

Licensing Sub-Committee

14 October 2022



Time and venue:

1.30 pm in the Ditchling and Telscombe Rooms - Southover House, Southover Road, Lewes, BN7 1AB

Membership:

Councillor ; Councillors Sam Adeniji, Johnny Denis and Isabelle Linington

Quorum: 3

Published: Friday, 7 October 2022

Agenda

- 1 Election of chair of the sub-committee for this meeting**
- 2 Apologies for absence/declaration of substitute members**
- 3 Declarations of interest**

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.
- 4 Application for a new Premises Licence - Lewes Music Festival (Pages 3 - 56)**

Information for the public

Accessibility:

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Information for Councillors

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In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

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Agenda Item 4

Report to:	Licensing Sub-Committee
Date:	14th October 2022
Title:	Application for a new Premises Licence Lewes Music Festival, Stanley Turner Ground, Kingston Road, BN7 3NB
Report of:	Director of Service Delivery
Ward(s):	Lewes Priory
Purpose of report:	To consider representations made against the new Premises Licence application under the Licensing Act 2003 and make a decision on the application.
Officer recommendation(s):	To consider representations made against the new Premises Licence application under the Licensing Act 2003 and make a decision on the application.
Reasons for recommendations:	Relevant representations made within consultation period
Contact Officer(s):	Name: Jade Marshall Post title: Specialist Advisor - Licensing E-mail: jade.marshall@lewes-eastbourne.gov.uk Telephone number: 07984552275

1 Introduction

- 1.1 Lewes District Council received an application for a new Premises Licence under the Licensing Act 2003 for Lewes Music Festival, Stanley Turner Ground, Kingston Road, Lewes, BN7 3NB from Rebecca Taylor (**Appendix 1**).
- 1.2 The applicant also submitted a site plan for Lewes Music Festival with the licensable area outlined in red. (**Appendix 2**).
- 1.3 The Stanley Turner Ground is a recreational ground off Kingston Road, used mostly by the Rugby Club whose clubhouse is situated to the north of the ground, along with the Cricket Club. The Ground is between a residential area one side and open land on the other sides.
- 1.4 The nearby Rugby club holds a Club Premises Certificate however this does not cover these premises or licensable activities.

2 The Application

2.1 An application for the grant of a new premises licence under the Licensing Act 2003 for the following licensable activities:

2.2 Sale by Retail of Alcohol (On the Premises)

Saturday 11:00hrs until 23:00hrs

Sunday 11:00hrs until 20:00hrs

2.2 Live Music (Outdoors Only)

Saturday 12:00hrs until 23:00hrs

Sunday 12:00hrs until 20:00hrs

2.3 Recorded Music (Outdoors only)

Saturday 11:00hrs until 23:00hrs

Sunday 11:00hrs until 20:00hrs

2.4 Opening Hours

Saturday 09:00hrs until 23:00hrs

Sunday 09:00hrs until 20:00hrs

2.5 On one weekend each year in May or the first weekend of June.

3 Licensing Objectives

3.1 When applying for a new premises licence under the Licensing Act 2003, the applicant is required to describe any steps they intend to take to promote the four Licensing Objectives as defined by the Licensing Act 2003. The Operating Schedule detailing these steps can be seen in the application form. This is included at (**Appendix 1**)

4 Consultation Process

4.1 The Licensing Act 2003 requires applicants to advertise both on the premises and in a local newspaper in order to inform the public of the application. The application details are also advertised on the council's website. Several "Responsible Authorities" have also been consulted as part of the process.

There was a consultation period of 28 days, from 23rd August 2022 to the 19th September 2022, for representations to be made. The applicant conformed with all the requirements as laid out within The Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005.

- 4.2 During the consultation period no representations were made by the responsible authorities however, Sussex Police agreed conditions with the applicant. **(Appendix 3)**
- 4.3 During the consultation period three valid representation were submitted by members of the public. **(Appendices 4,5 and 6).**
- 4.4 Members are asked to note not all the information provided within these representations is valid within the Licensing Act 2003.

5 The Decision Making Process - The Licensing Objectives

- 5.1 In their decision making, the Licensing Sub-Committee must act to promote the four Licensing Objectives. All carry equal weight as part of the process. The Licensing Objectives are:
- The Prevention of Crime and Disorder
 - Public Safety
 - The Prevention of Public Nuisance
 - The Protection of Children from Harm
- 5.2 A representation is a 'relevant representation' if it is about the likely effect of the grant of the licence on the promotion of the licensing objectives. The objector must establish that such a consequence is a likely effect of a grant (i.e. more probable than not)

6 Lewes District Council's Statement of Licensing Policy & Section 182 Guidance

- 6.1 Copies of the Council's Statement of Licensing Policy have previously been circulated to Members. A copy is also retained in the Members' Room.
- 6.2 Whilst each application will be considered on its merits, the Licensing Sub-Committee will act to promote the four licensing objectives and have due regard to:
- Lewes District Council's Statement of Licensing Policy 2022
 - Section 182 Guidance issued by the Home Office.

6.3 Lewes District Council's Statement of Licensing Policy outlines the matters that the Authority will consider when determining matters under the Licensing Act 2003. An overview of the relevant part of the Licensing Policy as referred to in the representations appears below.

6.4 The Licensing Sub Committee will consider the potential for public nuisance, crime and disorder and/or danger to public safety associated with the style, characteristics and activities of the business involved and the rights of residents to peace and quiet. It will examine the potential steps which could be taken to reduce the risk of these matters particularly in areas of dense residential accommodation. It will consider restricting the hours of trading in cases where there are good grounds for believing that the licensing objectives would be undermined.

7 Representations

7.1 A copy of the representations are included at **Appendix 4,5, and 6** however a summary appears below:

'Interested Parties'

Three representation have been received, the representatives have made comments relevant to the Prevention of Public Nuisance and the Prevention of Crime and Disorder.

Representations from Responsible Authorities

The following summarises whether representations have been received from responsible authorities:

- **Sussex Police** – No representation. Agreed Conditions
- **Lewes District Council (Specialist Advisor) Environmental Health** – No representation
- **Lewes District Council (Specialist Advisor) Health and Safety** – No representation.
- **Lewes District Council (Specialist Advisor) Planning** – No representation.
- **Lewes District Council (Specialist Advisor) Licensing** – No representation
- **East Sussex Fire and Rescue Service** – No representation
- **Area Child Protection Team**– No representations
- **Trading Standards (East Sussex County Council)** – No representation.
- **Primary Care Trust**- No representation

7.2 Mediation was offered to the applicant who it is understood has made contact with those who have made representations.

8 Options open to the Sub-Committee

8.1 The Licensing Sub-Committee shall take the steps it considers appropriate for the promotion of the Licensing Objections and may:

- Grant the Licence in the same terms as it was applied for.
- Grant the Licence but modify the conditions as appropriate for the promotion of the licencing objectives.
- Grant the Licence but modify the hours of licensable activity as appropriate for the promotion of the licensing objectives.
- Reject the application.

8.2 The Sub-Committee are asked to note the procedures relating to this hearing which are contained in The Licensing Act 2003 (Hearing) Regulations 2005, as amended.

8.3 In determining what, if any, conditions should be attached to a licence, these should only be imposed where it is considered appropriate and proportionate on a case-by-case basis. The applicant, any person or any Responsible Authorities may also suggest conditions to address concerns as a means to promote the Licensing Objectives. The Sub-Committee may not impose any condition unless its discretion has been exercised following receipt of a relevant representation and is satisfied that it is appropriate to promote one or more of the licensing objectives.

9 Financial appraisal

9.1 The cost of delivering the licensing function is fully covered by the Licensing fees.

9.2 A decision made by the Sub Committee may be appealed by any party to the proceedings to a Magistrates' Court. Costs associated with this matter and incurred by any party, may in certain circumstances be awarded against the Council. The impact of these additional costs (if any) will therefore need to be met from within existing revenue budgets.

10 Legal implications

- 10.1 Under section 18 Licensing Act 2003 (as amended), following receipt of an application for a premises licence if relevant representations are received, unless all parties agree that a hearing is unnecessary, the Licensing Authority must hold a hearing. At the hearing the Sub Committee shall, having regard to the representations, take such steps as it considers appropriate for the promotion of the licensing objectives. The relevant options are outlined in para. 8.1 of this Report.
- 10.2 The Licensing Sub Committee should be mindful of requirements and responsibilities placed on them by other legislation, in addition to those contained within the Licensing Act 2003. These include, but are not limited to, having due regard to the Equality Act 2020, the Human Rights Act 1998 and the Crime and Disorder Act 1998.
- 10.3 Under section 181 and Schedule 5 Licensing Act 2003 there is a right of appeal to the Magistrates' Court in respect of applications for new licences. This right of appeal is open both to the applicant and to any person who has made relevant representations. The appeal application must be made within 21 days of the written notification of the Sub Committees decision to the appellant.
- 10.4 The Legal section considered this Report on 6 October 2022 (Iken 11411-LDC-MW).

11 Risk management implications

- 11.1 There are no risks associated with the content of this report.

12 Equality analysis

- 12.1 An Equality Analysis is not constructive in this instance.

13 Environmental sustainability implications

- 13.1 There are no sustainability and/or carbon reduction implications associated with this report.

14 Appendices

- 14.1
- Appendix 1 - Application for a new premises licence under the Licensing Act 2003
 - Appendix 2- Application Plan submitted for Premises Licence Application.
 - Appendix 3- Police agreed conditions
 - Appendix 4- Representation made by a member of the public

- Appendix 5- Representation made by a member of the public
- Appendix 6- Representation made by a member of the public

15 Background papers

15.1 The background papers used in compiling this report were as follows:

- Section 182 Statutory Guidance to the Licensing Act 2003
- Lewes District Council Licensing Statement 2017-2022
- Human Rights Act 1998
- Equality Act 2010
- Crime and Disorder Act 1998

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* required information

Section 1 of 21

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

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

Lewes Music Festival

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Rebecca

* Family name

Taylor

* E-mail

lewesmusicfestival@gmail.com

Main telephone number

07711528038

Include country code.

Other telephone number

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

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

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

Continued from previous page...

Your Address

Address official correspondence should be sent to.

* Building number or name	<input type="text" value="1"/>
* Street	<input type="text" value="St. Mary's Road"/>
District	<input type="text"/>
* City or town	<input type="text" value="Eastbourne"/>
County or administrative area	<input type="text" value="Lewes"/>
* Postcode	<input type="text" value="BN21 1QD"/>
* Country	<input type="text" value="United Kingdom"/>

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

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

- Address OS map reference Description

Postal Address Of Premises

Building number or name	<input type="text" value="Stanley Turner Ground"/>
Street	<input type="text" value="Kingston Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Lewes"/>
County or administrative area	<input type="text" value="Lewes"/>
Postcode	<input type="text" value="BN7 3NB"/>
Country	<input type="text" value="United Kingdom"/>

Further Details

Telephone number	<input type="text" value="07711528038"/>
Non-domestic rateable value of premises (£)	<input type="text"/>

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

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

Confirm The Following

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

Section 4 of 21**INDIVIDUAL APPLICANT DETAILS****Applicant Name**

Is the name the same as (or similar to) the details given in section one?

- Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Rebecca

Family name

Taylor

Is the applicant 18 years of age or older?

- Yes No

Continued from previous page...

Current Residential Address

Is the address the same as (or similar to) the address given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name	<input type="text" value="1"/>
Street	<input type="text" value="St. Mary's Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Eastbourne"/>
County or administrative area	<input type="text" value="Lewes"/>
Postcode	<input type="text" value="BN21 1QD"/>
Country	<input type="text" value="United Kingdom"/>

Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail	<input type="text" value="lewesmusicfestival@gmail.com"/>
Telephone number	<input type="text" value="07711528038"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text" value="30"/> / <input type="text" value="10"/> / <input type="text" value="1963"/> dd mm yyyy
* Nationality	<input type="text" value="British"/>
Right to work share code	<input type="text"/>

Documents that demonstrate entitlement to work in the UK

Right to work share code if not submitting scanned documents

Section 5 of 21

OPERATING SCHEDULE

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

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

Provide a general description of the premises

Continued from previous page...

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.

I can confirm that I would like this to be an annual event happening on any weekend in May or first weekend of June (weekend Saturday/Sunday) each year.

Dates will be confirmed no later than 3 months prior to the event to all responsible authorities

The 3 rugby pitches next to the club house at the stanley turner ground in Lewes. The lower pitches to be used. To hold a rugby 7's tournament and all day music festival. Offering live music from 12 noon until 11pm. Supply of alcohol from licenced bars. With stalls/food and retail to support. The festival arena will be ring fenced and secure with heras fencing and security teams. Alcohol consumption and sale will be limited to this arena. A site map has been attached.

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

Section 6 of 21

PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

Yes

No

Section 7 of 21

PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

Yes

No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

Yes

No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

Yes

No

Section 10 of 21

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Yes

No

Continued from previous page...

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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

Indoors Outdoors Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

The music will be amplified from a stage and it's sound systems. There will live bands playing throughout the day. Each will play between a 45min - 60 min set.
1.1 To Establish a benchmark for this and future events at this site, the contractor will be looking to: not exceed 65dB(A) Leq at the nearest noise sensitive point
Stage is a flown line array, utilising a cardioid sub bass array so as to reduce impact to the sides and rear of the stage. Stage is aimed away from noise sensitive premises.

State any seasonal variations for the performance of live music

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

We would like the option of putting this festival on possibly twice a year. The main event being in May and possibly a

Continued from previous page...

smaller event in late September. Market forces would dictate if this happened. We would like to run this event annually understanding there is a year fee for the licence

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

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

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Continued from previous page...

SUNDAY

Start

End

Start

End

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

- Indoors Outdoors Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

As previously stated in the live music section

State any seasonal variations for playing recorded music

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

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

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

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

- Yes No

Section 13 of 21

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

See guidance on regulated entertainment

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

- Yes No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Continued from previous page...

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations

Continued from previous page...

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

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

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

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

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

State any seasonal variations

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

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

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

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

Name

First name

Family name

Date of birth

/ /
dd mm yyyy

Continued from previous page...

Enter the contact's address

Building number or name	140
Street	Barnhorn Road
District	
City or town	Bexhill
County or administrative area	
Postcode	TN39 4QG
Country	United Kingdom
Personal Licence number (if known)	RDC/LN/00002586
Issuing licensing authority (if known)	Rother

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

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

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

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

Section 16 of 21

ADULT ENTERTAINMENT

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

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

N/A

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

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

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

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

Section 18 of 21

LICENSING OBJECTIVES

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

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

Continued from previous page...

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

We will hire a recognised SIA security team with a full RA for the event and exit times in surrounding areas
A full RA for the event will be submitted to the SAG team for review
Hire a medical on site team. A cleaning team. Monitor of sound
The Rugby tournament will be held in conjunction with the Rugby Club and their first aid and referee teams for player safety

b) The prevention of crime and disorder

Alcohol sales will be monitored by the bar manager and sales refused where appropriate.
Stewarding and security – Asgard Security services – DBS checked and SIA qualified(
• Crowds will be managed by Asgard Security on arrival, during and after. Random stop and search will take place on entry. Random search means 1 in 5.
• Any incident will be controlled by Security.
• The Security Staff and Stewards will be positioned on the Entrance Gate, Sponsors tent, bar areas, and patrolling throughout the arena.
• Asgard - An outside firm have been employed to manage all the security elements of the festival
• Min of 6 based on this year's festival. To be reviewed based on ticket sales.
• Saturday 27th May 1000hr – 2400hr 4 SIA security guards Sunday 28th May 10.00hr - 21.00hr
• 10 marshals employed to help around the site. 1 allocated as fire marshal only. 1 as child liaison/lost child policy on each shift.
• Communication via radios shared between security, marshals and first aiders
• A minimum of 1 Asgard staff will be camping over night on Friday 26th May and Saturday 27th with dog unit in for equipment and staging already on site

The BAR

The Bar Manager will be Emma Taylor/James Murphy. They will be responsible for the overall running of bar operations. They have been responsible for many bar operations for events over the years
All beverages to be sold in cans, PET, or poured in to plastic. Cans and PET bottles will be opened prior to being served to the customer. THERE WILL BE NO GLASS SERVED TO CUSTOMERS.
Four units maximum at all times per person, this will be reduced where necessary on the instruction of the Bar Manager.
The Bar Manager will be responsible to ensure availability of low and non-alcohol beverages. We provide a range of low and non-alcoholic drinks, including low alcohol beer, fruit juices, water and soft drinks.
The Bar Manager will be responsible for displaying all required signage for the bar area. Large format sign detailing price list and 'Challenge 25' sign to be displayed in a prominent position in bar area. Bar staff will operate the 'Challenge 25' scheme. If a guests appears to be under 25, depending on which scheme is represented, then we require proof that he/she is over 18. In these circumstances staff are required to:
• Explain that it is against the law to serve alcohol to Under 18's.
• Ask for identification. Only two types are acceptable:
 British Passport.
 Photograph driving license.
• If a guest does not have identification, suggest they return with some and they will be served when they do.

All team members are to be made aware of the legal and social obligations, and of the need for proof of age. Each member of staff receives a comprehensive training covering all key aspects of working in a licensed premises including Health & Safety policies as well as education as to the legal requirements of their role, including their responsibilities not to serve Under 18's and those who are intoxicated.

All staff will be briefed on the above prior to their shift.
Security will patrol the bar area on a regular basis to check staff safety and not feeling threatened by intoxicated festival goers. In the event of a disruptive member of the public security will be called via radio to remove from the bar area.

c) Public safety

Continued from previous page...

The whole event will create and adhere to an event specific RA. Each element of the event will create their own specific RA's including staging, fencing, Bar, 3rd party contractors including food suppliers, fun fairs and Rugby. Entry and Exits will be sign posted with high visual signs. Emergency exits will be highlighted at point of entry. In the event of an incident a tannoy system will be used to direct people to the two meeting points around the arena which are located On on the lower rugby pitch and one above the Cricket pitch at the Stanley turner ground.

The Rugby tournament will be held in conjunction with the Rugby Club and their first aid and referee teams for player safety

Vehicle movements

Parking of general public and festival goers

Public, assistants, Marshals and musicians being hurt by vehicles

Paid barrier Marshalls and volunteers will be in place to help keep people safe. Barriers will be in place with notices. The barriers will be manned by paid Marshals in HV vests

6am-midnight 27th may and 9am-21.00hrs 28th May

Vehicle Movements during and prior to the event from exhibitors and musicians

Public, assistants, Marshals and musicians being hurt by vehicles

All stall holders and exhibitors will be asked to set up by 10am Musicians will be directed via a barriered route to the stages away from the public arena

There will be no movement within the arena during the festival live times of 1100hrs to 2400hrs. If there is any other movement it will be done by 09.30hrs

Access for Emergency Services

Delay in any casualty receiving first aid

The Rugby Club has a barrier to the ground that will be accesses for all emergency services.

Emergency services to be informed.

All volunteers, organisers and Marshal to be briefed with emergency plan

6am – Midnight 27 May, 9.00hrs - 21.00hrs 28th May

Minor casualties

Public, assistants, marshals and musicians needing minor first aid receiving appropriate treatment

First aiders to be in attendance from 9am 27th May. First Aid point advertised at Ticket office

All volunteers, organisers and staff to be briefed on first aid assistance Event Briefing

9am 27th May, 9.00hrs 28th May

Qualified first Aiders

Lone med

Major medical incidents

Public, assistants, marshals, musicians, traders and exhibitors

First aiders to be in attendance from 9am May

Public tannoy system to be used to call a medic to the incident. Who will determine if they need to be moved via ambulance to the nearest trauma unit at the Royal Sussex County Hospital or emergency Hastings

Event Briefing

9am May 27th

Becky Taylor

Lone Med

Rugby First Aid team

Wiring and musical equipment – trip hazards

Continued from previous page...

Public, assistants, marshals and musicians prevention of trip hazards

MC's, assistants, sound engineers responsible for safe installation. Overseen by qualified electrician

All equipment to carry PAT certificate and appropriate 30mA RCD protection

0900 onwards 27th/ May.

MC's, assistants and sound engineer Briefing

Accord Audio – Stage and Sound

Simon Blewitt – Qualified electrician

External companies providing activities/food/ beverages – injury or bad health to public

Public, assistants, marshals and musicians prevention of injury

Only reputable external companies with public liability insurance and risk assessment inspection certification and appropriate licence. Appropriate food hygiene certs to be held by all stall holders

Fair ground rides to be manned at all opening hours and securely locked over night

Prior to event – sight of public liability insurance, risk assessment, inspection certification and appropriate licence (inc DBS)

Set up and movement of stall holders Public, assistants, marshals Most stall holders by 6am 27th May/Late Friday 26th May

There will be no movement of vehicles or stands until the Arena closes on Saturday at 11.30hrs All stall holders will bring their own risk assessment and PLI As above

Security and Stewards

Set up and breakdown of site, including erecting fencing, placing toilets/showers and staging/marquees Contractors for each element of the festival. Each contractor provides a full RAMs document inc their PLI for themselves and their staff

Timings during the W/C 23rd May will be managed to ensure not too many contractors are onsite at any one time All set up will be finished 10am 27th May before the arena opens to the public

Crew and contractor welfare throughout the event Security/stewards/sound and stage crew A timetable of duty is created for each shift. With appropriate breaks throughout the day. Water and in some instances food is supplied. Staff and contractors have their own outbreak area Exhibitors and attractions have their own staff welfare 27th /28thMay

☒

Hazard

Collapse of structures/adverse weather conditions

Any structures to be erected by competent person/contractor. checks made on all structures by a competent person

There is a need to check weather forecast daily to ensure safety of structures. Make contingency plans to enable closure of structure in adverse weather conditions

27th and 28th May

Stage volunteers

Ian Goatcher Of Accord Audio.

James Marquees.

Lost children

Children and parents can become separated

Central point of contact will be at the main gate.

Marshalls Security & Event Safety – all DBS checked

Saturday 27th and Sunday 28th May

Public Disorder

Hire of SIA trained security staff for entrances and for crowd control

Drinks not to be served to people obviously under the influence. No glass at the event

Security & Event Safety – all SIA Trained – Asgard Security

In order to comply with our duties under the Regulatory Reform Order (Fire Safety) 2005 the Lewes 7's and Music festival organisation team have undertaken a provisional fire risk assessment of both the site and the individual structures and third parties that will be present on site during the event. All security staff have been trained as fire marshals through the virtual

Continued from previous page...

college course.

The site is an established thoroughfare and as such benefits from existing infrastructure and access to the water mains.

For all emergencies and incidents (including fire) there is an Event Management Plan as well as defined emergency vehicle access routes and procedures as previously defined within the main document and accompanying appendices. Regarding access for fire appliances. We have revised the site plan to clearly show the accesses. All the accesses are capable of carrying the 17 ton loads such as fire engines & emergency service vehicles. The farm owner's machinery moves on this site regularly and are well in excess of that weight. There will be no restriction as to where the appliances can go. The grass covering the site will be topped and rolled prior to the event. There will be adequate Exit signs and the site plans shows that their widths will be 7 mtrs or more. Any individual contractors and caterers that use LPG have its use and safety covered in their own Risk Assessments. We have allowed 2 mtrs spacing between individual stalls and caterers. Regarding barrier and rope fencing we have clearly denoted these on the site plan (attached). Cars, will be spaced appropriately so as not impede emergency vehicles should they require access. Parking is only permitted in the field adjacent to the rugby pitches. We haven't advertised parking and anticipate most visitors will arrive on foot or public transport.

In the event of a fire there will be a number of evacuation procedures in place and briefed to the security and marshal team prior to event opening.

1. If the fire is in the arena, all members of the public and Lewes production/artists any other personnel will be directed to the fire point being the outer cricket pitch/football pitch and use the upper rugby fields
2. If the fire is in the Campervan / car park field everyone will be directed to the main entrance/emergency exit at the front of the festival
3. The Alarm will be raised through the PA system used for public announcements. All music will be stopped.
4. In the event of the fire being during the night a high pitched siren will sound. We will purchase an event evacuator sitemaster push button alarm. 110 db sounder. Responsibility will be with the security team and the overnight on site liaison officer

Marshals will be given specific roles and two will be provided by Asgard Security. The 2 allocated fire marshals will be briefed and trained before the event through our security experts Asgard Security. Water stand pipes located on the Rugby Club house will be signed as the festival water point.. In the event of a Fire a 999 call will be placed by Lewes Rugby Club team, Gus Taylor, Becky Taylor or head of Security.

Firefighting equipment on site (fire extinguishers & Sand Buckets) will be by the fire assembly points in the arena. Along with water available from the water point.

Crowd Management

Certain times of the event will see crowd movement. Such as final acts, close of festival and fire.

- Security will be in place at the stages during anticipated big acts as well as first aiders with de-fib which is to be moved from the Rugby club house to the outside of the building for easy access.
- Stewards will be deployed in numbers to manage traffic movement at the end of the festival each day.
- Fire will be marshalled by all briefed staff to the exit routes as shown in the site plans plus through PA system announcements

Marquee exits

All marquees will have at least one side open at all times of use. These are in excess of the requested 3m fire exit recommendation.

3rd Parties

All third parties working with us (including stall holders) will be provided with comprehensive site terms and conditions. The catering outlets H&S Hygiene and Fire documentation will be inspected to ensure that they are to standard and have been deemed to be satisfactory at other events where they have attended.

Continued from previous page...

These include but not limited to:

- Entrances and exits are to be kept clear of obstruction at all times.
- All fabrics must be 'flame retardant'
- Combustible materials and refuse is kept to a minimum
- There is a ban on the sale of items such as garden flares, fireworks and Chinese lanterns
- The absolute minimum of fuel is allowed onsite and is subject to the following:
 - (Gas) Safety Certificates for the equipment being used
 - The cylinders are kept outside, secured, upright and not accessible by the general public and other unauthorised persons. They are also located away from entrances, emergency exits and other circulation areas
 - The cylinders are readily accessible with an easy isolation method.
 - When not in use the system is isolated.
 - A member of staff trained in the isolation and safe use is available at all times.
 - Appropriate and current certified (tested) fire fighting equipment is supplied.
 - Refilling/changing is performed with the express permission of the event organisers.
 - To ensure that catering units store a maximum of 24hrs supply of LPG or 200kgs which ever is the least and to consider creating a safe area/compound for storage of any excess supplies.
 - All firefighting equipment to be have been subject to routine test & inspection as per BS5306 which includes a recorded annual inspection.

d) The prevention of public nuisance

A full noise pollution plan will be created

1.1 To Establish a benchmark for this and future events at this site, the contractor will be looking to: not exceed 65dB(A) Leq at the nearest noise sensitive point

1.2 SPL readings to be taken throughout the day

1.3 A letter will be sent to all neighbouring properties detailing a hot line number and notice of event times and dates

1.4 The character of the area is open fields with residential behind. The positioning of the stage and prevailing winds aim to drive all the noise over the open fields with the nearest noise sensitive premises a considerable distance from the site

Litter

Throughout the event there will be a team of litter pickers who will monitor the arena and surrounding areas.

A minimum of 6 1100L bins will be located throughout the arena. These will be emptied each day.

The security team will ensure safe exit from the site and sweep the site and surrounding areas for an hour after exit/finish

e) The protection of children from harm

All Security are DBS checked and SIA trained and event duties will be care and observation of all children on site. Any 3rd party supplied like fair grounds/face painters will supply RA covering the care and attention to children throughout the event.

Lost and Found Child Procedure

1. Accommodation

The central point for lost children will be at the information point at the Main Gate. All volunteers, organisers and staff will be briefed on this policy.

2. Staffing

There will be at least one DBS checked first aider who will be working alongside the information point and one steward allocated as child liaison at the Main Gate. No lost child will be left in the care of one person.

3. Care Guidelines

At Entry responsible adult contact numbers to be written on child's wrist bands

No lost children or vulnerable adults will be given food or drink except water in case of allergies. Any person claiming the

Continued from previous page...

lost child/vulnerable adult will need to declare their name and address, relationship to the child/vulnerable adult and will be required to show a form of identification. All information will be recorded. If the child is unsure or reluctant to be taken by the person collecting them, then further confirmation will be required of the relationship to the child/vulnerable person before handing them over.

All staff looking after children/vulnerable adults are expected to:

- Respect the wishes of the child/vulnerable adult as you would an adult, you must not impose yourself on them
- Remember that children/vulnerable adults regard adults as role models and ensure your behaviour, language, gestures, etc, are appropriate and above reproach
- Prevent any other member of staff or member of public from putting any child/vulnerable adult in a situation in which there is a significant risk to their health and safety
- Be prompt, calm, assured and professional
- Contact named person immediately in the event of a child or vulnerable person being reported missing.
- Will have been taken through guidelines at Event briefing prior to start of event.

4. Lost Adults

Lost adults who become detached from their friends or family will either make themselves known to any of the event personnel or a member event management team become aware of them. The event personnel will make contact with the named person in case the person's friend or family have already made contact. A brief search of the area will be carried out with the lost person to assist in locating friends or family. If the immediate search is unsuccessful the event personnel will escort the lost person back to the information point at the Main Gate when the appropriate phone calls or public announcements will be made if necessary.

5. Lost Child

If a lost child is discovered by any event personnel it will be immediately reported to a child liaison marshal and Security team member Asgard Security. The child will be taken to the information point at the Main Gate where at least one DBS checked and one responsible adult will be called to attend to look after the child. The child will be reassured and the following questions will be asked to gather more information: Contact numbers for each child will be written on the Child's wrist band at entry.

- Parents/guardians names
- Contact numbers for the persons they were with or other family members/friends that may help
- Where and when they were last together
- What they were doing to help you identify where the parents might be
- What the parents are wearing
- What the parents plans were/are
- If calm, further appropriate details may be obtained, such as address and other relatives details.

An announcement will be considered to be made from the PA asking their parents/guardians who have become separated from their child to go to the information point. The name of the child will not be announced over the PA or radios/phones. In the event of a vulnerable child (intoxicated parent) the security team will escort the child to the first aid team until the situation has been resolved.

6. Missing People

When a person has been reported as lost/missing the following details of the missing person are to be obtained, recorded and passed to the named person by an agreed communication system:

- Name and age
- Male or female
- Ethnicity
- Hair colour
- Height
- Glasses (yes/no)
- Colour and type of clothing
- Length of time missing
- Circumstances under which they went missing
- Area where last seen
- Does the individual have a mobile phone, if so what is the number
- Is the individual disabled or does he/she have special needs
- Any other vulnerability
- Any other identifying features
- Anywhere the missing person favours to go/is likely to go or people they may contact

Continued from previous page...

- What the missing person enjoys doing
- Any medication

If the missing person is a child this incident takes priority. Parents, accompanied by event personnel, should remain in the area where the child was last seen. The named person will pass the relevant information to all event personnel via agreed method of communication. All event personnel should undertake a search of their areas. Barrier staff will be asked to report on any such child leaving the event site and if necessary, stop anyone they think might be the missing child from leaving.

Once a child is located, they will be reunited with their parents/guardians and full details will be recorded.

Once a missing person has been found, the named person will advise all event personnel who will resume with their normal duties.

Police will be contacted after 20-30 minutes of a person being reported missing in all circumstances – immediately if the person is considered vulnerable or after 10-15 minutes if a child

The Police will be contacted immediately in the following circumstances:

- If the missing child/person has made any allegations
- If there are any concerns for the missing/found person's welfare
- If the found person is hesitant or unwilling to go with the person collecting them
- If the person reported missing is considered vulnerable in any way

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

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

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

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

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

Documents which demonstrate entitlement to work in the UK

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

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- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

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

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

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

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

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

Home Office online right to work checking service

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

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

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

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

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

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

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- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

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

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

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

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

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

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

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

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

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Continued from previous page...

Address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

DECLARATION

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read Guidance Note 15)

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her Proof of Entitlement to Work, if appropriate (please see Note 15)

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

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

* Full name	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

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

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

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

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

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

Consent of individual to being specified as premises supervisor

| James Oliver Murphy

| -----
[full name of prospective premises supervisor]

of

| 140 Barnhorn Road, Bexhill TN39 4PG

[home address of prospective premises supervisor]

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

| Lewes Music Festival

[type of application]

by

| Rebecca Taylor

[name of applicant]

relating to a premises licence

[number of existing licence, if any]

for

| The Stanley Turner Ground, Kingston Road, Lewes BN7 3NB

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

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

Rebecca Taylor

[name of applicant]

concerning the supply of alcohol at

The Stanley Turner Ground, Kingston Road, Lewes BN7 3NB

[name and address of premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

RDC/LN/000025086

[insert personal licence number, if any]

Personal licence issuing authority

ROTHER

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name (please print)

JAMES MURPHY

Date



LEWES MUSIC FESTIVAL SITE PLAN



- 8m Emergency vehicle access
- Arena
- Footfall Entrance
- Emergency Exit
- Ticket Office
- Lost Child Meeting point
- Fun Fair
- Paramedic
- Stalls
- Toilets
- Bins



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From: licensing <licensing@lewes-eastbourne.gov.uk>

To: Clare Burch <Clare.Burch@lewes-eastbourne.gov.uk>

CC:

Sent: 21/09/2022 09:25:21

Subject:FW: Premises License Application - Stanley Turner Recreation Ground, Lewes.

Attachments:

- (1) image001.png (15 B)
- (2) image003.jpg (4 B)
- (3) image002.jpg (7 B)
- (4) image004.jpg (4 B)
- (5) image001.png (22 B)

From: Benjamin.Deacon@sussex.police.uk <Benjamin.Deacon@sussex.police.uk> **On Behalf Of** EastSussex.Licensing@sussex.police.uk
Sent: 20 September 2022 13:36
To: licensing <licensing@lewes-eastbourne.gov.uk>
Subject: FW: Premises License Application - Stanley Turner Recreation Ground, Lewes.

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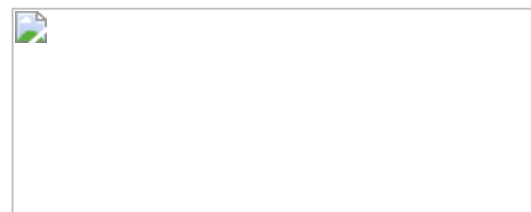
Dear Team

On behalf of the Chief Officer of Police for Sussex, the East Sussex Licensing team raise no objections for the above premises licence provided the agreed conditions are placed on the licence, if granted, please see below conditions that have been agreed below by the applicant.

Kind regards

Ben

Ben Deacon
Sussex Police Licensing Officer for Hastings & Rother District
Neighbourhood Policing Team
Battle Police Station | East Sussex
Telephone: 01273 404535 **Followed by ext:**565202
Mobile:07776117094
EastSussex.Licensing@sussex.police.uk



From: Lewes music Festival <lewesmusicfestival@gmail.com>
Sent: 20 September 2022 11:40
To: East Sussex Licensing <EastSussex.Licensing@sussex.police.uk>
Subject: Re: Premises License Application - Stanley Turner Recreation Ground, Lewes. sent to MB for advice. BD dealing

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Dear Phil

We accept and comply with all conditions listed below.
Thank you for your time and consideration.

Kind regards
Becky

On Fri, 16 Sep 2022 at 14:41, <EastSussex.Licensing@sussex.police.uk> **Page 4/2** Note:

Hi Becky,

In light of your response, please see our proposed conditions and please send us your acceptance or otherwise to EastSussex.Licensing@sussex.police.uk by 20/09/2022.

Events per year

- a. There shall be no more than 2 events held per any calendar year.

Training/Authorisation:

- a. The Premises Licence Holder shall ensure that all staff members engaged, or to be engaged, in selling alcohol at the premises shall receive the following induction training. This training will take place prior to the selling of such products: *The lawful selling of age restricted products *Refusing the sale of alcohol to a person who is drunk
- b. Further verbal reinforcement/refresher training covering the above will be carried out each time before a new event takes place, with the date and time of the verbal reinforcement/refresher training documented.
- c. All such training undertaken by staff members shall be fully documented and recorded and signed by both the employee and the DPS. All training records shall be kept on the premises and made available to Sussex Police, officers of the local authority and officers from the Trading Standards team upon request.
- d. A list of staff members who are authorised to sell alcohol on the premises shall be kept. This shall be endorsed by the DPS with the date such authorisation commences.

Challenge 25:

- a. The premises will operate an **age verification** policy set at a minimum of 25 years (e.g. "Challenge 25") whereby any person attempting to buy alcohol who appears to be under the specified age e.g. 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, official Photographic Identity Cards issued by EU states bearing a hologram or ultraviolet feature, driving licences with a photograph, photographic military ID or proof of age cards bearing the 'PASS' mark hologram.
- b. Signage advertising the age verification or 'Challenge 25' policy will be displayed in prominent locations in the premises.

Incident/Refusal Log:

- a. An incident/refusal log will be maintained by the premises showing a detailed note of incidents that occur in the premises. The log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a day per event.
- b. The log book should be kept on the premises and be available for inspection at all times the premises are open by authorised officers of the Licensing Authority or the police. An incident will be defined as being one which involves an allegation of a criminal offence.
- c. Feedback shall be given to staff to ensure these are used on each occasion that a refusal or incident occurs at the premises.
- d. Any refusals made for alcohol service e.g. underage, will also be recorded (either in electronic or written form) and feedback given to staff as relevant. The log will be kept at the premises for a minimum of twenty four (24) months.

Personal Licence holder

- a. personal licence holder must be on the premises at all times licensable activities are taking place.

Festival licences

- a. The Premises Licence Holder shall produce an Event Management Plan (EMP) and shall submitted it to the Licensing Authority and the Safety Advisory Group not less than 3 months prior to the proposed event. If any changes are made after this time, notification to be sent to the responsible authorities in writing (this can be by email). A final agreed draft of the Event Management Plan and Risk Assessment must be submitted to the responsible authorities not less than one month prior to the event.

The EMP will include:

- Names, addresses and telephone numbers of persons/organisations responsible for:
- Overall event safety control
- Production
- Medical and first aid provision
- Site management and the structural integrity of all temporary structures
- Crowd management, steward and security
- Fire safety and control
- Configuration and control of sound systems
- Management of any on-site car parking
- Management of concessions and franchises
- Provision and maintenance of water supplies
- Welfare and provision of information
- Lost & found persons and property
- Provision and maintenance of sanitary facilities
- Reception collection and removal of litter and other waste
- Detail full ingress & egress plans for the pedestrians at the immediate site and for dispersal/impact on the local infrastructure
- The agreed EMP shall then become the operating condition for the event and a condition of the premises licence for the duration of the event.
- Conditions of entry shall be fully advertised including reference to any search policy and zero tolerance to drugs & all other prohibited items as applicable.
- All staff will be trained as identified in the Event Management Plan (EMP)
- There will be SIA qualified staff designated to be specifically responsible for the areas of the Alcohol outlets (these shall be shown on the site plan).
- No glass containers will be used to serve liquids to members of the public.
- Children will be admitted to the premises where the event has been properly assessed as suitable and the entertainment appropriate.

b. These plans and requirements must be agreed in writing by the Licensing Authority and Sussex Police at least 30 day before the event takes place.

Prevention of Crime and Disorder

1. A notice will be displayed in and at the entrance of the premises and each area where alcohol is sold where it can be clearly seen and read and shall indicate that it is unlawful for persons under 18 to purchase alcohol.
2. The event organiser will provide a list of names and addresses of all event wardens and marshals days to Sussex Police 45 days before the event. A list of SIA security persons must be provided to Sussex Police 45 days before the event. (The SIA provider details must be confirmed in the Event Management Plan)
3. No illegal substances or nitrous oxide will be allowed into the event. Anyone found with these substances in their possession will be refused entry.
4. There will be a zero tolerance policy of illegal drug use at the event. Anyone caught in possession of illegal drugs at the event will be held by the security staff and the police will be called. Any confiscated items will be put into a locked box the description recorded and the entry signed. These items shall be handed over to the Sussex Police upon request during the event or at the end of the event.
 - e) No alcohol will be brought into the event. All alcohol must be purchased inside the event.
 - f) There shall be regular (at least once during every hour) patrols of the customer trading areas, smoking area and WCs to ensure that customer behaviour is not in breach of the law or venue policies or harming the licensing objectives. These patrols will be recorded in writing in the incident book. Door supervisors will be instructed to have particular regard to the care of vulnerable persons particularly anyone who appears to be drunk, incapacitated and potentially vulnerable due to excessive alcohol consumption and/or drug misuse. If it is necessary to eject them, they will be peaceably ejected from the premises so long as an on the spot risk assessment is clear that the person will not be vulnerable and at risk when placed outside. If necessary a taxi will be called and the person escorted to and put into the taxi to be taken home. Door supervisors will be aware of the need to call the emergency services if necessary.

Protection of Children from Harm

- 1) The premises shall operate a “Challenge 25” proof of age scheme. All customers who attempt to purchase alcohol who look under the age of 25 years are to be required to produce an acceptable form of photo identification, whereby the only forms of acceptable identification shall be either a photographic driving licence, a valid passport, military identification or any other recognised form of photographic identification incorporating the PASS logo, or any other form of identification from time to time approved by the secretary of the state.
- 2) All Children under the age of 12 will be issued with a wristband on which they can write parent/guardian's mobile phone number.
- 3) No person under 18 will be allowed in the licensed area if not accompanied by an adult over 21 years during the licensed activity hours.
- 4) All persons supervising lost children, child crèche and child play facilities (where their parent or guardian is not present) must have an enhanced DBS certificate (dated within 3 months of the event).

Outside Areas

- a. No open vessels shall be allowed off the premises.

Polycarbonates:

- a. All alcohol will be dispensed into plastic or other shatterproof type glasses such as polycarbonate, or sold in plastic bottles with the lid removed. No glass receptacles will be in use at the premises.
- b. A documented risk assessment must be produced. This must also be agreed by Sussex Police. The assessment will identify all licensable activities undertaken at the premises and the controls necessary to promote the licensing objectives. The assessment will include when polycarbonate drinking vessels will be employed if such a requirement is identified by the licence holder or requested by Sussex Police. It will also document what considerations have been made by the licence holder regarding any additional special events which may arise in the city during the year. This document shall be immediately available for inspection by the Police and the Licensing Authority, upon request.

Kind regards,

Phil Joseph, 38856
Police Licensing Officer

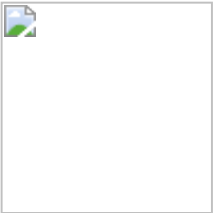
Licensing Officer for Eastbourne, Lewes and Wealden

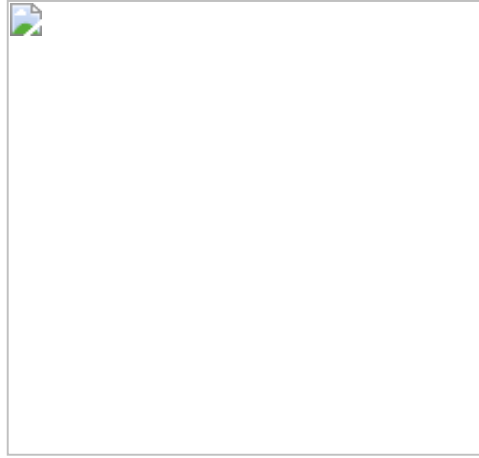
Sussex Police, Hailsham Police Station | George Street | BN27 1AB

Extension 568310

Email: Phil.joseph@sussex.police.uk

Twitter: @wealdenpolice





From: Lewes music Festival <lewesmusicfestival@gmail.com>
Sent: 15 September 2022 18:37
To: East Sussex Licensing <EastSussex.Licensing@sussex.police.uk>
Subject: Re: Premises License Application - Stanley Turner Recreation Ground, Lewes. sent to MB for advice

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Dear Phil

- No mention of numbers or capacity – you have suggested that security numbers will increase as tickets increase, we need to know how many to expect to help us decide on if this is likely to be a drain on emergency service resources.
- Numbers anticipated for this year maximum 1500. This year the numbers were 450 as with any ticketed event it's difficult to say but with the numbers last year I would say 1500 maximum. The arena has more than enough capacity to hold this amount. Audiences are quite fluid and you end up with a day time visitor, some stay and then evening visitors. So at no point do we have the 1500 in one hit.
- The numbers for the event are/will constantly change. But through experience of events such as this and the marketing budget available I don't anticipate more than 1500 throughout the day/days. We will increase our security/stewarding according to numbers.

Tickets are sold via an online ticket agency and therefore numbers are monitored constantly. As with this year's event we stopped sales so as not to exceed our TENS allocation. The same will apply for 2023 with anticipated numbers mentioned above.

We employ a professional ticket office team who register everyone as they come into the arena. If the numbers from walk ups exceed the safety allowance of our security teams/marshalls then a one in one out system would apply. Our security team also use clickers for crowd control at the gate as they conduct their stop and search.

The site map attached shows there is only one entrance and exit in use unless an emergency occurs then a second exit is in place.

- Security company – Asgard, it appears that they have been operating less than a month? Are they already contracted by yourselves? I have asked them to hold the date but if you are not satisfied with them as a company I will source another security firm. I think they have been established since June last year.
- The event is open to public from 0900 music from 1200 – what are the customers doing from 0900? From 0900 we will be holding the rugby tournament that everyone is encouraged to come and support. The arena will allow access to festival ticket holders for all supporters but there will only be the coffee and breakfast stall open. Numbers into the arena are more than minimal at this point as rugby is the focus. Numbers are low into the arena until the rugby has finished around 13.00hrs
- Mention of stalls, retail etc – what type of stalls and retail would we expect? – site plan is not clear RE space – e.g. toilets – is one dot a block of toilets or one single toilet?
- The retail stalls are bric a bac, jewellery, festival goods, vintage clothes.
- Toilets - We had 6 single units, 1 disabled and 9 urinals this year. To accommodate 1500 we would double this amount
- Food vans – what sort of vans would we expect, will they be selling alcohol from their vans too?

- No alcohol served by anything other than the licenced bar. Stalls range from Fish and Chips, Burgers, Italian, Mexican a variety of street food is what we will be looking for. We would only increase the number of food stalls by one for 2023 to ensure they trade well.
- Paramedic company, can we confirm that this is 'Lone Med' ? **Yes I have asked them to cover next year.**
- Need to be specific on dates, rather than just a possible event happening within a month in the year. **I was advised I could put a date range in and then come back to you nearer the time but if I have to make that decision now I would say the first weekend in June 2023**
- Traffic management plan needs to be within the EMP if not already. **We don't envisage a traffic management problem as most visitors arrive by local transport. Festival visitors tend to arrive throughout the day and therefore not usually cause a deadlock because of time restraints. Egress will be managed through the stewards. The rugby teams arrive by car and leave their vehicles in the designated parking which is the local farmers field at the back of the rugby club. I will put a section into the EMP to manage traffic. We do allocate stewards at the main entrance to the rugby club and at the entrance to the parking field to manage traffic flow. As there is no parking fee traffic would move freely and ticket evidence wouldn't be necessary until entry into the arena.**
- Type of music? This is for a music event but does not specify what type of music? **Popular music such as disco, pop, rock, performed by a variety of artists. Locally recognised bands to more well known national names...this year we had the Beat as our headline act. Not many people remember the name but many remembered the songs.**
- Type of alcohol? **The licenced bar will be serving beer, lager, spirits, wine, soft drinks, water.**
- **'Initially the Rugby club and I were looking to put two events on to raise the profile of the club but were advised that when applying for the licence it may make it too complex. If that is the case we will put something smaller on and apply for a tens'- Please be specific on what it is you want to apply for and we will deal with the application as such. Can we simply apply for the premises licence to be granted for Lewes Music & 7's rugby Festival in May/June**

I have attached 2022 EMP . With the time allocated I haven't had time to amend for 2023 but I hope that this is OK and gives you a bigger understanding of the event. The EMP unless required by yourselves will only change in numbers of attendees/security/stewards and dates plus traffic management. I can deliver a new one given time as early as you require it.

Kind Regards
Becky

On Thu, Sep 15, 2022 at 12:58 PM <EastSussex.Licensing@sussex.police.uk> wrote:

Hi Becky,

Sorry it's taken me a little while to get back to you, I've been getting some guidance on your application from my team, We've had a read through the additional information you supplied me with and am still no further forward what exactly you want, other than a licence to hold an event at some point next year, possibly twice next year.

I would like to highlight that the application is incomplete as the DPS consent form is signed yet not dated ?

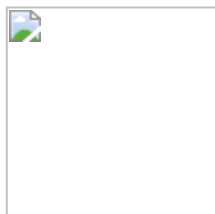
I would suggest that you please send us your EMP as soon as possible, we need to understand what the exact details are. Please consider these points (not limited to these) below.

- No mention of numbers or capacity – you have suggested that security numbers will increase as tickets increase, we need to know how many to expect to help us decide on if this is likely to be a drain on emergency service resources.
- Security company – Asgard, it appears that they have been operating less than a month? Are they already contracted by yourselves?
- The event is open to public from 0900 music from 1200 – what are the customers doing from 0900?
- Mention of stalls, retail etc – what type of stalls and retail would we expect? – site plan is not clear RE space – e.g. toilets – is one dot a block of toilets or one single toilet?
- Food vans – what sort of vans would we expect, will they be selling alcohol from their vans too?
- Paramedic company, can we confirm that this is 'Lone Med' ?
- Need to be specific on dates, rather than just a possible event happening within a month in the year.
- Traffic management plan needs to be within the EMP if not already
- Type of music? This is for a music event but does not specify what type of music?
- Type of alcohol?

- *'Initially the Rugby club and I were looking to put two events on to raise the profile of the club but were advised that when applying for the licence it may make it too complex. If that is the case we will put something smaller on and apply for a tens'*- Please be specific on what it is you want to apply for and we will deal with the application as such.

Please try to come back to me with an answer by tomorrow (16/09/22) so that we can get the ball rolling on making a decision.

Kind regards,
Phil.



Phil Joseph, 38856

Police Licensing Officer

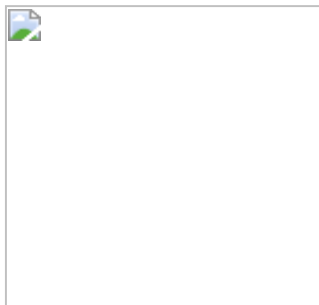
Licensing Officer for Eastbourne, Lewes and Wealden

Sussex Police, Hailsham Police Station | George Street | BN27 1AB

Extension 568310

Email: Phil.joseph@sussex.police.uk

Twitter: @wealdenpolice



From: Lewes music Festival <lewesmusicfestival@gmail.com>

Sent: 12 September 2022 11:59

To: East Sussex Licensing <EastSussex.Licensing@sussex.police.uk>

Subject: Re: Premises License Application - Stanley Turner Recreation Ground, Lewes. PJ replied please leave in box

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Dear Phil

I discussed the dates with the licencing team and they advised that I could let them know the final dates of the event 3 months prior. The only reason I have asked for this flexibility is to potentially avoid too much competition over the bank holiday weekend. Our intention is late May or first weekend in June. If you feel I need to make this decision now then please let me know.

Initially the Rugby club and I were looking to put two events on to raise the profile of the club but were advised that when applying for the licence it may make it too complex. If that is the case we will put something smaller on and apply for a tens. The September event will be a smaller and less complicated event probably more along the lines of a food/street food market/vintage with a music stage but on a smaller scale.

Event egress will be monitored by our security team who will be deployed to manage the exit of all festival goers. At exit we will be advising all to use the upper rugby club fields as a way into town thus reducing crowd management on the lower pavements close to the entrance of the rugby club.

I've also attached the site map which shows the ticket office at least 100m from the road and on the first rugby pitch. As we don't expect any more than 1500 to attend throughout the day and from last years experience queue management was not an issue to the public highways. Any queues were in front of the rugby club and quickly managed by the on site ticket team.

I can supply the full RA and EMP at any point. But would aim to do this no later than 4 months before the event. At this stage if you require I can forward the individual RA's for:

Fire
Lost Child
Security
Noise and pollution
Bomb and Suspicious packages
Bar management.

Numbers of security and stewarding will alter as the ticket sales increase.

Attached the site plan and a generic RA for the event not including the specific RA's mentioned above.

Many thanks
Kind Regards
Becky Taylor

On Tue, Sep 6, 2022 at 12:04 PM <EastSussex.Licensing@sussex.police.uk> wrote:

Good afternoon,

I am the licensing officer for Sussex Police who is reviewing your Premises License Application for **Stanley Turner Recreation Ground, Lewes.**

Upon reviewing your application I would like to ask for some further information and clarification on certain points, please.

- The application refers to the event taking place in May or June and then later on mentions having another event in September. There needs to be clarification on whether you are applying for specific dates for this event each year or whether you are applying for a license for the land to exist all year round and then select dates on which to use it.
- How would crowds be managed in respect of the adjoining road? Particularly on egress, i.e.: to avoid crowds spilling across road?
- The application states "*A full RA for the event will be submitted to the SAG team for review*", Please can you confirm when this will be submitted?
- *To note - This application reads as a mixture of an EMP and a premises licence application – the 2 should be distinct from each other.*

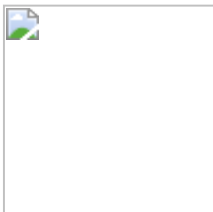
As the application was received 23/09/2022 we, as the police now have 28 days to make a decision. If you could please try to come back to me with a **response no later than 09/09/2022** that would be ideal. If you think you will struggle with then then please make me aware. Please note that end of consultation date is **20/09/2022.**

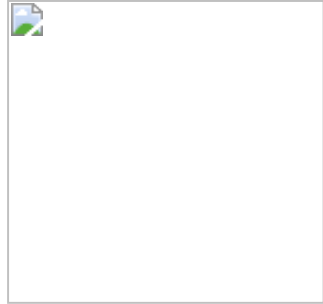
Kind regards,
Phil.

Phil Joseph, 38856
Police Licensing Officer

Licensing Officer for Eastbourne, Lewes and Wealden

Sussex Police, Hailsham Police Station | George Street | BN27 1AB
Extension 568310
Email: Phil.joseph@sussex.police.uk
Twitter: @wealdenpolice





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--

Becky Taylor
07711528038
Gus Taylor
07507633632

--

Becky Taylor
07711528038
Gus Taylor
07507633632

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Becky Taylor
07711528038
Gus Taylor
07507633632

Dear Sir,

As a resident of Cranedown, Lewes I write to strongly object to a licence for music festival at Stanley Turner.

I have seen the revised statement re proposed music licence at for next summer .

I'm afraid this has to be challenged on several points.

1. There is not a considerable distance between stage and houses if it is staged as last year.

The stage was placed around 50 metres max from nearest houses on Kingston road. Basically across the road. It's not open fields as stated ,as the stage was last year very close to the C 7 and residents.

2 , The wind direction on the day cannot be predicted ,indeed typical anti cyclonic pattern in May or June would have the opposite effect and drive noise straight at Kingston road and Cranedown . It's too near to make a difference basically .

3 . Last year the bass decibels were literally shaking my house , I cannot believe those levels were within regulations for a residential area.

The event lasted for 10 hours ,as a resident it was completely intolerable and caused considerable distress. I feel it is unsuitable to allow this sort of event so close to a residential area once let alone twice a year. It is a sports field not an ad hoc music arena.

If it proceeds I will have to leave my house for the duration at my expense to prevent considerable mental anxiety and it would clearly prevent reasonable enjoyment of my own property.

As I'm not a miserable killjoy ,but merely a reasonable person wanting common sense to prevail, might I suggest as a compromise that if permission is granted that it is conditional upon the stage being situated on the old hockey pitches behind the water works instead of the rugby pitch right next to residential area . It would still be audible but more tolerable.

I hope you will consider the effect on residents carefully before granting a licence. It really isn't fair.

Yours faithfully

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Sent: 05 September 2022 10:13

To: licensing <licensing@lewes-eastbourne.gov.uk>

Subject: Application for a premises licence Stanley Turner Recreation Ground, Kingston Road, Lewes BN7 3NB

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Licencing Officer

We strongly object to the licence application for the all-day music festival to be held at the Stanley Turner Recreation Ground because the noise from amplified music will cause statutory nuisance to us and neighbouring residents. We also object to the event being permitted on a Sunday.

The amplified music at the same event held on 28 May 2022 was excessive and caused unacceptable noise nuisance, which we have already complained about to Lewes District Council. A festival in 2023 over two days with a possible further event in the autumn would be intolerable and force us out of our house for its duration.

Our property boundary is about 40 metres from the rear of the stage. Our living area is about 70 metres away from the stage. The location of the stage is about as close as it is possible to get to neighbouring residential houses and is wholly inappropriate for such an event as it will inevitably cause statutory noise nuisance. It is also unnecessary, as noise could be mitigated by relocating the stage to the pitches parallel to the Lewes by-pass more than 300 metres away.

The measures planned for the prevention of noise nuisance are inadequate. The application is incorrect in stating that the nearest noise sensitive premises are a considerable distance from the site; residential houses are situated within 50 metres of the stage. A mitigation plan to avoid noise nuisance that relies on facing speakers away from houses and for the prevailing winds to drive all of the noise over the open fields beyond is not fit for purpose. The event held on 28 May 2022 demonstrated that there is no technical foundation to support what the application proports to deliver.

The event has been promoted as the Lewes Music Festival, giving the impression that it is a community event. It isn't; the event is principally for the benefit of the Rugby Club and is being imposed on the local community without due consideration. Tickets are already being sold online for the 2023 event before consent has even been granted. The Stanley Turner Recreation Ground is for recreation (i.e. sports and games) and was left in perpetuity for the people of Lewes to enjoy freely. It should not be allowed to become a concert arena with chargeable entry.

We urge the Licencing Officer to carefully consider the impact on local residents and visit the site to understand why objections have been raised, that alternative sites are available and why the application should be refused. However, should they be minded to grant

consent we ask that the following conditions are included, which reflect the principles of the Statement of Licensing Policy for Lewes District Council.

- . A noise management plan, including sound monitoring, shall be submitted to, and approved by the local authority before each event.
- . The rating level of the sound emitted from the site shall not exceed 65 dBA between 1100 hours and 2300 hours on Saturday and between 1100 hours and 2000 hours on Sunday. The sound levels shall be determined by measurement at the arena boundary at its nearest point to Kingston Road. The measurements and assessment shall be made in accordance with BS 4142:2014 and submitted to the local authority.

We would also draw your attention to the existing Club Premises Certificate for the Stanley Turner Ground Club House granted in 2003 to the Lewes Sports Club, a Community Amateur Sports Club that includes Lewes Rugby Club. It successfully addressed historic complaints from local residents about noise nuisance and antisocial behaviour from the ground. We look for any new licence at the same location to contain similar conditions to ensure that the existing licence conditions aimed at preventing noise nuisance and antisocial behaviour are not circumvented.

Yours sincerely

Rep 1 23rd August 2022

I wish to object to the application for live & recorded music at the Stanley Turner Ground on 27th & 28th May 2023 made by the applicant. It was bad enough this year but to have it for 2 days next year would be awful. The site is just too close to the housing on the opposite side of the road. You can hear the base music etc thumping away too much at a time of year when we use our gardens and keep windows open. Surely the Trust Deeds were for sport and recreation NOT music. The details on the Charity Commission site say that the purpose of the trust is amateur sport NOT music.
Yours

Representation 2

From:

Sent: 12 September 2022 21:01

To: licensing <licensing@lewes-eastbourne.gov.uk>

Subject: Lewes Music Festival at Stanley Turner Ground 2023

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