|   | 18:30 | 00:00  |   |                  |   |
| Sun   | 00:00 | 01:00  |   |                  |   |
|   |       |        |   |                  |   |

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

|   |   |
|---|---|
| <b>Name</b>                                   | Hannah Hodgson  |
| <b>Date of birth</b>                          |  |
| <b>Address</b>                                |  |
| <b>Postcode</b>                               |  |
| <b>Personal licence number (if known)</b>     |   |
| <b>Issuing licensing authority (if known)</b> | South Lakeland District Council   |

## K

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

N/A

## L

|   |       |        |   |
|---|-------|--------|---|
| <b>Hours premises are open to the public</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>State any seasonal variations</u></b> (please read guidance note 5)<br>N/A  |
| Day   | Start | Finish |   |
| Mon   |       |        |   |
|   |       |        |   |
| Tue   |       |        |   |
|   |       |        |   |
| Wed   |       |        |   |
|   |       |        |   |
| Thur  |       |        |   |
|   |       |        |   |
| Fri   | 18:30 | 00:00  | <b><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u></b> (please read guidance note 6)<br>N/A |
|   |       |        |   |
| Sat   | 00:00 | 02:00  |   |
|   | 18:30 | 00:00  |   |
| Sun   | 00:00 | 02:00  |   |
|   |       |        |   |



## M

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

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)**

K9 Security to be employed on entrances/exits to the premises as well as throughout the venue.

Three entrances to the event,

One entrance for over 27 who will be required to provide driver's license or passport to gain entry.

One will be for 18-27 who will be required to provide a driver's license or passport, in addition anyone who cannot produce a young farmers card will be required to pay £5 extra

One for 16/17-year-old who must provide a parent consent form and a young farmers card.

Over 18's will be provided with a wristband in order to purchase alcohol. Under 18's will have a separate wristband. Anyone found in the do with no wristband will be removed to the safe areas until such a time an over 18 comes to collect.

All entering will be searched, any alcohol found will be seized and a record will be made of offender. Anyone caught with narcotics or weapons will not be allowed to enter will we make a note of the individuals and police will be called to the bouncers discretion.

No entrance to the premise without a ticket.

Security fencing will be erected round the perimeter of the event.  
Please also see site management Plan

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

A minimum of 10 licensed SIA supervisor(s) after the conclusion of the licensable activities, to ensure that all patrons have dispersed from the immediate vicinity of the premises

Drug policy

Adequate lighting

Age restrictions

Search policy

Bottle ban

PLEASE ALSO SEE SITE MANAGEMENT PLAN

**c) Public safety**

Emergency lighting

First aiders

Limited number of tickets for attendees

PLEASE ALSO SEE SITE MANAGEMENT PLAN

**d) The prevention of public nuisance**

An incident book to be kept to record refusals to serve alcohol, age related incidents and anything else that may undermines the licensing objectives.

The licence holder or his representative shall conduct regular assessments of the noise coming from the premises and shall take steps to reduce the level of noise where it is likely to cause a disturbance to local residents. A written record shall be made of those assessments in a log book kept for that purpose and shall include, the time and date of the checks, the person making them and the results including any remedial action.

Notices to be displayed at all exits to request customers to leave quietly and respect the privacy of the neighbours.

Smoking will be restricted to a designated location situated in the outside area and monitored regularly by a representative of the premises or SIA door staff.

PLEASE ALSO SEE SITE MANAGEMENT PLAN

**e) The protection of children from harm**

An ejected person's policy shall be implemented. The policy will focus on the safe removal of patrons and particularly under 18's from the venue during the event. A copy of the policy shall be supplied to the police in advance of the event and be to their satisfaction.

A documented Challenge 25 scheme will be operated at the premises. The Challenge 25 scheme shall be actively promoted and advertised at the premises and will ensure that any person purchasing alcohol, who appears to be under 25 years of age, shall be asked to provide acceptable identification to prove that they are 18 years of age or over. Failure to supply such identification will result in no sale or supply of alcohol to that person.

PLEASE SEE SITE MANAGEMENT PLAN

**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.   |  |

|   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• I understand that if I do not comply with the above requirements my application will be rejected.</li> <li>• [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).</li> </ul> |  |
|---|--|

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

#### **Part 4 – Signatures** (please read guidance note 11)

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

|                    |   |
|--------------------|---|
| <b>Declaration</b> | <ul style="list-style-type: none"> <li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul> |
| Signature          |   |
| Date               |   |
| Capacity           |   |

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant’s solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

|           |  |
|-----------|--|
| Signature |  |
| Date      |  |
| Capacity  |  |

|   |  |          |  |
|---|--|----------|--|
| Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) |  |          |  |
|   |  |          |  |
| Post town   |  | Postcode |  |
| Telephone number (if any)   |  |          |  |
| If you would prefer us to correspond with you by e-mail, your e-mail address (optional)   |  |          |  |

## Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle

wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.

- Live music: no licence permission is required for:
  - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.

- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
- 3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
- 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
- 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
- 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
- 10. Please list here steps you will take to promote all four licensing objectives together.
- 11. The application form must be signed.
- 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
- 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
- 14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:
  - A licence may not be issued to an individual or an individual in a partnership which is not a limited liability 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 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 the right 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 which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 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).

### **Home Office online right to work checking service.**

As an alternative to providing a copy of original documents, 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 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, 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 shared digitally. 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 copies of documents as set out above.

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.

**PREPARED BY THE CUMBRIA FEDERATION OF  
YOUNG FARMERS' CLUBS**

# **SITE MANAGEMENT PLAN**

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## **BINGO BUBBLES AND BANGERS**

**DATE: SATURDAY 19<sup>th</sup> and 20<sup>th</sup> August**

**VENUE: Hollins Farm, Cow Brow, Lupton, Carnforth, LA6 1PG**



|   |    |
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## **Introduction**

This report has been prepared by Cumbria Farmers in support of their application for a Premise License in accordance with the Licensing Act 2003.

This report has been prepared in order to demonstrate the competence of Cumbria Young Farmers in proactively managing the safety of the event, and to provide general information about the event.

The team responsible for the management of Bingo Bubbles and Bangers will make every effort to ensure that all the information contained in this document is correct and circulated amongst the relevant organisers and authorities. Our operational planning and delivery will be informed by the event safety guide and underpinned throughout the process by the four licensing objectives:

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

## **Event Management**

### Event over view

The management of Bingo Bubbles and Bangers will be over seen by Hannah Hodgson, who is the organiser of the event. I will be assisted by a committee made up of southerner district young farmer members.

Bingo Bubbles and bangers comprises of one indoor stage in which a live bingo will be played with a mix of live music and recorded music by a DJ. An alcoholic bar which will be situated inside the marquee. There will be late night refreshment provided by a catering van located outside within the secured event.

Parking will be outside the event in the same field but will be away from the main event with a pedestrian walk way barriered off. Buses will only be able to drop off at the event, they will be able to park at Junction 36 auction for the duration of the event.

Proposed the maximum capacity of this event be 1100 including staff volunteers and musicians.

### Dates/Times

12<sup>th</sup> August until 26<sup>th</sup> August: General set up and take down window

19<sup>th</sup> and 20<sup>th</sup> August: Event opens 6:30pm

Event finishes 1am with having everyone off the premises by 2am

### Ticketing:

Tickets will be sold by Hannah Hodgson. Anyone under the age of 18 will only be allowed entry if they produce this years YFC card and a parent consent form. All over 18's must produce as form of ID to be allowed access into the event.

## **Licensing and applications**

### Licensing Objectives

Our operational Planning and delivery will be underpinned throughout the process by the four key licensing Objectives:

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

The event management team, together with K9 security will ensure the promotion of the licensing objectives as set out in the licensing agreement. This will be achieved by advising staff and volunteers of the associated risk assessments and health and safety policy outlined in this event management plan. These documents will underpin all our work and will be fully implemented.

### Insurance

Bingo Bubble and Bangers is covered by Cumbria Young Farmers Insurance policy, and can be seen upon request via contacting the YFC county office.

### **Site Specifics:- Ordnance Survey map**

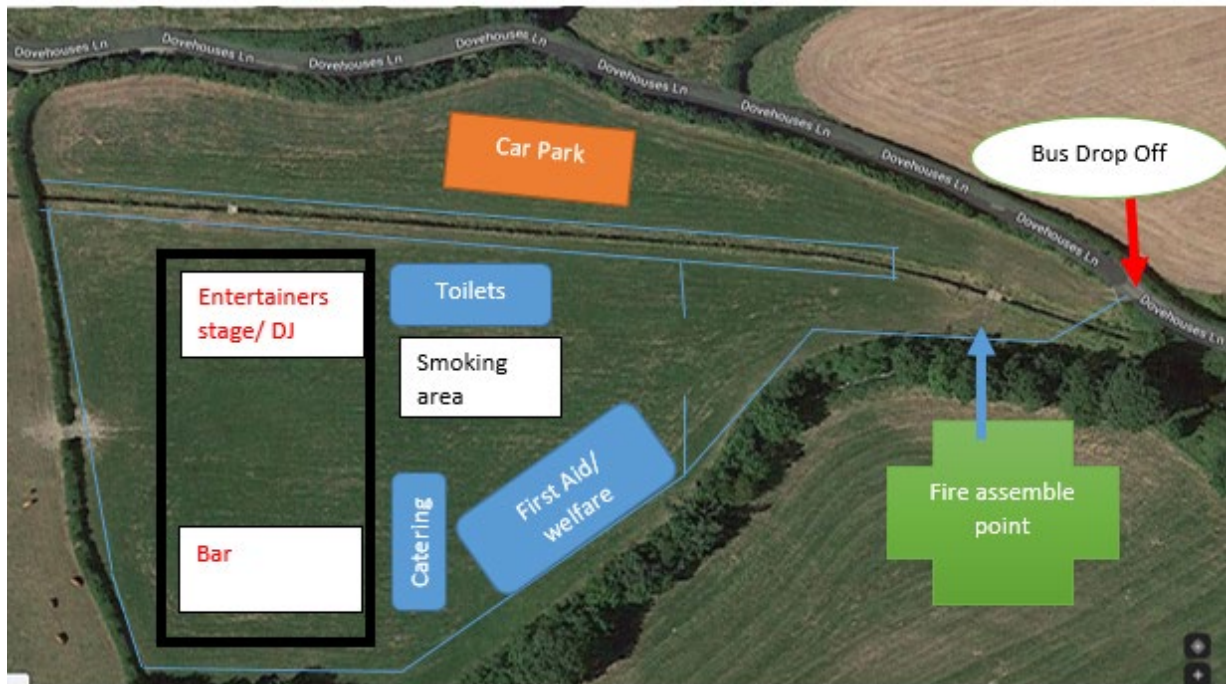


Please see attached map for site specifics:

1. Activity: Bingo, Bubbles and Bangers
2. Date: 19<sup>th</sup> and 20<sup>th</sup> August
3. Hours of Function: 18:00-02:00
4. Description of Function: Charity fund raiser bingo followed by dance

Responsible Person: Hannah Hodgson license holder

## Site Plan:



## **Emergency Procedure**

### Nearest ambulance A&E Department:


Royal Lancaster Infirmary, Ashton Road, Lancaster, Lancashire, LA1 4RP  
Telephone number: 01524 65944

In the first instance please contact any of the below who will liaise with site First aiders and emergency services.

First Aid provision will be provided by Kentdale first aid

In case of emergency and evacuation the assembly area is the field, as located on the site map.

Additionally this procedure will be on display around the site, on the bar in the evening and with security and the First Aiders.

Contact Numbers on site: Hannah Hodgson 

## **Security Measures and crowd management**

K9 Security will be responsible for the management and deployment of security staff on site. They are fully trained and experienced in dealing with music events. The Security management will be responsible for the passing information to the event coordinator and making tactical decisions with regards to security matters.

K9 Security will provide enough qualified SIA security to cover the hours of the event, consisting of a security manager and an additional 12 guards. The event management Team members will have the authority to direct any members of the security staff to perform a duty in the event of safety.

### **Security Operations**

All stewards, security and supervisors will be briefed and equipped to a standard that reflects their responsibilities. Stewards and staff will be made aware that they are NOT security and must not engage in a situation that is confrontational, their own safety is paramount. The perimeter of the site will be secured with security fencing, to ensure restricted areas are not entered and to keep control of large crowds.

All Security will wear high visibility clothing when on duty. All SIA security staff will have their SIA badges on display at all times.

### **Steward Management**

The Event Coordinator will be responsible for briefing the stewards prior to the event. Which will include their areas of responsibility, emergency procedures and communication methods. It is the responsibility of the Event Coordinator to ensure that all volunteer stewards are provided with the information required to maintain a safe environment for the public and staff members.

### **Entry Procedure**

The entrance will be clearly sign posted from the main road for all buses and cars to follow. The majority of attendees will be arriving by bus and we will have a designated steward for helping park the buses.

The process for ticket exchange and entry is as follows:

- All attendees will be directed to the entrance, where security will check ID and separate over 18's and under 18's into separate queues
- A sniffer dog will be in attendance on arrival and random drugs checks searches will take place
- All tickets will be scanned in and the relevant coloured wristband will be given dependant on age. All under 18's will be given a different colour wristband to over 18's so bar staff and security can identify them easily

### **Prevention of Crime and Disorder**

No volatile areas are expected on the site and special attention has been paid to ensure that the event is friendly and fun.

We reserve the right to use our CCTV to promote the prevention and detection of crime, which will be located around the site. Also our main entrance will be monitored by security staff to a



high standard. Any suspect activity will be noted and acted upon ASAP.

Any persons apprehended by security staff in the act of committing a crime will be removed from the event, and police will be informed. Security staff will also assist, where required, in the identification of offenders and the prevention of crimes.

### **Drugs Policy**

Cumbria Young Farmers operates a zero tolerance on drugs to any of our events. We will be instructing our security staff to conduct thorough random checks on entry and throughout the night. A sniffer dog will also be in attendance during the arrival of attendees and will be strategically placed at the entrance, to cover every person who enters. The Event organiser will be informed of any person found to be in the possession of illegal substances, as defined by the Misuse of Drugs Act 2001 or the Medicines Act 1968. Any such individual will be denied access to the event and the matter referred to the police. Any confiscated illegal drugs will be handed into the police.

### **Glass Policy**

We encourage a plastic & can only policy, the bar staff will only supply alcohol in plastic containers or cans. Staff and security will stay observant and any broken glass found or reported will be cleared up and disposed of immediately.

### **Unacceptable Behaviour**

The organisers will not accept intolerant or aggressive behaviour on site. Any reports of such incidents will be fully investigated and the perpetrators ejected from the event

### **Reporting Detection of Fire**

Details of the fire to be relayed i.e. what / where / size / level of danger

A member of the Event Management team will immediately evaluate the situation and evacuate the area affected as necessary. Small incidents are to be dealt with by staff in the vicinity, who will know the location of the nearest fire point. Large incidents to be reported via a member of the Event Management Team to the fire authorities.

## Alcohol Management

The bar will be the only place where alcohol will be sold, and will be staffed with a good quantity of staff as to speed up serving times so attendees are not stood for long periods at the bar. This should also stop any disorderly behaviour occurring from attendees having to wait long periods. The bar will be in a shed adjacent to the music, with an exit at each end. Operating under our DPS Stephen Procter.

Alcohol can be consumed in all areas of the event. However attendees will not be allowed to leave the site with any alcohol containers, throughout or after the event. All alcohol that is procured on site must be consumed on site.

Persons under the age of 18 years will not be served alcohol at the bar and all bar and security staff will adopt a Challenge 25 strategy through conducting ID checks. Security staff will also be briefed to seize alcohol from attendees should they present a disorder risk, suspected drunk or intoxicated persons will not be served alcohol.

To help prevent under 18's getting hold of alcohol drinks, all shorts will be served in half pint glasses, all soft drinks will be served in pint glasses. Security will be made aware of this, and this will make it easier for security to identify underage drinking, so any under 18 holding a half pint glass will have it removed by security. Any repeat offenders caught with alcohol again will be asked to leave, and their responsible adult on their parental consent form will be asked to accompany them outside the event.

To promote the safety of the public and staff:

- Soft drinks and bottled water will also be available.
- The use of any glass bottles will be prohibited; all drinks will be served in single use crushable cups and cans.
- The shed will have suitable and sufficient indoor lighting.
- All exits to the shed will be unobstructed.

## Intoxicated Persons

Alcohol cannot be sold to anyone who is drunk or intoxicated as it is an offence to do so. The welfare of our customers is paramount and anyone found under or in the possession of controlled substances must be assessed before ejection and treated as a vulnerable person. This assessment will be made by the onsite first aid team. If the person is deemed unfit to be ejected from the site safely, then they will be taken to the first aid area to be monitored whilst they sleep off the intoxication or consume plenty of water.

## Safeguarding Vulnerable Persons

A vulnerable adult is defined as any person aged 18 or over who:

- Is or may be in need of assistance by reason of mental, physical or learning impairment, age or illness who
- Is or may be unable to take care of themselves or unable to protect themselves against significant harm or serious exploitation, which may be occasioned by the actions or inactions of other people.

Any person found in a vulnerable position will initially be passed onto the Security Team. If the person is deemed to be in a vulnerable or potentially unsafe situation, they will be escorted to the First Aid area, where an area will be set aside for recuperation and assessment. Under 18's will be present at the event, so all bar and security staff will be adhering to challenge 25 protocol outlined in the section above. All staff will be expected to report anyone who they feels is acting inappropriately towards an under 18. Should under 18s be found in an inebriated state, the security staff will lead on their wellbeing and will all hold an advance disclosure and service check (DBS).

### Ejection Policy

Individuals that are under 18 or considered as vulnerable will not be ejected from site. This will only happen after contact has been made with the guardian named on their parental consent form, to facilitate a safe transit home.

## First Aid and Medical Cover

Kentdale First Aid will provided qualified first aiders on site at all times. A designated first aid area will be set up (plotted on the site plan) and all staff members will be briefed on the first point of call for injuries and told to show the injured person to the first aid point. The first aid point will have the resources to provide:

- Basic first aid equipment
- A warm, dry area for visitors to rest and recuperation in the case of injury or intoxication.
- Water provision to avoid dehydration.

In cases where the injured person needs to seek professional medical attention (decided by the first aid staff), the details of the Urgent Care facility in Penrith Hospital or the Royal Lancaster Infirmary will be given. Suitable transport will be found and the hospital will be contacted in advance to inform them of the patient's arrival.

In the case of a serious injury, where the subject should not be moved. The first attending staff member will contact the Event Management Team, who will call the emergency services and ask the Kentdale First Aid team to attend the scene immediately to administer first aid. Security will organise crowd management and the clearance of the nearest access route, then meet the ambulance at the designated point to direct them to the casualty. A second person should always be present, if the subject is classed as vulnerable or under 18 years old (see the Safeguarding Vulnerable Persons section)

## **Fire Safety**

### **Reporting Detection of Fire**

Details of the fire to be relayed i.e. what / where / size / level of danger

A member of the Event Management team will immediately evaluate the situation and evacuate the area affected as necessary. Small incidents are to be dealt with by staff in the vicinity, who will know the location of the nearest fire point. Large incidents to be reported via a member of the Event Management Team to the fire authorities and they will then meet them at the allocated meeting point to guide them to the fire. The main entrance to the site will be kept clear for fire emergency vehicles and walkways will be at least 3.7m wide for emergency vehicle access.

### **Fire Exits**

Dependant on the location and scale of the fire, attendees will be directed towards the nearest fire exit by security and stewards, and will assemble in the assembly point in the outside yard where the toilets and catering van are located, and await further instructions.

### **Fire Fighting Equipment**

There will be fire points located around the event, each point will have fire extinguishers; either a CO2 or Powder extinguisher and either a Water or a Foam extinguisher, depending on the location of the fire point and the potential hazards identified. Water points can be found around the event site.

All stewards will be required to assist in fire prevention and maintain site safety. Any fires or potential fire risks will be reported to the event management team for logging and action. Even if the fire has been dealt with and made 'safe'. Waste bins will be located around the site, placed strategically away from any potentially fire risk areas, the main recycling bins will be placed behind the bar away from any potential fire risk areas.

All power supplies, sound systems and lighting rigs will be cordoned off so no unauthorised access is possible, these will be monitored throughout the night by security.

## **Electricity**

All electrics on site have been installed by a suitably qualified electrical contractor. The only additional installation for the festival will be lighting towers that will be set up and tested by a qualified supplier. The lighting towers will be placed on the main entrance pointing towards the entrance and towards the bus park, also placed in the outside area for smoking, toilets and catering.

The main fuse board inside the shed, will be boxed over to stop unauthorised access, however quick access will be available the fuse board is needed.

## Communications

Open lines of communications will be kept throughout the event between members of the Event Management Team, the stewards, the bar staff and security. Announcements will be made via the main stage microphones where necessary. An event log will be maintained in the event of any emergency to detail any decisions or incidents which may occur during the event.

### **Night Doo Stewards Briefing:**

**The following briefing will be handed to stewards in advance and they will also be briefed on the night:**

- Directions on Saturday 25<sup>th</sup> August at 6pm
- Please report to Hannah Hodgson Chief Night Doo Steward at 19:30
- Under 18's must have a valid Young Farmers Membership Card and present at the time of entry with their responsible adult.
- Wristbands will be issued at the entrance, after ID/Membership Cards and bags have been checked by security guards.
- Over 18s will get a coloured wristband.
- Under 18s will receive a different wristband.
- Bar staff will be aware of the aging system and anybody approaching the bar without any form of wristband will not be served.
- Bar Stewards are not permitted to drink alcohol at anytime.
- If someone leaves the event they are not allowed back in.
- Anyone caught underage drinking will have their drink removed and their bag searched and be moved to the welfare area until either the end of the event or a guardian collects. In addition anyone buying underage's drinks will be removed from the event and will face discipliner hearing
- No glass will be passed over the bar and all drinks will be in plastic cups.
- You are required to act as a Steward all evening.
- Stewards should work together with the Bar Stewards and Security Door staff.
- All accidents MUST be reported to the Designated Premises Supervisor.
- All Stewards should collect plastic glasses and bottles and place them in the bins provided.
- Please eject guests who are behaving in an inappropriate manner and put them into the Safe Area till such time a mode of transport to remove them from the premises has arrived.
- Please assist Bar Stewards to close the bar at 12:30
- All Stewards MUST check guests are not damaging buildings, toilets, machinery or external areas.
- Stewards MUST be aware of the all fire-fighting equipment, evacuation routes and procedures in the event of a fire. Stewards will be briefed on this at the beginning of the evening. If you are asked to steward a fire escape/door, then under no circumstances must you leave this point without positioning another Steward in your place.

- Ensure that guests are safely loaded on to their coaches at the end of the evening.
- If you agree to act as a Steward and find you are unable to, please note that it is your responsibility to find a substitute and inform the Field Day Secretary
- Enjoy your evening and Thank you for your support in advance.

## **Assessment- Traffic Management Plan**

- Date: 19<sup>th</sup>+20<sup>th</sup> august
- Venue: Hollins Farm
- Directions to the Venue and for the Evening

Members will be informed of the route to travel to the farm prior to the day with signs directing the YFC traffic on the roadsides, which will give clear instruction of direction to the venue these will be placed to ensure drivers are given plenty of warning.

### **Cars**

Leave the M6 at Junction 36. At the roundabout head towards Kirkby Lonsdale and A65. At the second roundabout take the exit on to A6070. At the next round about take the second exit (straight over). In around half a mile turn left onto Dovehouse lane. Event will be on your right, cars are welcome to park at the event at own risk. We are operating a one-way system for event traffic.

### **Buses**

Leave the M6 at Junction 36. At the roundabout head towards Kirkby Lonsdale and A65. At the second roundabout take the exit on to A6070. At the next round about take the second exit (straight over). In around half a mile turn left onto Dovehouse lane. Buses are asked to drop people off at event and leave. We have had permission off the auction for any buses wishing to stay can park there for the duration.

## **Traffic management**

Local residents will be informed of the one way system event traffic will be using to help prevent traffic jams. There will be stewards stationed along the road before the event controlling the flow of traffic. The Stewards will be wearing yellow tabards and will have use of a radio to communicate with each other. At the event there will be stewards posted on the gate and within the car park to ensure that all cars are parked safely. Stewards will be posted on the car park and roadside throughout the evening to hopefully reduce congestion and ensure traffic is entering and leaving the event safely.

## **Night Management**

The route for the buses will be clearly marked out. On the night there will be stewards posted on the entrance guiding buses and cars into the event. Again the stewards shall be wearing yellow tabards and have use of radios for communication if seen as necessary. The stewards will ensure passengers are unloaded safely and also assist coaches with turning and parking in the allocated area. Stewards will be posted on the field boundary when the buses are leaving the event as well ensuring they can leave the site safely without congestion being caused along the road and that all passengers are safely on board the buses.

## Risk Assessment

| Risk/Hazard Condition  | Comments   |
|--|--|
| <b>Alcohol Abuse</b> <ul style="list-style-type: none"> <li>- Consumable amounts</li> <li>- Crowd build-up in restricted areas</li> <li>- Disorderly/unruly conditions/property damage</li> </ul>  | <p>Advisory members and also the security staff will be vigilant to make sure that people consume alcohol in sensible consumable amounts.</p> <p>The security staff will be responsible for making sure there is no build up of crowds in restricted areas and they will manage disorderly/unruly conditions to prevent damage to property.</p> <p>Over 16's only – under 18's must carry a current YFC Membership Card and will be marked separately, to prevent the purchase of alcohol at the bar.</p> <p>All ID and bags will be checked by security staff before entry to the night do is permitted</p> |
| <b>Drug Abuse</b> <ul style="list-style-type: none"> <li>- No tolerance policy</li> </ul>  | <p>Bags will be searched upon entry to the night do</p> <p>There will be stewards and security staff positioned at points meaning that every area of the night do is monitored.</p> <p>People will be challenged and police called if there is sufficient evidence.</p>  |
| <b>Aisle ways and passageways</b> <ul style="list-style-type: none"> <li>- Clear and un-obstructed</li> <li>- Sufficient width for normal movement</li> <li>- Aisles marked</li> </ul>   | <p>We have asked a Fire Officer to offer us advice to comply with all regulations, exits, aisle ways and passageways. Aisle and exits will be clearly marked. All advice from the Fire officer will be followed.</p>   |
| <b>Crowd Control</b> <ul style="list-style-type: none"> <li>- Congested high spots/build up</li> <li>- Bottleneck conditions</li> <li>- Sufficient width of exits</li> </ul>   | <p>The exits will be wide enough to prevent bottleneck conditions to exit points.</p>  |
| <b>Electrical Power Systems</b> <ul style="list-style-type: none"> <li>- High Voltage and control panels close and secure</li> <li>- Good conditions of wiring insulations and fixtures</li> <li>- Isolated separate electrical feed for DJ/Band/Bar facilities</li> <li>- Lighting, pathways etc</li> </ul> | <p>DJ and bingo equipment will run off a generator which has been electrically tested by a registered electrician.</p>   |
| <b>Ergonomics</b> <ul style="list-style-type: none"> <li>- Limited weight and size of materials lifted or carried by people</li> <li>- DJ/Band equipment</li> </ul>  | <p>Adequate people will be enlisted to move heavy objects and equipment.</p>   |
| <b>Emergency Instructions</b> <ul style="list-style-type: none"> <li>- Operational Instructions</li> <li>- Communication (back up)</li> </ul>  | <p>Communication to emergency services are to be made by the license holder</p>  |
| <b>Exit/Egress</b> <ul style="list-style-type: none"> <li>- Sufficient exits</li> </ul>  | <p>Marquee with an entrance at the side and access behind the bar.</p>   |

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| <ul style="list-style-type: none"> <li>- Exit and Exit signs adequately illuminated</li> <li>- Approaches to exits unobstructed</li> <li>- Clear of snow/ice</li> <li>- Open outwards onto level surface</li> <li>- No locks or fastening restricting escape</li> </ul>        | Entrance illuminated by tower lighting.  |
| <b>Fire Protection</b> <ul style="list-style-type: none"> <li>- Portable extinguishers appropriate and readily available</li> <li>- Fire equipment visibly marked</li> </ul>   | A range of fire extinguishers will be located behind the bar and DJ. Stewards and doorstaff will be briefed as to their location. With also a map of their locations and evacuation plan been placed at various points within the night do area. |
| <b>First Aid/Station/Equipment</b> <ul style="list-style-type: none"> <li>- Name/Qualified attendants</li> <li>- Instruction for accident reporting</li> <li>- Communication/Organiser</li> <li>- Safety Coordinator</li> </ul>  | We will hire 10-15 security staff (including at least 1 woman) from k9 security . They will report to the Designated the license holder  |
| <b>Floors (walking/working surfaces)</b> <ul style="list-style-type: none"> <li>- Free of trips, slips and falls</li> <li>- Free of protrusions</li> <li>- Opening covered or barricaded</li> <li>- Load limits on upper floors/balconies</li> </ul>                           | People will be advised before the event to wear suitable footwear.   |
| <b>Food</b> <ul style="list-style-type: none"> <li>- Health and Hygiene for preparation of food or dispensing of food</li> </ul>   | Outside catering is used, they carry the relevant food safety certificates   |
| <b>Lighting</b> <ul style="list-style-type: none"> <li>- Walking and entertainment areas adequately illuminated during period of event</li> <li>- Illumination level sufficient for detail or work performed (Bar areas, Stage etc)</li> </ul>                                 | Tower lighting will be in use to light up the whole field. Lights behind the bar. Walkway from Car parking area will also be well lit.   |
| <b>Mobile Equipment</b> <ul style="list-style-type: none"> <li>- Qualified operators</li> <li>- Physical hazards</li> </ul>  | Qualified operator. PAT certificates to be checked.  |
| <b>Noise Exposure</b> <ul style="list-style-type: none"> <li>- Environmental Health</li> <li>- License/notification</li> </ul>   | The noise levels will be monitored every hour from outside the marquee and recorded and the DJ turned down if necessary  |
| <b>Platform/Stage/Rigging</b> <ul style="list-style-type: none"> <li>- Approved by competent contractor (structural engineer)</li> <li>- Safe access/egress</li> </ul>   | Scaffolding will be erected with appropriate barriers around it.   |
| <b>Roadways</b> <ul style="list-style-type: none"> <li>- Surface in good repair/sufficient width</li> <li>- Standard signs and marking</li> <li>- Proper preparation for seasonal weather extremes i.e. snow and rain</li> <li>- Heavy usage i.e. fields, farms etc</li> </ul> |  |
| <b>Sign and tags</b> <ul style="list-style-type: none"> <li>- Hazard warning</li> <li>- Directional and informational signs for danger/potential hazards</li> </ul>  | YFC directional signs will be placed at regular intervals on the road into the property.   |



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| Sanitary/Toilets <ul style="list-style-type: none"> <li>- Suitable and sufficient</li> <li>- Male, female and disabled</li> <li>- Competent contractor</li> </ul>   | 15 units and 3 urinals.  |
| Stacking and storage <ul style="list-style-type: none"> <li>- Aisle ways and access paths clear and unobstructed</li> <li>- Stable and secure</li> </ul>  |  |
| Stairs <ul style="list-style-type: none"> <li>-Treads and nosing slip resistant</li> <li>- handrails secure, on at least one side</li> <li>- Clear and unobstructed</li> <li>-Wide stairs to prevent bottlenecking</li> </ul> |  |
| Ventilation and extraction <ul style="list-style-type: none"> <li>- Adequate means provided</li> <li>- Air inlets and opening clear</li> </ul>  |  |
| Warning Systems <ul style="list-style-type: none"> <li>- Fire/emergency alarm systems</li> <li>- Hazard warning systems appropriate vehicles/equipment</li> </ul>   | DJ to stop music and announce hazard/Fire/Emergency over speaker |
| Waste and Disposal <ul style="list-style-type: none"> <li>- Safe disposal for waste/food/plastic containers etc</li> <li>- Drink Containers</li> </ul>  | Skip Hire  |

YFC DANCE RISK ASSESSMENT COMPLETED BY Hannah Hodgson

# NOISE POLLUTION PREVENTION PLAN

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## BINGO BUBBLES AND BANGERS

**DATE: 19<sup>th</sup> and 20<sup>th</sup> August**

**VENUE: Hollins Farm, Lupton, LA6 1PG**

### Noise Pollution Prevention Plan

19<sup>th</sup> and 20<sup>th</sup> August

Hollins Farm, Lupton, LA6 1PG

This report has been prepared by The Cumbria Federation of Young Farmers in support of their application for a Premises License in accordance with the Licensing Act 2003.

The notice relates to the Mayhem in the Meadow on 19<sup>th</sup> and 20<sup>th</sup> August, Hollins Farm, Lupton, LA6 1PG report has been prepared in order to demonstrate the competence of the Cumbria Federation of Young Farmers in proactively managing the safety of the event.

The report was written with reference to HSG 260 Sound Advice- Control of noise at work in music and entertainment.

### Site Location

See the attached map of the site.

1. Activity- Bingo, Bubbles and Bangers
2. Hours of function- 18:00pm until 02:00am
3. Description-Bingo followed by Dance with DJ
4. Designated Premises Supervisor – Hannah Hodgson

The nearest occupied dwelling is Dovehouse. The local parish will be informed of this event through letters to each household telling them the dates, times and nature of the events

### Noise Attenuation Measures

This event is a one off live and recorded music event, as such there is the potential to present high levels of sound to the audience situated close to the stage. High sound levels present a risk to hearing, both for those working within the event and for the audience.

Before the event, local residents will be made aware of the upcoming late night event, the dates in which the event will take place, as well as timings. The event organiser phone number will be made available should there be any issues caused.

At the start of the event, we will make sure the speakers are turned away from the closest properties. We had had contact to the residents of the nearest property to make sure there were no concerns from them prior to putting the license application in.

That being said, we will be following HSG260 Sound Advice – Control of noise at work in music and entertainment regulations. We shall be performing regular checks using a Decibel Meter which will be downloaded via an app on a mobile phone, and records will be kept. Sound checks will be taken inside the building of entertainment within the dancefloor or band area throughout the night. Also checks will be taken outside the event building, and also at the nearest house to ensure the local residents are not unduly disturbed by noise through the night.

Checks will be done using a decibel monitor by the band and DJ before the event, and during the event the checks will be taken out by Mrs Sally Dixon, of whom is the joint owner of the land of which the event is held. Sally has no acoustic qualifications, but is a competent person. We will ensure the decibel reading at the event shall not exceed 95db continuously.

Security who will be helping with stage related issues during performance, will be advised to restrict the length of time spent exposed to noise and vibration. The audience where practicable will not be allowed within 3m of any loud speaker, which will be achieved by the use of approved barriers and fencing.

## **Waste Disposal**

All waste will be disposed of in the correct manner. Plastic glasses and cans/bottles will be recycled. A skip will be hired to contain all waste and recycling in a given area. There will be bins around the site and a designated smoking shelter outside.

## **DISPERSAL POLICY**

The following steps should be taken by all Stewards, Staff and Security to disperse attendees from the premises.

All Stewards, Staff and Security must implement a Soft Closure Policy for the final 30 minutes of the evening, allowing customers to compose themselves, think about & plan their journey home (taxi, bus, a lift from a sober friend) while they are still inside the premises.

- Gradually turn the lights up
- Gradually turn the music down
- The bar will stop serving all alcohol at 12:30pm
- Door Supervisors must remain on site until all customers have been cleared from the premises and dispersed from the surroundings. Make sure they are safely and quietly on their way.
- Any noise complaints from neighbours must be evaluated immediately by the event committee and DPS. The nature of the complaint and neighbour's contact details must be passed on to the licence holder within 24 hours of the complaint occurring.
- Ensure that no customers leave the premises with their drinks.
- No drinks are allowed outside the premises at any time.
- Provide taxi telephone details and night bus details to customers by way of verbal communication from staff to customers.
- Allow extra time for drinking up and clearing out so that customers leave the premises over a longer period. This should minimise the congregation of crowds outside the premises
- If customers are congregating outside the premises at closing time, a Staff /Security member must facilitate the dispersal of these customers to minimise noise and eliminate flash points.


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| <ul style="list-style-type: none"> <li>• I understand that if I do not comply with the above requirements my application will be rejected.</li> <li>• [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).</li> </ul> |  |
|---|--|

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

#### Part 4 – Signatures (please read guidance note 11)

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

|                    |   |
|--------------------|---|
| <b>Declaration</b> | <ul style="list-style-type: none"> <li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul> |
| Signature          |    |
| Date               | 20/5/2022   |
| Capacity           | 1100  |

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**