

Licensing and Gambling Acts Sub-Committee

Agenda

Members of the Committee:

Cllr Y Bendle (Chairman)
Cllr J Easter
Cllr J Halls

Date & Time:

Monday 27 March 2023
11.00am

Place:

Council Chamber, Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich, NR7 0DU

Contact:

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Large print version can be made available

If you have any special requirements in order to attend this meeting, please let us know in advance.

AGENDA

1. To report apologies for absence and to identify substitute voting members (if any);
2. To deal with any items of business the Chairman decides should be considered as matters of urgency pursuant to section 100B(4)(b) of the Local Government Act, 1972. [Urgent business may only be taken if, “by reason of special circumstances” (which will be recorded in the minutes), the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency.];
3. To receive Declarations of Interest from Members;
(Please see guidance form and flow chart attached – page 3)
4. Application to vary a Premises Licence;

(papers attached – page 5)

Premises:	Sundown Festival, Norfolk Showground, Dereham Road, Costessey, NR5 0TT	(appendix 1 – page 9) (appendix 2 – page 44)
Applicant:	Sundown Festival Limited	(appendix 3 – page 64)
Application for:	Variation of Premises Licence	(appendix 4 – page 65) (appendix 5 – page 67)

DECLARATIONS OF INTEREST AT MEETINGS

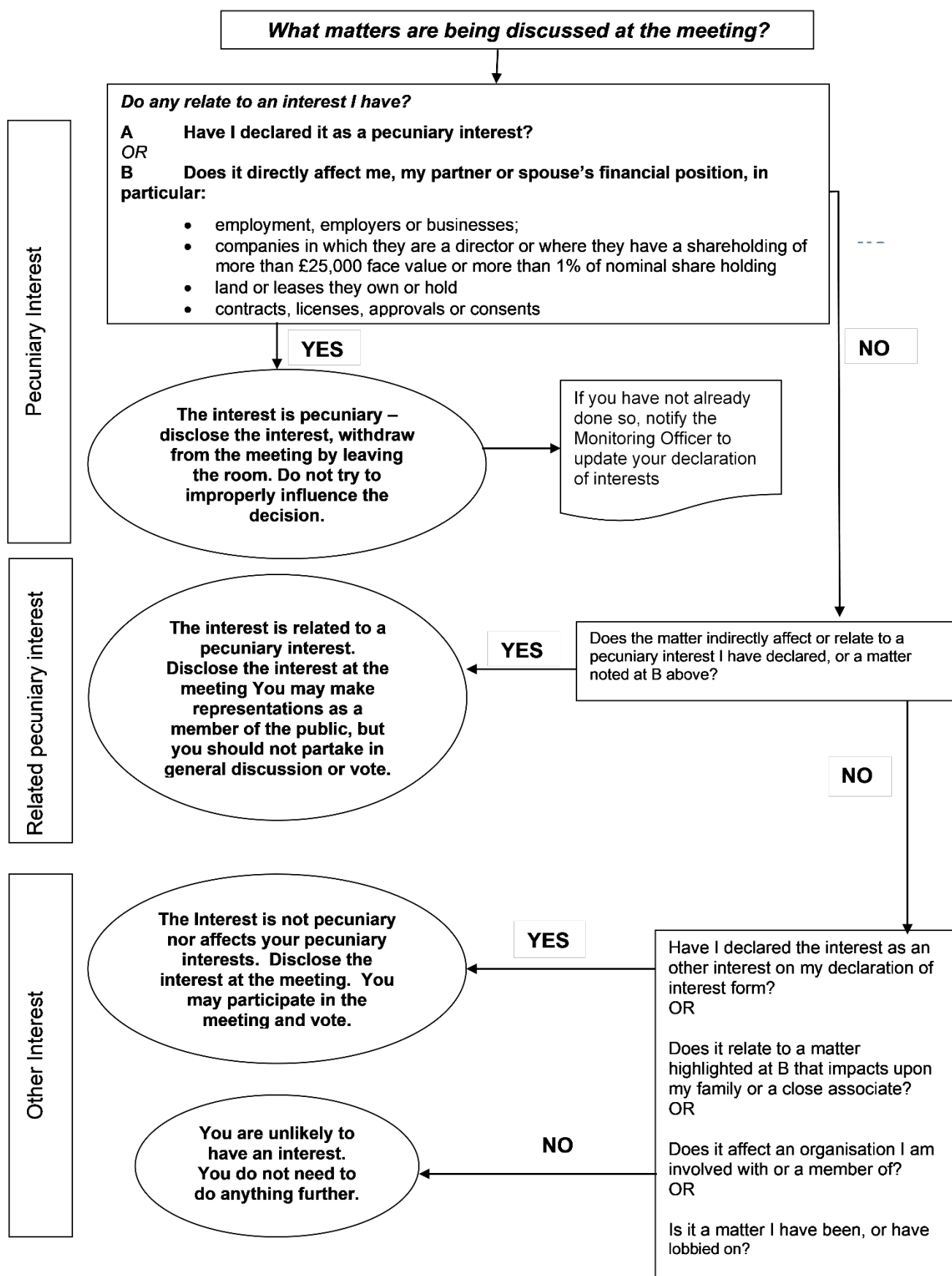
When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.
Does the interest directly: <ol style="list-style-type: none">1. affect yours, or your spouse / partner's financial position?2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?3. Relate to a contract you, or your spouse / partner have with the Council4. Affect land you or your spouse / partner own5. Affect a company that you or your partner own, or have a shareholding in <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.</p>
Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above? If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.
Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.
Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.

PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST INSTANCE

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



LICENSING ACT 2003

APPLICATION TO VARY A PREMISES LICENCE

Sundown Festival, Norfolk Showground, Dereham Road, Costessey, NR5 0TT

Report Author(s): Amanda Cox
Licensing Enforcement Officer
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licensing.snc@southnorfolkandbroadland.gov.uk

Portfolio: Clean and Safe Environment

Ward(s) Affected: Hethersett and Costessey

Purpose of the Report:

This report details an application to vary a Premises Licence.

Recommendations:

The Committee must take such steps as it considers necessary for the promotion of the licensing objectives:

- Grant the application.
- Modify the conditions of the licence, altering or omitting or adding to them.
- Reject the whole or part of the application.

1. Summary

- 1.1 The Committee is requested, in accordance with the delegation of licensing functions contained in the South Norfolk Council Statement of Licensing Policy, to consider an application to vary a Premises Licence in respect of the Sundown Festival, Norfolk Showground, Dereham Road, Costessey, NR5 0TT.

2. Background

- 2.1 In previous years the Sundown Festival Ltd has operated under premises licence PLA0347 (Sundown Festival Ltd), PLA0273 (Royal Norfolk Agricultural Association) and temporary event notices. Appendix One provides a copy of the associated premises licences and details which activities have previously been covered by which licences/notices and how these correspond to the application submitted.
- 2.2 Following the Sundown Festival held in September 2022, the Safety Advisory Group approached the event organiser to request that, going forward, all activities proposed were contained on one licence. This prevents any possible confusion about which licence/notice is in use and in turn which conditions are being implemented.
- 2.3 An application has subsequently been received from Sundown Festival Ltd to vary premises licence PLA0347.
- 2.4 The application describes the nature of the variation as:
- “To amalgamate the licences and TENs used for the Sundown festival. With the exception of the hours listed below in the application, all licensable activities and hours are to remain as those presently licensed and do not form part of this variation application”

A copy of the application is attached at Appendix Two.

- 2.5 It is important to note that elements of the application fall outside of the amalgamation of the previously used licences/notices. These include –
- Opening hours to commence at 11:00hrs. Presently licensed from 13:00hrs.
 - Commencement of recorded music, live music and the supply of alcohol from 11:00hrs. Presently licensed from 13:00hrs.

These provisions formed part of detailed negotiations with the Safety Advisory Group in an attempt to mitigate the impact on the road network and to prevent pre-loading by customers queuing to enter the site.

3. Relevant Representations

- 3.1 All relevant representations must relate to one or more of the Licensing Objectives:
- The Prevention of Crime and Disorder
 - The Protection of Children from Harm

- The Prevention of Public Nuisance
- Public Safety

3.2 The responses from the Responsible Authorities are as follows:

Police – comments received (please see Appendix Three)

Environmental Health (Community Protection) – comments received (please see Appendix Four)

Health and Safety – no representations received

Fire Officer – no representations received

Planning Officer – no representations received

Norfolk Local Safeguarding Children Board – no representations received

Public Health Norfolk – no representations received

Licensing Authority – no representations received

4. Other persons

4.1 A representation has been received from a local resident. Please see Appendix Five for details of the representation.

4.2 All representations have been detailed in full. The Revised Guidance issued under section 182 of the Licensing Act 2003 (December 2022 edition) recommends the benefit of the doubt about any aspect of the representation should be given to the person making the representation. Committee will wish to carefully consider the representations and take into account only those matters which are relevant to the subject area of the representation.

5. Proposed action

5.1 The Committee must determine this application with a view to promoting the Licensing Objectives.

5.2 In making its decision, the Committee must have regard to guidance issued under Section 182 of the Licensing Act 2003 (as amended December 2022) and the Council's Licensing Policy. The Committee must also have regard to the representation made and the evidence placed before it.

6. Issues and risks

- 6.1 **Resource Implications** – The Council could incur costs in officer and legal representative time if a person is aggrieved by the decision of the Committee and pursues an appeal to the Magistrates' Court.
- 6.2 **Legal Implications** – There are no legal implications other than the issues detailed at 6.1 and 6.3.
- 6.3 **Equality Implications** – There are human rights implications associated with this matter. The interests of the applicant must be balanced against the interests and protection of the wider community. Any actions proposed in respect of the application, must be proportionate to the matter under consideration, the decision-making process must be transparent and all parties must be given full opportunity to make representations. The Committee is therefore required to balance the interests of the applicant against the interests of the community and decide where the balance should lie.
- 6.4 **Environmental Impact** – In making their determination Committee is requested to ensure that the principles of the prevention of public nuisance licensing objective are upheld.
- 6.5 **Crime and Disorder** – In making their determination Committee is requested to ensure that the principles of the prevention of crime and disorder licensing objective are upheld.
- 6.6 **Risks** – In making its determination, failure to take into consideration the relevant legislation, guidance and the Council's Licensing Policy may leave the Committee's decision open to challenge.

7. Recommendations

- 7.1 The Committee must take such steps as it considers necessary for the promotion of the licensing objectives:
- Grant the application.
 - Modify the conditions of the licence, altering or omitting or adding to them.
 - Reject the whole or part of the application.

Appendices:

1. Copy of associated licences
2. Copy of the application
3. Comment received from Norfolk Constabulary Community Protection
4. Comment received from Community Protection
5. Representation received from local resident

Previously implemented licences/notices -

PLA0347:

Day:	Plays:	Films	Live Music:	Recorded Music:	Dance:	Supply of Alcohol:
Friday	13:00 – 23:00	13:00 – 23:00	13:00 – 02:00 *	13:00 – 02:00 *	13:00 – 02:00 *	13:00 – 23:00
Saturday	13:00 – 23:00	13:00 – 23:00	13:00 – 02:00 *	13:00 – 02:00 *	13:00 – 02:00 *	13:00 – 23:00
Sunday	13:00 – 23:00	13:00 – 23:00	13:00 – 23:00	13:00 – 23:00	13:00 – 23:00	13:00 – 23:00

*23:00 – 02:00 – applies to Silent Disco only

PLA0273:

Day:	Plays:	Films	Live Music:	Recorded Music:	Dance:	Supply of Alcohol:
Sunday	N/A	N/A	23:00 – 01:00 *	23:00 – 01:00 *	23:00 – 01:00 *	23:00 – 00:30*

*23:00 – 01:00 – applies to Silent Disco only in Norfolk Showground Arena

TEN:

Day:	Plays:	Films	Live Music:	Recorded Music:	Dance:	Supply of Alcohol:
Friday	N/A	N/A	N/A	N/A	N/A	12:00 – 02:00 *
Saturday	N/A	N/A	N/A	N/A	N/A	12:00 – 02:00 *
Sunday	N/A	N/A	N/A	N/A	N/A	12:00 – 01:00 *

*TEN operational outside of hours covered under premises licence number PLA0347

Variation seeks:

Day:	Plays:	Films	Live Music:	Recorded Music:	Dance:	Supply of Alcohol:
Friday	13:00 – 23:00	13:00 – 23:00	11:00 – 02:00 *	11:00 – 02:00 *	13:00 – 02:00 *	11:00 – 02:00

Saturday	13:00 – 23:00	13:00 – 23:00	11:00 – 02:00 *	11:00 – 02:00 *	13:00 – 02:00 *	11:00 – 02:00
Sunday	13:00 – 23:00	13:00 – 23:00	11:00 – 23:00	11:00 – 01:30 *	13:00 – 23:00	11:00 – 01:00

*23-00 – 02:00 – applies to Silent Disco only

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**Premises Licence
(21/00606/PLADPS)**

PLA0273

Part 1 – Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Norfolk Showground, Dereham Road, Costessey, Norfolk, NR5 0TT

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays
Films
Indoor Sporting Events
Boxing or Wrestling Entertainment
Live Music
Recorded Music
Performances of Dance
Anything of Similar Description (e, f, g)
Late Night Refreshment
Supply of Alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

A. Plays (Both)

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

B. Films (Both)

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

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C. Indoor Sporting Events (Indoors)

Description	From	To
Monday	09:00	00:00
Tuesday	09:00	00:00
Wednesday	09:00	00:00
Thursday	09:00	00:00
Friday	09:00	00:00
Saturday	09:00	00:00
Sunday	09:00	00:00

D. Boxing or Wrestling Entertainment (Indoors)

Description	From	To
Monday	09:00	00:00
Tuesday	09:00	00:00
Wednesday	09:00	00:00
Thursday	09:00	00:00
Friday	09:00	00:00
Saturday	09:00	00:00
Sunday	09:00	00:00

E. Live Music (Both)

Indoors

Description	From	To
Monday	09:00	01:00
Tuesday	09:00	01:00
Wednesday	09:00	01:00
Thursday	09:00	01:00
Friday	09:00	01:00
Saturday	09:00	01:00
Sunday	09:00	01:00

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

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Non-Standard Timings

That no amplified music is played in any of the temporary structures after 23:00 on any occasion except for up to 4 events in any calendar year when amplified music shall be permitted until 01:00. Notification of these events is to be provided in writing to the Licensing Authority at least 7 working days prior to the event.

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

F. Recorded Music (Both)

Indoors

Description	From	To
Monday	09:00	01:00
Tuesday	09:00	01:00
Wednesday	09:00	01:00
Thursday	09:00	01:00
Friday	09:00	01:00
Saturday	09:00	01:00
Sunday	09:00	01:00

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Non-Standard Timings

That no amplified music is played in any of the temporary structures after 23:00 on any occasion except for up to 4 events in any calendar year when amplified music shall be permitted until 01:00. Notification of these events is to be provided in writing to the Licensing Authority at least 7 working days prior to the event.

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

G. Performances of Dance (Indoors)

Description	From	To
Monday	09:00	00:00

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Tuesday	09:00	00:00
Wednesday	09:00	00:00
Thursday	09:00	00:00
Friday	09:00	00:00
Saturday	09:00	00:00
Sunday	09:00	00:00

H. Anything of Similar Description (e,f,g)(Both)

Indoors

Description	From	To
Monday	09:00	01:00
Tuesday	09:00	01:00
Wednesday	09:00	01:00
Thursday	09:00	01:00
Friday	09:00	01:00
Saturday	09:00	01:00
Sunday	09:00	01:00

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

I. Late Night Refreshment (Both)

Description	From	To
Monday	23:00	01:00
Tuesday	23:00	01:00
Wednesday	23:00	01:00
Thursday	23:00	01:00
Friday	23:00	01:00
Saturday	23:00	01:00
Sunday	23:00	01:00

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Seasonal Details

Extension to operating hours on Fridays and Saturdays from 23:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

J. Supply of Alcohol

Indoors

Description	From	To
Monday	09:00	00:30
Tuesday	09:00	00:30
Wednesday	09:00	00:30
Thursday	09:00	00:30
Friday	09:00	00:30
Saturday	09:00	00:30
Sunday	09:00	00:30

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 02:30 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

THE OPENING HOURS OF THE PREMISES

Description	From	To
Monday	07:00	01:00
Tuesday	07:00	01:00
Wednesday	07:00	01:00
Thursday	07:00	01:00
Friday	07:00	01:00
Saturday	07:00	01:00
Sunday	07:00	01:00

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 02:30 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

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WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Alcohol is supplied for consumption both on and off the premises.

Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Royal Norfolk Agricultural Association, Norfolk Showground, Dereham Road, Norwich, Norfolk NR5 0TT

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

01817702

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

ANNEXES

ANNEX 1 – MANDATORY CONDITIONS

1. No supply of alcohol may be made under the premises licence -
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence; or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended
2. Every supply of alcohol under the premises licence must be made, or authorised by a person who holds a personal licence
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange, or participate in any irresponsible promotions in relation to the premises.

 (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to;
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

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(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of a free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective.

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage, or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale of supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either-

- (a) a holographic mark, or
- (b) an ultraviolet feature

6. The responsible person must ensure that -

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25ml or 35ml; and
- (iii) still wine in a glass: 125ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

A responsible person in relation to a licensed premises means the holder of the premises licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For

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premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that which enables him to prevent the supply of alcohol.

7. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
8. For the purposes of the condition set out in the paragraph above -
 - (a) duty is to be construed in accordance with the Alcohol Liquor Duties Act 1979;
 - (b) permitted price is the price found by applying the formula -
$$P = D + (D \times V)$$
Where:
 - (i) P is the permitted price
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) relevant person means, in relation to premises in respect of which there is in force a premises licence -
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - (d) relevant person means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) value added tax means value added tax charged in accordance with the Value Added Tax Act 1994.
9. Where the permitted price given by Paragraph (b) above would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
10. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) above on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change of the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
11. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
12. Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation by that body.

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13. Where
 - (a) the film classification body is not specified in the licence, or
 - (b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question admission of children must be restricted in accordance with any recommendation made by the licensing authority.
14. In this section "children" means any person aged under 18; and "film classification body" means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984 (c39) (authority to determine suitability of video works for classification).
15. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:
 - (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
 - (b) be entitled to carry out that activity by virtue of section 4 of the Act.
16. But nothing in subsection (1) requires such a condition to be imposed:
 - (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or
 - (b) in respect of premises in relation to:
 - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
 - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
17. For the purposes of this section:
 - (a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and
 - (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

General

1. The maximum number of people, including staff, that can attend the area of the licensed premises at any one time must not exceed 49,999 in total provided that events contained or using any buildings shown on the licence plan (including within any temporary structures erected in the licensable area) shall not exceed the occupancy figure for those buildings for events determined by fire risk assessments completed for those events.

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2. All event organisers using the showground are to produce suitable and sufficient risk assessments covering the four licensing objectives. These will then be compared against the conditions of the licence. Permission for event to proceed will be granted on this basis.
3. A Duty Officer will use a "checklist" system to ensure compliance with the terms of the licence and monitor all events.
4. A log will be maintained by the Norfolk Showground Ltd recording all incidents.
5. Fire evacuation plans to be displayed in all permanent buildings.
6. All event organisers will be responsible for the completion of fire risk assessments for each building in relation to the activities being carried out.
7. Suitable welfare facilities are provided on-site and to be made available at all events.
8. The Norfolk Showground Ltd will make available a satisfactory:
 - NICEIC periodic electrical annual inspection report
 - A CORGI certificate in respect of any gas boiler
 - A certificate of inspection for portable fire-fighting equipment
 - A record of inspections for fire detection alarm systems
9. The premises licence holder will consult with the South Norfolk Safety Advisory Group on all events involving more than 500 people or where the organiser feels the proposed event may have a detrimental impact on local residents and/or businesses. The premises licence holder will comply with any additional conditions proposed by the Safety Advisory Group.

The prevention of crime and disorder

10. Risk assessments will be made available for all events. These are to include audience profiles and crowd dynamics in relation to the venue on the Showground.
11. All events are to have an adequate number of stewards available that have sufficient training, knowledge and experience in the type of event being held. If a temporary structure is used joining the building, extra security will be available, depending on numbers.
12. Where appropriate and depending on the outcome of the completed risk assessment the emergency services will be consulted and suitable provisions made for their involvement at the event.
13. Where needed, suitable lighting will be made available by the event organiser and will include lighting at both access and egress points.
14. No glass drinking vessels or glass bottles shall be permitted outside of the Showground Arena, St Walstan Hall or Pavilions. This condition shall not apply to the use of glass drinking vessels outside of these areas (including in temporary structures) in connection with a meal taken at a table by patrons who are seated in an area set aside exclusively for patrons taking table meals.

Licensing Act 2003

**Premises Licence
(21/00606/PLADPS)**

PLA0273

Public safety

15. At least 21 days prior to the intended date of any boxing entertainment a written health and safety risk assessment in respect of the boxing entertainment must be submitted by the premises licence holder to the Licensing Authority. The risk assessment for the boxing entertainment including any control measures to be implemented must be approved in writing by Environmental Services. If Environmental Services do not approve the boxing entertainment risk assessment the premises licence holder will ensure that the boxing entertainment does not take place. If the boxing entertainment risk assessment is approved by Environmental Services, the premises licence holder will ensure that the boxing entertainment takes place in full compliance with the requirements and prohibitions specified in the boxing entertainment risk assessment. Boxing events are to take place inside the Norfolk Showground Arena building only.
16. Risk assessments are to be completed for all events held on the Showground.
17. All event organisers are to make available where applicable:
 - Suitable and sufficient risk assessments
 - Electrical inspection reports certificates (temporary)
 - Fire alarm test inspection reports
 - Firefighting equipment
 - Certificates of flame retardant materials for marquees
 - Emergency procedures
 - Certificates relating to the design, construction and loading capacities of temporary structures (seating, stages, etc). A structural engineer to check.
 - Traffic management plans
 - Public liability insurance
18. First-aid facilities will be made available by the event organiser and the provision of medics, ambulance and first aiders will be in accordance with the guidance in the Event Safety Guide.
19. Barriers are available to restrict access or segregate patrons from perceived hazards.
20. That the number of stewards and provision for welfare issues at an event will be decided by conducting a risk assessment which takes into account relevant guidance in the HSE Event Safety Guide.

The prevention of public nuisance

21. The Licensing Authority and Parish/Town Councils for Costessey, Bawburgh and Easton will be notified in writing 2 weeks in advance of any proposed extension of hours contained under the non-standard timings and seasonal variations.
22. The premises licence holder will ensure that, for licensable events, a contact telephone number for resident complaints is provided on their website for the duration of an event.
23. The Norfolk Showground Ltd will assess all events on their merits and hours of operation will be determined appropriately.

Licensing Act 2003

**Premises Licence
(21/00606/PLADPS)**

PLA0273

24. Unless other arrangements are agreed with the Licensing Authority, no parking for any of the licensable events at the Showground is to take place on any of the highways open to the public or on any highway verges immediately adjoining highways open to the public around the perimeter of the licensable area during the carrying on of licensable activities on the Showground.
25. Sufficient receptacles will be provided for refuse storage.
26. Refuse is removed at regular intervals as not to create health or fire hazards.
27. The Licensee will ensure that at least 14 days prior to any event that comprises the playing of amplified live music indoors or the playing of amplified recorded music either indoors or outdoors, the name and contact number for the person responsible for the management and monitoring of noise levels at the event shall be forwarded to the Licensing Authority.
28. Noise levels from all licensable activities comprising of regulated entertainment will be monitored and controlled by the Premises Licence Holder through a condition of hire so as not to give rise to a nuisance to any residential premises and the Premises Licence Holder will ensure that a representative of the Premises Licence Holder will be present at any licensable event (including the playing of amplified music which occurs after 23:00) to ensure that the licensing objectives are adhered to.
29. A condition of hire will include the need for certain event organisers to produce a Noise Management Plan. The need for such a plan will be determined by the Safety Advisory Group in accordance with the protocol currently in force.
30. There is limited permanent lighting on the Showground. Consideration will be given to the necessity of lighting; its location and duration of use.
31. Access and egress to the premises is controlled and gates are permanently manned when licensable activities are being carried on at the premises during operating hours. Gates may be locked overnight. No patrons will be allowed to leave the premises while in the possession of any drinking vessel or open glass bottle, whether empty or containing any beverage. This condition will not apply to patrons who have purchased beverages for consumption off the premises where the drinking vessel in question remains unopened.
32. Pyrotechnics and fireworks will be permitted on no more than 4 days per calendar year with 6 weeks advance written notice given to the licensing authority.
33. All activities are self-contained within the confines of the Showground.
34. That no amplified music is played in any of the temporary structures after 23:00hrs on any occasion except for up to 4 days in any calendar year when amplified music shall be permitted until 01:00hrs. Notification of these events is to be provided in writing to the licensing authority (Licensing Team) at least 7 working days prior to the event.

Licensing Act 2003

**Premises Licence
(21/00606/PLADPS)**

PLA0273

The protection of children from harm

35. Norfolk Showground Ltd has a lost child procedure in place and children are tagged for ease of repatriation. This service is available to other hirers of the showground.
36. Guidance exists for organisers using the showground on the correct use of public address systems in relation to lost children.
37. Suitable provision is made for visiting groups and for any children involved in performances.
38. Children performing in productions will be kept under adult supervision at all times.
39. No children will be served with alcohol and proof of age will be needed.

ANNEX 3 – CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY

1. In relation to the extension of hours for 6 occasions per year plus New Year's Eve to be held in the Exhibition Hall.
2. The Police and South Norfolk Environmental Protection Team are notified in writing of the extension of hours under the 6 occasions per year, at least 6 weeks in advance.
3. No events shall be held within the exhibition hall where outside WCs and bars are used by patrons between the hours of 01:00am and 09:00am.
4. The extension will apply for no more than 2 days within any 14-day period.
5. During events, all external doors are to be monitored by SIA approved stewards and are to be kept closed whilst music is being played other than for access and egress through the main entrance doors.

ANNEX 4 – PLAN(S)

See attached.

Licensing Act 2003

Premises Licence Summary

PLA0273

Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Norfolk Showground, Dereham Road, Costessey, Norfolk, NR5 0TT

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays
Films
Indoor Sporting Events
Boxing or Wrestling Entertainment
Live Music
Recorded Music
Performances of Dance
Anything of Similar Description (e,f,g)
Late Night Refreshment
Supply of Alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

A. Plays (Both)

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

B. Films (Both)

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Licensing Act 2003

Premises Licence Summary

PLA0273

C. Indoor Sporting Events (Indoors)

Description	From	To
Monday	09:00	00:00
Tuesday	09:00	00:00
Wednesday	09:00	00:00
Thursday	09:00	00:00
Friday	09:00	00:00
Saturday	09:00	00:00
Sunday	09:00	00:00

D. Boxing or Wrestling Entertainment (Indoors)

Description	From	To
Monday	09:00	00:00
Tuesday	09:00	00:00
Wednesday	09:00	00:00
Thursday	09:00	00:00
Friday	09:00	00:00
Saturday	09:00	00:00
Sunday	09:00	00:00

E. Live Music (Both)

Indoors

Description	From	To
Monday	09:00	01:00
Tuesday	09:00	01:00
Wednesday	09:00	01:00
Thursday	09:00	01:00
Friday	09:00	01:00
Saturday	09:00	01:00
Sunday	09:00	01:00

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Licensing Act 2003

Premises Licence Summary

PLA0273

Non-Standard Timings

That no amplified music is played in any of the temporary structures after 23:00 on any occasion except for up to 4 events in any calendar year when amplified music shall be permitted until 01:00. Notification of these events is to be provided in writing to the Licensing Authority at least 7 working days prior to the event.

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

F. Recorded Music (Both)

Indoors

Description	From	To
Monday	09:00	01:00
Tuesday	09:00	01:00
Wednesday	09:00	01:00
Thursday	09:00	01:00
Friday	09:00	01:00
Saturday	09:00	01:00
Sunday	09:00	01:00

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Non-Standard Timings

That no amplified music is played in any of the temporary structures after 23:00 on any occasion except for up to 4 events in any calendar year when amplified music shall be permitted until 01:00. Notification of these events is to be provided in writing to the Licensing Authority at least 7 working days prior to the event.

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

G. Performances of Dance (Indoors)

Description	From	To
Monday	09:00	00:00

Licensing Act 2003

Premises Licence Summary

PLA0273

Tuesday	09:00	00:00
Wednesday	09:00	00:00
Thursday	09:00	00:00
Friday	09:00	00:00
Saturday	09:00	00:00
Sunday	09:00	00:00

H. Anything of Similar Description (e,f,g) (Both)

Indoors

Description	From	To
Monday	09:00	01:00
Tuesday	09:00	01:00
Wednesday	09:00	01:00
Thursday	09:00	01:00
Friday	09:00	01:00
Saturday	09:00	01:00
Sunday	09:00	01:00

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

I. Late Night Refreshment (Both)

Description	From	To
Monday	23:00	01:00
Tuesday	23:00	01:00
Wednesday	23:00	01:00
Thursday	23:00	01:00
Friday	23:00	01:00
Saturday	23:00	01:00
Sunday	23:00	01:00

Licensing Act 2003

Premises Licence Summary

PLA0273

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 23:00 - 03:00 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

J. Supply of Alcohol

Indoors

Description	From	To
Monday	09:00	00:30
Tuesday	09:00	00:30
Wednesday	09:00	00:30
Thursday	09:00	00:30
Friday	09:00	00:30
Saturday	09:00	00:30
Sunday	09:00	00:30

Outdoors

Description	From	To
Monday	09:00	23:00
Tuesday	09:00	23:00
Wednesday	09:00	23:00
Thursday	09:00	23:00
Friday	09:00	23:00
Saturday	09:00	23:00
Sunday	09:00	23:00

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 02:30 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

THE OPENING HOURS OF THE PREMISES

Description	From	To
Monday	07:00	01:00
Tuesday	07:00	01:00
Wednesday	07:00	01:00
Thursday	07:00	01:00
Friday	07:00	01:00
Saturday	07:00	01:00
Sunday	07:00	01:00

Seasonal Details

Extension to operating hours on Fridays and Saturdays from 09:00 - 02:30 the following day on 6 occasions per year and New Year's Eve to be held within the arena building only.

Licensing Act 2003

Premises Licence Summary

PLA0273

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Alcohol is supplied for consumption both on and off the premises.

NAME, (REGISTERED) ADDRESS, OF HOLDER OF PREMISES LICENCE

Royal Norfolk Agricultural Association, Norfolk Showground, Dereham Road, Norwich, Norfolk NR5 0TT

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

01817702

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Mr Mark Alexander Nicholas

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

Not applicable.

Licensing Act 2003

Premises Licence

PLA0347

Part 1 – Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Sundown, Norfolk Showground, Dereham Road, New Costessey, Norfolk, NR5 0TT

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays
Films
Live Music
Recorded Music
Performances of Dance
Late Night Refreshment
Supply of Alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

A. Plays(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

B. Films(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00

Licensing Act 2003

Premises Licence

PLA0347

Sunday 13:00 23:00

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

E. Live Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

F. Recorded Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

Licensing Act 2003

Premises Licence

PLA0347

G. Performances of Dance(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

I. Late Night Refreshment(Both)

Description	From	To
Monday	23:00	00:00
Tuesday	23:00	00:00
Wednesday	23:00	00:00
Thursday	23:00	00:00
Friday	23:00	00:00
Saturday	23:00	00:00
Sunday	23:00	00:00

Seasonal Details

Provision will only take place on a maximum of four days per year all falling within the period of June to September.

J. Supply of Alcohol

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Licensing Act 2003

Premises Licence

PLA0347

Seasonal Details

Supply of alcohol will only take place on a maximum of four days per year all falling within the period of June to September.

THE OPENING HOURS OF THE PREMISES

Description	From	To
Monday	13:00	00:00
Tuesday	13:00	00:00
Wednesday	13:00	00:00
Thursday	13:00	00:00
Friday	13:00	00:00
Saturday	13:00	00:00
Sunday	13:00	00:00

Non-Standard Timings

00:00 – 02:30 - relate to the silent disco for camping guests only.

Seasonal Details

Licence will only be in effect on a maximum of four days per year all falling within the period of June to September.

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Alcohol is supplied for consumption on the premises.

Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Sundown Festival Ltd, 4 Pancras Square, London, N1C 4AG

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

06721466

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licensing Act 2003

Premises Licence

PLA0347

ANNEXES

ANNEX 1 – MANDATORY CONDITIONS

1. No supply of alcohol may be made under the premises licence -
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence; or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended
2. Every supply of alcohol under the premises licence must be made, or authorised by a person who holds a personal licence
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises

 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to;
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of a free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective.
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the

supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either-

- (a) a holographic mark, or
- (b) an ultraviolet feature

6. The responsible person must ensure that -

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25ml or 35ml; and
- (iii) still wine in a glass: 125ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

A responsible person in relation to a licensed premises means the holder of the premises licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that enables him to prevent the supply of alcohol.

7. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

8. For the purposes of the condition set out in the paragraph above -

(a) duty is to be construed in accordance with the Alcohol Liquor Duties Act 1979;

(b) permitted price is the price found by applying the formula -

$$P = D + (D \times V)$$

Where:

- (i) P is the permitted price
- (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) relevant person means, in relation to premises in respect of which there is in force a premises licence -

- (i) the holder of the premises licence,
- (ii) the designated premises supervisor (if any) in respect of such a licence, or
- (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) relevant person means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) value added tax means value added tax charged in accordance with the Value Added Tax Act 1994.

9. Where the permitted price given by Paragraph (b) above would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
10. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) above on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change of the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
11. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:
(a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or

(b) be entitled to carry out that activity by virtue of section 4 of the Act.
12. But nothing in subsection (1) requires such a condition to be imposed:
(a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or

(b) in respect of premises in relation to:
(i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
(ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
13. For the purposes of this section:
(a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and

(b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.
14. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
15. Where the film classification body is specified in the licence, unless subsection (3)(b) applies,

admission of children must be restricted in accordance with any recommendation by that body.

16. Where
 - (a) the film classification body is not specified in the licence, or
 - (b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question admission of children must be restricted in accordance with any recommendation made by the licensing authority.
17. In this section "children" means any person aged under 18; and "film classification body" means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984 (c39)(authority to determine suitability of video works for classification).

ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

The prevention of crime and disorder

1. The DPS will satisfy himself that any members of staff dispensing alcohol is fully aware of their legal responsibilities in that respect.
2. Appropriate levels of security and stewarding will be employed in accordance with the event management plan, risk assessments and BS8406:2003. Details of the proposed security including staffing numbers will be included in the event management plan.
3. The premises licence holder will work closely with Norfolk Constabulary to minimise any risks of crime and disorder.
4. A drugs policy will be drawn up in consultation with Norfolk Constabulary, and will form part of the event management plan.
5. The Licensee shall ensure that at all times when the "premises" are open for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder.

Public safety

6. A detailed site plan, Event Management Plan and accompanying risk assessment will be sent to the Licensing Authority and the responsible authorities for inspection and comment at least three months in advance of any licensed event.
7. The premises licence holder will fully consult with the Events Advisory Group and will comply with conditions agreed between the premises licence holder and the events advisory group.
8. The management of the event will comply with all current legislation, and will take account of all relevant current guidance including the Event Safety Guide, BS7909:2008 and Managing Crowds Safely.
9. All site structures will be in place and available for inspection by the licensing authority 24 hours

prior to the site opening time.

10. An experienced Event Safety Coordinator will be contracted by the premises licence holder during the planning and duration of the event.
11. The Licensee shall ensure that where physical searching of patrons is to be undertaken, there is a sufficient number of appropriately trained staff to carry out such searches regardless of whether patrons are male or female.
12. The Licensee and designated premises supervisor shall ensure that there are effective management arrangements in place to enable them to know how many persons there are in the premises at all times when the premises are open for a licensable activity, and must provide this information to any authorised person on request.
13. Appropriate levels of security and stewarding, first aid/paramedic cover and fire prevention equipment and personnel will be employed in accordance with the Event Management Plan, risk assessments and the Event Safety Guide.
14. A full risk assessment will be undertaken, and the premises licence holder will work closely with Norfolk Fire & Rescue Service.
15. No glass bottles containing alcohol or beverages, whether opened or sealed, shall be sold or given to customers on the premises. All drinks will be dispensed to customers in plastic or paper drink containers.
16. The Event Management Plan and accompanying risk assessments will take into account the safety of the public at all times they are on site. Specific arrangements will be made for the safety of disabled people.
17. Unobstructed exits for the public and access for emergency vehicles will be maintained whilst the premises are open.
18. Fairground rides will conform to HSG175 guidance and will be required to provide evidence of current ADIPS inspection.
19. Safety checks will be carried out by the Event Safety Officer prior to admitting the public.
20. When disabled people are present, adequate arrangements must exist to enable their safe evacuation in the event of an emergency. Staff must be aware of disabilities and react according to a pre-determined plan and disabled people on the premises must be made aware of the arrangements in place to enable their safe evacuation in the event of an emergency. All escape routes and exits must be kept unobstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified.
21. Drinking water (e.g. tap water) shall be available to patrons in sufficient quantities at all times when patrons are present on the premises.
22. A traffic management plan will be produced prior to the event, and will be available for comment

and inspection by the responsible authorities at least three months in advance of the start of the event.

The prevention of public nuisance

23. Any use of special effects will be notified to the Licensing Authority at least ten days prior to the event.
24. A noise management plan including procedures for monitoring levels during the event, the locations to be monitored, management authority for reducing sound levels and procedures for dealing with complaints will be sent to the Licensing Authority and the responsible authorities for inspection and comment at least three months in advance of a licensed event.
25. Signs will request that departing customers respect the local area and neighbours.
26. External lighting will be positioned so as not to cause nuisance to neighbouring or adjoining properties.
27. The Licensee shall ensure that waste and refuse are removed in a timely manner to a licensed waste disposal facility.

The protection of children from harm

28. All members of staff at the premises shall seek 'credible photographic proof of age evidence' from any person who appears to be under the age of 25 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Such credible evidence, which shall include a photograph of the customer, will either be a passport, photographic driving licence or Proof of Age card carrying a 'PASS' logo.

ANNEX 3 – CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY

Not applicable.

ANNEX 4 – PLAN(S)

See attached.

Licensing Act 2003

Premises Licence Summary

PLA0347

Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Sundown, Norfolk Showground, Dereham Road, New Costessey, Norfolk, NR5 0TT

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays
Films
Live Music
Recorded Music
Performances of Dance
Late Night Refreshment
Supply of Alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

A. Plays(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

B. Films(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Licensing Act 2003

Premises Licence Summary

PLA0347

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

E. Live Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

F. Recorded Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

G. Performances of Dance(Both)

Description	From	To
Monday	13:00	23:00

Licensing Act 2003

Premises Licence Summary

PLA0347

Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

I. Late Night Refreshment(Both)

Description	From	To
Monday	23:00	00:00
Tuesday	23:00	00:00
Wednesday	23:00	00:00
Thursday	23:00	00:00
Friday	23:00	00:00
Saturday	23:00	00:00
Sunday	23:00	00:00

Seasonal Details

Provision will only take place on a maximum of four days per year all falling within the period of June to September.

J. Supply of Alcohol

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Seasonal Details

Supply of alcohol will only take place on a maximum of four days per year all falling within the period of June to September.

Licensing Act 2003

Premises Licence Summary

PLA0347

THE OPENING HOURS OF THE PREMISES

Description	From	To
Monday	13:00	00:00
Tuesday	13:00	00:00
Wednesday	13:00	00:00
Thursday	13:00	00:00
Friday	13:00	00:00
Saturday	13:00	00:00
Sunday	13:00	00:00

Non-Standard Timings

00:00 – 02:30 - relate to the silent disco for camping guests only.

Seasonal Details

Licence will only be in effect on a maximum of four days per year all falling within the period of June to September.

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Alcohol is supplied for consumption on the premises.

NAME, (REGISTERED) ADDRESS, OF HOLDER OF PREMISES LICENCE

Sundown Festival Ltd, 4 Pancras Square, London, N1C 4AG

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

06721466

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Mr William Grant James

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

Not applicable.

Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/We Sundown Festival Ltd

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number

PLA0347

Part 1 – Premises Details

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

Sundown, Norfolk Showground, Dereham Road, New Costessey, Norfolk, NR5 0TT

Post town

New Costessey

Postcode

NR5 0TT

Telephone number at premises (if any)

Non-domestic rateable value of premises £189,000

Part 2 – Applicant details

Daytime contact
telephone number

E-mail address (optional)

Current postal address if
different from premises
address

Post town

Postcode

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible?

☒ Yes

☐
No

If not, from what date do you want the variation to take effect?

DD		MM		YYYY			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) ☐ Yes ☒ No

Please describe briefly the nature of the proposed variation (Please see guidance note 2)

To amalgamate the licences and TENs used for the Sundown festival. With the exception of the hours listed below in the application, all licensable activities and hours are to remain as those presently licensed and do not form part of a variation application.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please see guidance note 3)	Please tick all that apply
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) performances of dance (if ticking yes, fill in box G)	<input 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"/>

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 8)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 6)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 6)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 8)			<u>Please give further details</u> (please read guidance note 5)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 6)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 7)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 6)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 8)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon			Please give further details here (please read guidance note 5) Looking for variation to enable performance of Live Music to commence from 11:00 each day during the festival. All existing noise management plans and considerations for the festival will cover this extended period. Also willing to accept a condition whereby the “Main Stage” at the festival will not begin until 13:00 on any given day. Any stages beginning from 11:00 will be smaller stages.		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 6)		
Thur					
Fri	11:00	13:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 7)		
Sat	11:00	13:00			
Sun	11:00	13:00			

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 6)		
Thur					
Fri	11:00	13:00	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 7) Timings from 23:00 – 01:30 Relates to the silent disco for camping guests only		
Sat	11:00	13:00			
Sun	11:00 23:00	13:00 01:30			

G

Performances of dance Standard days and timings (please read guidance note 8)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 6)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing	
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors <input type="checkbox"/>
Mon				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 5)	
Wed				
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 6)	
Fri				
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 7)	
Sun				

I

Late night refreshment Standard days and timings (please read guidance note 8)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 6)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption – please tick (please read guidance note 9)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 6)		
Mon					
Tue					
Wed					
Thur			<u>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Fri	11:00 23:00	13:00 02:00			
Sat	11:00 23:00	13:00 02:00			
Sun	11:00 23:00	13:00 01:00			

K

<p>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 10).</p> <p>N/A</p>

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			<u>State any seasonal variations</u> (please read guidance note 6)
Day	Start	Finish	
Mon			
Tue			
Wed			<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 7)
Thur			
Fri	11:00	13:00	
Sat	11:00	13:00	
Sun	11:00	13:00	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

Please tick as appropriate

- I have enclosed the premises licence ☒
- I have enclosed the relevant part of the premises licence ☐

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 11)

b) The prevention of crime and disorder

c) Public safety

d) The prevention of public nuisance

e) The protection of children from harm

Checklist:


Please tick to indicate agreement

- I have made or enclosed payment of the fee; or ☒
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy. ☐
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I understand that I must now advertise my application. ☒
- I have enclosed the premises licence or relevant part of it or explanation. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

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

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	03/02/2023
Capacity	Agent – Event Director

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 14). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)

Post town		Post code	
Telephone number (if any)			

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
2. Describe the premises. For example, the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place of consumption of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.
3. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
4. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 5. For example 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.
 6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 8. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 9. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 10. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 11. Please list here steps you will take to promote all four licensing objectives together.

12. The application form must be signed.
13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
14. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
15. This is the address which we shall use to correspond with you about this application.



Licensing Department
South Norfolk District Council
Thorpe Lodge
Norwich

Thursday 2nd March 2023

The Licensing Team

Bethel Street Police Station
Norwich
Norfolk
NR2 1NN

Tel: 01603 276020

Fax: 01603 276025

Email: licensingteam@norfolk.pnn.police.uk

www.norfolk.police.uk

Non-Emergency Tel: 0845 456 4567

Dear Sir/Madam

I am writing to confirm that Norfolk Police have been consulted on the application to vary the premises licence for Sundown, Norfolk Showground. Norwich.

This application was submitted following discussions with the Safety Advisory Group to amalgamate all licensable activities for this event onto one Premises Licence.

I believe that this amalgamation will make the event easier to enforce under one licence rather than separate authorisations.

My understanding is that there are no plans to significantly change the event and that most activities and hours will operate as they have been presently licensed.

With this, there are no Police objections

Yours faithfully,

Michelle Bartram
Licensing Officer

From: Adrian Nicholas
To: Amanda Cox
Subject: RE: 23/00125/PLAFVA - Sundown Festival, Norfolk Showground, Dereham Road, Costessey
Date: 02 March 2023 14:51:54
Attachments:

Hi Amanda,

Thank-you for consulting the Environmental Protection Team on the Premises Licence Full Variation application for the Sundown Festival, Norfolk Showground, Dereham Road, Costessey, Norfolk, NR5 0TT by Sundown Festival Ltd.

I would offer the following observations from an Environmental Health viewpoint:

- **Supply of alcohol (consumption on the premises)** - I understand that the proposed hours are not new but that this is a case of tidying up the historic use of more than one premises licence and TEN's to cover alcohol sales at the event. This should make the licencing position on the sale of alcohol more transparent and easier to enforce.
- **Music:**
 - I understand that the proposed extension of hours of recorded music until 01.30am on a Sunday is for the silent disco only. Potentially having a silent disco for camping guests on the Sunday night could help reduce the potential for noise from camping guests on the site to have an impact on residents after the main stage closes as a result of them making their own entertainment.
 - I understand that the proposal to commence live and recorded music from 11am (rather than 12 noon) does not include the main stage and this will need to be included in the noise management plan detailing how the impact on residents will be controlled.
- **Opening Hours** - I understand that the extension to the opening hours is proposed in order to assist the organisers with the management of guests arriving at the event and thus potentially helping to reduce the impact on residents (e.g. traffic noise and pollution) as a result.

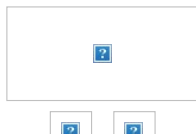
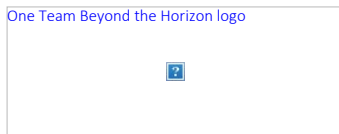
Having regard to the above we would not object to this application on the grounds of the prevention of public nuisance

Regards,

Adrian.

Adrian Nicholas
 Senior Community Protection Officer
 t 01508 533722 e adrian.nicholas@southnorfolkandbroadland.gov.uk

One Team Beyond the Horizon logo



South Norfolk Council Logo



Ukraine Flag Logo



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From: Amanda Cox <Amanda.Cox@southnorfolkandbroadland.gov.uk>

Sent: 03 February 2023 14:27

To: Adrian Nicholas <Adrian.Nicholas@southnorfolkandbroadland.gov.uk>; Ali Pridmore <Ali.Pridmore@southnorfolkandbroadland.gov.uk>; Community Protection <cpandeq@s-norfolk.gov.uk>; Fire & Rescue Service <thetford.admin@fire.norfolk.gov.uk>; Fire & Rescue Service (Norwich) <Claire.boer@norfolk.gov.uk>; Norfolk Constabulary Licensing Team <licensingteam@norfolk.pnn.police.uk>; Planning Enforcement <PlanningEnforcement@southnorfolkandbroadland.gov.uk>; Public Health <licensingapplications@norfolk.gov.uk>; Safeguarding Children <diane.cook@norfolk.gov.uk>; Trading Standards <trading.standards@norfolk.gov.uk>

Cc: DMS.MyEmails <dms.myeemails@southnorfolkandbroadland.gov.uk>

Subject: 23/00125/PLAFVA - Sundown Festival, Norfolk Showground, Dereham Road, Costessey

Good afternoon,

I have received and accepted a Premises Licence Full Variation application for the Sundown Festival, Norfolk Showground, Dereham Road, Costessey, Norfolk, NR5 0TT

Applicant – Sundown Festival Ltd

Details of application – As attached. I think it is important to provide some background and explain the application to avoid confusion.

Background - Previously Sundown has operated under its own licence PLA0347, the Showgrounds licence PLA0273 and temporary event notices. To avoid confusion going forward and provide clarity should an incident occur, this application, in the main, seeks to amalgamate the timings of these licences/notices.

Purpose – To increase the opening hours to commence at 11am. To commence live and recorded music from 11am, however conditioned to not include the main stage. Provide recorded music until 01.30am on a Sunday but contained to the silent disco purely for camping guests. Increasing the sale of alcohol to commence at 11am until 2am. Please note this variation only effects the hours outside of what is presently licensed i.e. 11:00 – 13:00 and 23:00 – 02:00. No comments will be accepted on those hours already provided on licence PLA0347.

Note – This application has been received electronically and I am therefore serving on the applicants behalf.

This application is now subject to a 28 day consultation period expiring on the 5 March 2023. Should you wish to make representations, the Licensing Act 2003 provides a clear focus on the promotion of four statutory objectives which are: -

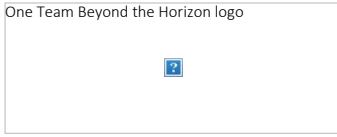
- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

Each objective is of equal importance. These four statutory objectives are the only matters to be taken into account when determining licensing applications and associated operating schedules.

For further information please contact me on the details below.

Many thanks
Amanda Cox
Licensing & Enforcement Officer/SAG Chair
t 01508533621 e amanda.cox@southnorfolkbroadland.gov.uk

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From: [REDACTED]
Sent: 23 Feb 2023 04:09:20
To: [REDACTED]
Cc:
Subject: 23/00125/PLAFVA
Attachments:

Appendix 5

From: Licensing Team (SNC)
Sent: 23 February 2023 16:08
To: [REDACTED]
Subject: PLA0347

Dear [REDACTED],

Thank you for your representation, the contents of which I note and accept as a valid representation.

Please note however that the section of the Licensing Act 2003 to which I believe you refer (outlined below) relates to the period of time rather than the hours of the licensable activity. For example, some licences are applied for a limited timeframe (six months, a year, etc) and a full variation application may not be submitted to extend that timeframe.

(6)A licence may not be varied under section 35 so as—

(a)to extend the period for which the licence has effect, or

(b)to vary substantially the premises to which it relates.

Once a valid representation is received, the application must be determined by the Licensing & Appeals Sub-Committee. I will therefore arrange for such a meeting once the consultation has expired. As part of the committee process I will need to disclose your representation to the applicant, committee members and statutory consultees. Please be reassured that the representation will be redacted under GDPR.

I will be in touch following the 5th March with full details of the committee.

Many thanks

Amanda Cox

Licensing & Enforcement Officer/SAG Chair

t 01508533621 e amanda.cox@southnorfolkandbroadland.gov.uk



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-----Original Message-----

From: [REDACTED]
Sent: 23 February 2023 15:45
To: Licensing Team (SNC) <licensing.snc@southnorfolkandbroadland.gov.uk>
Subject: Variation to application PLA0347

Variation to application PLA0347

Sundown Norfolk Showground NR5 0TT

We are residents who live directly opposite the Norfolk Showground with only 15m separating our boundaries. We are severally negatively affect by the festival each year with both disorder and noise nuisance. We do not consider the Norfolk Showground to be an appropriate site to hold such a large festival due to its close proximity to residential dwellings.

It is our understanding that this variation to the license can not be used to vary the license so as to "extend"the period for which the license has effect and a new premises licence under 17 of the Licensing Act 2003 should be sought. It is clearly the applicants wish to change the start of live music and selling of alcohol to 11pm on all 3 days.

We object to the licence in its entirety as well as the variation PLA0347

Crime and disorder

The demographic and pure volume of festival users give rise to disorderly conduct as we have experienced in previous years, for example people unrinating in our garden, one year we even found campers tents set up on our grounds as well as people parked in our driveway whom when asked to move became verbally rude.

Prevention of nuisance

The volume of music is unreasonable to us. With the new application to start the music from 11am until the early hours of the morning for 3 days we find this intolerable. Our house is very old and does not benefit from modern glazing but we have metal windows which rattle from the base, shaking the whole house. In previous years the site and orientation of the stages has not made allowances for our property and we have been subjected to extremely loud music which has caused us and our animals distress.

Public Safety

The management of festival goes as they arrive and leave the sight does not have a good record. Dereham Road has very limited pedestrian access and the roundabouts at Longwater do not cater for pedestrians. It is our understanding that a young man tragically lost his life on the A47 last year after leaving the festival.

To Protect Children from Harm

We would not consider the Sundown Festival to be a suitable environment for children. It is well known that the police have to patrol the grounds and have made a number of arrests for illegal drug possession and intention to sell as well as young people needing medical assistance due to alcohol and drug misuse. All this going on just meters away from a residential area.



Sent from my iPad