



## LICENSING SUB-COMMITTEE ONE LOVE FESTIVAL (TEN)

### AGENDA

<b>10.30 am</b>	<b>Wednesday 14 August 2013</b>	<b>Council Chamber - Town Hall</b>
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Members 3: Quorum 2

**COUNCILLORS:**

Peter Gardner (Chairman)  
Frederick Thompson  
Melvin Wallace

**For information about the meeting please contact:  
James Goodwin 01702 432432  
e-mail: [james.goodwin@haverling.gov.uk](mailto:james.goodwin@haverling.gov.uk)**

**AGENDA ITEMS**

**1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS**

(if any) - receive

**2 DISCLOSURE OF PECUNIARY INTERESTS**

Members are invited to disclose any pecuniary interest in any of the items on the agenda at this point of the meeting.

*Members may still disclose any pecuniary interest in an item at any time prior to the consideration of the matter.*

**3 CHAIRMAN'S ANNOUNCEMENT**

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

**4 REPORT OF THE CLERK (Pages 1 - 6)**

Report attached.

**5 REPORT OF THE LICENSING OFFICER (Pages 7 - 30)**

Application for a temporary event notice (TEN) under section 100 of the Licensing Act 2003, to provide regulated entertainment, late night refreshment and supply alcohol between the hours of 11:00 and 03:00 beginning on Friday 16<sup>th</sup> August 2013 and ending the following Monday morning. The premises is defined as a "campsite café marquee" which is to be located in "a campsite field next to the main arena of the One Love Festival".

**Andrew Beesley**  
**Committee Administration Manager**



# LICENSING SUB-COMMITTEE

14 August 2014

**Subject Heading:**

**Procedure for the Hearing: Licensing Act 2003**

**Report Author and contact details:**

**James Goodwin 01708 432432**  
**e-mail: james.goodwin@havering.gov.uk**

## **PROCEDURE FOR THE HEARING: LICENSING ACT 2003 (TEMPORARY EVENT NOTICE)**

This is a hearing to consider an application for a temporary events notice under section 100 of the Licensing Act 2003. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application now under consideration.

Members are advised that, when considering an application, the following options are available to them by virtue of the Licensing Act 2003, Part 3, section 35, paragraphs 3 and 4:

"Where relevant representations are made, the authority must

- (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
- (b) having regard to the representations, take such steps as it considers necessary for the promotion of the licensing objectives.

The steps are:

- a) modify the conditions of the licence
- b) reject the whole or part of the application

and for this purpose, the conditions of the licence are modified if any of them is altered or omitted or any new condition is added."

The Sub-Committee will also wish to note that, if none of these steps is required, the application must be granted.

Assuming that the Sub-Committee is satisfied that a hearing is required, then the following procedural steps are recommended. The Licensing Act 2003 (Hearings) Regulations 2005 will govern the arrangements for the hearing of the application

now under consideration. This report accords with the requirements of that Act and the Regulations, and in particular Regulations 21-25 (procedure at the hearing).

### **1. Membership of the Sub-Committee:**

- 1.1 The Sub-Committee comprises three members of the Licensing Committee, with a quorum of two members. **Unless there are objections, in the absence of three members, the hearing shall proceed with the quorum of two.**
- 1.2 A members of the Licensing Committee will be excluded from hearing an application where he or she:
  - 1.2.1 has considered an application in respect of the premises in the previous 12 months as a Member of the Regulatory Services Committee; or
  - 1.2.2 is a Ward Councillor for the Ward in which the premises, subject to the application, are located; or
  - 1.2.3 is a Ward Councillor for a Ward which is likely to be affected by the application or;
  - 1.2.4 has a personal interest in the application.

### **2. Roles of other participants:**

- 2.1 The Legal Advisor is not a party to the hearing. The role of the Legal Advisor is to provide legal advice relating to the application and submissions.
- 2.2 The Clerk is not a party to the hearing. The role of the Clerk is to record the hearing and the decisions of the Sub-Committee, and ensure efficient administration

### **3. Representation validation meeting:**

- 3.1 Prior to this hearing, the Sub-Committee Chairman will have met the Legal Advisor and/or Clerk to determine whether further clarification is required of any issues contained in the application or any representation.
- 3.2 During this preliminary meeting no decision will have been made or discussion held regarding the substantive merits of the application or representations.

### **4. Location and facilities:**

- 4.1 All hearings will be heard at the Havering Town Hall unless otherwise directed.
- 4.2 Interpreters will be provided by the Council on request, provided notice is given at least five working days before the hearing.

## **5. Notification of attendance:**

- 5.1 The Chairman will enquire of the parties who is in attendance and the parties will indicate their names (and, where relevant, whom they represent). A register will be circulated before the commencement of the hearing on which the applicant, his/her advisers and companions and all interested parties (and/or their representatives) will be asked to record their attendance.

## **6. Procedural matters:**

- 6.1 Prior to the commencement of the hearing, the Chairman of the Sub-Committee will orally inform the parties whether their applications to have certain people attend the hearing (e.g. witnesses) have been granted or refused. Note this relates to people other than those attending on behalf of a party in the capacity as a representative of the party.
- 6.2 Prior to the commencement of the hearing the Chairman of the Sub-Committee will outline the procedure to be followed at the hearing. This will normally be as follows:

### **Introduction of the application:**

The Licensing officer will outline:

- details of the application and relevant representations received from the parties;
- relevant legislation ;
- relevant Licensing Policy; and
- the time limit in which the Council must reach a determination.

### **Documentary evidence:**

- Documentary or other information in support of applications, representations or notices should be provided to the Clerk of the Sub-Committee at least 7 clear working days before the hearing. If this information is produced at the hearing it will only be taken into account by the Sub-Committee if the Sub-Committee and all the parties consent to its submission. Permission to have this information included in the hearing should be requested at the beginning of the hearing before any oral submissions have been made.
- Statements made by people in support of a party's representation who are not present at the hearing, must be signed by the maker, dated and witnessed by another person. The statement must also contain the witness's full name and occupation.

### **Representations:**

- The chairman will invite each of the parties at the hearing or their representative sequentially to address the Sub-Committee and call any person/s to whom permission has been granted to appear. Each party

will be allowed a maximum period of 10 minutes in which to address the Sub-Committee and call persons on his/her behalf.

- This 10 minute period is where each party has the opportunity to orally address the Sub-Committee and clarify any points in which the Sub-Committee has sought clarification prior to the hearing. This 10 minute period should be uninterrupted unless a member of the Sub-Committee or Legal Advisor considers that the speaker is making submissions that are irrelevant, frivolous or vexatious.
- Members of the Sub-Committee may ask questions of any party, at any time during the proceedings. Time taken in dealing with a Member's question will not be taken into account in determining the length of time available to the party in question to make their representation.

The sequence in which each of the parties will be invited to address the Sub-Committee will normally be in the order of:

- the Chief Officer of Police;
- the Fire Authority;
- the Health and Safety at Work Enforcing Authority;
- the Local Planning Authority;
- the Local environmental Health Authority;
- the Local Weights and Measures Authority;
- the Authority Responsible for the Protection of Children from Harm;
- a navigation or other authority responsible for waterways; and
- any other party that has submitted representations in respect of the application, certificate, notice or other matter appearing before the Sub-Committee;
- the party that has submitted the application, certificate, notice or other matter appearing before the Sub-Committee.

At the discretion of the Sub-Committee the above order may be varied.

**Cross-Examination:**

Where witnesses have been permitted by the Sub-Committee to speak at the hearing on behalf of a party, permission must be sought from the Sub-Committee before another party can ask the witness questions. This process of questioning is normally referred to as cross-examination. The Sub-Committee will allow cross-examination only where it is necessary to assist it in considering the representations or application.

**Relevance:**

Information submitted at the hearing must be relevant to the applications, representations, or notice and the promotion of the licensing objectives. The Chairman of the Sub-Committee is entitled to exclude any information it considers to be irrelevant whether presented in written or oral form. The licensing objectives are:

**The prevention of crime and disorder;**  
**Public safety;**  
**The prevention of public nuisance; and**  
**The protection of children from harm.**

**7. Failure of parties to attend the hearing:**

7.1 If a party, who has not given prior notice of his/her intention not to attend the hearing, is absent from the hearing the Sub-Committee may either adjourn the hearing or hold the hearing in the party's absence. Where the hearing is held in the absence of a party, the Sub-Committee will still consider the application, representation or notice submitted by that party.

**8. Adjournments and extension of time:**

8.1 The Sub-Committee may adjourn a hearing to a specified date or extend a notice period except where it must make a determination within certain time limits in the following specific applications:

- Applications for conversion of existing licences where the Sub-Committee must make a determination within 2 months of the application first being received. In default of a decision being made the application will be treated as being granted;
- Applications for variation of existing licences where the Sub-Committee must make a determination within 2 months of the application first being received. In default of a decision being made the application will be treated as being rejected;
- Applications for conversion of existing club certificates where the Sub-Committee must make a determination within 2 months of the application being first received. In default of a decision being made the application will be treated as being granted;
- Applications for variation of existing club certificates where the Sub-Committee must make a determination within 2 months of the application being first received. In default of a decision being made the application will be treated as being rejected;
- Applications made by holders of justices' licences for personal licences must be determined within 3 months of the application first being received. In default of a decision not being made within this period the application will be treated as being granted;
- Review of premises licences following closure orders where the Sub-committee must make a determination within 28 days of receiving notice of the closure order.

**9. Sub-Committee's determination of the hearing:**

- 9.1 At the conclusion of the hearing the Sub-Committee will deliberate in private accompanied by the Clerk and the Legal Advisor who will be available to assist the Sub-Committee with any legal problems but will not participate in any decision making of the Sub-Committee.
- 9.2 The Sub-Committee will normally make its determination and announce its decision at the end of the hearing.
- 9.3 Where all parties have notified the Sub-Committee that a hearing is not required the Sub-Committee must make its determination within 10 working days of being given notice that the hearing is not required.

**10. Power to exclude people from hearing:**

- 10.1 The public are entitled to attend the hearing as spectators. However, the Sub-Committee may exclude any person from the hearing including any person assisting or representing a party where:
  - it considers that the public interest would be best served by excluding the public or the individual person from the hearing; or
  - that person is behaving in a disruptive manner. This may include a party who is seeking to be heard at the hearing. In the case where a party is to be excluded, the party may submit to the Sub-Committee in writing any information which they would have been entitled to give orally had they not been required to leave the hearing.

**11. Recording of proceedings:**

- 11.1 A written record of the hearing will be produced and kept for 6 years from the date of the determination of the hearing.

**12. Power to vary procedure:**

- 12.1 The Sub-committee may depart from following any of the procedures set out in this document if it considers the departure to be necessary in order to consider an application, notice or representation.



# LICENSING SUB-COMMITTEE

# REPORT

14<sup>th</sup> August 2013

**Subject heading:**

One Love Festival  
 Damyns Hall Aerodrome  
 Aveley Road Upminster RM14 2TN  
 TEN submission

**Report author and contact details:**

Paul Jones, Licensing Officer  
 5<sup>th</sup> floor Mercury House  
 x 2692

This temporary event notice (TEN) has been given by Mr Adam Smith under section 100 of the Licensing Act 2003. The notification was received by Havering's Licensing Authority on 1<sup>st</sup> August 2013.

### Geographical description of the area and description of the building

Damyns Hall Aerodrome is located in Upminster at Havering's border with Thurrock. A music festival is to take place at the site during the period in which the TEN seeks to occur. This TEN appears to be connected with festival activities; however, it is a separate authority to the premises licence authorising the festival.

### Details of the TEN

Mr Smith is the premises user with regard to the TEN. He seeks to provide regulated entertainment, late night refreshment and supply alcohol between the hours of 11:00 and 03:00 beginning on Friday 16<sup>th</sup> August 2013 and ending the following Monday morning. The premises is defined as a "campsite café marquee" which is to be located in "a campsite field next to the main arena of the One Love Festival". The actual physical location of this marquee has not been defined on the TEN and thus the Licensing Authority is unable to clarify its proximity to residential properties.

### Comments and observations on the notifications

The One Love Festival premises licence was granted on 15<sup>th</sup> April 2013. This TEN submission was provided to the Licensing Authority electronically on 1<sup>st</sup> August 2013 thus giving the minimum ten working days' notification for a standard TEN.

The TEN indicates that the nature of the event is to “provide a campsite café as a quieter area for those wanting a break from the festival”. The festival effectively ends at 01:00 on Friday and Saturday and 22:30 on Sunday when the provision of licensable activity must cease. The TEN, however, seeks to continue providing licensable activity until 03:00 on each night. Regulated entertainment as defined on the TEN form includes any or all forms of regulated entertainment and thus any form of regulated entertainment may be provided in the marquee throughout the TEN’s duration.

This TEN is a separate authority to the premises licence and as such is not currently subject to the conditions attached to the premises licence. The premises licence permits up to 5,000 people to attend. This TEN is restricted to 300 persons. The TEN provides no information with regard to how this number will be monitored or regulated.

A copy of the One Love Festival premises licence is provided for reference.

**Responsible authorities’ objection notices**

Ms Louise Watkinson, Environmental Protection Specialist, submitted an objection notice against this TEN. Ms Watkinson’s grounds for submitting her objection notice are based upon the prevention of public nuisance.

PC Jason Rose, Havering Borough Police Licensing Officer, submitted an objection notice against this TEN. PC Rose’s objection notice is based upon the prevention of crime and disorder, the prevention of public nuisance and public safety.

Paul Jones  
Licensing Officer  
London Borough of Havering



Premises licence number

012562

## Part 1 - Premises details

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

**Damyns Hall Aerodrome  
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

**16/08/2013 - 18/08/2013**

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performance of Dance,  
Late Night Refreshment, Supply of Alcohol.**

The times the licence authorises the carrying out of licensable activities

**Films (indoors and outdoors)**

**Friday – 17:00hrs to 01:00hrs  
Saturday – 11:00hrs to 01:00hrs  
Sunday – 12:00hrs to 22:30hrs**

**Live Music Outdoors,**

**Friday – 12:00hrs to 23:30hrs  
Saturday – 11:00hrs to 23:30hrs  
Sunday – 12:00hrs to 22:30hrs**

**Live Music Indoors, (Within marquees)**

**Friday – 12:00hrs to 01:00hrs  
Saturday – 11:00hrs to 01:00hrs  
Sunday – 12:00hrs to 22:30hrs**

**Recorded Music Outdoors**

**Friday – 17:00hrs to 23:30hrs  
Saturday – 11:00hrs to 23:30hrs  
Sunday – 12:00hrs to 22:30hrs**

**Recorded Music Indoors (Within marquees)**

**Friday – 17:00hrs to 01:00hrs  
Saturday – 11:00hrs to 01:00hrs  
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**Performance of Dance, (Outdoors)**

**Friday – 17:00hrs to 23:30hrs  
Saturday – 11:00hrs to 23:30hrs  
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**Performance of Dance, Indoors (Within marquees)**

Friday – 17:00hrs to 01:00hrs  
Saturday – 11:00hrs to 01:00hrs  
Sunday – 12:00hrs to 22:30hrs

**Late Night Refreshment, (indoors and outdoors)**

Friday – 23:00hrs to 02:00hrs  
Saturday – 23:00hrs to 02:00hrs

**Supply of Alcohol, (On and off supply)**

Friday – 17:00hrs to 01:00hrs  
Saturday – 11:00hrs to 01:00hrs  
Sunday – 12:00hrs to 22:30hrs

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The opening hours of the premises

Friday – 11:00hrs to 02:30hrs  
Saturday – 11:00hrs to 02:30hrs  
Sunday – 11:00hrs to 23:00hrs

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Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On and Off Supplies

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**Part 2**

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Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**Foxes Den Ltd**  
**66 Willoughby Street, Boston, Lincolnshire, PE21 9HN**

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Registered number of holder, for example company number, charity number (where applicable)

**5438034**

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Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Julian McLauchlan**  
**52 Church Road, Winterbourne Down, Bristol, BS36 1BY**

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Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

**Bristol City Council – 05/02692/LAPER**

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## 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 shall take all reasonable steps to 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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—
    - (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 (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
    - (c) provision of 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;
    - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—
      - (i) the outcome of a race, competition or other event or process, or
      - (ii) the likelihood of anything occurring or not occurring;
    - (e) 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.
4. The responsible person shall ensure that no alcohol is dispensed 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).
5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

6. The responsible person shall 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: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml; and
  - (b) customers are made aware of the availability of these measures.
7. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.  
(2) 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 a holographic mark.
8. Where a programme includes a film in the 12A, 15 or 18 category no person appearing to be under the age of 12 (and unaccompanied in that case), 15 or 18 as appropriate shall be admitted to any part of the programme; and the licence holder shall display in a conspicuous position a notice in the following terms –  
**PERSONS UNDER THE AGE OF [INSERT APPROPRIATE AGE] CANNOT BE ADMITTED TO ANY PART OF THE PROGRAMME.**  
Where films of different categories form part of the same programme, the notice shall refer to the oldest age restriction.  
  
This condition does not apply to members of staff under the relevant age while on duty provided that the prior written consent of the person's parents or legal guardian has first been obtained.
9. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

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#### **Annex 2 – Conditions consistent with the operating schedule**

**The licence holder will keep to the Event Safety plans.**

**A team of SIA security personnel will be on site during the event, they will patrol the site including the camp site and car parks.**

**SIA security personnel will conduct bag searches on festival attendees to make sure no prohibited or illegal substances enter the site.**

**A professional qualified medical company will be on site and open 24hrs during the festival.**

**The speakers for amplified music will be directed away from the main residential areas and directed at the audience only.**

**Sound levels will be carefully monitored and maintained within levels agreeable to the council.**

All amplified music will be stopped at specific times and not play through the night.

There will be a child/youth welfare team on site available 24hrs a day to look after lost children and take care of issues that arise with anyone under 18.

A firm challenge 25 position will be taken at all par outlets to prevent underage drinking.

Security, medics and stewards will all take a role in watching out for underage drinking.

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**Annex 3 – Conditions attached after a hearing by the Licensing Authority**

Furthermore, the Sub-Committee required, as a condition of the licence, for the Applicant to publish a direct phone number to local residents and ensure that a representative of the applicants was contactable at all times through the use of that number not for the event alone but for the duration of the whole process including the setting-up and dismantling process.

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**Annex 4 – Plans**





## Part B

### Premises licence summary

Premises licence number

012562

### Premises details

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

**Damyns Hall Aerodrome  
Aveley Road, Upminster, RM14 2TN**

Where the licence is time limited the dates

**16/08/2013 - 18/08/2013**

Licensable activities authorised by the licence

**Films, Live Music, Recorded Music, Performance of Dance,  
Late Night Refreshment, Supply of Alcohol.**

The times the licence authorises the carrying out of licensable activities

**Films (indoors and outdoors)**

**Friday – 17:00hrs to 01:00hrs**

**Saturday – 11:00hrs to 01:00hrs**

**Sunday – 12:00hrs to 22:30hrs**

**Live Music Outdoors,**

**Friday – 12:00hrs to 23:30hrs**

**Saturday – 11:00hrs to 23:30hrs**

**Sunday – 12:00hrs to 22:30hrs**

**Live Music Indoors, (Within marquees)**

**Friday – 12:00hrs to 01:00hrs**

**Saturday – 11:00hrs to 01:00hrs**

**Sunday – 12:00hrs to 22:30hrs**

**Recorded Music Outdoors**

**Friday – 17:00hrs to 23:30hrs**

**Saturday – 11:00hrs to 23:30hrs**

**Sunday – 12:00hrs to 22:30hrs**

**Recorded Music Indoors (Within marquees)**

**Friday – 17:00hrs to 01:00hrs**

**Saturday – 11:00hrs to 01:00hrs**

**Sunday – 12:00hrs to 22:30hrs**



**Performance of Dance, (Outdoors)**

Friday – 17:00hrs to 23:30hrs  
Saturday – 11:00hrs to 23:30hrs  
Sunday – 12:00hrs to 22:30hrs

**Performance of Dance, Indoors (Within marquees)**

Friday – 17:00hrs to 01:00hrs  
Saturday – 11:00hrs to 01:00hrs  
Sunday – 12:00hrs to 22:30hrs

**Late Night Refreshment, (indoors and outdoors)**

Friday – 23:00hrs to 02:00hrs  
Saturday – 23:00hrs to 02:00hrs

**Supply of Alcohol, (On and off supply)**

Friday – 17:00hrs to 01:00hrs  
Saturday – 11:00hrs to 01:00hrs  
Sunday – 12:00hrs to 22:30hrs

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The opening hours of the premises

Friday – 11:00hrs to 02:30hrs  
Saturday – 11:00hrs to 02:30hrs  
Sunday – 11:00hrs to 23:00hrs

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Where the licence authorises supplies of alcohol whether these are on and / or off supplies

**On and Off Supplies**

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Name, (registered) address of holder of premises licence

**Foxes Den Ltd  
66 Willoughby Street, Boston, Lincolnshire, PE21 9HN**

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Registered number of holder, for example company number, charity number (where applicable)

**5438034**

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Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Julian McLauchlan**

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State whether access to the premises by children is restricted or prohibited

**N/A**

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**Havering**  
**Application for a Temporary Event Notice**  
**Licensing Act 2003**

For help contact  
licensing@havering.gov.uk  
Telephone: 01708 432777

\* required information

**Section 1 of 8**

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

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

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

Are you an agent acting on behalf of the applicant?

- Yes
- No

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

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

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

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

Continued from previous page...

### Address

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

### Agent Details

\* First name

\* Family name

\* E-mail

Main telephone number

Other telephone number

Include country code.

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

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

### Agent Business

\* Is your business registered in the UK with Companies House?  Yes  No

\* Registration number

\* Business name

\* VAT number

\* Legal status

\* Your position in the business

Home country

If your business is registered, use its registered name.

Put "none" if you are not registered for VAT.

The country where the headquarters of your business is located.

Continued from previous page...

**Agent Registered Address**

Address registered with Companies House.

* Building number or name	52
* Street	Church road
District	Winterbourne down
* City or town	Bristol
County or administrative area	South Glos
* Postcode	BS36 1BY
* Country	United Kingdom

**Section 2 of 8**

**APPLICATION DETAILS** (See also guidance on completing the form, general notes and note 1)

Have you had any previous or maiden names?

Yes  No

* Your date of birth	07 / 03 / 1969
	dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number	NR 734553C
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This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth	chipping sodbury
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**Correspondence Address**

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

Yes  No

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

Building number or name	52
Street	Church road
District	Winterbourne down
City or town	Bristol
County or administrative area	South Glos
Postcode	BS36 1BY
Country	United Kingdom

Continued from previous page...

### Additional Contact Details

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

Yes  No

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

E-mail   
Telephone number   
Other telephone number

### Section 3 of 8

#### THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). (See also guidance on completing the form, note 2)

\* Does the premises have an address?

Yes  No

#### Address

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

Yes  No

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

\* Building number or name   
\* Street   
District   
\* City or town   
County or administrative area   
\* Postcode   
\* Country

\* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

Neither  Premises licence  Club premises certificate

#### Location Details

\* Provide further details about the location of the event

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below (see also guidance on completing the form, note 3)

Continued from previous page...

Describe the nature of the premises below (see also guidance on completing the form, note 4)

A working airfield and event location

Describe the nature of the event below (see also guidance on completing the form, note 5)

This is to provide a campsite cafe as a quieter area for those wanting a break from the festival

#### Section 4 of 8

#### LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises (see also guidance on completing the form, note 6):

- The sale by retail of alcohol
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment
- The giving of a late temporary event notice

(see also guidance on completing the form, note 7)

#### Event Dates

There must be a period of at least 10 days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

When are you going to submit this form?  /  /   
dd mm yyyy

*10 days*

State the dates on which you intend to use these premises for licensable activities  /  /   
dd mm yyyy

(see also guidance on completing the form, notes 7 and 14)

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 96 hours (four days).

State the dates on which you intend to use these premises for licensable activities  /  /   
dd mm yyyy

(see also guidance on completing the form, notes 7 and 14)

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 96 hours (four days).

Remove this date

Continued from previous page...

State the dates on which you intend to use these premises for licensable activities

/  /   
dd mm yyyy

(see also guidance on completing the form, notes 7 and 14)

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 96 hours (four days).

Remove this date

Add another date

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

(see also guidance on completing the form, note 9)

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

Note that the maximum number of people cannot exceed 499.

(see also guidance on completing the form, note 10)

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

(see also guidance on completing the form, note 11):

- On the premises only  
 Off the premises only  
 Both

## Section 5 of 8

### PERSONAL LICENCE HOLDERS (See also guidance on completing the form, note 12)

Do you currently hold a valid personal licence?

Yes  No

Provide the details of your personal licence below.

Issuing licensing authority

Licence number

Date of issue  /  /   
dd mm yyyy

Date of expiry  /  /   
dd mm yyyy



**Continued from previous page...** Any further relevant details

### Section 6 of 8

#### PREVIOUS TEMPORARY EVENT NOTICES (See also guidance on completing the form, note 13)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

Yes  No

Have you already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or  Yes  No

b) Begins 24 hours or less after the event period proposed in this notice?

### Section 7 of 8

#### ASSOCIATES AND BUSINESS COLLEAGUES (See also guidance on completing the form, note 14)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

Yes  No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or  Yes  No

b) Begins 24 hours or less after the event period proposed in this notice?

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

Yes  No

**Continued from previous page...**

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

Yes  No

- a) Ends 24 hours or less before; or
- b) Begins 24 hours or less after the event period proposed in this notice?

**Section 8 of 8**

**CONDITION**

It is a condition of this temporary event notice that where the relevant licensable activities described in Section 4 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user. (See also guidance on completing the form, note 16)

**PAYMENT DETAILS**

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

This formality requires a fixed fee of £21

**ATTACHMENTS**

**AUTHORITY POSTAL ADDRESS**

**Address**

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

**DECLARATION**

\* The information contained in this form is correct to the best of my knowledge and belief

\* I understand that it is an offence:

- \* (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and
- \* (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both

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

**Continued from previous page...**

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

\* Full name

\* Capacity

Date (dd/mm/yyyy)

Add another signatory

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

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

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





**METROPOLITAN  
POLICE**

**Working toge**

Licensing Authority  
London Borough of Havering  
Mercury House, Mercury Gardens  
Romford  
RM1 3SL

**PC 282 KD Jason ROSE**

**Romford Police Station**

19 Main Road

Romford,

Essex

RM1 3BJ

**Telephone:** 01708 432781

**Email:**

**Jason.Rose@met.pnn.police.uk**

**Date: 6th JULY 2013**

**Ref: - Objection to Temporary Event Notice - One Love Festival**

Police acknowledge receipt of the above Temporary Event Notice made on the 1st AUGUST 2013 in respect of The One Love Festival to be held at Damyns Hall Aerodrome, Averly Road, Upminster, ESSEX, RM14 2TN

The applicant, Mr Adam SMITH submitted an application requesting Licensable activities between 16th and 18th August 2013 from 1100 -0300 hrs, namely -

- \* The sale by retail of alcohol
- \* The provision of regulated entertainment
- \* The provision of late night refreshment

The Aerodrome is a large open space situated beside residential premises.

**As the Licensing Officer for Havering and on behalf of the Commissioner for the Police of the Metropolis, I object to the notice being granted on the grounds of public safety, Prevention of Crime and Disorder and Prevention of Public Nuisance.**

When considering this application, the Police Licensing Department consulted with both the Events Team and the local Safer Neighbourhood Officers covering this area. The SNT have advised me of several complaints being received in the past relating to noise nuisance and Anti Social Behaviour emitting from the venue during previous events.

Insufficient information has been provided with this application which undermines public safety. No mentions of security or care measures are referred to at any point. The TEN increases the length of time patrons will be able to gain access to alcohol which in turn has an effect on safety, crime and of course, noise. The extended hours of regulated entertainment will naturally generate noise for longer periods having a detrimental effect on local residents and sleep patterns alike, including children in the area.

Previous events have shown "Spikes" in crime statistics. Reported thefts, violence and drug allegations have all increased. Experience has shown a risk to public safety and an increase in crime when events run late into the night / following morning. By extending the finishing time of licensable activities' we simply extend drinking time, this in turn increases noise nuisance, issues to public safety and crime and disorder. To have 300 people present in an area providing entertainment and alcohol until 0300hrs will simply create more noise along with alcohol fuelled problems. This will all be at a time of night which is ordinarily extremely quiet.

The location of the event is nearby local housing, this makes the request for a 0300hrs finish completely unreasonable for the residents. It is anticipated large numbers of people will attend the main event. Therefore it is critical festival goers disperse back to their individual tents or away from the location at the earliest convenience. This will help to achieve the licensing objectives and protect the local residents. By extending licensable activities to 0300hrs this will prove counter productive to the original approved application. By extending one area of the festival we simply prevent patrons from returning to their tents or going home.

Police believe if this temporary event notice is granted, it will further stretch our limited resources and undermine public safety along with preventing Crime & Disorder and Public nuisance objectives.

If I can be of any further assistance in this matter please do not hesitate to contact me.

Yours sincerely

*PC Jason ROSE*

PC Jason ROSE 282KD  
Metropolitan Police - Havering  
Licensing Officer

## Paul Jones

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**From:** Louise Watkinson  
**Sent:** 06 August 2013 17:17  
**To:** Paul Jones  
**Subject:** One Love Festival

Hi Paul

Please find below the details of my objection to the TEN for the One Love Festival

We object to this TEN's on the ground of high possibility of causing a statutory nuisance to adjacent residents in Aveley Road.

The proximity of the houses is too close for any mitigation to be adequate beyond 1am.

It will move the time where residents will have quiet from between 2-2.30 am to 4-4.30 am.

The serving of alcohol and provision of music/entertainment for 300 people will produce both music and people noise. At this time of night it will carry further due to lower background levels of noise.

We have received complaints from these residents regarding both previous music events and flights from the airfield hence it will more than likely produce further complaints.

Let me know if you require further info/evidence.

thanks

Louise

Louise Watkinson | Environmental Protection Specialist | Public Protection  
London Borough of Havering, Mercury House, Mercury Gardens, Romford, Essex, RM1 3RX  
t: 01708 432771 | m: 07949 107991

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