

# Licensing Act Sub-Committee

## Agenda

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**Date:** Monday, 12th December, 2022  
**Time:** 2.00 pm  
**Venue:** Committee Suite 1,2 & 3, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and in the report.

It should be noted that Part 1 items of Cheshire East Council decision-making meetings are audio recorded and the recordings are uploaded to the Council's website.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT (Pages 3 - 6)**

**1. Appointment of Chairman**

To appoint a Chairman for the meeting.

**2. Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda and for Members to declare if they have pre-determined any item on the agenda.

**3. Application for a Premises Licence - Dubbed Out, Royal Cheshire  
Showground, Tabley, WA16 0HJ (Pages 7 - 68)**

To consider the above application.

**Membership:** Councillors D Edwardes, A Harewood and L Smetham

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For requests for further information

**Contact:** Josie Lloyd  
**Tel:** 01270 686466  
**E-Mail:** [josie.lloyd@cheshireeast.gov.uk](mailto:josie.lloyd@cheshireeast.gov.uk)

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## CHESHIRE EAST COUNCIL

**Procedure for Hearings – Licensing Act 2003****The Licensing Committee**

The full Licensing Committee consists of fifteen elected Members of the Council. From this full Committee will be drawn sub-committees of three members to deal with licensing functions under the Licensing Act 2003. The Chairman and Vice Chairman of the Licensing Committee shall have the discretion to refer a matter up to a hearing of the full Licensing Committee.

**Officers at Hearings**

- **The Committee Officer** introduces all parties and records the proceedings
- **The Legal Adviser** provides independent advice to the Members on legal matters and procedure.
- **The Licensing Officer** will introduce the matter and outline the application; the officer will also answer any questions Members may have.

**PROCEDURE**

NOTE: If the Sub-Committee has not already elected a Chairman, that will be the first item of business.

<b>1</b>	<b>Chairman</b>	The Chairman will: (i) call the matter to be considered (ii) call for any declarations of interest (iii) ask all parties to introduce themselves (iv) summarise the procedure to be followed at the hearing (v) will consider any request made by a party for another person to appear at the hearing (v) will advise the parties of any maximum period of time in which it has to present its case (if a maximum is imposed this shall be equal for all parties)
<b>2</b>	<b>Licensing Officer</b>	Will introduce and summarise the application, highlighting areas of contention or dispute.
<b>3</b>	<b>Committee Members</b>	May ask questions of the Licensing Officer
<b>4</b>	<b>Applicant</b>	Will present his/her case, calling witnesses, as appropriate.  <i>(If necessary, applicant will produce any notices required by law. Legal Adviser will draw attention to this if required.)</i>

5	<b>Responsible Authorities</b>  (who have made representations)	Each in turn may ask <u>questions</u> of the applicant, by way of clarification.
6	<b>Other Persons</b>  (who have made representations)	To be invited to ask <u>questions</u> of the applicant, by way of clarification.  <i>It is normal practice for a spokesperson only to speak on behalf of a group of residents.</i>
7	<b>Committee Members</b>	Each in turn may ask <u>questions</u> of the applicant.
8	<b>Applicant</b>	May make a <u>statement</u> or ask his witnesses to clarify any matters which he feels are unclear, or may have been misunderstood.
9	<b>Responsible Authorities</b>	Will make their representations.
10	<b>Applicant</b>	Or his representative or witnesses to ask <u>questions</u> of Responsible Authorities represented at the meeting, by way of clarification.
11	<b>Other Persons</b>  (who have made representations)	May ask <u>questions</u> of the Responsible Authorities represented at the meeting, by way of clarification.  <b>(Note: This is not the point at which they should be stating their objections.)</b>
12	<b>Committee Members</b>	May ask <u>questions</u> of the Responsible Authorities represented at the meeting
13	<b>Other Persons</b>  (who have made representations)	Those who have objected to the application will be invited <b><u>to make observations on the application</u></b> and present the bases of their objections.
15	<b>Applicant</b>	Or his representative or witnesses may ask <u>questions</u> of the other persons, by way of clarification.
16	<b>Committee Members</b>	May ask <u>questions</u> of the other persons.
17	<b>Chairman</b>	To invite both <b>Responsible Authorities</b> and <b>Other Persons</b> to make their closing addresses.



<b>18</b>	<b>Applicant</b>	Or his representative will <u>briefly summarise the application</u> and comment on the observations and any suggested conditions.
<b>19</b>	<b>Committee</b>	<u>Will retire</u> to consider the application. The Committee may request the Legal Advisor to advise on legal issues.
<b>20</b>	<b>Committee</b>	<p>Will return to <u>give its decision</u>, with reasons, which will be announced by the Chairman and subsequently confirmed in writing to the applicant and to all the parties that made representations.</p> <p>In cases where a decision cannot be given at the end of the hearing, parties will be advised of the decision within five working days.</p>

### **Notes**

1. The hearing shall normally be held in public. There may be occasions on which the Committee find it necessary to exclude members of the press and public; any such decision will be taken on the basis that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing taking place in public.
2. The Chairman may require any person behaving in a disruptive manner to leave the hearing and may (a) refuse to permit that person to return, or (b) permit him/her to return only on such conditions as the authority may specify, but any such person may submit in writing any information which they would have been entitled to provide orally if they had not been required to leave.
3. Prior to the hearing each party shall have given notification and served documentation (eg statements of witnesses or reports of experts) as required. Late representations and evidence will only be considered with the agreement of all parties.
4. Anyone entitled to be heard may be represented by any person, whether or not that person is legally qualified.
5. Hearsay will be permitted but the Sub-Committee will be reminded to give it appropriate weight.
6. Due note shall be taken of the provisions of the Hearings Regulations 2005.
7. The Chair may, in the interests of expediency or convenience of the parties, vary the procedure from time to time, provided notice is given to the parties and the rules of natural justice are observed.

## **Summary of Procedure**

1. Chairman appointed (if this has not been done previously).
2. Chairman to call for declarations of interest and request that all parties introduce themselves.
3. Chairman summarises the procedure for the hearing
4. The Licensing Officer summarises the application
5. Applicant to present his/her case.
6. Applicant to be questioned by all parties (to clarify points only) following which, he/she can clarify any other matters which he/she feels may have been misunderstood when the application was presented.
7. Applicant to be questioned by the Committee.
8. Responsible Authorities to make their representations following which they can be questioned by all parties by way of clarification.
9. Other Persons will be invited to present the bases of their objections, following which they can be questioned by all parties by way of clarification.
10. The applicant will be invited to sum up his/her case
11. Committee/Sub-Committee withdraws to make its decision
12. Committee/Sub-Committee returns to announce its decision to all present.



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## **Licensing Act Sub-Committee**

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<b>Date of Meeting:</b>	12 <sup>th</sup> December 2022
<b>Report Title:</b>	Application for a Premises Licence – Dubbed Out
<b>Report of:</b>	Jayne Traverse, Executive Director – Place
<b>Ward(s) Affected:</b>	High Legh Ward

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### **1. Purpose of Report**

- 1.1. To allow Members of the Sub-Committee to determine a contested application for the grant of a premises licence made under the Licensing Act 2003 for the following premises:

**Dubbed Out, Royal Cheshire Showground, Tabley, WA16 0HJ**

### **2. Executive Summary**

- 2.1 The report provides details of an application for a new Premises Licence, under section 17 of the Licensing Act 2003 and outlines the evidence presented by the parties in relation to the application. Please note this is a time limited Premises Licence to be held between the 27<sup>th</sup> July 2023 and 30<sup>th</sup> July 2023.

### **3. Recommendations**

- 3.1. The Licensing Act Sub-Committee is requested to consider the application and any relevant representations and determine what steps, if any, it considers are appropriate to promote the Licensing Objectives.
- 3.2. Acting in the capacity of the Licensing Authority, Members must seek to promote the Licensing Objectives and where Members consider that matters have engaged one or more of the Objectives, they may exercise their discretion. The Licensing Objectives are:
- The prevention of crime and disorder
  - Public Safety

- The prevention of public nuisance
- The protection of children from harm

**3.3.** Members of the Licensing Sub-Committee are reminded that they may not exercise discretion in any case, merely because it considers it desirable to do so. Careful consideration should be given to the application and the evidence presented by the parties in relation to the application.

**3.4.** Finally, Members are also reminded that in determining the application, consideration also needs to be given to:

- a) The rules of natural justice
- b) The provisions of the Human Rights Act 1998

#### **4. Reasons for Recommendations**

**4.1.** The Licensing Act Sub-Committee has the power to determine this application in accordance with the provisions of the Licensing Act 2003 and the Council's Constitution.

#### **5. Other Options Considered**

**5.1.** Not applicable

#### **6. Background**

**6.1.** On 20<sup>th</sup> October 2022 an application was received by the Licensing Department for a new Premises Licence in respect of Dubbed Out, Royal Cheshire Showground, Flittogate Lane, Tabley, WA16 0HJ. The application was then sent for consultation.

**6.2.** This is an application for a time limited Premises Licence to be held between the 27<sup>th</sup> July 2023 and 30<sup>th</sup> July 2023.

**6.3.** A copy of the full application form is attached to this report at Appendix 1

**6.4.** An Event Management Plan submitted by the applicant is attached at Appendix 2. That document contains a map of the event's location (paragraph 3.7 of the document).

**6.5.** An additional location map of the area in which the premises is located has been attached by the report writer at Appendix 3.

**6.6.** The operating schedule indicates that the relevant licensable activities applied for are:

- I. Live & recorded music
- II. Supply of alcohol (for consumption on the premises only)
- III. Performance of dance

**6.7.** The hours applied for are as follows for live music, recorded music & the supply of alcohol (for consumption on the premises only):

	<b>Start</b>	<b>End</b>
<b>Thursday 27<sup>th</sup> July 2023</b>	12:00	22:00
<b>Friday 28<sup>th</sup> July 2023</b>	12:00	23:00
<b>Saturday 29<sup>th</sup> July 2023</b>	12:00	23:00
<b>Sunday 30<sup>th</sup> July 2023</b>	12:00	18:00

**6.8.** The hours applied for are as follows for the performance of dance:

	<b>Start</b>	<b>End</b>
<b>Friday 28<sup>th</sup> July 2023</b>	12:00	23:00
<b>Saturday 29<sup>th</sup> July 2023</b>	12:00	23:00
<b>Sunday 30<sup>th</sup> July 2023</b>	12:00	18:00

**6.9.** Dubbed Out has previously taken place at Ashley Hall Showground, Ashley, Cheshire, from 9<sup>th</sup> June 2021 to 13<sup>th</sup> June 2021. Following that event taking place Licensing received two complaints of noise which were referred to Environmental Protection. Licensing took no further action.

**6.10.** The following Responsible Authorities have been consulted:

- 6.12.1 Fire & Rescue responded with no comments in relation to the application
- 6.12.2 No response was received by Licensing from Cheshire Constabulary or Environmental Protection

**6.11.** Representations from Other Persons:

- 6.13.1 The Council has received four representations against the application; two from members of the public and two from Parish Councils. The representations relate to the Licensing Objectives 'The prevention of crime and disorder', 'Public Safety', and 'The prevention of public

nuisance'. Copies of the representations are attached to this report at Appendix 4 to Appendix 7.

## **7. Consultation and Engagement**

- 7.1.** The application was advertised on the Council's website, while the report writer inspected valid notices surrounding the site on 2<sup>nd</sup> November 2022.
- 7.2.** The last date for representations to be made was 22<sup>nd</sup> November 2022

## **8. Implications**

### **8.1. Legal**

- 8.1.1.** The Sub Committee must determine this application in accordance with section 18 of the Licensing Act 2003. To do so otherwise would render its determination unlawful and invalid.
- 8.1.2.** In accordance with the provisions of section 18 (3)(b) of the Licensing Act 2003 the Licensing Authority Sub Committee must, having regard to the representations, made in this application take such steps (if any) as it considers appropriate for the promotion of the licensing objectives.
- 8.1.3.** Section 18 (4) provides that the authority may:
- a) Grant the licence subject to conditions as are consistent with the operating schedule accompanying the application, modified to such extent as the authority considers appropriate for the promotion of the licensing objectives and any mandatory conditions that must be included on the licence in accordance with the Licensing Act 2003
  - b) Exclude from the scope of the licence any of the Licensable Activities to which the application relates
  - c) Refuse to specify a person in the licence as the Premises Supervisor
  - d) Reject the application
- 8.1.4.** Members are reminded that should any conditions be added, they should be practical, enforceable and appropriate to promote the Licensing Objectives.
- 8.1.5.** Members are also reminded of the statutory obligation placed on the Local Authority under section 17 of the Crime and Disorder Act 1998 to through all of its various functions, and Licensing is one of those functions, do all that it can to prevent Crime and disorder, Anti-social Behaviour, behaviour adversely affecting the environment and reoffending.

- 8.1.6. Members must give reasons for their determination and notice of it must be communicated to the parties to this application. If Members depart from the Statutory Guidance or the Council's Statement of Licensing Policy then their decision notice must set out the reasons for doing so.

**8.2. Finance**

- 8.2.1. There are no financial implications

**8.3. Policy**

- 8.3.1. The Licensing Authority has adopted a Statement of Licensing Policy in accordance with section 5 of the Licensing Act 2003.
- 8.3.2. The Licensing Authority must also have due regard to the guidance issued under section 182 of the Licensing Act 2003.
- 8.3.3. Members should provide reason(s) for any decision taken and should set out the reasoning where they determine to depart in any way from the Policy or Guidance.

**8.4. Equality**

- 8.4.1. There are no equality implications

**8.5. Human Resources**

- 8.5.1. There are no human resources implications

**8.6. Risk Management**

- 8.6.1. The Licensing Sub-Committee will hear representations made on behalf of both the applicant and the 'relevant person' who has submitted their representation and will make a decision on the basis of the evidence presented to it. The Licensing Act 2003 makes provision for appeal to the Magistrates' Court of any decision made by the Licensing Authority

**8.7. Rural Communities**

- 8.7.1. There are no implications for rural communities

**8.8. Children and Young People/Cared for Children**

- 8.8.1. There are no implications for children and young people

**8.9. Public Health**

- 8.9.1. There are no direct implications for public health

**8.10. Climate Change**

- 8.10.1. There are no implications for climate change

<b>Access to Information</b>	
Contact Officer:	Richard Hellon – Enforcement Officer Licensing@Cheshireeast.gov.uk 0300 123 5015
Appendices:	Appendix 1 – Application form Appendix 2 – Event Management Plan Appendix 3 – Location Map Appendix 4 to 7 - Relevant Representations
Background Papers:	<a href="#">Statutory Guidance issued under section 182 of the Licensing Act 2003</a> <a href="#">Council's Statement of Licensing Policy published under section 5 of the Licensing Act 2003</a> <a href="#">Licensing Act 2003</a> <a href="#">The Licensing Act 2003 (Hearings) Regulations 2005</a>





**Cheshire East**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[licensing@cheshireeast.gov.uk](mailto:licensing@cheshireeast.gov.uk)  
 Telephone: 0300 123 5015

\* required information

## Section 1 of 21

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

System reference

Not Currently In Use

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

Your reference

DubbedOut Festival

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

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

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

### Applicant Details

\* First name

Germaine

\* Family name

Williams

\* 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:

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

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

### Applicant Business

Is your business registered in the UK with Companies House?

☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

13577251

Business name

dubbed out ltd

If your business is registered, use its registered name.

VAT number

GB

401510660

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

Legal status

Private Limited Company

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

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country **Section 2 of 21****PREMISES DETAILS**

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

**Premises Address**

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

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

**Section 3 of 21****APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

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

**Confirm The Following**

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

**Section 4 of 21****NON INDIVIDUAL APPLICANTS**

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

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

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

**Continued from previous page...**

I, Germaine Williams, am acting on behalf of Dubbed Out Ltd. Germaine Williams and Neil Green are the directors of the company.

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

**Contact Details**

E-mail

Telephone number

Other telephone number

\* Date of birth

\* Nationality

Documents that demonstrate entitlement to work in the UK

Add another applicant

**Section 5 of 21****OPERATING SCHEDULE**

When do you want the premises licence to start?

27

 / 
 

07

 / 
 

2023

dd

mm

yyyy

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

31

 / 
 

07

 / 
 

2023

dd

mm

yyyy

Provide a general description of the premises

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

The licenced premises will be a marquee on Ashley Hall showground. Alcohol consumption will be in the immediate vicinity of the Marquee and no further than the boundary line of the field in which the event will be held. We expect no more than 4,000 people to attend. We would like to licence the premises up to 4,999



**Continued from previous page...**

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

**Section 6 of 21****PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

**Section 7 of 21****PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

**Section 8 of 21****PROVISION OF INDOOR SPORTING EVENTS**

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

**Section 9 of 21****PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

**Section 10 of 21****PROVISION OF LIVE MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing live music?

☒ Yes ☐ No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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

**Continued from previous page...**

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="18:00"/>
Start	<input type="text"/>	End	<input type="text"/>

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

- ☐ Indoors
 ☐ Outdoors
 ☒ Both

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

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

live bands playing instruments and recorded music both amplified and non amplified

State any seasonal variations for the performance of live music

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

N/A

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

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

N/A

Continued from previous page...

**Section 11 of 21****PROVISION OF RECORDED MUSIC**[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ Yes
 ☐ No
**Standard Days And Timings**

## MONDAY

Start End Start End 

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

## TUESDAY

Start End Start End 

## WEDNESDAY

Start End Start End 

## THURSDAY

Start End Start End 

## FRIDAY

Start End Start End 

## SATURDAY

Start End Start End 

## SUNDAY

Start End Start End 

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

☐ Indoors
 ☐ Outdoors
 ☒ Both

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

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

bands and DJ's playing recorded music amplified.

Continued from previous page...

State any seasonal variations for playing recorded music

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

N/A

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

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

N/A

**Section 12 of 21****PROVISION OF PERFORMANCES OF DANCE**[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☒ Yes ☐ No**Standard Days And Timings****MONDAY**Start End Start End Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.**TUESDAY**Start End Start End **WEDNESDAY**Start End Start End **THURSDAY**Start End Start End **FRIDAY**Start End Start End



*Continued from previous page...*

SATURDAY

Start End Start End 

SUNDAY

Start End Start End 

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

☐ Indoors
 ☐ Outdoors
 ☒ Both

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

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

performers/dancers accompanying the bands and DJ's. Also we may have dancers performing in the fields away from the licenced premises but no further than the boundary line of the showground fields.

State any seasonal variations for the performance of dance

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

N/A

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

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

N/A

**Section 13 of 21****PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**[See guidance on regulated entertainment](#)

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

☐ Yes
 ☒ No
**Section 14 of 21****LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

☒ Yes
 ☐ No

*Continued from previous page...***Standard Days And Timings**

## MONDAY

Start End Start End 

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

## TUESDAY

Start End Start End 

## WEDNESDAY

Start End Start End 

## THURSDAY

Start End Start End 

## FRIDAY

Start End Start End 

## SATURDAY

Start End Start End 

## SUNDAY

Start End Start End 

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

☐ Indoors      ☐ Outdoors      ☒ Both

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

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

bars serving alcoholic refreshments and catering outlets/stalls serving hot and cold food.

State any seasonal variations

**Continued from previous page...**

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

N/A

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

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

N/A

**Section 15 of 21****SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes ☐ No

**Standard Days And Timings****MONDAY**

Start

End

Start

End

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

**TUESDAY**

Start

End

Start

End

**WEDNESDAY**

Start

End

Start

End

**THURSDAY**

Start

End

Start

End

**FRIDAY**

Start

End

Start

End

**SATURDAY**

Start

End

Start

End

**Continued from previous page...**

SUNDAY

Start 12:00

End 18:00

Start

End

Will the sale of alcohol be for consumption:

☒ On the premises
 ☐ Off the premises
 ☐ Both

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

State any seasonal variations

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

N/A

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

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

N/A

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

**Name**

First name

Germaine

Family name

Williams

Date of birth



*Continued from previous page...***Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number  
(if known)

PL3733

Issuing licensing authority  
(if known)

Wigan Council

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

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

Reference number for consent  
form (if known)

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

**Section 16 of 21****ADULT ENTERTAINMENT**

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

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

N/A

**Section 17 of 21****HOURS PREMISES ARE OPEN TO THE PUBLIC****Standard Days And Timings**

MONDAY

Start

End

Start

End

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



*Continued from previous page...***TUESDAY**

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

**WEDNESDAY**

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

**THURSDAY**

Start	<input type="text" value="12:00"/>	End	<input type="text" value="22:00"/>
Start	<input type="text"/>	End	<input type="text"/>

**FRIDAY**

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

**SATURDAY**

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

**SUNDAY**

Start	<input type="text" value="12:00"/>	End	<input type="text" value="18:00"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations

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

N/A

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

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

N/A

**Section 18 of 21****LICENSING OBJECTIVES**

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

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

**Continued from previous page...**

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

- a/ no selling of alcohol to underage people.
- b/ no drunk and disorderly behavior on the premises area.
- c/ no violent and anti-social behaviour
- d/ no harm to children

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

The security team/company Eventrite Security Services Ltd will be fully SIA licensed and trained.  
 A notice outside the premises indicating the normal hours under the terms of the premises license during which licensable activities are permitted.  
 notices warning of potential criminal activity, such as theft, that may target customers will be displayed.  
 No selling of alcohol to drunk or intoxicated customers.  
 Staff will be well trained in asking customers to use premises in an orderly and respectful manner and prevent drinking alcohol outside of permitted areas.  
 the public will not be permitted to bring their own alcohol to the event.  
 Campers will not be permitted to bring their own alcohol to the event.  
 (The last 2 previous points are to stop glass being brought onto the site.)  
 plastic cups will be marked in accordance with the Weights and Measures legislation  
 A logbook will be kept at each bar registering drunken behaviour and incidents

**c) Public safety**

Internal and external lighting fixed to promote the public safety objective.  
 Well trained staff adherence to environmental health requirements.  
 Training and implementation of underage ID checks. (Challenge 25)  
 A log book or recording system shall be kept upon the premises in which shall be entered particulars of inspections made; those required to be made by statute, and information compiled to comply with any public safety condition attached to the premises license that requires the recording of such information. The log book shall be kept available for inspection when required by persons authorized by the authorities.  
 All parts of the premises and all fittings and equipment will be maintained at all times and be kept in good order and condition.  
 campsite: no fires will be permitted.

**d) The prevention of public nuisance**

The Premises License Holder shall appoint a suitably qualified and experienced Acoustic Consultant who shall be required to advise the Premises License Holder. The Consultant shall manage noise generated during the licensed events and liaise with all the relevant parties ie the Premises License Holder, the Environmental Protection Team at Cheshire East Council, Event Promoters, Sound System and Performers, prior to and during the licensed event.

2. At least three calendar months in advance of the event taking place, submit to the Environmental Protection Department a "Noise Management Plan" for prior written approval in advance of the event taking place. Thereafter, the approved "Noise Management Plan" shall be observed and complied with in full. Subject to Environmental Protection being satisfied, written approval will be given no later than two months in advance of the event taking place with any modifications only being made with the prior consent of Environmental Protection. For the avoidance of doubt the "Noise Management Plan" shall include the following elements:

Shall clearly define the arrangements to secure compliance with the "Music Noise Level" throughout the event and the organizational management to secure the same. Where the "Music Noise Level" is breached, details of corrective action shall be appropriately documented.



**Continued from previous page...**

The "Music Noise Level" will be monitored 1 metre from the facade of any noise sensitive premises in the areas surrounding The Royal Cheshire Showground.  
This will be achieved using decibel meters during sound testing prior to the main event.

Shall clearly define the arrangements for receiving and responding to complaints from the community about noise and other issues associated with the build-up and clearance of the site infrastructure and the event itself.

All complaints shall be documented with the date and time of receipt, contact details for the complainant, details of the person receiving the complaint, details of the complaint, details of the investigation made and the date and time of any feedback given to the complainant.

Not later than 7 days in advance of the event taking place each household and business within the vicinity of the site (to be agreed with the Local Authority) shall be provided with details of how to make a complaint about event related noise, and be provided with an event timetable including times and dates for the erection and dismantling of the site infrastructure, sound propagation and speaker tests, sound checks time of the first chord and last chord for each day.

Martin Robinson from The West Coast group (sound and lighting) has been tasked with noise management. A noise management plan will be attached to the site management plan.

Noise reduction measures to address the public nuisance objective.

Prominent, clear and legible notices will be displayed at the exit requesting the public to respect the needs of nearby residents and to leave the premises and the area quietly.

prevent nuisance and disturbance to nearby residents.

Customers will be asked not to stand around loudly talking in the street outside the premises.

Customers will not be admitted to premises above opening hours.

Any lighting on or outside the premises will be positioned and screened in such a way so as to not cause a disturbance to nearby residents.

All speakers and music will be directed away from residential areas.

Strict no music or noise policy outside of licensed times on site and on the camp site.

use of silent generators during licensed hours.

All none essential generators to be switched off when not in use or after hours.

No Generators will be permitted on the campsite outside of licensed hours.

Adequate waste receptacles for use by customers will be provided in the local vicinity.

patrols of campsite after hours to deter noise.

No music policy on the campsite.

A dedicated phone and log book will be kept at security for receiving and responding to complaints from the community about noise and other issues. The relevant local authorities will have access to the phone number which will be manned 10 days before, during and 10 days after the event.

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

Measures to ensure the protection of children during the event include;

2 DBS license holders permanently present on site during the event.

limitations on the hours when children may be present, in all or parts of the premises.

limitations or exclusions by age when certain activities are taking place.

imposition of requirements for children to be accompanied by an adult.

acceptance of accredited proof of age cards with photographs, or passports.



***Continued from previous page...***

measures to ensure children do not purchase, acquire or consume alcohol.  
measures to ensure children are not exposed to incidences of violence or disorder.  
Appropriate training and supervision of those employed to secure protection of children from harm.  
Imposition of reasons for children to be present and/ or accompanied by a responsible person adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant activity or attending a pre-arranged function or event.  
No children will be granted access into the event without being accompanied by a parent/guardian/responsible adult.  
Enforcement of the mandatory Challenge 25 Policy.

**Section 19 of 21**

**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

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

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

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

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

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

**Documents which demonstrate entitlement to work in the UK**

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



**Continued from previous page...**

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

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

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

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

**Continued from previous page...**

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

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

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

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

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

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

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

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



**Continued from previous page...**

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

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



**Continued from previous page...**

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

**Section 21 of 21****PAYMENT DETAILS**

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

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

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00\*

Band E - £125001 and over £635.00\*

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

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

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

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

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

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

100.00

**DECLARATION**

**Continued from previous page...**

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

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

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

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

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

* Full name	<input type="text" value="Germaine Williams"/>
* Capacity	<input type="text" value="DPS licence holder"/>
* Date	<div style="background-color: black; width: 250px; height: 40px;"></div>

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

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

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

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

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

OFFICE USE ONLY	
Applicant reference number	<input type="text" value="DubbedOut Festival"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>
<div><a href="#">1</a> <a href="#">2</a> <a href="#">3</a> <a href="#">4</a> <a href="#">5</a> <a href="#">6</a> <a href="#">7</a> <a href="#">8</a> <a href="#">9</a> <a href="#">10</a> <a href="#">11</a> <a href="#">12</a> <a href="#">13</a> <a href="#">14</a> <a href="#">15</a> <a href="#">16</a> <a href="#">17</a> <a href="#">18</a> <a href="#">19</a> <a href="#">20</a> <a href="#">21</a> <a href="#">Next &gt;</a></div>	



Event Management  
Health and Safety Plan

# Dubbed Out Festival

Royal Cheshire Showground, Tabley  
Thursday 27<sup>th</sup> July 2023  
until  
Sunday 30<sup>th</sup> July 2023

A family friendly event for Volkswagen  
enthusiasts.

Prepared by the Dubbed Out team  
Germaine Williams  
[REDACTED]  
on behalf of Dubbed Out Ltd

**Content:**

- INTRODUCTION
- 1. THE EVENT
- 2. THE VENUE
- 3. CAMPING
- 4. EVENT SCHEDULE
- 5. ORGANISATION
- 6. RESPOSIBILITIES
- 7. PRODUCTION HAZARDS
- 8. PASSES
- 9. SECURITY & STEWARDINGTRAFFIC
- 10. MANAGEMENT
- 11. FIRST AID AND ACCIDENT REPORTING
- 12. FIRE PRECAUTIONS
- 13. LOST AND FOUND
- 14. DISABILITY ACCESS
- 15. WASTE MANAGEMENT
- 16. COMMUNICATIONS
- 17. MONITORING
- 18. ALCOHOL MANAGEMENT
- 19. EMERGENCY PROCEDURES
- 20.

**INTRODUCTION**

- 1. This document is an assessment of the project viability and impact on Public Safety of the Dubbed Out Festival at the Royal Cheshire Showground, Tabley, Knutsford, WA16 0HJ
- 1.1
- 1.2 It has been compiled with some reference to the numerous DubbedOut family events we've held over the last 3 years including 2022 Dubbed Out Festival at Ashley Hall showground. It is also working with Local Authority teams and Local Businesses to deliver safe and accessible opportunities within the local area.
- 1.3 The outline and scope of the event are detailed in this document, with particular reference to the management of public safety within the event area. The standards for the provision of services are, where reasonably practicable, in accordance with HSG195 The Event Safety Guide (commonly known as the Purple Guide), and specific risk assessments and health and safety policy documentation from the contractors employed to provide services for the event are referred to and will be detailed in the final event Risk Assessment.
- 1.4 Dubbed Out Ltd work to ensure the safety of the general public, contractors and artists, to minimise hazards and prevent accidents, and to minimise nuisance and disruption to nearby residents, businesses and other users of the event environment, as demonstrated by our previous events.

1.4 This document and any subsequent amendments and updates shall be distributed to the following:

- Cheshire East Council Health & Safety Unit: (NAME)
- Cheshire East Council Environmental Health Section: (NAME)
- Cheshire East Licensing Section: (NAME)
- Cheshire East Neighbourhood Management & Community Engagement: (NAME)
- Greater Manchester Police: (NAME)

1.5 The event is subject to the issue of a Premises License as part of our Temporary Event Notice application.

## 2. **THE EVENT**

2.1 The Dubbed Out Festival is now in its second year and which is born out of our smaller Volkswagen enthusiast events which we have held over several years. A family-oriented weekend celebrating all genre of Volkswagens from classics to modern campervans.

2.2 The event (27<sup>th</sup>/July/2023 to 30<sup>th</sup>/July/2023) will feature a range of performances from established artists. These will include Bands, Poets and Djs to entertain our families while they browse the stalls, the food outlets and car show.

2.3 There will be:  
2 medium sized performance areas  
One main food court  
Two Bars managed by Dubbed Out Ltd and Aindough & Co

2.4 In accordance with the Premises License (when granted), the capacity for the site will be set at 4,999 people (including Support Staff, Artists, Security Personnel, Staff Holders, and Event Management Team) at any one time, which will be located within the designated boundary of the performance area. There is however an estimated capacity of 2,500 spectators (@1m per person) or 2,200 spectators (@1.2m per person) in the performance areas combined excluding the food areas, so the event site will be well equipped to manage the projected number of attendees at the event.

2.5 The target audience for this event is all ages, although we do look to an older audience base of adults/parents within the 35yrs - 65yrs age range. Due to the nature of the variance in age range, it is anticipated that the profile will include some younger people, who will be accompanied by their parents while attending the event.

2.6 Initially we are anticipating that the activities on offer will appeal primarily to younger families and children and during the afternoon this will shift to slightly older children.

- 2.7 The key objectives of the event are:
- To create an opportunity for people to come together and experience the community of the Volkswagen scene and entertainment from across a multitude of genres and cultures.
  - To raise awareness of environmental issues and increase the understanding of the public as to how our individuals footprints can be reduced and contribute to a cleaner and healthier planet for generations to come.
  - To enhance peoples understanding of how mental health issues are affecting everybody and that silence is not a solution.
  - To position the Dubbed Out Festival as a continuing venture for future quality events with a family focus to increase opportunities for families to share positive camping experiences.
  - To draw in local and regional visitors to the DubbedOut Community and promote awareness of the local businesses and the Borough to an extended regional audience.
- 2.8 The DubbedOut Festival is a self-sustaining events program in its current form, it aims to develop its revenue stream from the core delivery of the food, drink, music elements alongside access to camping parking and catering.
- 2.9 The events program for the public will commence with access to the camping area on Thursday the 27<sup>th</sup> of July from 12:00 and close on Sunday the 30<sup>th</sup> of July at 16:00. The actual licensed element of the event will be open to the public from 14:00 on Thursday 27<sup>th</sup> of July and close at 12:00 on Sunday 30<sup>th</sup> of July.
- 2.10 The non-public element of the programme will begin early on Tuesday 25<sup>th</sup> of July from 10:00 with the construction of the additional marquees and stage required to run the event and this will be dismantled and removed from site no later than Wednesday 2<sup>nd</sup> August by 17:00.

3. **VENUE**

- 3.1 The venue is located at Royal Cheshire Showground, Knutsford. The event site comprises of 1 large showground across a number of fields totaling 250 acres.
- 3.2 The venue lends its self to this type of event as it provides ample opportunity for the creation of performance and show areas dispersed around the center with a food court and two beverage areas.
- 3.3 The venue is ideally suited to accommodate a camping area for 2,000 campervan pitches with 10 metre spacing. 200 x 4 - 6 person tents and toilet facilities to be located within the camping area.
- 3.4 The location is such that noise pollution into surrounding residential areas will pose no significant impact, and all local residents within the immediate vicinity will be provided with an event day pass should they wish to attend.
- 3.5 All areas designated for the event arena will be enclosed using 2.2x3.4mtr Heras fencing panels in addition to the existing fencing.
- 3.6 Event Zones



3. **VENUE**

- 3.8 Parking for day visitors will be located in the carpark. The Camping area will have the capacity to hold 2000 vehicles organized in a parallel parking method so that each vehicle can exit the site easily. Vehicles will use a separate entrance and exit with direct access to the campsite.
- 3.9 The management team will work to alleviate traffic congestion by ensuring swift access to the site through the main gate and ensure attendants are situated to direct traffic flow onto the site efficiently. Making sure cars and campervans are parked correctly and within the parameters of the capacity of the site. We do not expect any build of traffic on the highway as there is ample access road on the showground site for processing vehicles.
- 3.10 As each area is offering a variety of experiences, we know from passed events that the crowd will be dispersed equally across the showground areas.
- 3.11 Capacity for the site will be managed through the main entrance to the event site. Also ticket sales, on the day, this information will be processed through the security services and the management team.
- 3.12 The event will be marketed through local businesses, the use of social media and ticket outlets using online platforms to make people aware of the itinerary during the event.
- 3.13 Public access for day ticket holders will flow through one main access point, although this will be designed to accommodate vehicular access, pedestrian traffic and emergency services to ease access to the site.
- 3.14 All walkways are part of the grassed area within the context of the existing site, these will be defined with the use of guide lines and refuse collection points in order to encourage people to engage with our recycling agenda.
- 3.15 The site will have multiple toilet facilities provided, Female toilets distributed and, Male toilets distributed across the site. Urinal blocks in key locations across the site. We will also have Elsan points situated on the campervan campsite. We aim to use providers who have a proven track record of recycling human waste.
- 3.16 Sound engineers will be located within each performance zone and within the performance area as to mitigate any need to create additional enclosures within the site.
- 3.17 All stages and marquees will be constructed prior to the start of public access to the site.
- 3.18 All fencing and barrier locations will be erected prior to public access to the site
- 3.19 No vehicular movement will be allowed during the performance elements of the event from: 14:00 Thursday 27<sup>th</sup> of July and 18:00 on the 30<sup>th</sup> of July (emergency vehicular access will be an exception to this and access lines will be evident around the site, and be kept clear at all times).



4. **CAMPING**

- 4.1 Access to camping will open at 12:00 on the 27<sup>th</sup> of July and close at 14:00 on Sunday.
- 4.2 We will have 24hr security (Eventrite Security Services) staff and stewards to ensure safety measures and rules are adhered to on the campsite.
- 4.3 There will be a strict no noise policy in operation across the campsite post licensed hours, stewards will enforce this and all campers will be made aware of the rules regarding the sound policy prior to arriving on site.
- 4.4 We have calculated the area needed to accommodate tents in the glamping area and the campervan site and this will be monitored and controlled by the online ticket sales by booking a camping pitch.
- 4.5 All attendees will be asked to contribute to environmental cleanliness, and to consider their impact on the local area, they will be encouraged to take their waste home and leave the site as they find it.
- 4.6 Open fires will not be permitted, under any circumstances and the security teams and stewards will enforce this vigorously as part of the health and safety requirements on camping access during the event.
- 4.7 Personal camping stoves will be allowed so that people are able to make hot food and drinks for themselves during the event.
- 4.8 All campers will be made aware of the need to vacate the site for 16:00 on Sunday 30<sup>th</sup> of July prior to the start of the event
- 4.9 There will be toilets on the camping site distributed between male and female, with specifically identified disability access provision.



5. **EVENT SCHEDULE**

10:00 Tues 25<sup>th</sup> July:

Area marking for positioning of infrastructure, carpark and camping area.

10:00 Wed 26<sup>th</sup> July:

First fix. Marquee erection, ablutions and fencing. Stage and sound system installation

10:00 Thurs 27<sup>th</sup> July:

Infrastructure completed by 12:00. Arrival of stalls and traders. First aid point, fire point and welfare point in position.

13:00 Thursday 27<sup>th</sup>

June: Staff briefings and site tour.

16:00 Thursday 27<sup>th</sup> July:

First visitor access to parking area and camp site. Access will continue throughout the event although it is expected that the majority of attendees will arrive prior to the start of the event at 12:00 Friday 28<sup>th</sup> July. Sound checks complete by 2100.

16:00 Thursday 27<sup>th</sup> July:

Stewards will monitor access to Campsite and work in a shift rotation of 8 Stewards per shift for the duration of the event until it is closed at 16:00 on Sunday 30<sup>th</sup> July.

22:00 Thursday 27<sup>th</sup> July:

Close of day. No noise policy implemented across the site and monitored by the security team and stewards.

12:00 Friday 28<sup>th</sup> July:

Event on site begins. No vehicle movement from this point across the main site.

23:00 Friday 28<sup>th</sup> July:

Event shuts down for the night. Night shift plan implemented.

11:30 Saturday 29<sup>th</sup> July:

All traffic will be stopped on the main arena (showground 1) Except for emergency vehicles access if required.

12:00 Saturday 29<sup>th</sup> July:

Main arena opens to the public. Event will begin and run through the entirety of the schedule until 23:00.

23:00 Saturday 29<sup>th</sup> July:

Event shuts down for the night. Night shift plan implemented.

11:30 Sunday 30<sup>th</sup> July:

All traffic stopped in main arena with the exception of emergency vehicles.

12:00 Sunday 30<sup>th</sup> July:

Main arena opens to the public for the schedule which will run until 16:00.

12:00 Sunday 30<sup>th</sup> July:

Security and stewards positioned to aid the safe exit of vehicles from the campsite.

16:00 Sunday 30<sup>th</sup> July:

Public access to the main arena will close and all attendees will be asked to return to the campsite or exit the event showgrounds.

16:00 Sunday 30<sup>th</sup> July:

First de-rig remove all electrical performance equipment from the stage on site.

18:00 Sunday 30<sup>th</sup> July:

Campsite will begin to close down and waste removal will begin.

18:00 Sunday 30<sup>th</sup> July:

Main arena de-rig of temporary infrastructure. Marquees, sound system, bars, stages. Food court and trade stalls begin to leave site.

18:00 Sunday 30<sup>th</sup> July:

Site deconstruction continues till 2100.

10:00 Monday 31<sup>st</sup> July:

Deep clean of site begins. Removal of waste and litter from the site.

14:00 Final sweep and inspection before hand over and leaving the site.

6. **RESPOSIBILITIES**

The resposibilities of the parties involved in the event for matters affecting Health, Safety and Welfare are:

6.1 **The Dubbed Out Festival Management Team**

DubbedOut Ltd are the organizers of the event and are responsible for overallevent co-ordination - i.e. event planning, organization and operational management via designated leads in specific delivery areas.

6.2 **Event Management: Germaine Williams and Neil Green**

The event management team are responsible for the overall safety and planning of the event. The organisational and operational aspects of the delivery will be managed centrally for the whole of the event. The management team are responsible for entire operation and all safety aspects relating to Employees, Volunteers, Contractors and event attendees. The team will also over see delivery by the events partners, suppliers and service providers.

Producing an Event Management Plan

Planning and coordination between all parties during the organization of the event

Conduction Risk Assessments

Scrutinizing Health and Safety Policies and Contractor risk assessments

Conducting sit Health and Safety checks

Liaising with Local Authority Representatives, Police and Emergency Services.

6.3 **Health and Safety Representative**

(assumed) Local Health and Safety advisor:

Monitor and review health and safety plan

Per inspection

Provide advice and guidance on Legislative requirements

Ensure safety procedures are complied with

Liaise with Event Management Team regarding concerns

6.4 **First Aid**

Firtst Aid service providers will:

Be there to treat all injuries should they occur during the eventRecord  
and report all issues to management team

Be the lead of call in emergency support if required

First aid cover provided by Tactical Services

1 x Ambulance

6 x first aiders

2 x Ambulance personel

6.5 **Police**

Liaise with event organisers to deal with issues and concerns.

DubbedOut Ltd and The DubbedOut Show management team agree to the following requests and conditions will be made by (unless otherwise instructed) [REDACTED] - Police Licensing Officer [REDACTED])

email address [REDACTED]

**Crewe Police Station | Civic Centre | Crewe | Cheshire CW1 2DW.**

A “Challenge 25” policy shall be operated at the premises at all times.

The only forms of ID that shall be accepted (at the discretion of the Management) as proof of age are a valid passport, a valid photographic driving licence, a PASS approved proof of age card, HM Services Warrant Card or other reliable photo ID (that has been approved for acceptance by the Police or an Officer of the Local Authority)

Publicity materials notifying customers of the operation of the “Challenge 25” scheme shall be displayed at the premises.

The Designated Premises Supervisor or Premises Licence Holder shall operate and maintain an up-to-date Register of Refusals of Sale of Alcohol, indicating the date, time and reason for refusal which shall be made available for inspection by Local Authority Officers and the Police.

The DPS or other responsible person shall check and sign the register once a week.

Alternatively an electronic point of sale refusals log shall be kept.

A documented training programme shall be introduced for all staff in a position to sell, serve or deliver alcohol. A written record for each member of staff shall be kept of the content of such training and shall be made available for inspection at the request of Local Authority Officers and Police.

A list of persons authorised to sell alcohol shall be kept on site and made available for inspection at the request of Local Authority Officers and Police.

Door supervisors will be required at all events, the Premises Licence Holder or Designated Premises Supervisor shall conduct an assessment for the number of door supervisors required, taking into account any advice offered by the Police.

All persons employed at the premises to carry out a security activity must be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001 or entitled to carry out that activity by virtue of section 4 of that Act.

A written record shall be kept on the premises by the Designated Premises Supervisor of every person employed on the premises as a door supervisor in a register kept for that purpose. That record shall contain the following details:-

- The door supervisor's name, date of birth and home address
- His/her Security Industry Authority licence number
- The time and date he/she starts and finishes duty
- The time of any breaks taken whilst on duty
- Each entry shall be signed by the door supervisor
- Record of all incidents taking place in the venue

That register shall be available for inspection on demand by an Authorised Officer of the Council, the Security Industry Authority or a Police Constable

The premises shall maintain an Incident Log and this will be made available to the Police or Licensing Authority upon request.

Only alcohol purchased at the event (premises) can be consumed within the licensed grounds. The public are not permitted to bring their own alcohol to any event.

The public will not be permitted to take any drinks with them as they leave the licensed area and return to the camping ground.

All drinks will be served in plastic vessels, no glass will be permitted onto site.

Children will be accompanied by an adult at all times.

All events will be ticketed.

## 6.6 **Installation and Production Contractors**

Compliance with all relevant health and safety legislation and in particular follows the guidelines laid out in the Purple Guide.

Provide Technical / Production Manager / Event Managers with:

Copies of their health and safety policies

Risk assessments for the operations they shall be undertaking

Structural calculations for temporary structures

At the request of the Production Manager - evidence of competence of personnel undertaking operations he deems to be safety critical

Test certification for electrical, lifting and other equipment

Compliance with their own safety policies and risk assessments.

Provision of first aid facilities for their own staff during the build up and breakdown.

## 6.7 **Environmental Health and Licensing Officers**

Management team will liaise with officers to comply with their requirement during the event with regards food inspections, noise pollution and general licensing issues.

## 7. **Production Hazards**

In addition to the contractors following the control measures documented in their own risk assessments and their responsibilities for ensuring safe systems of work, the following measures will be in force.

### 7.1 **Diesel Generators.**

No public access

To be filled with sufficient fuel for the duration of the event

### 7.2 **Electricity**

All cabling and power supply units will be secured with no public access

### 7.3 **Public Tampering with equipment**

The risk of accident or injury will be reduced by the provision of stewards to manage barriered areas containing equipment, and access will be limited to technicians only.

### 7.4 **Noise Control**

All systems will be oriented away from roads and the direction of residential property. Acoustic engineers will monitor sound levels to maintain a healthy balance of audio.

8. **PASSES**

- 8.1 All Artists, Workers and Contractors will have identification passes on wristbands/lanyards displayed at all times during the event.

9. **Stewards and Security**

- 9.1 Stewards will be identified clearly with yellow high visibility vests and identification passes
- 9.2 Security teams (Eventrite Security Services Ltd) will be wearing the uniform compliant with their organization and appropriate identification and proof of competence licenses.
- 9.3 Security Teams and Stewards will co-ordinate and deal with issues where appropriate should they arise and contact local authorities for support should a significant incident occur.
- 9.4 Crowd management procedures are in accordance with the recommendations outlined in the Event Safety Guide and the HSE document 'Managing Crowds Safely'.
- 9.5 During the event all staff in each designated area will have a dual role to support stewards in the effective management of access across the site.

10. **TRAFFIC MANAGEMENT**

- 10.1 The traffic management plan for the weekend lays out the requirements and provisions to be made in the process of achieving the most efficient and safe movement of vehicles on public highways around the site in conjunction with the efficient movement of vehicles onto and off the site over the period of the event.
- 10.2 No vehicle movement will be permitted within the boundaries of the public arena during the venue open times as specified for the site.
- 10.3 During load in and build, only essential production vehicles will be allowed access to the event site (as per production schedule). No vehicles to access the park until after 07.00am.
- 10.4 A vehicular ban will be operated throughout the festival site from 10.00am on Saturday, until 02:00 on Sunday for the removal of electrical equipment, with the exception of emergency vehicles.
- 10.5 Emergency vehicles will be directed to:  
Ashley Hall main entrance in the first instance and then directed from there to incident.
- 10.6 The car park is accessed via the Ashley Hall entrance and has a clearly defined route for incoming and outgoing traffic.



11. **FIRST AID AND ACCIDENT REPORTING**

- 11.1 The DubbedOut Festival team will procure a registered first aid provider with facilities for the event venues in accordance with the recommendations in the Purple Guide.
- 11.2 Their first aid point will be located close to the main entrance for the festival.
- 11.3 During the production stages of the event all contractors are expected to make their own first aid provision. Any accidents and injuries that occur should be reported to the Technical/Production Manager who shall liaise with the Event Managers to record details in the event accident book.
- 11.4 During the public event all accidents and injuries shall be treated in the first instance by the designated first aiders procured for the event.
- 11.5 Stewards and production personnel shall contact the DubbedOut Management Team and seek assistance if they find members of the public who require first aid treatment but are unable to make their way to the first aid point.
- 11.6 Stewards, Security Personnel and Lead Workers will report all accidents and injuries to the DubbedOut Event Management Team so that details can be entered into the accident book.
- 11.7 The Event Managers are responsible for notifying the HSE (via Health & Safety representative) of any event that is reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations.
- 11.8 The nearest Accident and Emergency facility is:

**Knutsford District and Community Hospital**

12. **FIRE PRECAUTION**

- 12.1 Fire risk assessment provided by Holistic Fire Safety. Lead Fire Risk Assessor - John Alderson BSc. (Hons) MIFSM AIFireE
- 12.2 Fire Marshal, onsite cover and fire extinguishers provided by Nick Kingett
- 12.3 Emergency services will be contacted regarding the Dubbed Out Show and precautions will be inline with their guidance.
- 12.4 Fire Fighting Equipment- Requirements for portable fire fighting equipment will be assessed and provided in accordance with paragraphs 170-172 of the purple guide.

13. **LOST and FOUND (Children and Property)**

- 13.1 Lost and found will be located by the Security facilities located by the camp site, all stewards and event staff will direct parents and event attendees to this location, in the event of a lost child all stewards and event staff will escort the child to the security area.
- 13.2 Radio Code pink missing under 16 girl - Code blue missing under 16 boy

14. **DISABILITY ACCESS**

- 14.1 Provision for disability access toilet facilities will be made at both the camp site and performance areas

15. **WASTE MANAGEMENT**

- 15.1 A cleansing operation for the event will be implemented prior to, throughout and at the conclusion of the event, recycling bins will be located throughout the event site and at key locations across the main camping area and main event entrance.
- 15.2 Once the showground has been cleansed, further cleansing to take place in the local vicinity of event site in the first instance, to avoid late night disruption to residents waste removal will take place during the day on the Monday and Tuesday after the event.
- 15.3 'Housekeeping' information will be displayed and be broadcast from performance areas to encourage people to 'bag' their own rubbish and consider their own environmental impact inline with DubbedOut's policy of "Leave No Trace".
- 15.4 Waste management- Ash Waste services
- 15.5 Cleaning team - Scrubberz cleaning team Manager. Stacey Morris

16. **COMMUNICATIONS**

- 16.1 Event specific communications will be channeled through a designated two-way radio communications system.
- 16.2 Mobile phones will be utilized by key event staff - a list of key contact numbers will be detailed in this document closer to the event.
- 16.3 The Event Manager will issue all key staff with radio communications (radio operator list to follow).  
  
Channel 1 Zone 1 - Event Managers / Lost and Found / Main Entrance  
Channel 2 Zone 2 - Security  
Channel 3 Zone 3 - Performance Areas  
Channel 4 Zone 4 - Bars and stalls  
Channel 5 Zone 5 - Parking and Camping
- 16.4 Additional communication can be accessed via the mobile phone list provided to the lead worker for each Zone.

17. **MONITORING**

- 17.1 The Event Managers and Sound Engineer shall scrutinize safety policies and risk assessments of contractors and raise any areas of concern prior to the build up and break down and enforce compliance with this plan and the control measures documented in risk assessments of the event.
- 17.2 The Event Managers and Sound Engineer shall conduct inspections during the build up of the event to ensure compliance with this safety plan and the control measures documented in risk assessments. The Event Managers and Sound Engineer shall conduct an inspection of the site

when the production works are complete to ensure compliance with this plan and to identify any uncontrolled hazards.

- 17.3 The event log and accident book shall record all incidents and accidents during the event. The organizers shall review these after the event to assess the level of incidents and accidents.

18. **ALCOHOL MANAGEMENT**

- 18.1 The DubbedOut Management Team will have 3 Personal Alcohol License holders to deliver the management of the bar areas within the event.

Licensee - Germaine Williams - (PL3733)

Bar Managers -

[REDACTED]

- 18.2 All bar staff are adequately trained to manage drunken behavior and reserve the right to refuse alcohol to any member of the public who appears to have consumed excessive amounts of alcohol
- 18.3 The event managers will take all reasonable steps to prevent drunkenness and other disorderly conduct and shall not permit behavior which is obscene, offensive to public decency or calculated to incite a breach of the peace.
- 18.4 Appropriate signage will be up across the event site to reinforce our challenging behavior policy and also to reinforce our 'Think 21' policy. We will also display clear messages with regard 'It is an offence for anyone under the age of 18 to procure alcohol' from any bar within the event site.

19. **COVID19 POLICY**

We will advise all attendees to have both vaccinations at least 4 weeks before attending the event.

We advise all attendees to undergo a PCR test or lateral flow test prior to attending the event.

We advise that should anyone show signs or symptoms of Covid 19 that they should not attend the event.

Hand gel will be available at various points around the site such as the bar, food outlets and ablutions.

Campervans and tents will be situated 10 metres apart.

20. **EMERGENCY PROCEEDURES**

20.1 **Potential Emergency Situation**

Dubbed Out Show management teams shall manage emergency situations. A fire risk assessment has been performed and an evacuation plan put in place.

20.2 **Stand by**



As this is a 3 day event, stewards will rotate their positions during the event. Production crew will manage their own break periods and assign designated No.2 to takelead during break periods

## 20.1 **Evacuation**

If an incident becomes sufficiently serious, the Management Team will consult with the emergency support services, and on their advice the Event Managers shall order a shutdown of performance area for such a period as required.

A Member of the Management Team shall inform the artist or presenter to stop playing/cease the program. The front of house sound engineer will phase out the music on the PA and the Event Managers or member of Management Team, will issue the following notice

‘Unfortunately, we are going to have to temporarily cease the performance, we apologize for the inconvenience, we will resume as soon as practicable.’

Production staff should turn off sound.

### DUBBED OUT SHOW ROLES

DUBBED OUT LTD  
Germaine Williams  
Neil Green

DUBBED OUT FESTIVAL MANAGEMENT TEAM  
Germaine Williams  
Neil Green

SECURITY  
[REDACTED]  
Eventrite Security Services

PERSONAL LICENSE HOLDER  
Germaine Williams

DBS LICENSE HOLDER  
[REDACTED]

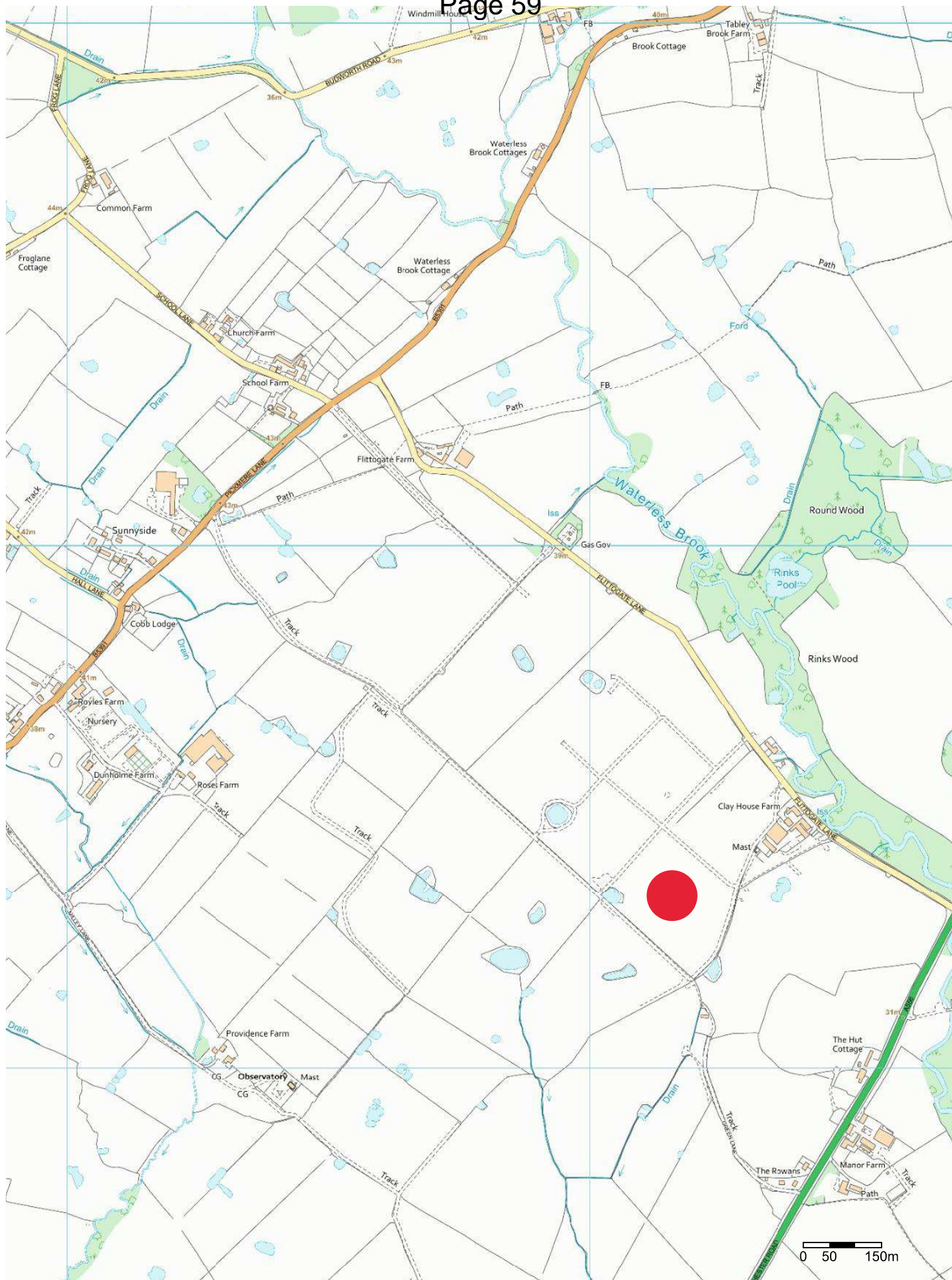
FIRE MARSHAL [REDACTED]

PRODUCTION MANAGER  
[REDACTED]  
Creative Technical Installations.

HEALTH AND SAFETY OFFICER

FIRST AID RESPONDER TBC

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23/11/2022



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**HELLON, Richard**

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**From:** LICENSING (Cheshire East)  
**Sent:** 07-Nov-2022 09:51  
**To:** [REDACTED]  
**Subject:** [OFFICIAL] FW: Licensing application Dubbed Out music festival.

[REDACTED]

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

**From:** [REDACTED]  
**Sent:** 05 November 2022 16:05  
**To:** licensing@cheshireeast.gov.uk.  
**Subject:** Licensing application Dubbed Out music festival.

[REDACTED]

<https://uk.nnms/learn/aboutsenderidentification/>

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

Dear Sir/Madam. I am writing to express my severe objection to the Licencing application by Dubbed Out to host a music festival in July on the Cheshire showground.

The opposition is based on the fact that the site is 250 acres in size. Camping for 2000 camper vans plus tents plus 2000 vehicles per day. Dubbed Out have no experience of managing a site or event of this size.

The main entrance is to be on Pickmere lane, a rural narrow road, with no pavements, no street lighting and no speed restrictions. The road passes through the villages and rural communities of Pickmere, Tabley and Wincham. No movement of vehicles is to be allowed during performances which means that EVERYONE will be clamouring to get out of the venue after 11pm at night. This will cause severe disturbance for many hours late at night to anyone in the vicinity of the showground.

Pickmere has experienced many problems this year with antisocial behaviour, assaults, parking problems etc. the Police have been in attendance on many occasions. We do not need any event like this to add to our existing problems. Additionally, given the experiences of [REDACTED] festival this year of drug taking, antisocial behaviour, assaults and inconsiderate parking we do not want these to transfer to Pickmere.

[REDACTED]



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**HELLON, Richard**

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**From:** LICENSING (Cheshire East)  
**Sent:** 22-Nov-2022 13:02  
**To:** [REDACTED]  
**Subject:** [OFFICIAL] FW: Dubbed Out Festival July 2023

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**From:** [REDACTED]  
**Sent:** 22 November 2022 13:02  
**To:** LICENSING (Cheshire East) <Licensing\_CE@cheshireeast.gov.uk>  
**Subject:** Dubbed Out Festival July 2023

You don't often get email from [REDACTED]

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

As residents who live [REDACTED] the Cheshire county Showground, site for the proposed Dubbed Out Festival we wish to object to the granting of a license for the following reasons.

The event is scheduled for FIVE days with Alcohol and Live Music from 12 noon until 11pm at night. We feel that this is an excessive intrusion on the local Community which will experience Noise Pollution from the Music and Traffic congestion with several thousand festival attendees trying to enter and exit the Showground. This a rural area and the roads are not capable of sustaining the volumes of traffic which will be experienced both during this event and the numerous other events now being hosted on the Showground. We have unfortunately experienced noise pollution from events on the Showground on many occasions, with Event organisers seeming to have a preponderance for connecting their entertainment feed into their PA systems. It is impossible to contact anyone in authority out of hours if there is a problem. In the past Cheshire East Council have advised us to contact the Police for out of hours noise abuse; the Police quite rightly say it is not their role to control noise.

We are also concerned that the duration of the alcohol consumption period will lead to inevitable anti-social behaviour which at worst could well spill off site onto neighbouring properties.

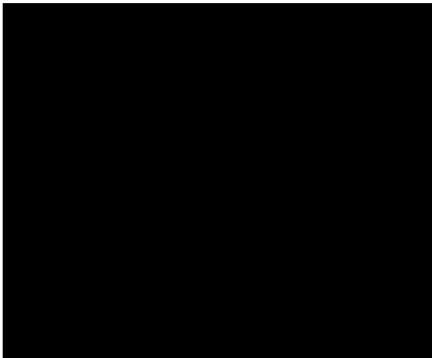
We are also concerned of the Environmental effect on the Showground and its environs as this event will be held during prime breeding season for birds and small animals.

We would suggest that if the Committee is minded to grant this application that they insist on certain conditions such as : a limit on noise levels, a reduction in the number of days the event covers (last years event at a different venue was 4 days ) An assurance that during both entry and access that there will be a professional Traffic Management plan in use. A reduction of the number of hours Alcohol can be served to hopefully reduce Anti social behaviour.

Finally we would like to point out that the Cheshire Showground is now being used far in excess of the 28 days allowed for non agricultural events and this should be investigated by the Council.

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18 November 2022

Dear Sir or Madam

**Re: Application for Premises Licence – Dubbed Out, Royal Cheshire Showground, Flittogate Lane, Tabley**

This Council considered the above Licence application at its meeting on 1st November 2022 and has the following comments.

The local community has significant experience of large events being held at the Cheshire Showground. The Cheshire Show itself generates noise and disturbance to local residents arising from traffic generation, the generation of on-site noise from music, PA systems etc. However that event is generally well controlled by event staff and the police and local authority personnel are also involved in its management. Importantly, that event only operates at reasonable hours of the day. However other events held at the Showground in recent years have generated noise and nuisance to the detriment of the reasonable living environment of local residents.

In particular three events have caused problems –

- Truckfest,
- a religious event organised by a pastor from the Traveller community, which attracted many hundreds of people, and also
- an event for bikers.

Each of these extensive events caused problems on-site (through noise disturbance) and off-site – through excessive traffic on local narrow country lanes, the coming and going of event participants, and there have also been some problems of offence, vandalism and in some cases violence outside the site.

In these cases, there seemed to be a marked lack of acceptance of responsibility on the part of the Showground management for incidents that happened off-site but emanating from event participants, and also certainly in the case of the travellers event, a marked lack of consultation by the event organisers and the Showground management with the Police and with Cheshire East Council.

The Parish Council therefore has a concern that the proposed event subject of the current licence application should not have similar impacts.

The licence applicants indicate that they have some experience in organising and managing such an event. However, the Parish Council is concerned to be assured that they have sufficient such expertise and experience to organise and manage such a large potential event without causing considerable nuisance and severe problems in the local community.

## **Effect on local amenity**

The local community fears that an event with such large numbers of people and the hours of operation proposed will inevitably give rise to noise nuisance to residents in the area at unsocial hours, whatever controls are hypothesised in the licence application. The Cheshire Show itself does not cause issues at such times. In addition it is feared that in particular at the beginning and at the end of the event there will be considerable traffic movements on the local network of country lanes through Pickmere, Tabley and Wincham so as to cause significant hazards and noise nuisance to other users of these lanes (which largely have no pavements) e.g. walkers, horse-riders and cyclists.

## **Public Safety**

The comments made above make reference to elements of public safety, in terms of the generation of substantial amounts of vehicular traffic on local narrow country lanes which are well used by walkers, cyclists and horse riders. The Cheshire Show generates very large volumes of traffic but this is generally well managed through the efforts of the Showground, Cheshire East Council and local police. There is no guarantee that an equivalent police resource will be invested in managing this event.

## **Prevention of crime and disorder**

Again at the least there needs to be significant police involvement in the management of the event, without which no licence should be granted.

## **CONCLUSIONS**

The Parish Council and local residents are concerned that the proposed event will give rise to many of the problems mentioned. The applicants indicate that 4000-5000 persons will be attracted, though this may well simply be a guess on their part. However even were this proposed event not to be of that scale, they fear that any substantial event held on the extensive Showground site, and involving the hours of operation proposed, and e.g. the broadcast of music etc during the hours requested, will have a deleterious impact on the reasonable living conditions of members of the local Pickmere community. The Parish Council is concerned that the management arrangements described in the licence application might not be adhered to in practice.

I trust that these comments will be taken into account.

Yours faithfully

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Working together makes us stronger



Licensing Office  
Cheshire East Council

18 November 2022

Dear Sirs,

Dubbed Out Festival  
27-30 July 2023  
Cheshire Showground

Wincham Parish Council considered this application on 15 November 2022.

Wincham is a neighbouring parish to the Cheshire Showground and a main through route, via Pickmere Lane. As such, Wincham Councillors are very concerned regarding additional traffic during this festival.

Please ensure that adequate traffic management is in place, similar to the measures taken for the Cheshire Show, including proper traffic notification and direction from the M6 and the A556. Thank you.

The Parish Council would like its comments to be placed fully on public record and not redacted.

Yours faithfully,

[Redacted signature]

[Redacted signature]

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