

BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH



THE LONDON BOROUGH
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DATE: 31 January 2023

To: Members of the
LICENSING SUB-COMMITTEE

Councillors Nicholas Bennett J.P., Kira Gabbert and Kathy Bance MBE

A meeting of the Licensing Sub-Committee will be held at Bromley Civic Centre on
WEDNESDAY 8 FEBRUARY 2023 AT 10.00 AM

There will be a pre-meeting for Council Members and officers at 9.45am.

TASNIM SHAWKAT
Director of Corporate Services & Governance

A G E N D A

- 1 APPOINTMENT OF CHAIRMAN FOR THE MEETING**
- 2 DECLARATIONS OF INTEREST**
- 3 APPLICATION FOR NEW PREMISES LICENCE FOR FESTIVAL CROWD LTD AT
HAYES STREET FARM, HAYES LANE, BROMLEY, BR2 7LB
Hayes and Coney Hall**
- 4 APPLICATION FOR A PREMISES LICENCE FOR SOULTOWN FESTIVAL, 2022
CROYDON ROAD, RECREATION GROUND BR3 3PR
Kelsey and Eden Park**

**Objections to the applications are referred to in the attached reports of the
Director of Environmental Services.**

The Chairman will request the names and addresses of those giving evidence
together with the names of any representatives.

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Report No.
ES20250

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **LICENSING SUB-COMMITTEE**

Date: **8th February 2023 @ 10:00hrs**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **APPLICATION FOR NEW PREMISES LICENCE FOR FESTIVAL CROWD LTD AT HAYES STREET FARM HAYES LANE BROMLEY BR2 7LB**

Contact Officer: Steve Phillips, Nuisance, ASB, Health, Safety and Licensing Manager
Tel: 0208 461 7912 E-mail: steve.phillips@bromley.gov.uk

Chief Officer: Colin Brand Director of Environment and Public Protection

Ward: HAYES AND CONEY HALL

1. Reason for report

- 1.1 To provide the Licensing Sub-Committee with information supporting them to determine this licence application.

2. **RECOMMENDATIONS**

- 2.1 **The Licensing Sub-Committee asked to determine this application having considered the Council's Statement of Licensing Policy 2021 to 2026 and written and oral representations by the applicant and objectors.**

Members can

1. Grant the licence
2. Grant the licence with the addition of conditions necessary to promote any of the licensing objectives
3. Exclude from the scope of the licence any of the licensable activities to which the application relates
4. Refuse to specify a person in the licence as the premises supervisor
5. Reject the application

Impact on Vulnerable Adults and Children

1. Summary of Impact:

When making decisions under the Licensing Act 2003 the Council is required to promote the licensing objectives, one of which is the protection of children from harm.

Corporate Policy

1. Policy Status: Existing Policy:

The Council has adopted a statement of its licensing policy under the Licensing Act 2003 for the period 2021 to 2026.

2. BBB Priority: Children and Young People Excellent Council Quality Environment Safe Bromley Vibrant, Thriving Town Centres Healthy Bromley Regeneration

Financial

1. Cost of proposal: Licensing statutes allow for an appeal to the Magistrates Court against the Council's decision. Should an appeal be made, costs are likely to be incurred but it is not possible to quantify these.
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: Public Protection and Portfolio
 4. Total current budget for this head: £2.4M
 5. Source of funding: 2022/2023
-

Personnel

1. Number of staff (current and additional): 2 Licensing Officers supported by 4.5 FTE admin
 2. If from existing staff resources, number of staff hours: Not Applicable
-

Legal

1. Legal Requirement: Statutory Requirement: The Council is the Licensing Authority for the Licensing Act 2003. This is a Non-Executive function and is delegated to the General Purposes and Licensing Committee. Where representations are received about a licence application, it is referred to the Licensing Sub Committee for a hearing and decision.
 2. Call-in: Not Applicable
-

Procurement

1. Summary of Procurement Implications: Not applicable
-

Property

1. No property implications for this application/licence.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: There are no significant implications.
-

Customer Impact

1. When considering and making a determination on this application Members need to balance the benefits of holding the licence against any adverse effects to the Public, Local Residents and Businesses by considering its impact against the licensing objectives
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? **Yes**. Ward Members were notified about the application by e-mail on 6th December 2022.
 2. Summary of Ward Councillors' comments: Representation made on the grounds of Crime and Disorder, Public Safety and Prevention of Public Nuisance
-

Responsible Authorities Views

1. Have Responsible Authorities been asked for comments? **Yes**. They were notified about the application by e-mail on 6th December 2022.
 2. Summary of Responsible Authorities comments: comments from 2 Responsible Authorities we both concerned that the application would have a detrimental impact on the licensing objectives.
-

Residents and interested parties

14 representations were received from residents. 1 representation was received in support of the event. 2 further representations in the form of objections were received after the expiry of the deadline for objections. These representations are contained within **Appendix 2**.

3. COMMENTARY

3.1. Licensing Act 2003.

The Licensing Act 2003 states that any premises requires a licence/certificate issued by the Council (premises licence/club premises certificate) where the following activities occur:-

Provision of regulated entertainment

- a) Plays. (Where the audience exceeds 500 people)
- b) Films.
- c) Indoor sporting events. (Where the audience exceeds 1000 people)
- d) Boxing or wrestling entertainment.
- e) Live music. (subject to the Live Music Act 2013 exemptions)
- f) Recorded music.
- g) Performances of dance. (Where the audience exceeds 500 people)

Provision of late-night refreshment (between 2300hrs and 0500hrs).

Supply of alcohol (on and off sales).

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club.

The sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place.

Licences/Certificates may be issued subject to any terms, conditions or restrictions the Council feels are appropriate to address any or all of the four licensing objectives.

The Council has previously agreed Bromley's Statement of Licensing Policy for the Period 2021 – 2026.

The Licensing Sub-Committee must consider the Statement of Licensing Policy and any Special Policy of Cumulative Impact currently in force when making any decisions in respect of these applications.

Members' attention is drawn to the following parts of the policy which are relevant to this application.

Description of the Premises

The site sits within an area of private land. The site is mainly grassland with some trees, trackway and hedges. The specific area to be used is shown on the plan in **Appendix 1**.

Licensing History

The premises has been licenced under the Licensing Act 2003 for similar festivals for an audience size of around 4,000 in 2018 and 2019 which generated a small number of complaints in respect of amplified music noise, traffic and general antisocial behaviour relating to egress. This application, event and production team however have no history at this venue.

Details of the Application

This is an application for a one-year licence to supply alcohol and provide regulated entertainment including live and recorded music, the provision of films, plays and the performance of dance for a maximum of 4,999 people on each day for, one event weekend, with no more than 3 days in total – Friday, Saturday and Sunday, commencing 20.05.2022 and ending 19.05.2024.

The full application form and plan is shown at **Appendix 1**, including conditions proposed by the applicant.

Representations

During the public consultation period the Council received 17 representations against the application and 1 in support. Copies of these are contained in **Appendix 2**.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 Licensing regimes provide for additional controls through specific permissions to undertake activities. Both the Licensing Act 2003 and Gambling Act 2005 contain licensing objectives which seek to protect particular vulnerable groups. In the case of the Licensing Act 2003 it seeks to protect children from harm whereas the licensing objectives under the Gambling Act 2005 are wider and seek to protect children and vulnerable adults from being harmed or exploited.
- 4.2 Businesses and the Council are required to promote these objectives in the way they operate or make decisions.
- 4.3 Details of applications under both Acts are referred to the appropriate safeguarding teams for comment. None were received in this instance.

5. TRANSFORMATION / POLICY IMPLICATIONS

- 5.1 Both the Licensing Act 2003 and the Gambling Act 2005 require the Council to prepare, consult on and publish statements of their licensing policy. These must be reviewed at least every 5 years under the Licensing Act and 3 years under the Gambling Act.
- 5.2 Members should make decisions in accordance with these policies but are free to depart from them with good reason.
- 5.3 The current policies are -

- Statement of Licensing Policy 2021 - 2026

http://www.bromley.gov.uk/downloads/file/226/statement_of_licensing_policy_2021-2026

- Statement of gambling policy 2022 - 2025

http://www.bromley.gov.uk/downloads/file/325/gambling_policy

6. FINANCIAL IMPLICATIONS

- 6.1 There are rights of Judicial Review and appeal to the Magistrates Court against the decision of the Sub-Committee under both the Licensing and Gambling Acts. If an appeal were to be lodged there are costs associated with defending it. These are difficult to quantify and the Courts can award costs. In the event of a successful appeal we could pay the costs of the appellant as well as our own. Equally if we successfully defended an appeal, it is open to the Court to order our costs to be paid by the appellant.

7. PERSONNEL IMPLICATIONS

- 7.1 Number of staff (current and additional): 1 Licensing Officers supported by 4.5 FTE Administration Staff.
- 7.2 If from existing staff resources, number of staff hours: A licensing application typically takes 7hrs professional officer time and 5hrs administration time.
- .

8. LEGAL IMPLICATIONS

- 8.1 Any Parties involved in a hearing before a Sub-Committee can seek a Judicial Review if the Local Authority has failed to administer the hearing in accordance with proper procedures.
- 8.2 Any Party involved with the hearing before licensing sub committee can appeal any decision made at that hearing to the magistrate's court.
- 8.3 The Council has adopted a procedure for the conduct of hearings.

9. PROCUREMENT IMPLICATIONS

There are no procurement implications.

10. PROPERTY IMPLICATIONS

There are no property implications.

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

There are neutral environmental and carbon reduction implications from the proposals contained in this report.

12 CUSTOMER IMPACT

See para. 4 and 11 and Appendix 3 of this report.

13 WARD COUNCILLOR / OTHER STATUTORY CONSULTEES VIEWS

- 13.1 Cllr Michael - objected on grounds of Crime and Disorder, Public Safety and Prevention of Public Nuisance and stated that she did not consider that the applicant had made adequate provision for a safe and peaceful event. Therefore, she believed that permission should be refused.
- 13.2 The full details of the objections contained in **Appendix 2**.
- 13.3 Responsible Authorities Views
- 13.4 Summary of Responsible Authorities comments: comments from 2 Responsible Authorities we both concerned that the application would have a detrimental impact on the licensing objectives.

The following Responsible Authorities were notified about this application and their views sought

Responsible Authority	Date Notified	Comments (further details in Appendix 2)
Licensing Authority	6th December 2022	No Response
Metropolitan Police	6th December 2022	Objections made
Planning Authority	6th December 2022	No objections
Trading Standards Service	6th December 2022	No response
Public Health Nuisance Team	6th December 2022	Objections made
Health & Safety Team	6th December 2022	No response
Child Protection Team	6th December 2022	No response
Fire Authority	6th December 2022	No response
Public Health	6th December 2022	No response

13.5 Residents and interested parties

In addition to the above, a further 14 representations were received from residents, making 17 objections in total. 1 representation was received in support of the event. 2 further representations in the form of objections were received after the expiry of the deadline for objections.

These representations are contained within **Appendix 2**.

Non-Applicable Sections:	Personnel and Procurement implications
Background Documents: (Access via Contact Officer)	Soft File Computer based records

Appendix 1

Application Form & Premises Plan



Bromley
Application for a premises licence
Licensing Act 2003

For help contact
licensing@bromley.gov.uk
 Telephone: 0208 313 4218

* 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	HAYESFARM	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? <input type="radio"/> Yes <input checked="" type="radio"/> 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	Martin	
* Family name	Tribe	
* E-mail	ukmcltd@gmail.com	
Main telephone number	07961329594	Include country code.
Other telephone number		
<input checked="" type="checkbox"/> 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.

Applicant Business

Is your business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	14488991	
Business name	The Festival Crowd Ltd	If your business is registered, use its registered name.
VAT number	- none	Put "none" if you are not registered for VAT.
Legal status	Private Limited Company	

*Continued from previous page...*Your position in the business Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name Street District City or town County or administrative area Postcode Country **Section 2 of 21****PREMISES DETAILS**

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

Premises Address

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

☒ Address ☐ OS map reference ☐ Description
Postal Address Of PremisesBuilding number or name Street District City or town County or administrative area Postcode Country **Further Details**Telephone number Non-domestic rateable value of premises (£)

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

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

Confirm The Following

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

Section 4 of 21**NON INDIVIDUAL APPLICANTS**

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

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

Continued from previous page...

Limited Company

Address

Building number or name

The Pinnacle

Street

Midsummer Boulevard

District

City or town

Milton Keynes

County or administrative area

Buckinghamshire

Postcode

MK9 1BP

Country

United Kingdom

Contact Details

E-mail

ukmcltd@gmail.com

Telephone number

Other telephone number

* Date of birth

07 / 01 / 1981

dd mm yyyy

* Nationality

British

Documents that demonstrate entitlement to work in the UK

Add another applicant

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start?

20 / 05 / 2023

dd mm yyyy

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

19 / 05 / 2024

dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

The site sits within an area of private land. The site is mainly greenfield with some trees, trackway, hedges, some small out buildings with the rest of it covered in grass. Further details will be within the site plan. The site will have temporary perimeter fence installed to help manage the flow of people to and from the site. Near the licensed area we will have a car park big enough to fit all guests. Stages will be placed and orientated in a way to minimize noise pollution from the site. The site will have its own waste services along with litter pickers to clean the local area after each event.

Continued from previous page...

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

4999

Section 6 of 21**PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

☒ 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.

TUESDAYStart 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 a play 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.

Continued from previous page...

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

Amplified music and performances on the stage

State any seasonal variations for performing plays

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 performance of a play 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 7 of 21**PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

☒ Yes ☐ No

Standard Days And Timings**MONDAY**

Start

End

Start

End

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

Continued from previous page...

THURSDAY

Start End Start End

FRIDAY

Start End Start End

SATURDAY

Start End Start End

SUNDAY

Start End Start End

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

☐ Indoors

 ☐ Outdoors

 ☒ Both

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

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

Films may be used as a main attraction for outdoor screenings or could be used on stage to compliment a performance.

State any seasonal variations for the exhibition of film

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

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

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

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Continued from previous page...

Will you be providing indoor sporting events?

☐ Yes

 ☒ No
Section 9 of 21**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes

 ☒ No
Section 10 of 21**PROVISION OF LIVE MUSIC**[See guidance on regulated entertainment](#)

Will you be providing live music?

☒ Yes

 ☐ No
Standard Days And Timings**MONDAY**Start End Start End **TUESDAY**Start End Start End **WEDNESDAY**Start End Start End **THURSDAY**Start End Start End **FRIDAY**Start End Start End **SATURDAY**Start End Start End

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

Continued from previous page...

SUNDAY

Start End Start End

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

☐ Indoors

 ☐ Outdoors

 ☒ Both

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

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

Live music to include bands, DJ, singers, etc.

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.

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

TUESDAY

Start End Start End

Continued from previous page...

WEDNESDAY

Start 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 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.

Recorded music could be used as background music, by DJs, backing tracks, etc

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.

Continued from previous page...

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☒ Yes

 ☐ No

Standard Days And Timings

MONDAY

Start End Start End

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

TUESDAY

Start End Start End

WEDNESDAY

Start End Start End

THURSDAY

Start End Start End

FRIDAY

Start End Start End

SATURDAY

Start End Start End

SUNDAY

Start End Start End

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

☐ Indoors

 ☐ Outdoors

 ☒ Both

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

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

To support entertainment taking place on stage.

Continued from previous page...

State any seasonal variations for the performance of dance

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

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

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

Section 13 of 21

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

[See guidance on regulated entertainment](#)

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

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start End Start End

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

TUESDAY

Start End Start End

WEDNESDAY

Start End Start End

THURSDAY

Start End Start End

Continued from previous page...

FRIDAY

Start 12:00

End 23:00

Start

End

SATURDAY

Start 09:00

End 23:00

Start

End

SUNDAY

Start 09:00

End 22:30

Start

End

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

Entertainment similar to live music, recorded music and the performance of dance.

Will this entertainment take place indoors or outdoors or both?

☐ Indoors

 ☐ Outdoors

 ☒ Both

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

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

State any seasonal variations for entertainment

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 entertainment at different times from those listed in the column on the left, list below

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

Section 14 of 21

LATE NIGHT REFRESHMENT

Continued from previous page...

Will you be providing late night refreshment?

☐ Yes

 ☒ No
Section 15 of 21**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes

 ☐ No
Standard Days And Timings**MONDAY**Start End Start End

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

TUESDAYStart End Start End **WEDNESDAY**Start End Start End **THURSDAY**Start End Start End **FRIDAY**Start End Start End **SATURDAY**Start End Start End **SUNDAY**Start End Start End

Will the sale of alcohol be for consumption:

☒ On the premises

 ☐ Off the premises

 ☐ Both

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

State any seasonal variations

Continued from previous page...

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

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

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

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

- ☒ Electronically, by the proposed designated premises supervisor

Continued from previous page...

☐ As an attachment to this application

Reference number for consent form (if known)

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

Section 16 of 21

ADULT ENTERTAINMENT

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

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

Not Applicable

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

State any seasonal variations

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

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)

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

Licensable activities shall be authorised in accordance with the plan attached and Annex 4.

The maximum number of people present at any one event shall not exceed 4,999 persons at any one time.

Subject to compliance with the conditions set out below, the licence holder is permitted to hold 1 event weekend during any one calendar year, with no more than 3 days in total - Friday, Saturday, Sunday.

All events shall cease by 23:00pm and the site shall be clear by 23:30.

An Event Management Plan (EMP) will be submitted to Bromley Council and the Police Licensing Team at least three months prior to the event taking place. The EMP may be revised with each new version being submitted to the Safety Advisory Group (SAG) members.

Entrance to the premises for any event under the provisions of this licence shall be controlled by the use of an adequate ticket system and each person entering the event shall be recorded by security staff or marshals via the use of a clicker.

The licence holder shall ensure that sufficient measures as detailed in the event management plan are employed to prevent any person bringing alcohol, drugs or other intoxicating substances, whether lawful or unlawful, on to the premises.

The premises shall run each event with the latest Event Management Plan that has been agreed in writing at the latest SAG meeting.

Where any event is held which is age restricted the licence holder shall ensure that a challenge 25 policy is in place on the bars.

Continued from previous page...

Where any event is held in which persons under the age of 18 are permitted the Licence holder shall:

- Assess all entertainment to ensure that it is suitable for the ages of those attending;
- Have in place a policy to deal with lost children during the event;
- Ensure that any member of staff or person involved in the event who are likely to come into contact with children without supervision are appropriately DBS checked.

All electrical equipment shall be checked and approved by a certified electrician to ensure the safety of such equipment. Any gas equipment on site must have a current gas safe certificate.

Any stage, marquee or other temporary structure erected on the site shall not be used unless the licence holder can show that it complies with the relevant legal safety standards in force at that time.

Noise from any activity occurring at or in connection with an event shall be monitored at regular intervals and shall be kept at acceptable levels as identified and agreed in the EMP.

Where any third party is to be accepted on to the premises in order to sell food or drink during the event, the licence holder shall provide to the SAG no later than 1 week prior to the event, the details of the third party, confirmation of the council with which they are registered, and their current food hygiene rating.

All staff, stewards, and security employed at the event must carry out reasonable requests by police officers to ensure the licensing objectives are met.

The event controller and event management must carry out reasonable requests by senior police officers (rank of substantive inspector and above) to ensure the licensing objectives are met.

All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jackets or vests.

An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to police or an authorised officer. The following details shall be recorded:

Date of incident
 Time of incident
 Location of incident
 Persons concerned
 Summary of incident
 Identification of any Emergency Services Personnel who attended

Adequate litter collection receptacles shall be in place at the premises during an event.

Following the immediate conclusion of an event or the following morning the licence holder shall ensure that the premises and the surrounding area is cleared of all litter and debris.

No licensable activity shall be permitted unless the licence holder has given the Safety Advisory Group (SAG) at least 1 calendar month notice in writing of each proposed event along with an adequate Event Management Plan (EMP).

This premises license will only grant authority for licensed activity when it is the sole premises license in effect at the premises on any day it is used.

Each bar shall be individually managed by a personal licence holder, during licensable hours.

Refusals to supply alcohol will be recorded by staff on a refusals log where they are working. The time and date, brief description of the person and reason for refusal will be recorded and the bar supervisor made aware of the refusal. Logs will be available to the police and relevant local authority officers for inspection during and after the event

Continued from previous page...

The EMP shall include a comprehensive assessment of all risks to those present at the event and to the wider public as a direct or reasonably indirect consequence of the event and the controls proposed to be taken. As minimum the EMP shall include:

- A fire safety plan shall be produced identifying all risks of fire, the measures taken to adequately control these risks and the action to be taken by the licence holder in the event of an outbreak of fire.
- An emergency and evacuation plan shall be produced identifying the measures that shall be taken in the event of an emergency to ensure those present at the event can be safely evacuated from the site. This shall also include measures to ensure access to the site, and all parts of the site, by first responders and emergency vehicles (police, Fire and ambulance).
- A Traffic Management plan shall be produced for vehicles both on site as well as vehicular traffic to and from the event as well as the effect on other traffic in proximity to the event);
- A Crowd Management plan shall be produced for those on and off site, including those present during the event as well as pedestrian footfall to and from the event, whether on foot or by public transport.
- The licence holder shall ensure that an adequate number of stewards, marshals and security staff are employed at the event and shall provide a detail plan setting out how access to the event will be controlled, including the detail of any searches of customers or bags, the use of fences and barriers and the dispersal of the public at the event.
- Where alcohol is proposed to be sold at the event the licence holder shall produce a plan setting out how alcohol will be sold responsibly, including authorisation.
- A First Aid plan shall be produced setting out how the licence holder shall deal with any injuries occurred or ill health suffered by any person in connection with the event. The licensing holder shall ensure that there is adequate first aid provision for the number of people expected to be in attendance and shall confirm the details of any person, company or organisation providing first aid at the event.
- A noise management plan shall be produced setting out how noise, whether from any form of entertainment, amplified speech, music or crowd noise will be controlled so as not to cause disturbance to any member of the public not present at the event.
- A health and safety management plan considering all risks to the health and safety of any person attending the event.
- A detailed drawing(plan) of the layout of event highlighting the location of all entrances and exits, bars, food vendors or other stalls, stages, amplification or special effect equipment to be present on the day of the event.

When compiling the EMP the licence holder shall consider any government guidance in respect to any matter relevant to the event as well as that given by any member of the SAG or a responsible authority.

The Licence holder, or an appointed representative of the licence holder, shall attend any SAG group meetings arranged and shall actively participate and work with the SAG to ensure the safe delivery of an event.

No licensable activity shall be permitted unless the SAG has confirmed in writing, at least 2 weeks prior to the event, that it is satisfied that the measures proposed to be taken by the licence holder are sufficient to safely deliver the event.

Where requested to do so, the licence holder, or an appointed representative, shall attend any SAG debrief after the holding of an event, in order to discuss the adequacy of any measures adopted and where necessary, the measures that may be needed to ensure the safe delivery of future events.

The Premises Licence Holder will allow uniformed Police to periodically attend the premises upon prior agreement with the Premises Licence Holder/DPS in order to carry out advance drug searching techniques, including (but not limited to) requiring customers to take part in drug analyser testing as a condition of entry, and passive drug dog sweeps of the premises and queue.

Should the event be a dance music event for over 18's:

- body cameras will be worn by staff searching and main security responsible for ejections
- security will be booked at a ratio of 1:70
- operate a search policy that includes the use of metal detector and/or wands in searches for prohibited items.

Continued from previous page...

b) The prevention of crime and disorder

The appointed security contractor will provide SIA registered security staff provision, including the mix of male/female staff will be based on a risk assessment carried out no less than one month before any event.

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

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

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

A clear visible notice shall be placed at the entrance to the premises advising those attending of the conditions of entry, and that customers agree to being searched and that police will be informed if anyone is found in possession of controlled substance or weapons.

c) Public safety

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

When SIA door staff are deployed ensure that records are kept by the DPS, at the premises, of the following details of any door-supervisor employed at the premises: -

Name and date of birth
Full 16 digit SIA badge number
Dates and times employed

These records will be made available, in useable form, to the Metropolitan Police, council officers or authorised officers of the Security Industry Authority upon request.

Free drinking water will be available to attendees to consume at clearly displayed areas on the site.

The event will operate a vulnerable person policy, this must include WAVE training for all members of staff.

Ensure that polycarbonate drinking vessels are used for all alcoholic and soft drinks served to customers and that all drinks supplied in glass bottles will be decanted into polycarbonate serving or drinking vessels. Cans of drink need not be decanted but must be opened and unsealed prior to providing it to the customer.

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

Bar staff at the event will be trained, this training should reflect the Licensing Act 2003 and include the licensing objectives, proof of age, and conflict management. The training will be refreshed every 6 months and all staff training records should be maintained and kept on site. A designated member of staff should be able to produce the records on the request of police or other authorised person.

There shall be a documented dispersal policy, as agreed with the relevant responsible authorities, implemented at the premises and a copy lodged with the Police Licensing Team. Any amendments to the policy must be agreed in writing with the Police Licensing Team 30 days prior to any event.

Continued from previous page...

Operate a weapons policy in conjunction with search and seizure. This will also include storage and disposal procedures. Any amendments to the policy must be agreed in writing with the Police Licensing Team 30 days prior to any event.

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

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

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

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

Engage with freely available counter terrorism advice and guidance through Counter Terrorism Protect Officers and Counter Terrorism Security Advisors.

Operate an anti-theft policy, which will include the reporting of theft, safe storage of found items, storage and disposal procedures for all items of property found or discarded at the premises. Signage will be on display in prominent places advising customers to safeguard their property. Any amendments to the policy must be agreed in writing with Croydon Police Licensing Team 30 days prior to any event

d) The prevention of public nuisance

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

Noise limits will be agreed with local authority noise management agents and adhered to vigorously. All residents within the area will be advised, by way of a letter drop, of any use of the premises, no less than 2 weeks before any event. A contact number will be provided in this letter drop for residents to be able to contact the noise management staff to ensure any complaints can be dealt with in a timely fashion.

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

Following discussion with the Council Environmental Protection team, noise limits will be set in advance. These limits will be implemented throughout the course of the build, de-rig and live dates.

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

A direct telephone number (mobile to be held by duty manager) will be provided to neighboring premises to be used in the event of a complaint of noise nuisance.

Ensure that customers are prevented from leaving the event site with cans or open containers of liquid.

Any queue to enter the premises that forms outside the premises shall be kept orderly and supervised by SIA door supervisors to ensure that there is no nuisance or obstruction to the public highway and footpaths.

e) The protection of children from harm

All age restricted sales training undertaken by staff members will be fully documented and recorded prior to being allowed

Continued from previous page...

to sell alcohol. All training records shall be made available to Officers from the Licensing Authority, Trading Standards and Met Police.

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

A full child protection policy will be included in the EMP, this will also include a vulnerable person policy.

The licence can not be used on the same weekend as any other event on the site.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

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

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

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

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

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

Documents which demonstrate entitlement to work in the UK

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

Continued from previous page...

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

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

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

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

Continued from previous page...

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

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

Home Office online right to work checking service

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

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

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

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

Section 20 of 21**NOTES ON REGULATED ENTERTAINMENT**

Continued from previous page...

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

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

Continued from previous page...

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

Section 21 of 21**PAYMENT DETAILS**

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

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

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

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 £12500 £450.00*

Band E - £125001 and over £635.00*

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

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

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

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

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

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

DECLARATION

Continued from previous page...

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

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

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

* Full name

* Capacity

* Date / /
 dd mm yyyy

[Add another signatory](#)

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/bromley/apply-1> to upload this file and continue with your application.

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

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

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

OFFICE USE ONLY	
Applicant reference number	<input type="text" value="HAYESFARM"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

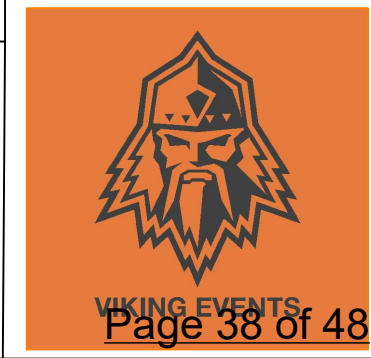
[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) [Next >](#)



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

Event Information
Event Name - License Application Site Plan
Location - Hayes Farm, Bromley
Lat & Long - 51.382901, 0.020643
What3Words - maybe.foam.crazy
Show Day(s) - TBC
Build Start - TBC
De-Rig Complete - TBC
Site Manager - Laurence Johnston
Safety Officer - Harry Agombar



Appendix 2

Representations & Objections

Garage Nation 2023 - Festival Crowd Ltd - Objections

1.I write to you on behalf of the Metropolitan Police regarding the new premises licence application submitted by Festival Crowd LTD in relation to an event called Garage Nation at Hayes Street Farm, Hayes BR2 7LB.

This application has requested a license between the dates of 20.05.2023 and 19.05.2024 and for the licence holder to be permitted to hold one weekend event during any one calendar year with no more than three days in total. The application requests the provision of alcohol, live music, recorded music, plays, films and the performance of dance for a capacity of up to 4,999 persons.

The hours requested in the application are as follows: Friday: 1200 – 2300hrs, Saturday : 0900 – 2300hrs for the provision of live music, recorded music, plays, films and the performance of dance and 1100 – 2300 for alcohol. The Sunday has requested the hours of 0900 – 2230 for the provision of live music, recorded music, plays, films and the performance of dance and 1100 – 2200 for alcohol.

The location of this proposed event is close to residential properties and a terminal time of 2300hrs is likely to cause a public nuisance for those residents close by.

The application mentions that the EMP will be submitted at a later stage as well as a security and drugs policy and a dispersal policy therefore these documents have not yet been available to view.

The applicant has been consulted with and it was explained to him that the main cause of concern surrounding this proposed event is the safe ingress and in particular the egress of persons attending and whilst the applicant spoke about providing coaches to transport people and Uber Cabs the Police continue to have serious concerns around the safe ingress and egress of the patrons, which the applicant has been unable to address fully.

Specifically: the proposed location for the festival is Hayes Street Farm which consists of several fields and is interspersed with hedges and tracts of woodland. The access to the land is by way of Hayes Lane and Rookery Close via rough unpaved tracks which are prone to becoming extremely muddy in bad weather. This land is normally used for boot fairs, although between 2017 to 2019 it hosted a small music festival (licensed in 2018) for 4,000 people (less in other years), which had issues with traffic, noise and general anti-social behaviour, in particular relating to egress.

For patrons to access the site they would have to drive and park, or walk, from either Bromley South Train Station (which is roughly a 30-minute walk along main roads), or Hayes Train Station, which is an approximately 14-minute walk through streets which are primarily residential.

In view of the preceding concerns, the Police consider that the following Licensing Objectives will be undermined should the proposed premises licence be granted

Public Safety

Patrons leaving the event will walk along unlit routes over rough ground and in the dark. Large crowds are likely to walk along Hayes Lane/ Bromley Common's pavement whilst intoxicated.

At Rookery Lane there is a risk of overcrowding and excessive waiting times due to delays in getting such large numbers of people onto vehicle transport.

Generally, the applicant has failed adequately to address these issues in the EMP provided.

Prevention Of Crime and Disorder

Drug taking/dealing, urination and drunkenness will inevitably arise.

There will be potential disorder as people leave the event and are held in lengthy queues, due to lack of transport in the locality.

The Police accept that ordinarily people should be responsible for their own behaviour. However, if this event proceeds it is anticipated that such an event will attract people to the area to commit crime (e.g. drug dealing, theft etc.).

Terrorism: the current threat to the UK is classified as 'substantial' meaning an attack is 'likely'. An event this size and in such a location has the potential to be attractive to terrorists.

Prevention of Public Nuisance

Noise would be generated by the large crowds attending any proposed event in this quiet neighbourhood. In addition, litter, drug paraphernalia, human waste (urine, vomit etc.) would inevitably be generated by a proportion of those on their departure from the site.

At this stage of our representation, I would like to draw the attention of the licensing authority to Bromley Council's Statement of Licence Policy which states:

16. Areas identified for special consideration

16.1 Large Scale Events

The Licensing Authority has several locations within its borders which have been used for large scale concerts and community-based events. The Licensing Authority always works closely with the Safety Advisory Group on these types of events and maintains separate guidance and applications for accessing the Safety Advisory Group activities. These can be found on the "Planning and Event in Bromley" web page on the LB Bromley website.

Large Scale Events are broadly defined as follows:

- More than 1000 people attending or where public safety is a concern, with more than 500 people attending.

- For events of this nature an application for both a premises licence and notification to the Safety Advisory Group is required 6 months prior to the event date.
- Large Scale Events are generally dealt with on a time limited premises licence. They are not granted on a multi-year basis.

Having regard to each of these matters and such as may emerge during the hearing of any application, the Metropolitan Police object to this the proposed Premises Licence and invite the Licensing Sub-Committee to consider not granting the application for the reasons stated.

2. I object as there is no management plan, and the closing times.

3. I wish to object to the Festival Crowd licensing application as one of the Councillors for Hayes & Coney Hall Ward on the following grounds.

This licensing application requests one weekend event of up to three days to be held between 20 May 2023 and 19 May 2024 for up to 4,999 people. This is a very large number. The applicants are requesting the provision of alcohol, live and recorded music, plays, films and dance performance.

Festival goers need to be able to enter and leave the site safely. This cannot be guaranteed.

The proposed location for this festival is Hayes Street Farm which comprises several fields. Festival goers will have to enter by way of Hayes Lane and Rookery Close using rough unpaved tracks. These become very muddy in wet weather and fine weather cannot be guaranteed, even in the summer months. To even reach the site, the attendees would have to drive to and park or walk from either Bromley South Station or Hayes Station. The former is roughly 30 minutes away on foot while the latter involves about a 15-minute walk along residential roads.

When small music festivals were held at this site between 2017 and 2019, there were problems with traffic, noise and anti-social behaviour, especially when people left the site. For the sake of local people living nearby, I would not want this event to be a repeat of these.

More specifically, I wish to object on the following licensing grounds:

Public Safety

It will be dark by the time the event finishes at 11pm and large groups of festival goers will have to walk along an unpaved route that is not lit. Many will be worse the wear for alcohol when they walk along Hayes Lane or Bromley Common to reach the respective stations or bus stops. There is a risk of overcrowding and many people will be waiting for a long time to board buses in Bromley Common near the entrance to Rookery Lane.

Prevention Of Crime And Disorder

There is a likelihood of criminal and / or anti-social behaviour taking place, such as theft, drug taking/dealing, urinating in the street and drunkenness, thus leading to public disorder.

Prevention of Public Nuisance

It is inevitable that there will be a great deal of noise as crowds leave the festival and this will be detrimental to the peace and quiet that residents should be able to expect and enjoy late in the evening. In addition, at least some festival goers will leave behind litter and worse (drug-related items). Some, even if only a minority, will also urinate and even defecate in public places, leaving others to tidy up the mess – very unpleasant and a risk to human health, especially to children.

The applicant has promised that an Event Management Plan (EMP) will be submitted at a later date, together with a security and drugs policy. However, these policies and plans are not available now for the licensing application decision makers to consider.

Overall, I do not consider that the applicant has made adequate provision for a safe and peaceful festival. Therefore, I believe that permission should be refused.

4. The event is totally unsuitable for the area. The disruption to me and my neighbours will be enormous, drunken youths shouting screaming late into the evening, car doors slamming, parking is an issue the roads will not be able to cope and traffic jams will be created causing delays to emergency services. They will probably use as a entry to the event the disputed new occasional entry to the farm on hayes lane therefore not meeting the purpose criteria that the entrance is supposed to be used. Are we on hayes lane to be subjected to more harassment from the owners of hayes farm by continuing to allow these events to request permission causing, more stress we don't deserve

5. I would like to raise an objection to license applications 22/01725/LAPRE for Festival events at Hayes Street Farm.

I am a local resident where the proposed event would be held, and the proposed parking site would be.

We already suffer and witness a lot of disruption in the form of traffic congestion and noise throughout the year with the boot fairs held on regular Sunday mornings.

My neighbours and I have also already witnessed a festival event on the farm and the noise and chaos it causes with people coming and more so leaving in a drunken state with people urinating in our gardens and shouting abuse when approached. The events lack the proper policing, parking and crowd control even though it is promised from the organisers it never materializes.

The road onto the farm field for parking which has appeared without planning permission in the last year or two is for agricultural and emergency access use only and not for such regular public & event use, so I believe this would be illegal use of

the access road (this is currently under investigation). People also park all along the road causing grid lock with buses and emergency services not being able to get through.

I feel very strongly this location is just not suitable for these events especially for 2-3 day events being surrounded by houses and lacking the required logistics and facilities.

6. Noise, congestion and parking in adjacent roads, as happens already with regular boot fairs at the farm

7. This is not a right location for a festival. Nowhere to park, residential houses in very close proximity, existence of wildlife, horses.

I strongly object.

8. Contrary to the application notes this site adjoins residential properties on Hayes Lane, George Lane and Georgian Close. In addition the new residential development on the old Hayes Farm farmyard will be completed and occupied by the spring/early summer of 2023.

Our main concern is the sound generated by festivals of this type, with both live and recorded music being played over a period of 12 hours or so and the disturbance to the residential neighbourhood.

There has been a festival on Hayes Farm before and the noise travelled a considerable distance. We back on to Hayes Farm and therefore can speak from personal experience. We have double glazed windows and doors to our house and we could hear the music whilst sitting in our rear lounge with the windows shut and with the television on, the effect of the reverberating bass was not acceptable and we would strongly urge that this application is rejected.

This type of activity is not acceptable in a mainly residential area.

9. I have already objected to 2 similar applications for an Alcohol Licence and my previous comments still apply to this current application by The Festival Crowd Ltd.

The suggested venue is by way of special green belt land and Festivals of this size will have a negative impact on our quiet village neighbourhood. Road restrictions, parking, noise and booze driven behaviour do not sit well.

A venue which might be more appropriate to consider is Norman Park which already holds large events.

IN THIS DAY AND AGE OF CLIMATE CHANGE AWARENESS, IT IS STRESSED THE NECESSITY FOR US ALL TO PRESERVE AND PROTECT BOTH WILDLIFE

AND OUR NATURAL OPEN SPACES and I THINK THIS IS THE OVER-RIDING CRITERIA IN THIS CASE WHEN THERE ARE OTHER OPTIONS AVAILABLE

10. I am writing to object to this application as i live facing where the festival will be held with a elderly mother who lives with us and will be effected by it as we will be i worry about the noise late at night over the 3 days with large amounts of people coming out when it finishes into a small lane for the few buses that late at night or sitting around waiting for cars to pick them up on the quiet area late at night with rubbish and drink bottles and cannisters being left behind ,I also worry about the horses that stay in the fields around it being effected by the noises that it will bring especially late in the evening, this road is always a problem with traffic coming in and out of the farm from the boot fair but at least ends midday and not late at night many thanks

11. I am responding to the above alcohol license application for unspecified events bt The Festival Crowd Ltd.

I am against the application on the grounds that Hayes Farm is not a suitable venue for events and festivals given the urban location and transport links. Given the numbers indicated and the sale of alcohol unacceptable behaviour is bound to occur.

12. The noise and number of attendees would impact strongly on local residents right to a comfortable environment. You have a ready made venue very nearby - Norman Park, surely more suitable

13. We are directly opposite the gate to the farm so as you can imagine we are totally unnerved by what has been proposed. Especially as the actual road in to the farm is said to be permitted development however this has yet to be approved.

Plus, past events created a huge issue with drunk and aggressive people In our gardens

14. I understand you are the point of contact for objections to Festival proposals for Hayes Street Farm. I have been advised that the option to object online via Bromley planning website is well disguised. I have yet to locate it and am therefore writing directly to you, trusting you will ensure my objection is included in consideration. I have Cc'd in my local councillors.

I wish to object to the Festival Crowd licensing application on the following grounds.

This licensing application is for the provision of alcohol, live and recorded music and other performance for up to 5000 paying guests.

The proposed location for this festival is Hayes Street Farm which comprises several Arable fields, within green belt, set aside as agricultural land. These fields are partially sublet and accommodate livestock.

The BHS guidance for equine welfare would suggest this application is also a matter for animal welfare concern, due to the numbers expected, noise risk, and proximity to livestock.

Festival goers will have to reach the field(s) by way of Hayes Lane or along Rookery Lane which is a rough track. There would be an unacceptable degree of potentially hazardous and certainly antisocial parking in the surrounding area as a result which cannot accommodate it. The train station at Hayes and Bromley are a distance from the site.

A Past festival pre Covid led to issues with traffic, noise and anti-social behaviour, especially at the end of the evening. Our local police and NHS are stretched enough without having to deal with the marked increase in issues likely to result from a repeat event.

I object on the following grounds:

Public Safety

The combination of Alcohol, rough tracks, unsuitable and unavailable parking and the impact on local residents. A more suitable location with parking and access nearer public transport is available in Norman Park.

Antisocial behaviour.

There is a likelihood of criminal and / or anti-social behaviour taking place, such as theft, drug taking/dealing, noise and drunkenness, and associated nuisances thus leading to public disorder. We cannot expect our local under resourced police and underpaid NHS staff to pick up the inevitable fall out in order that others may privately profit.

Animal Welfare.

The land and the surrounding fields are heavily populated by equine tenants who are highly sensitive to noise and disruption. The levels of stress which they will suffer can cause permanent and irreversible harm to them. Therefore the welfare of these equines- and other wildlife should be a major consideration. These two directly opposing business interests cannot be achieved in the same location.

Overall, I believe that permission should be refused, as the wider considerations outweigh any collective benefit from holding festivals on this Green belt farmland. No Event Plan (EMP) seems to have been made available to view which is required in advance for licensing application decision makers consideration.

15. We object to this application on the basis that insufficient information has been submitted. Also, a previous similar application was refused by the council. I see no reason why this should be granted.

I am also surprised to see this application form appearing together with a further application form from another application

16. I wish to object strongly to the above application. It seems to be more of what we opposed last year and the same applies this time. It is an inappropriate site and in an already overtrafficked area.

I live locally which already suffers from too much fast traffic passing through. This is increasing all the time with new developments in Hayes and also at Biggin Hill Airport. It will have a heavy impact on all residents nearby and further afield and I am unable to think of any good reason why this is a good idea. The boot markets at Hayes Farm cause quite a lot of traffic disruption so I can't see that a weekend event will be anything but a nightmare.

I hope you will refuse this application for much the same reasons as last year

17. I wish to object to the above application for a licence to sell alcohol and the provision of entertainment at Hayes Street Farm.

The location is totally inappropriate for an event of this size, which would result in excessive traffic and chaos in the Hayes and Bromley areas. There is already an increasing problem with traffic, and more building work is currently leading to more local traffic than ever before.

There would also be excessive noise and disruption for the Hayes residents due to the entertainment. As a Hayes resident, I trust you will consider carefully the probable impact on this area and, as previously, will refuse this application.

Thank you for your consideration, and I strongly object to this application.

Support

1. Great for the local community and brings money into the area.

Report No.
ES20243

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **LICENSING SUB-COMMITTEE**

Date: **8th February 2023**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **APPLICATION FOR A PREMISES LICENCE FOR SOULTOWN FESTIVAL 2022 CROYDON ROAD RECREATION GROUND BR3 3PR**

Contact Officer: Steve Phillips, Licensing Officer
Tel: 020 8313 4659 E-mail: steve.phillips@bromley.gov.uk

Chief Officer: Colin Brand Director: Environment and Community Services

Ward: KELSEY AND EDEN PARK

1. Reason for report

- 1.1 To provide the Licensing Sub-Committee with information supporting them to determine this licence application.

2. **RECOMMENDATIONS**

- 2.1 **The Licensing Sub-Committee asked to determine this application having taken into account the Council's Statement of Licensing Policy 2021 to 2026 and written and oral representations by the applicant and objectors.**

Members can

1. Grant the licence
2. Grant the licence with the addition of conditions necessary to promote any of the licensing objectives
3. Exclude from the scope of the licence any of the licensable activities to which the application relates
4. Refuse to specify a person in the licence as the premises supervisor
5. Reject the application

.

Impact on Vulnerable Adults and Children

1. Summary of Impact:

When making decisions under the Licensing Act 2003 the Council is required to promote the licensing objectives, one of which is the protection of children from harm.

Corporate Policy

1. Policy Status: Existing Policy:

The Council has adopted a statement of its licensing policy under the Licensing Act 2003 for the period 2021 to 2026.

2. BBB Priority: Children and Young People Excellent Council Quality Environment Safe Bromley Vibrant, Thriving Town Centres Healthy Bromley Regeneration

Financial

1. Cost of proposal: Licensing statutes allow for an appeal to the Magistrates Court against the Council's decision. Should an appeal be made, costs are likely to be incurred but it is not possible to quantify these.
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: Public Protection and Portfolio
 4. Total current budget for this head: £2.4M
 5. Source of funding: 2022/2023
-

Personnel

1. Number of staff (current and additional): 2 Licensing Officers supported by 4.5 FTE admin
 2. If from existing staff resources, number of staff hours: Not Applicable
-

Legal

1. Legal Requirement: Statutory Requirement: The Council is the Licensing Authority for the Licensing Act 2003. This is a Non-Executive function and is delegated to the General Purposes and Licensing Committee. Where representations are received about a licence application, it is referred to the Licensing Sub Committee for a hearing and decision.
 2. Call-in: Not Applicable
-

Procurement

1. Summary of Procurement Implications: Not applicable
-

Property

1. No property implications for this application/licence.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: There are no significant implications.
-

Customer Impact

1. When considering and making a determination on this application Members need to balance the benefits of holding the licence against any adverse effects to the Public, Local Residents and Businesses by considering its impact against the licensing objectives
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? **Yes**. Ward Members were notified about the application by e-mail on 6th December 2022.
 2. Summary of Ward Councillors' comments: No Councillors responded to this application.
-

Responsible Authorities Views

1. Have Responsible Authorities been asked for comments? **Yes**. They were notified about the application by e-mail on 6th December 2022.
 2. Summary of Responsible Authorities comments: comments from 2 Responsible Authorities we both concerned that the application would have a detrimental impact on the licensing objectives.
-

Residents and interested parties

12 representations were made by local residents objecting to the application, 1 representation was received in support of the application and 1 stating they were neither for nor against the application. These are contained in **Appendix 2**.

3. COMMENTARY

3.1. Licensing Act 2003.

The Licensing Act 2003 states that any premises requires a licence/certificate issued by the Council (premises licence/club premises certificate) where the following activities occur:-

Provision of regulated entertainment

- a) Plays. (Where the audience exceeds 500 people)
- b) Films.
- c) Indoor sporting events. (Where the audience exceeds 1000 people)
- d) Boxing or wrestling entertainment.
- e) Live music. (subject to the Live Music Act 2013 exemptions)
- f) Recorded music.
- g) Performances of dance. (Where the audience exceeds 500 people)

Provision of late-night refreshment (between 2300hrs and 0500hrs).

Supply of alcohol (on and off sales).

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club.

The sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place.

Licences/Certificates may be issued subject to any terms, conditions or restrictions the Council feels are appropriate to address any or all of the four licensing objectives.

The Council has previously agreed Bromley's Statement of Licensing Policy for the Period 2021 – 2026.

The Licensing Sub-Committee must consider the Statement of Licensing Policy and any Special Policy of Cumulative Impact currently in force when making any decisions in respect of these applications.

Members' attention is drawn to the following parts of the policy which are relevant to this application.

Description of the Premises

From the application form the description is as follows:

"The premises is a recreation ground. Ground in front of the tennis courts to the ground to the left of the hospital."

A satellite image of the premises can be found in **Appendix 4**.

Licensing History

The Soul Town Festival is in its fifth year at this location.

In 2018 There were issues with excessive noise and vibration.

In 2019 the applicant failed to meet all of the requirements of the noise management plans contained within the event documentation approved with the licence. The event also overran the agreed licensing hours.

In 2020 event did not take place due to Covid restrictions.

In 2021 there were reported issues with the following:

- Overcrowding
- Fake VIP tickets and wristbands
- People allowed to freely enter restricted area
- Temporary structure collapse
- Generators overloaded and tripped out
- Lost child returned to mother who was drunk
- Large queues at the bar which led to people buying in bulk
- Alcohol refusal log not kept at all bars

In 2022 three complaints were received from residents regarding the noise from the event. The Metropolitan Police Officers who attended the event reported that *“Overall a massive improvement on last year...a few little issues to iron out but overall it was a good event.”*

Details of the Application

The Application is for a 2-day licence from 12:00hrs to 22:00hrs on Saturday 2nd Sept 2023 and 12:00hrs to 21:00hrs on Sunday 3rd Sept 2023 for Regulated Entertainment and Alcohol Sales on and off the premises. The applied capacity is for 9900 people.

The event will comprise of a main open stage at one end of the site and an enclosed tented structure for live regulated entertainment provided by a DJ at the opposite end. There will be six main bars and a VIP area with bar. See **Appendix 1** for application form, site plan & Event Management Plan.

Representations

During the public consultation period the Council received a total of 12 representations from residents against the application, 1 in support and 1 stating they were neither for nor against the application. All the representations are contained in **Appendix 2**.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 Licensing regimes provide for additional controls through specific permissions to undertake activities. Both the Licensing Act 2003 and Gambling Act 2005 contain licensing objectives which seek to protect particular vulnerable groups. In the case of the Licensing Act 2003 it seeks to protect children from harm whereas the licensing objectives under the Gambling Act 2005 are wider and seek to protect children and vulnerable adults from being harmed or exploited.
- 4.2 Businesses and the Council are required to promote these objectives in the way they operate or make decisions.
- 4.3 Details of applications under both Acts are referred to the appropriate safeguarding teams for comment. None were received in this instance.

5. TRANSFORMATION / POLICY IMPLICATIONS

- 5.1 Both the Licensing Act 2003 and the Gambling Act 2005 require the Council to prepare, consult on and publish statements of their licensing policy. These must be reviewed at least every 5 years under the Licensing Act and 3 years under the Gambling Act.
- 5.2 Members should make decisions in accordance with these policies but are free to depart from them with good reason.
- 5.3 The current policies are -
- Statement of Licensing Policy 2021 - 2026
http://www.bromley.gov.uk/downloads/file/226/statement_of_licensing_policy_2021-2026
 - Statement of gambling policy 2022 - 2025
http://www.bromley.gov.uk/downloads/file/325/gambling_policy

6. FINANCIAL IMPLICATIONS

- 6.1 There are rights of Judicial Review and appeal to the Magistrates Court against the decision of the Sub-Committee under both the Licensing and Gambling Acts. If an appeal were to be lodged there are costs associated with defending it. These are difficult to quantify and the Courts can award costs. In the event of a successful appeal we could pay the costs of the appellant as well as our own. Equally if we successfully defended an appeal, it is open to the Court to order our costs to be paid by the appellant.

7. PERSONNEL IMPLICATIONS

- 7.1 Number of staff (current and additional): 1 Licensing Officers supported by 4.5 FTE Administration Staff.
- 7.2 If from existing staff resources, number of staff hours: A licensing application typically takes 7hrs professional officer time and 5hrs administration time.

8. LEGAL IMPLICATIONS

- 8.1 Any Parties involved in a hearing before a Sub-Committee can seek a Judicial Review if the Local Authority has failed to administer the hearing in accordance with proper procedures.
- 8.2 Any Party involved with the hearing before licensing subcommittee can appeal any decision made at that hearing to the magistrate's court.
- 8.3 The Council has adopted a procedure for the conduct of hearings.

9. PROCUREMENT IMPLICATIONS

There are no procurement implications.

10. PROPERTY IMPLICATIONS

There are no property implications.

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

There are neutral environmental and carbon reduction implications from the proposals contained in this report.

12 CUSTOMER IMPACT

See para. 4 and 11 and Appendix 3 of this report.

13 WARD COUNCILLOR / OTHER STATUTORY CONSULTEES VIEWS

13.1 No Councillors objected to this application.

13.2 The full details of all representations contained in **Appendix 2**.

13.3 Responsible Authorities Views

13.4 Summary of Responsible Authorities comments: No Responsible Authorities objected to this application.

The following Responsible Authorities were notified about this application and their views sought

Responsible Authority	Date Notified	Comments
Licensing Authority	6th Dec 2022	No Objection
Metropolitan Police	6th Dec 2022	No Objection if proposed additional conditions accepted by applicant (further details in Appendix 3)
Planning Authority	6th Dec 2022	No Response
Trading Standards Service	6th Dec 2022	No Response
Public Health Nuisance Team	6th Dec 2022	No Response
Health & Safety Team	6th Dec 2022	No Objection
Child Protection Team	6th Dec 2022	No Response
Fire Authority	6th Dec 2022	No Response
Public Health	6th Dec 2022	No Response

13.5 Residents and interested parties

12 representations were made by local residents objecting to the application, 1 representation was received in support of the application and 1 stating they were neither for nor against the application. These are contained in Appendix 2. These representations are contained within **Appendix 2**.

Non-Applicable Sections:	Personnel and Procurement implications
Background Documents: (Access via Contact Officer)	Soft File Computer based records

Appendix 1

Application Form & Premises Plan

Application for a Premises Licence under the Licensing Act 2003

Please read the following instructions first –

- Use the Extra Page at the end of the form to provide further details if necessary
- When it is complete you can submit the form directly to us – click on the Submit Form button. You may wish to print and keep a copy of the completed form for your records. For help information about filling in this type of electronic form, click on the help information button
- [Please read the available information on the Licensing Act 2003](#)
- [Before completing this form please read the guidance notes](#)

I / We

Lucy Bateman

(premises licence holder name)

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

Part 1 – Premises Details

Postal address of premises or, if none, ordinance survey map reference or description

Croydon Road Recreation Ground
Beckenham
Kent

Postcode

BR3 3PR

Telephone number of premises

Non-domestic rateable value of premises (if you are unsure, you can use [this Government link for more information](#))

£0.00

Trading name of the business

ST EVENTS LTD

Part 2 – Applicant Details

Please state whether you are applying for a premises licence as:

As a Limited Company

Please confirm:

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

☐

I am making the application pursuant to
a:

Statutory function or

☐

A function discharged by virtue of
His Majesty's prerogative

☐

INDIVIDUAL APPLICANTS (fill in as applicable)

Title

First names

Surname:

Are you 18 years or older?

Yes

☐

No

☐

Date of Birth

Current postal address if different from
premises address

Postcode

Daytime contact telephone number

Email address

SECOND INDIVIDUAL APPLICANT (IF APPLICABLE)

Title

First names

Surname

Date of Birth (you must be 18 years old or
over)

Current postal address if different from
premises address

Postcode

Daytime contact telephone number

Email address

OTHER APPLICANTS

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

Name

Lucy Bateman

Address

395 Green Lane
New Eltham
London
SE9 3TE

Registered number (where applicable)

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

Company Director

Telephone number (if any)

Email address (optional)

info@soultownfestival.com

Operating Schedule

When do you want the premises licence to start?

02/09/2023

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

03/09/2023

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

9900

General description of premises

Croydon Road Recreation Ground - Ground In Front The Tennis Courts To The Ground To The Left Of The Hospital.

Operating Schedule Continued

What licensable activities do you intend to carry on from the premises?
(Please see sections 1 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act)

Provision of regulated entertainment

- | | |
|---|---|
| a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input checked="" type="checkbox"/> |
| g) performance of dance (if ticking yes, fill in box G) | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/> |
|
i) Provision of late night refreshment (if ticking yes, fill in box I) |
<input type="checkbox"/> |
|
j) Supply of alcohol (if ticking yes, fill in box J) |
<input checked="" type="checkbox"/> |

In all cases complete boxes K, L and M (on the following pages)

A

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

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both? (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start time	Finish time	Please give further details here (please read guidance note 3)		
Mon	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	State any seasonal variations for the exhibition of films (please read guidance note 4)		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sat	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sun	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			

C

Indoor Sporting Events Standard days and timings (please read guidance note 6)			
Day	Start time	Finish time	Please give further details here (please read guidance note 3)
Mon	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	
Tues	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	
Wed	<input type="text"/>	<input type="text"/>	State any seasonal variations for indoor sporting events (please read guidance note 4)
	<input type="text"/>	<input type="text"/>	
Thur	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	
Fri	<input type="text"/>	<input type="text"/>	Non standard timings. Where you intend to use the premises for indoor sporting events at different times than those listed, please list (please read guidance note 5)
	<input type="text"/>	<input type="text"/>	
Sat	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	
Sun	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	

D

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

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both? (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start time	Finish time	Please give further details here (please read guidance note 3)		
Mon	<input type="text"/>	<input type="text"/>	Sound check at 10am		
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	State any seasonal variations for performance of live music (please read guidance note 4)		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>	Non standard timings. Where you intend to use the premises for the performance of live music at different times than those listed, please list (please read guidance note 5)		
	<input type="text"/>	<input type="text"/>			
Sat	12:00	22:00			
	<input type="text"/>	<input type="text"/>			
Sun	12:00	21:00			
	<input type="text"/>	<input type="text"/>			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both? (please read guidance note 2)	Indoors	<input type="checkbox"/>						
				Outdoors	<input type="checkbox"/>						
				Both	<input checked="" type="checkbox"/>						
Day	Start time	Finish time	Please give further details here (please read guidance note 3)								
Mon	<input type="text"/>	<input type="text"/>	sound check 10am								
	<input type="text"/>	<input type="text"/>									
Tues	<input type="text"/>	<input type="text"/>									
	<input type="text"/>	<input type="text"/>									
Wed	<input type="text"/>	<input type="text"/>	State any seasonal variations for playing recorded music (please read guidance note 4)								
	<input type="text"/>	<input type="text"/>									
Thur	<input type="text"/>	<input type="text"/>									
	<input type="text"/>	<input type="text"/>									
Fri	<input type="text"/>	<input type="text"/>	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times than those listed, please list (please read guidance note 5)								
	<input type="text"/>	<input type="text"/>									
Sat	12:00	22:00									
	<input type="text"/>	<input type="text"/>									
Sun	12:00	21:00									
	<input type="text"/>	<input type="text"/>									

G

Performance of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both? (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start time	Finish time	Please give further details here (please read guidance note 3)		
Mon	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	State any seasonal variations for the performance of dance (please read guidance note 4)		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>	Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times than those listed, please list (please read guidance note 5)		
	<input type="text"/>	<input type="text"/>			
Sat	12:00	22:00			
	<input type="text"/>	<input type="text"/>			
Sun	12:00	21:00			
	<input type="text"/>	<input type="text"/>			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing				
			<div style="border: 1px solid black; height: 80px; width: 100%;"></div>				
						Will the entertainment take place indoors or outdoors or both? (please read guidance note 2)	
						Indoors	<input type="checkbox"/>
		Outdoors	<input type="checkbox"/>				
		Both	<input type="checkbox"/>				
Day	Start time	Finish time	Please give further details here (please read guidance note 3)				
Mon	<input type="text"/>	<input type="text"/>	<div style="border: 1px solid black; height: 150px; width: 100%;"></div>				
	<input type="text"/>	<input type="text"/>					
Tues	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Wed	<input type="text"/>	<input type="text"/>	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) and (g) (please read guidance note 4)				
	<input type="text"/>	<input type="text"/>	<div style="border: 1px solid black; height: 100px; width: 100%;"></div>				
Thur	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Fri	<input type="text"/>	<input type="text"/>					Non standard timings. Where you intend to use the premises for entertainment of a similar description to that falling within (e), (f) or (g) at different times than those listed, please list (please read guidance note 5)
	<input type="text"/>	<input type="text"/>	<div style="border: 1px solid black; height: 150px; width: 100%;"></div>				
Sat	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Sun	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both? (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start time	Finish time	Please give further details here (please read guidance note 3)			
Mon	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Tues	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Wed	<input type="text"/>	<input type="text"/>	State any seasonal variations for the provision of late night refreshment (please read guidance note 4)			
	<input type="text"/>	<input type="text"/>				
Thur	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Fri	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Sat	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Sun	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption: (please read guidance note 2)	On the premises	<input checked="" type="checkbox"/>		
				Off the premises	<input type="checkbox"/>		
				Both	<input type="checkbox"/>		
Day	Start time	Finish time	State any seasonal variations for the supply of alcohol (please read guidance note 4)				
Mon	<input type="text"/>	<input type="text"/>	<div></div>				
	<input type="text"/>	<input type="text"/>					
Tues	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Wed	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Thur	<input type="text"/>	<input type="text"/>				Non standard timings. Where you intend to use the premises for the supply of alcohol at different times than those listed, please list (please read guidance note 5)	
	<input type="text"/>	<input type="text"/>				<div></div>	
Fri	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Sat	12:00	22:00					
	<input type="text"/>	<input type="text"/>					
Sun	12:00	21:00					
	<input type="text"/>	<input type="text"/>					

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

Title	<input type="text" value="Mrs"/>
First Name(s)	<input type="text" value="Lucy"/>
Surname	<input type="text" value="Bateman"/>
Date of Birth	<input type="text"/>
Address	<input type="text"/>
Postcode	<input type="text"/>
Personal licence number	<input type="text"/>
Issuing licensing authority	<input type="text"/>

Please print the 'Consent of individual to being specified as premises supervisor' form and have the person specified above sign and confirm the details given.

K

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

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)	
Day	Start time	Finish time		
Mon	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Tues	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Wed	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Thur	<input type="text"/>	<input type="text"/>		Non standard timings. Where you intend to use the premises to be open to the public at different times than those listed, please list (please read guidance note 5)
	<input type="text"/>	<input type="text"/>		
Fri	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Sat	12:00	22:00		
	<input type="text"/>	<input type="text"/>		
Sun	12:00	21:00		
	<input type="text"/>	<input type="text"/>		

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

Please see EMP.

b) The prevention of crime and disorder

Please see EMP

c) Public safety

Please see EMP

d) The prevention of public nuisance

Please see EMP

e) The protection of children from harm

Please see EMP

I have enclosed the plan of the premises

☒

I have enclosed the consent form (for further information [please visit our application forms webpage](#) and follow the guidance under the **Variation of DPS for an Existing Licence** heading)

☒

I understand I must now advertise my application

☒

I understand that if I do not comply with the above requirements my application will be rejected

☒

I am applying as an individual rather than a business / limited company and have enclosed proof of my entitlement to work in the UK (for information on what you can provide as evidence, [please reference our evidence guidance notes](#))

☐

☐

Please attach evidence using the 'Upload & Attach Files' button.

Types of files accepted as attachments: gif, jpg, jpeg, tif, tiff, bmp, png and pdf.

Please ensure that the documents you attach are complete and easy to read. If documents are incomplete or are difficult to read this may result in a delay in your application.

Declaration (please read guidance note 10)

[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.

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.

Confirmation of applicant or applicant's solicitor or other duly authorised agent. (See guidance note 11) If confirming on behalf of the applicant please state in what capacity.

Confirmation☒

Name

Lucy Bateman

Date

01/12/2022

Capacity (owner, director etc.)

Director

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

Confirmation☐

Name

Date

Capacity (owner, director etc.)

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

Name

Lucy Bateman

Address

Postcode

Telephone number (if any)

If you would prefer us to correspond with you by email, your email address (optional)

Use this page if there is any other information that you think we should know about.

Information entered on this page will be sent to us, along with the data on the rest of the form when you use the "Submit" option.



SITE PLAN



E EMERGENCY EXIT

Soultown Festival Event Operational Plan 2023

Event Name	Soul Town Festival 2023
Event Location	Croydon Road Rec
Event Date	Saturday 2 nd September 2023 and Sunday 3rd September
Organisation	ST Events Limited
Document last updated	28/11/2022

1. Event management

1.1. *Pre Planning / Pre Consultations*

Several pre planning meetings will take place with Lucy Bateman, Joe Courtney, Triple A Events and First Spartan Security to agree the format, content, style, target audience to attract, opening times and safety of the event. We are looking at the existing format from 2022 and making minor improvements.

There will be meetings between Lucy Bateman and Joe Courtney with the police, ambulance service, fire service, noise (LBB), Health and Safety (LBB), Licensing (LBB), residents and any other concerned parties. Details of each meeting, date, time, location and notes can be found in the appendix.

1.2. *Event overview/improvements*

Summary/background

Soul Town has taken place this year for its 3rd year, and although several challenges were faced it was a success. It was a safe and secure live music event with well known Soul and Motown Artists from the 1970's. Soultown Festival 2022 was a huge success albeit not financially but nevertheless a safe and successful event. We will now focus on keeping the standards high whilst aiming to make the model more lucrative. At Soultown Festival 2023 there will be a maximum of 9,500 ticket holders on the 2nd and 9500 on the 3rd at the event in addition to artists, stall holders and event staff. The maximum amount of people on site will be 9900. The event is aimed at adults aged 25 to 65. After the festival in 2021 we have put an age minimum on attendees. We again plan to have a small allocation on the Saturday for 21 – 25's. The event will take place inside a fenced area with gates manned by security staff and stewards. VIP ticket holders will be given a wrist band with a clipped edge. No re-admittance will be allowed. Additional toilets including disabled toilets will be available in the event area and on the entrance, these will be increased this year. There will be toilets on the perimeter to stop people urinating in residents' gardens. There will be a VIP garden area to the right of the stage (left front of house). After our public residents meeting held on 7th Feb rubbish in people's gardens and irresponsible parking seems to be an issue. We have agreed with the residents to have parking marshals on said roads to prevent this. We also deploy rubbish teams further out to clear rubbish.

There will be a bar, food sellers and Soul/Motown memorabilia stalls available plus some rides. The Sunday event will mirror the Saturday with a different line up.

There will be six dispersal exits, two in Croydon Road, one by the exit to the back of Sainsburys and one in Village Way.

The event runs from noon until 22.00 hours on Saturday 2nd September 2023 and 21.00 on Sunday 3rd September 2023.

Visitors in recent years have been able to bring their own picnic blankets or festival chairs and relax whilst listening to great music however for 2023 we are going to disallow chairs and blankets for safety reasons.

Children admittance policy:

We have decided to allow families to still attend. This age range will need to be approved by an adult.

It is hoped that this will continue to become an annual event as we believe it brings additional income and footfall to the local high street/businesses.

1.3. Key event management contacts

Name	Role	Responsibility	Contact & radio channel if radio allocated
Lucy Bateman See organisational flow chart in separate document.	Event Controller	Overall responsibility Risk assessments, event plans legal compliance, fire points, site inspections. Compliance with premise licence.	07961 053 756
Joe Courtney	Event Controller/ Bar Management	Stock, staff, infrastructure.	07904131104
Colin Umbers Triple A Events Ltd	Production	Event infrastructure stage, lighting, power.	07875 492 625
First Spartan Security Solutions	Simon 01293 885877	Front entrance security and VIP security. Security, emergency vehicle access. Stall Holders. Asset mgt	01293 885877
Mind and Behaviour Limited	First Aid	First Aid until emergency services attend – ambulance on site	Steven Hurrell M: 07717 478 646 T: 0203 651 5129

1.4. Key event contacts – other

Contact	Service	Contact details	When?
Ian Downes	Sound propagation model.	07775745292	

	<p>Liaison between all parties including the promoter, sound engineer and Licencing Authority on all matters relating to noise control prior to and during the event.</p> <p>Production of onsite noise monitoring log and share with Licencing authority after event.</p>		
Ab fab and Five Star Marquees	Temporary structure/ Marquees and furniture	0800 085 1405	
Colin Umbers	Portable toilets and crowd barriers	07875492625	
James Gannon	Waste Removal	080825065750	
Event Photographer	Lily Watkins	07971375840	
Lucy Bateman	<p>Risk Assessments and Operational Plans.</p> <p>Engaging stall holders.</p>	07961053756	

Ansetts Scaffolding	Scaffold structures for banners and main entrance	07834247247	
First Spartan Security	Main security company	07958699441	
Stretch and Tents	VIP, Garden Party and gin garden stretch tents	07733326484	
Enteree Fencing	Perimeter fencing/ mojo barriers, ped barriers and crowd barrier fencing	07950804749	
Moulson Cors Bar equipment	Nathan	07734547943	
Toilet Always Welfare	Joe Foley	07824617233	
Glorious Gazebos	Brett	07799338005	
Jimmy Botton rides	Rides	07966909902	
5 star marquees	James McNally	07921778411	
Casablanca	Picket fencing / furniture hire	02084575807	
Host staffing	Bar staff	ross@host-staffing.co.uk	02077360122
Contact	Service	Contact details	Notes
SNT	Police	Edwin Sear edwin.sear@met.police.uk	

Tony Rose		lisecing@bromley.gov.uk	
Mind and Behaviour Limited	First Aid	steven@mindbehaviour.com	
James Cartright	Fire	James.cartright@london-fire.gov.uk	
Darren O'Rourke	Ambulance	Darren.O'Rourke@lond-amb.nhs.uk	07557565967
SAG REF		sag@bromley.gov.uk	1835283
Bar		Lucy Bateman and Joe Courtney	

1.5. Staffing

Staff required delivering the event. A team made up of Security staff, Traffic stewards, Stewards, Event Controller and two event managers will manage the event.

Volunteers & Volunteer manager Fest Buddies

1.6. Organisational matrix – please also see flow chart in appendix.

Police / Emergency services – James Cartright and Darren O'Rourke and Edwin Sear		
	Event controller & safety manager	
Security manager	Production & Artist manager	Event manager
Security staff	Production staff and artists	Stewards
	Crew	

Programme & production schedule

Production Schedule– prior to event day

Date	Task	Start	Finish	Resources/ who	Notes	Is Hand	Complete
June 2023	Noise management letter to residents and visit residents						
28 th Aug AM	Fencing erected/ Skip delivered Overnight security in place						
29 th Aug	Stage and tracking delivered.						
30 th Aug PM	Cabins arrive						
31 st August	Marquees and stretch erected						
31 st August	Steel decks for bars arrive and installed						
1 st September	Q flow scanners arrive Event Flag Hire						
1 st September	Picket Fencing delivered Rattan furniture Picnic benches						
1 st September	Décor arrives Stock for bars Bar management team on site All food traders to arrive and set up						
Production Schedule– event day 3rd September and 4th September							

Task	Start	Finish	Resources/ who	Notes	In Hand	Complete
Stage set up and sound checks	10am	11am	Colin			
Display Premises Licence	10am	NA	Lucy			
Stewards briefed (radios, uniforms, counters, site plans etc.)						
Entrance gates set up						
Toilets						
Litter pickers and bins emptied						
Signs up (Lost child, first aid, no smoking etc.)						
See stall holder vehicles off site						
Set up inside marquee areas						
Put bins out						
Regular toilet checks and replenish hand sanitizers and toilet rolls						
Fire extinguishers and safety signage displayed.						
Proposed Line up schedule	Saturday 2nd September	Sunday 3rd September				
12pm						
1pm						

2pm						
3pm						
4pm						
5pm						
6pm						
7pm						
8pm						
9pm						
10pm						

Production Schedule– post event

Date	Task	Start	Finish	Resources/ who	Notes	In Hand	Complete
4th	Stage, fencing and generator broken down			Triple AAA			
4th	Stall holders off site			Event Merch			
5th	Toilets collected			Colin Umbers			
5th	Waste collected			RMS			
3rd	Cash from stall holders and food concessions handed over			First Spartan Security			
4 th - 9th	Litter pickers return to complete day light litter check			Soultown litter picking team			

8th	Record status of playground and grounds post event			Lucy Bateman Events			
8th	Return keys Aim is to be off site by 7 th September if possible			Lucy Bateman Events			

1.7. Run sheet/programme

	Set up						
Time	Stage & Power	Fencing	Stalls	Bar	Marquees	Furniture	Ticket gates
8am	Set up	Already in place.	Arrive & set up	Arrive & Set up	Arrive & set up	Arrive & set up	
10:00	Sound checks						
11:00							Set up

2. Health and Safety

The Health and Safety at Work Act 1974 <http://www.hse.gov.uk/legislation/hswa.htm> is the primary piece of legislation that covers health and safety at work.

See separate Risk assessment and management statement.

2.1. Risk assessments – other contractors

All suppliers and stall holders are required to provide RAMS. These are available for inspection.

2.2. Security (briefing will take place on 02.09.23 at 10am)

A uniformed team of Security Industry Authority (SIA) registered guards will be on duty throughout the event to provide general security and crowd management, conducting high profile patrols of all areas within the event footprint, whilst providing reassurance to the public attending the event. Key locations within the site will have dedicated security to maintain access control, including the gates, stage area and VIP Garden.

Security will be positioned on the emergency gate to stop people parking and stop any vehicle entry.

Crowd Safety

The stewards will be welcoming customers into the event and creating a visible presence. On leaving the event stewards will remind all customers to leave quietly and hold a visual presence to assist in avoiding any problematic behaviour and noise.

Street Patrols – please find street patrol map in appendix.

Once the site is cleared we will deploy a team of security guards to patrol the residential streets within a 1 mile radius with particular attention to the roads leading to the high street. Our event objective is to keep public nuisance and noise to a minimum. We will have clear signage to advise customers to leave quietly and respect the neighbours. We have toilets situated on the perimeter which will be manned with patrols to eliminate any anti social behaviour.

Crime prevention

On entering the event, customers will be searched by a SIA licenced officer. In addition to this search wands will be used. There will also be a dog patrol unit on the entrance to deter any festival goers from bringing in illegal substances. Signage throughout the event will state our zero drugs policy. All confiscated goods will be stored in a confiscation bin which will be taken to a police station the following day.

The security team will have their own radio channel solely for their use to communicate any public trouble. Any public trouble within the event, the causers will be removed from the event and the police will be notified.

Visitors will not be permitted to bring alcohol or food into the event area.

The security staff will patrol in pairs. The response teams and managers will be wearing body cameras. We have appointed a separate asset management team.

They will keep in regular contact with the team supervisor.

The security team will engage with all stall holders and the general public promoting ongoing communication throughout the event.

Ticket sales are managed via Eventbrite/Simple Tix/ Ticket Master/ Fest Tickets -Interest in the event will be monitored in the run up and numbers of security and stewarding staff will be adjusted accordingly. A maximum of 9500 tickets will be sold.

The event area is surrounded by Steel Shield provided by Entertee (see appendix for insurance documents) fencing preventing vehicles from accessing the area except through one gate which will be closed during the event. No vehicle access or movement is permitted during the event (except for emergency vehicles).

It is expected that visitors will arrive at different times of the event to see their preferred artist perform, reducing any queueing time

There will be one entrance in with que lanes. There will be six exits to reduce overcrowding and minimise dispersal time. (See site map)

Security staff and stewards will see guests off site at the end of the event and will be present at each of the four exit points.

Security staff will be briefed prior to the event and reminded of their Griffin training.

Ratio of SIA licensed staff on site to capacity (including staff etc) of site is 1 per 94 plus a plain clothed response team. A full list of SIA badge numbers can be found in the appendix. This is within the guidelines of the Purple Guide and for the demographic planned, should be more than enough. On top of this, we have the stewards who will be on key points including emergency exits and non licensable areas.

A full security can be found as part of the Event management paperwork.

2.3. Stewarding

A team of Stewards will be on duty throughout the event. They will be fully briefed and aware of their duties and responsibilities as well as who is who at the event. They will all be wearing name badges. The briefing will include a reminder of Griffin training.

Stewards will be briefed on the communications plan so understand how they can cascade information or report incidents during the event and what to do in the event of an emergency.

Section 2.3 Stewards are being utilised on key points such as emergency exits and perimeter patrols. This is 1 per 500 people but again, is backed up with the SIA staff so all in all the whole crowd safety team is running at about 1 per 142

2.4. Emergency procedures

See separate Emergency evacuation procedure & policy

2.5. First aid / medical cover

Qualified CQC registered first aiders will be on site throughout the event and thirty minutes before and after the event. They will be contactable by radio. Ticket sales will be monitored and the number of first aiders will be adjusted accordingly.

The first aid and lost child points are clearly marked on the site map and will be included in the stewards and stall holders briefing.

Signs will be clearly displayed on site maps. All staff and stall holders will be informed of the locations. Discussions have taken place with Lucy Bateman, Steven Hurrell and Darren O'Rourke (LAS) and all parties are satisfied with arrangements in place.

Triple A Events is supplying and operating the power. They have provided copies of their insurance and RAMS. We will attempt to source silent generators – from noise complaints from previous year. Any cables that are not covered by event furniture will be covered with anti - trip cable protectors.

Triple A Events is supplying and operating the power generators for the stage, lights and sound, VIP area and floodlighting. The team has suitably experienced and qualified engineers required to comply and sign off with the current BS7909 regulations. Triple A has been recommended by local even professionals Lollipop Events. They have provided copies of their insurance and RAMS.

Triple A will

- ☐ Work out the routing of the cables, ensuring that cable runs do not create trip hazards and will either be relocated away from pedestrian areas, secure and any cables that are not covered by event furniture will be covered with anti - trip cable protectors/trunking.
- ☐ Produce a detailed plan of the set up for agreement with the Event organisers.
- ☐ Ensure cabling is suitable and able to stand adverse weather conditions.
- ☐ Ensure calculations are made that include all potential electrical requirements.
- Ensure that only electricians connect, maintain or work on the electrical systems. Danger signs will be displayed.
- Fence or barrier off all electrical supplies and distribution.
- Ensure generators are supplied with adequate fuel and are fenced off.
- Check their equipment brought onto site before it's connected to the site supply.
- Check that they have up to date PAT certificates and RAMS from any organisation that will be plugging in to their power supply.
- Provide adequate fire extinguishers

2.7. Fire safety

See RAMS

Fire hazards identified include:

- The generator and fuel
- Electrical and cooking equipment

Clear signs will be displayed showing escape routes and Fire extinguisher points.

An emergency plan has been developed and will be shared with the London Fire Brigade, Met Police, environmental health and London Ambulance Service

The assessment will be kept under review and revised where necessary

A daily RA will take place before the event starts

Big Wheel and Helter Skelter –paperwork been requested and will be uploaded by 1st August 2023.

2.9. *Temporary demountable structures*

Ab Fab are providing the Marquee for the beer tent and VIP Garden. A copy of their PLI and RAMS will be obtained. Glorious Gazebos will be providing artist gazebos. 5 star marquees will be providing the Chinese hat style bar marquees.

Ansetts Scaffolding will be providing the main entrance and banner structures. Full paperwork and sign offs will be provided and the temporary structure license has been applied for and can be found in the appendix.

Fire Exit and no smoking signs will be displayed.

The stage is provided by Triple A Events who will manage the stage throughout set up, running and de-rig.

2.10. *Animals at Events*

Registered guide dogs will be allowed to enter the event. This ensures we meet the equality act.

2.11. *Chemical attacks*

This policy details how a member of First Spartan Security Services is expected to deal with a deliberate or accidental exposure to a hazardous substance.

Although a relatively infrequent event, 'acid attacks' are on the rise.

Whilst we hope to never have to deal with such an event such as this as most are premeditated and 'planned', we follow the 'Remove, Remove, Remove' model.

Remove themselves/the casualty from the immediate area to avoid further exposure to the substance and it's effects. If the skin is itchy or burnt, find a water source.

Remove all outer clothing. Avoid pulling any clothing over their head. DO NOT pull off any clothing stuck to the skin.

Remove the substance from the skin using a dry, absorbent material to either soak it off or brush it off.

Rinse continually with water if the skin is itchy or painful.

Call 999

Staff are reminded that exposure to hazardous substances isn't always obvious. Signs can include, but not limited to, the presence of hazardous or unusual materials, a change in the environment such as vapour clouds, odd smells or tastes and/or unexplained signs of skin, eye or airway irritation, nausea, vomiting, twitching, sweating, disorientation, breathing difficulties.

Above all else, staff are reminded to exercise extreme caution and to keep a safe distance and

3. Communications

3.1. *Event communications – Surrounding residents*

An email has been sent out for a pre-consultation meeting in January 2023.

Dedicated website

Social Media

Banners in prominent positions around Beckenham (with LBB approval)

Estate agents boards

Online event directories

Neighbouring residents have received a letter through the door prior to the event.

We will attempt to visit all the neighbours that have gardens bordering the park.

Posters and fliers in local businesses, libraries and community centres

Fliers delivered to Residents through at promotional events within a wider radius than previous years.

Email marketing campaigns

Radio comms – emergency code words in place.

3.2. *Event day communications - Audience*

Fliers including site plans and programme timetables will be provided.

Timetables will be displayed on posters around the event area.

Clear signage will direct the public to the, toilets, lost child and property, information point and first aid. Stewards and stall holders will be briefed so that they can answer the public's questions.

3.3. *Event day communications – Internal*

➤ Personnel will be deployed into pairs and will have a radio link with our Event Control room based stage left (house right), which will be manned by our Event Controller who will record all radio transmissions and any incidents. Our controller will maintain an operational log including timings and all details captured during any incident. The Event Control room will also act as a lost persons

All stakeholders will be briefed on the plan prior to the event starting.

- Key event staff will be in contact by two way radios
- A contact list will include key staff with phone contact details and radio channel

4. Lost children

A Lost child point will be displayed on site maps.

Gate and front of house staff are trained not to let any children out through the gates if they are unaccompanied by an adult or do not have a valid excuse for not being with their parent/s.

Lost children will be taken to and collected from the Lost Child Point and supervised by a member of the event team who has an appropriate DBS check (i.e. no additional information suggesting that they are unsuitable to be looking after children/vulnerable people). The security manager and another member of the team have current Football Association Safeguarding awards.

The member of the event team looking after the lost child will not be left alone with that child.

1. A search of the immediate area and last known position of the child will be conducted. Announcements will be made over the stage PA requesting parents/guardians collect their child from the control room. Announcements will not refer to children specifically or give personal details, descriptions or names. The following scripts will be used:
 - a. Parent or guardian reports lost child – “This is a public announcement. If there are any children who have lost contact with their parent or guardian, please contact the nearest Security Guard or Steward.”
 - b. Child reports lost parent/guardian –
 - i. A member of the team will attempt to contact the parent by the mobile phone number on the child’s wrist band. If this fails the following announcement will be made over the PA. - “This is a public announcement. *Name* please make your way to the Lost Child point at the control Porta Cabin behind the stage”

ALL AREAS

2. Stewards & Security will be contacted by 2 way radio alerting all stewards that there is a lost child so that they are aware and can allay fears of any parents seeking help. Children’s names are not broadcasted over the radio. A subsequent radio alert will be sent to stewards once the child has been collected. Police will also be made aware if they have been involved.
3. If a child is reluctant to go with a parent or collecting adult a second opinion will be sought from the police. The parent’s or guardian’s proof of identity will also be obtained.
4. Records of the names, addresses, phone numbers and time of the incident will be kept. Parents/guardian’s will be asked to sign this on collection of their child.

5.1. Premises Licence

A premises licence has been applied for.

A personal licence holder will be on duty at all times alcohol is on sale.

A Security policy is in place (see separate document)

A Drugs policy is in place (see separate document)

An Entry search policy/procedure is in place, which includes use of wands, procedure if prohibited items are found and extent of searches. (see separate document)

Clear signage will be displayed showing the conditions of entry including:

Right of entry refusal if customers appear to be under the influence of alcohol or drugs.

No re-admittance

Security staff will wear body cams. Body worn video will be available for immediate download and kept for 31 days.

All drinks will be decanted into plastic/paper glasses except for can sales.

No alcohol will be permitted to be taken off site.

No drinks promotions will be permitted.

No re-admittance will be permitted.

Alcohol is not permitted to be brought into the licenced area.

Bars are under the direct control of the event organiser

Each Bar has a designated Bar manager.

Challenge 25 signs will be displayed.

The bar staff are trained on their responsibilities under the licencing act and Challenge 25.

There will be several water stations around the event to prevent dehydration.

5.2. PRS and PPL Licence

PPL (Phonographic Performance Limited) licence has been obtained to cover any recorded music on stage.

PRS (Performing Rights Society) licence obtained to cover live performances and recorded music on stage.

6. Insurance

ST Events are insured for Soultown Festival – Events insurance direct provides Public Liability cover of £5,000,000

7. Provision of food

Food and bars have all provided PLI, Hygiene certs and appropriate certificates for the equipment they will be using and have disclosed the Local Authority that they are registered with. A check will be made with the Local Authority (Environmental Health) of any unknown stall holders to see if there have been any complaints. Only stall holders with a hygiene rating of 5 Stars will be permitted.

There will be a free water station available for the public.

Stall holders will stop serving at 9.45pm

8. Site considerations

8.1. Site Plan

A site plan details:

Placement of all temporary structures	All other site infrastructure
Any fencing or barriers	Generator or power sources
Power supply runs (cables)	Entry and exit points
Emergency exits and assembly points are not on the plan as there are no gates or fences preventing the public from leaving the area.	First aid points
Information point	Lost children's point
Vehicle entry points	Any event décor, i.e. flags, banners etc.
Litter	We will deploy an extensive litter team within the event and on the event perimeter throughout the day. We will also concentrate on the residential streets post event to ensure minimal litter.. We are aiming to reduce the use of single use plastic.

8.2. Toilets

There are some public toilets on site.

Additional portable toilets will be brought taking the total number of toilets available to 195

Members of the event team will make regular checks throughout the event to ensure the toilets are clean and toilet rolls and soap /hand sanitizers are replenished.

There will be toilets on the perimeter of the site and entrance.

8.3. Vehicles on site

Suppliers with heavy or bulky equipment to unload will be allowed on the grass during set up and derig. Vehicles then need to be relocated off site.

Stewards will guide suppliers and stall holders to their allocated pitch and off site

Vehicles need to be off site 1 hour before the event opens.

No vehicle access or movement is permitted during the event (except emergency vehicles).

8.4. Traffic, transport and parking

The event website will advertise information on bus routes, car parks and the various entrances to the park to encourage visitors to use public transport and avoid traffic and parking problems. Visitors will be encouraged to leave the cars at home.

Since a lot of the advertising will be local, it is envisaged most visitors will arrive on foot.

No additional parking will be provided. There is ample parking in town. Directional signs will be placed on lamp posts(with LBB permission).

Parking, transport and traffic management.

Emergency entrance / exit – security on guard to ensure it is kept clear.

Advertising will include information on bus routes, car parks and the various entrances to the park to encourage visitors to use public transport and avoid traffic and parking problems.

Where it is not possible to include all the information, the address will not be provided but will display website where the address with bus routes etc is displayed.

No additional parking will be provided.

Based on previous events, it is expected that the visitors will disperse by 9.00pm encouraged by marshals.

Vehicles belonging to stall holders, rides, stage etc are directed to use the entrance on Croydon Road Recreation Ground next to the petrol garage to avoid disruption to residents. Two marshals either

end of the recreation ground & one at the other end will direct traffic in and out of the event area to ensure residents can get in and out of Croydon road, whilst event goers are encouraged to park in one of the High St car parks. Traffic cones will be placed around the entrance to the park.

Prior to the event residents of Croydon road and surrounding roads will be given a letter explaining plans for traffic management on the day with a contact number and email should they have any questions/concerns.

Added into PUB WATCH whatsapp group to make local business owners aware of any problematic customers.

See separate dispersal plan.

9. Environmental considerations

9.1. *Recycling*

A waste removal company will remove event rubbish at the end of the event.

Stallholders will take their rubbish away at the end of the day.

Recycle bins will be spread around the event, clearly marked according to what should be placed in each bin.

Members of the event team will regularly empty the recycle bins into the 1100L bins in the service road.

We have partnered with an official drinks company and have negotiated a contract that ensures that we minimise the use of single use plastic by using reusable polycarbonate cups, cans and tin bottles.

9.2. *Noise management*

It is envisaged that there will be minimal noise pollution as:

- The event hours are noon till 22.00/21.00 allowing time for setting up the less complicated elements between 8am and 10pm. Sound and propagation checks and rehearsals will take place between 10am and 12 noon. Music will finish at 22.00/21.00 with a DJ to finish the last half hour to allow time on line up if it over runs.
- A qualified and experienced Noise control Consultant who is a member of the IOA, experienced in noise propagation and control from music events and adhere's to the IOA code of conduct will be appointed.
- The noise control consultant shall liaise between all parties including the promoter, sound engineer and the Licencing Authority on all matters relating to noise control prior to and during the event.

- During the event the Noise Consultant shall monitor noise levels at locations determined appropriate in the Management Plan. A Monitoring Report, demonstrating compliance with the relevant licencing conditions shall be submitted to the London Borough Bromley's Environmental Health Department within 14 days after the event.
- Silent generators will be used for the main power supply.
- The elements that require longer set up and de-rig or are noisy (.i.e. fencing, stage, waste bins and marquees) will be arranged prior to the event day and derigged the following day so that neighbours are not disturbed in the early hours.
- The entertainment will be kept within permitted decibels (65dB(A)), monitored and controlled by qualified and experienced sound engineers.
- The control limits set at the mixer position shall be adequate to ensure that the MNL shall not at any noise sensitive premises exceed 65dB_(A) over a 15 minute period throughout the duration of the event., throughout any rehearsal, sound check of sound propagation test.
- At 1m from the façade of any noise sensitive premises the music noise level shall not exceed L_{eq}(15min) 80dB in the 40, 50, 63 and 80 Hz third octave bands.
- Stall holders and event suppliers will be asked to keep noise to a minimum during set up and de-rig.
- Visitors will be reminded they are in a residential area and to keep noise to a minimum when leaving.
- Stack flown speakers will be at either side of the stage pointed into the event area and away from residents. The PA system is Line Array digitally controlled. Angles and dispersions will be calculated on the day of rigging.(see site map)
- A sound propagation model will be submitted to and approved by the London Borough Bromley's Environmental Health Department. Sound propagation modelling will demonstrate that the Music Noise Level does not exceed 65dB(A) at the nearest noise sensitive receptor.(Locations to be included and added to the site plans once IOA noise consultant has been appointed and had input)
- The promoter, sound supplier and all individual sound engineers will be informed of the sound control limits and the noise management plan will be shared with them.
- Visitors will not be permitted to take their drinks outside of the licensed area to discourage visitors sitting near resident's gardens and disturbing them.
- Noise will filter out at the tennis courts and sound checks will include a check close to the boundary of the neighbouring properties.

The noise management plan is shared with the event team and stall holders as part of the pre event briefing.

The locations and directions of the stage/speakers are shown on the site plan (attached).

Details of the time, date and duration of set up and dismantling of the stage and other associated noise generating activities (refuse disposal, provision and emptying of toilets, generators etc) outside

the times of the performances are detailed in the production schedule (19th November 2019) and will be submitted to the Licensing Authority for approval. **Page 52 of 62**

Neighbouring residents likely to be affected by music from the event will receive a letter with the event details, hours of regulated entertainment, hours of any set up and de-rig activities, contact email /phone number for pre event concerns/questions and an event day contact should they wish to raise a noise complain on the the day.

The circulation area includes residents in Croydon Road, Whitmore Road and Village way and The Cator Medical Centre will be informed.

A dedicated noise phone line will be manned throughout the event.

We will attempt to visit all neighbouring residents with gardens backing on to the park prior to the event.

Details of set up and de-rig activities are set out in sections 1.6 and 1.7 above.

Complaints will be dealt with sympathetically and professionally. All complaints will be logged including; date, time, name, cause and action taken. The noise management plan will be reviewed following any complaints.

9.3. *Surface protection and trees*

Stewards will carefully guide vehicles on and off site to load or unload taking account of the plants and furniture/benches. Vehicles will be repositioned off site after unloading. Only vehicles that are essential to the event are allowed on site during the event (i.e.Control Porta Cabin, stage, ice cream van etc.).

Euro tracking will be provided for the stage, marquee and for emergency vehicle access. The site plan will take account of potential problem areas.

Appendix 2

Representations

Soul Town 2023

Objections

Objection 01: Village Way Beckenham

12/12/2022 4:51 PM 12th December 2022

I OBJECT to the Soultown Music Festival going ahead as proposed in the application because:-

A. The venue is not appropriate for a 2-day Music Festival of this size;

B. It is unacceptable to have the concert on Sunday afternoon. It should only be allowed on Saturday afternoon, from 2pm - 10pm, at most!

C. 7 whole days is too long for the two thirds of the park to be unavailable to the large number of residents, especially the dog walkers;

D. The noise at Ground Level for those of us whose houses back onto the Croydon Rec is unacceptable, causing some of us to have to LEAVE OUR HOMES for long periods on both days; and

E. The event takes place on the last weekend of the summer holidays, just before the schools re-open and as such is not acceptable.

I would like to attend the Licensing Committee to express my objections vocally.

Objection 02: Village Way Beckenham

15/12/2022 7:30 PM

I wish to object to the Soultown festival held in Croydon Rec as it is too loud, too long and too crowded for a small public park surrounded by residential housing. I've no objection to it being held in a suitable festival site.

I understand that some of the profit goes to the company looking after the park, but it is not used for the park upkeep and the park is not being looked after as it was - paths need repairing, beds need weeding and benches need renovating among other things. None of the profit goes to local charities unlike the case with the Firework display. We were told the small gazebo would be decorated but this has not happened.

Objection 03: Whitmore Road Beckenham

23/12/2022 6:10 PM I object to Soultown 2023 being held in Croydon Rec.

Last year an even larger area of the park than usual was out of bounds to regular park users during the event, and set-up and dismantling.

The noise levels once again (2022) were extremely high: there is no escape as the music, tannoy announcements and generator noise is constant for two whole days. It is impossible to enjoy our garden and we cannot escape the high volume even indoors.

Set-up and break down is also very noisy with increased heavy vehicle traffic.

Traffic is increased throughout the event, particularly as people leave and cabs congregate.

The organisers last year said they were considering a single day event - even this would be better (an opinion shared by many at a local meeting with organisers Councillor and Police)

This family park is not an appropriate venue for an event of this scale.

Objection 04: Village Way Beckenham

28/12/2022 1:02 PM I would like to leave a complaint about the Soul Town Festival which took place this summer. 2 Stages were erected at each end of the park this resulted in a clash of sound (not music) which took place over 2 days!! I suffered from Tinnitus as a direct result of this noise and I was unable to sit in my garden. Also the vibrations on my windows was very loud.

Furthermore a friend of mine who attended the Festival ended up in A@E as she inhaled weed /substance smoked by many of the attendees. The loss of amenity meant I was unable to be in my

garden with my family and have regular walks in the Park. I hope that this complaint will be in address in any future Festivals take place .

Objection 05: Durban Road Beckenham

29/12/2022 1:52 PM Would it be possible to block anyone but local residents from parking on Durban Road and the other narrow roads immediately around Croydon Road Rec when Soultown and other big events are on in the park? It becomes absolutely impossible for residents to park anywhere close to our homes on these days and the whole area becomes grid locked.

Objection 06: Durban Road Beckenham

29/12/2022 2:34 PM Absolutely hideous idea to hold the event at Croydon Rec. Every year there is some kind of trouble and violence, car crashes on small tight roads such as Durban Road.

Alleyways are used for urinals. We have had to clear up human vomit and worse. Alcohol bottles and rubbish left everywhere for residents to tidy up.

It's about time the council took note and listened to the local residents who have to put up with the behaviour and antics that go on at such events. We also have to put up with music that's so loud the windows shake. It is the wrong place to hold such an event, no parking facilities means we can't leave the house as you can't find a parking spot when you return. Please do not let this event be held here ever again.

Objection 07: Durban Rd Beckenham

29/12/2022 3:38 PM The park is too small for this event. There is no parking in the surrounding area. The noise is excessive. We had police chasing suspects through our back gardens on Durban Road from a stabbing incident which took place during the festival. The festival organisers damage the park and don't repair it afterwards.

Objection 08: Croydon road Beckenham

29/12/2022 4:17 PM I'm a resident with young children and a dog. We were not able to use the park during the festival and a few days before and after the festival due to how they gated the entire park.

I'm totally against it !!! The festival is too big for this small park. Also it caused lots of damage to the park and residents. We had a few drunk men weeing in our front garden. Out of control!!!

Objection 09: Croydon road Beckenham

29/12/2022 4:25 PM This festival is too big for this park. For many days we couldn't use the park due to how the festival overtook the entire park.

I'm totally against this festival as it caused lots of damage to the park and residents. It's out of control!!! We had a few drunk men weeing in our front garden as it was a public toilet. Disgusting!!!

Objection 10: Durban Road Beckenham

29/12/2022 4:50 PM No parking provisions for attendees means they block nearby roads. This year local residents (elderly or with children) on Durban Road could not park on their own road in the afternoon.

In 2022, there were significant disturbances in the back gardens of Durban road (with police involvement) after the end of the event. The event makes the weekend unenjoyable for local residents who live in the area.

Objection 11: Croydon Road Beckenham

29/12/2022 5:42 PM I strongly object to this application.

The drinking at this venue causes phenomenal problems for local residents. The people attending the venue feel that it is fine to act like animals. There is always blatant drug selling & drug taking at this event. We have aggressive & violent people urinating in doorways, vomiting all over the place. NEVER ANY POLICE TO HELP. When the drunks come out of the venue at different times throughout the day, they feel it's fine to act in an animalistic way.

I have challenged numerous people about what they are doing (men, women, young & old) & I am always met with aggression & threats of violence.

Last year we purchased ten litres of disinfectant to clean up all of the disgusting health hazards that these people left behind.

There are lots of events happening which are absolutely fine throughout the year but none are anything like this event.

This event is a true nightmare for local residents and most definitely should not be allowed to serve alcohol whatsoever.

Objection 12: Durban Rd Kent

30/12/2022 11:47 AM I live on Durban Road and wholly oppose the licence being granted for this event. Having seen aggressive ,abusive behaviour over parking or driving down my road plus discarded drugs and our alleys being used as toilets I am horrified the event is being considered again. Each year more of the parks is lost to the use of local residents, mainly children and the infrastructure does not support such a large event. When we moved here the park was not used for such events but we've been given no consideration to the detrimental effect it has on our lives. Please do not issue the licence again

Supporters

Supporter 01: Durban Road Beckenham

29/12/2022 12:18 PM I fully support this event and generally has been organised considerably in past years. I would like to suggest that more is done to dissuade people from driving to the event as parking for residents becomes a total nightmare, many residents local to Balgowan school have small children and having to park 4 streets away isn't great!

Perhaps local streets could have temporary resident only parking status?

Another problem is the narrow streets in the area get extremely difficult to navigate and cross paths, and there have been a number of problems with tempers being controlled. a temporary one way system through the same streets may help if parking cannot be contained to residents?

Other Representations

Birchwood Avenue BECKENHAM

29/12/2022 6:05 PM I don't support or object but I welcome any opportunity to bring money into the local economy. More needs to be done however to manage the rubbish which is left in the park and local area following the event. The past two years, bins on Village Way have been overflowing and rubbish strewn across the street and surrounding streets. The park and local area should be cleaned the following morning of each event day at the very latest. It's completely unacceptable. I walk my dogs in this park and the amount of plastic glasses and other rubbish both around and outside the venue area is disgusting. Ban single use plastic glasses and enforce that organisers use a deposit system for drinking containers which can be returned and reused. No money is ever reinvested in the park which is (like most Bromley parks) in a poor state and needs urgent investment.

Appendix 3

Police Conditions Agreed by Applicant

Police Conditions Agreed by Applicant

The event management plans for each event shall include the following information as a minimum; site plans, stewarding/security plans to include regular weapon sweeps before, during and post egress, crowd management plans, medical plan, fire plan, specific safety policies, risk assessments, traffic management plans, possible noise nuisance plans, and ingress/egress plan.

Any queue to enter the premises that forms outside the premises shall be kept orderly and supervised by SIA door supervisors to ensure that there is no nuisance or obstruction to the public highway and footpaths.

There will be no re-entry to the premises by members of the public.

Attendees will be counted throughout the event both entering and leaving so that the total number of attendees inside the event is known at any time.

All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jackets or vests.

The Licence Holder will operate an anti-drugs policy in conjunction with a search and seizure policy in compliance with agreed memorandum of understanding. This will also include storage and disposal procedures. Signage will be displayed throughout the premises. Any amendments to the policy must be agreed in writing with Police Licensing Team 30 days prior to any event.

The Licence Holder will operate a weapons policy in conjunction with search and seizure. This will also include storage and disposal procedures. Any amendments to the policy must be agreed in writing with Police Licensing Team 30 days prior to any event.

The Licence Holder will operate an anti-theft policy, which will include the reporting of theft, safe storage of found items, storage and disposal procedures for all items of property found or discarded at the premises. Signage will be on display in prominent places advising customers to safeguard their property. Any amendments to the policy must be agreed in writing with Police Licensing Team 30 days prior to any event.

The Licence Holder will operate a search policy which includes searching everyone who enters the event including all staff and artists. All bags will be searched and all those entering will pass through the metal detector and/or wands search area.

A clear and visible notice shall be placed at the entrance to the premises advising those attending, that it is a condition of entry that customers agree to being searched and that police will be informed if anyone is found in possession of controlled substance or weapons

An incident log (which may be electronically recorded) shall be kept at the premises, and retained for at least six months, and made available on request to police or an authorised officer from the local authority. It will be supplied to the police and local authority in electronic format within 7 days of the event. The following details shall be recorded:

- Date of incident

- Time of incident
- Location of incident
- Persons concerned
- Summary of incident
- Identification of any Emergency Services Personnel who attended if known

CCTV shall be in operation throughout the premises and must be retained for 31 days after the event and made available to Police or Council upon request. During the event any CCTV request made by Police should be provided on a useable digital format within 2 hours

The licence holder will engage with freely available counter terrorism advice and guidance through Counter Terrorism Protect Officers and Counter Terrorism Security Advisors

The Premises Licence Holder will allow uniformed Police to periodically attend the premises upon prior agreement with the Premises Licence Holder/DPS in order to carry out advance drug searching techniques, including (but not limited to) requiring customers to take part in drug analyser testing as a condition of entry, and passive drug dog sweeps of the premises and queue.

No drinks shall be supplied in glass containers, and no drink shall be supplied in sealed containers.

SIA door staff will be deployed at the event at a minimum ratio of 1:94. Body Worn Video will be worn by all SIA door staff who are deployed at entry points and those dealing with the ejection of patrons from the event

When SIA door staff are deployed records will be kept of the following details of any door-supervisor employed at the premises: -

- Name and date of birth
- Full 16 digit SIA badge number
- Dates and times employed

These records must be made available, in useable form, to the Metropolitan Police, Local Authority officers or authorised officers of the Security Industry Authority upon request.

Free water will be available to attendees to consume at clearly displayed areas on the site.

A direct telephone number (mobile to be held by duty manager) will be provided to neighbouring premises to be used in the event of a complaint of noise nuisance.

There shall be a documented dispersal policy, as agreed with the relevant responsible authorities, implemented at the premises and a copy lodged with the Police Licensing Team. Any amendments to the policy must be agreed in writing with Police Licensing Team 30 days prior to any event.

Appendix 4

Satellite Image of Premises

