

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/We Real Food Markets Limited

(Insert name(s) of applicant)

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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Christchurch Food Festival Christchurch Quay Quay Road			
Post town	Christchurch	Postcode	BH23 1BY

Telephone number at premises (if any)	
Non-domestic rateable value of premises	None

Part 2 - Applicant details

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

(Please tick as appropriate)

- | | |
|--|---|
| a) an individual or individuals * | ☐ please complete section (A) |
| b) a person other than an individual * | |
| i as a limited company/limited liability partnership | ☒ please complete section (B) |
| ii as a partnership (other than limited liability) | ☐ please complete section (B) |
| iii as an unincorporated association or | ☐ please complete section (B) |
| iv other (for example a statutory corporation) | ☐ please complete section (B) |
| c) a recognised club | ☐ please complete section (B) |
| d) a charity | ☐ please complete section (B) |

- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr ☐	Mrs ☐	Miss ☐	Ms ☐	Other Title (for example, Rev)	
Surname			First names		
Date of birth			I am 18 years old or over ☒ Please tick yes		
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr ☐	Mrs ☐	Miss ☐	Ms ☐	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over ☒		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

(B) OTHER APPLICANTS

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

Name Real Food Markets Limited
Address Impact Hub Kings Cross 34b York Way London N1 9AB
Registered number (where applicable) 10677137
Description of applicant (for example, partnership, company, unincorporated association etc.) Private limited company
Telephone number (if any) 0203 291 1956
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
A	S	A P

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

1 - High Street, Christchurch, including Saxon Square, from Fountain Roundabout to the junction with Castle Street. Area as defined on the attendant premises plans. The premises will include such structures as temporary bars, stalls, stands and entertainment areas.

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

4999

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☐
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☒
- f) recorded music (if ticking yes, fill in box F) ☒
- g) performances of dance (if ticking yes, fill in box G) ☒
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☒

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

☐

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

☒

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	☐
				Outdoors	☐
Day	Start	Finish		Both	☐
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	☐
				Outdoors	☒
				Both	☐
Day	Start	Finish			
Mon	10.00		Please give further details here (please read guidance note 4) Films or shorts relevant to a family food festival		
		20.00			
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5) The event will take place on one weekend each May, either the first May bank holiday Saturday to Monday or the weekend after the first May bank holiday, Friday to Sunday. Or another bank holiday weekend during the year.		
Thur					
Fri	10.00		Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)		
		20.00			
Sat	10.00				
		20.00			
Sun	10.00				
		17.00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			
Fri			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	☐
				Outdoors	☐
				Both	☐
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3) Festivals are weather dependent; live music may be provided on an open-air stage or within a structure such as a tent.	
Day	Start	Finish	Indoors	☐
			Outdoors	☐
			Both	☒
Mon	10:00	20:00	Please give further details here (please read guidance note 4) To include, but not restricted to, school choirs, brass bands, orchestra groups, and other such music as deemed appropriate to the food festival.	
Tue				
Wed				
Thur			State any seasonal variations for the performance of live music (please read guidance note 5) The event will take place on one weekend each May, either the first May bank holiday Saturday to Monday or the weekend after the first May bank holiday, Friday to Sunday. Or another bank holiday weekend during the year.	
Fri	10:00	20:00	Non-standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat	10:00	20:00		
Sun	10:00	17:00		

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3) Festivals are weather dependent; recorded music may be provided in the open-air or within a structure such as a tent.		Indoors ☐
					Outdoors ☐
Day	Start	Finish			Both ☒
Mon	10:00		<u>Please give further details here</u> (please read guidance note 4) Recorded music may be played at various places as background music incidental to the main festival activities.		
		20:00			
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5) The event will take place on one weekend each May, either the first May bank holiday Saturday to Monday <i>or</i> the weekend after the first May bank holiday, Friday to Sunday. Or another bank holiday weekend during the year.		
Thur					
Fri	10:00		<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
		20:00			
Sat	10:00				
		20:00			
Sun	10:00				
		17:00			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3) Festivals are weather dependent; performances of dance routines may be provided on an open-air stage or within a structure such as a tent.		Indoors	☐
					Outdoors	☐
Day	Start	Finish			Both	☒
Mon	10:00		Please give further details here (please read guidance note 4) Any dance routines provided for entertainment purposes will be family friendly.			
		20:00				
Tue						
Wed			State any seasonal variations for the performance of dance (please read guidance note 5) The event will take place on one weekend each May, either the first May bank holiday Saturday to Monday or the weekend after the first May bank holiday, Friday to Sunday. Or another bank holiday weekend during the year.			
Thur						
Fri	10:00		Non-standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)			
		20:00				
Sat	10:00					
		20:00				
Sun	10:00					
		17:00				

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing Any form of public performance activity which may involve incidental music, e.g. cookery demonstrations, sheep show, street entertainers etc.		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3) Festivals are weather dependent; live music may be provided on an open-air stage or within a structure such as a tent.	Indoors	☐
Mon	10:00			Outdoors	☐
		20:00		Both	☒
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri	10:00		The event will take place on one weekend each May, either the first May bank holiday Saturday to Monday <i>or</i> the weekend after the first May bank holiday, Friday to Sunday. Or another bank holiday weekend during the year.		
		20:00			
Sat	10:00		<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
		20:00			
Sun	10:00				
		17:00			

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	☐
				Outdoors	☐
				Both	☐
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 8) Alcohol supplies may be consumed on the premises while various local retailers may sell craft beers etc from various stands and stalls for consumption off site.		On the premises	☐
					Off the premises	☐
Day	Start	Finish			Both	☒
Mon	10:00		<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 5)			
		20:00				
Tue			The event will take place on one weekend each May, either the first May bank holiday Saturday to Monday or the weekend after the first May bank holiday, Friday to Sunday. Or another bank holiday weekend during the year.			
Wed						
Thur			<u>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 6)			
Fri	10:00					
		20:00				
Sat	10:00					
		20:00				
Sun	10:00					
		17:00				

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name Philip Lowery	
Date of birth ' _____	
Address _____ _____	
Postcode	_____
Personal licence number (if known) _____	
Issuing licensing authority (if known) BCP Council	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

None

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5) The event will take place on one weekend each May, either the first May bank holiday Saturday to Monday or the weekend after the first May bank holiday, Friday to Sunday. Or another bank holiday weekend during the year.
Day	Start	Finish	<u>Non-standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Mon	10:00	20:00	
Tue			
Wed			
Thur			
Fri	10:00	20:00	
Sat	10:00	20:00	
Sun	10:00	17:00	

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

1 The festival shall operate in accordance and full compliance with the event management plan (EMP). The EMP shall be provided to the Licensing Authority for full consultation with the Safety Advisory Group (SAG) at least 4 weeks before the festival's commencement.

2 All activities shall comply with Bournemouth, Christchurch & Poole Council (BCP) regulated event criteria to include health and safety and risk assessment and suitable insurance cover.

b) The prevention of crime and disorder

NB Our proposals further to the promotion of this licensing objective are fully addressed within the EMP.

3 A full risk assessment shall be carried out for the festival to determine the need for security and/or marshalling in accordance with the EMP. The SAG shall be consulted a minimum of 4 weeks in advance.

4 A sufficient number of Security Industry Authority (SIA) registered security staff shall control the admission of customers to alcohol serving areas and to generally to provide control at the festival. Such SIA registered security staff shall be employed by a reputable company included on the SIA Register of Approved Contractors.

5 All designated alcohol service areas shall be clearly defined and fenced.

6 Alcohol shall be served in open containers and consumed within designated alcohol service areas.

7 All drinks shall be served in non-glassware receptacles. Hot food and drink shall be provided throughout the duration of the event.

8 A premises incident book shall be kept at the premises. The incident book shall record all incidents which may have occurred which are relevant to the supply of alcohol and the promotion of the licensing objectives. Such incidents shall include, but not be limited to, complaints made to the premises alleging nuisance or anti-social behaviour by persons attending or leaving the premises and all refusals to sell alcohol. The incident book shall be readily available for inspection by an authorised officer upon request.

9 The premises licence holder shall uphold a zero tolerance policy in relation to illegal drugs.

10 Super-strength lagers, beers and/or ciders, i.e. those with an ABV of 6.5% or higher, shall not be sold at the festival.

c) Public safety

NB Our proposals further to the promotion of this licensing objective are fully addressed within the EMP.

11 The premises licence holder shall provide confirmation of adequate public liability insurance and risk assessments for every aspect of the event in accordance with the EMP.

12 Capacity at the festival shall be monitored by event organisers only so as to prevent tampering and any information regarding capacity shall be provided to an authorised officer on request.

13 Access for emergency vehicles shall be kept clear in respect of those areas under the control of the operators of the premises.

14 All drinks for consumption on site shall be provided in non-glassware receptacles, e.g. toughened glass, polycarbonate, plastic.

15 Access to free tap water shall be readily available to festival attendees.

16 All bar staff shall receive appropriate training further to serving alcohol in a responsible manor prior to the commencement of their work.

17 A minimum of 4 qualified first aiders shall be on duty at the festival in accordance with the EMP. The provision of first aid shall include a defibrillator and an operator trained in its use.

18 A first aid box shall be available at the main bars. First aid area(s) shall be set up and located on site. Each first aid site shall be clearly identified as such.

19 Adequate toilet facilities shall be provided.

20 There shall be ample drop off points for the recycled drinks receptacles policy.

21 At the exits from the site "glass" refunds may be issued so that visitors do not leave the site with drinks in their hands.

22 Contingency planning is place for an emergency evacuation in accordance with the EMP.

23 Assembly points in the event of fire shall be clearly sign posted.

24 The premises licence holder shall ensure that a fire risk assessment and emergency plan in accordance with the EMP is in place at all times.

25 There shall a zero tolerance of illegal drugs in any space within the event.

26 Provision will be made for wheelchair bound guests compliant with the Disability Discrimination Act 1995.

27 The premises licence holder shall implement a written dispersal policy to move festival attendees from the site and the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours both residential and business and to make the minimum impact upon the neighbourhood in relation to potential nuisance, anti-social behaviour, crime and disorder.

d) The prevention of public nuisance

NB Our proposals further to the promotion of this licensing objective are fully addressed within the EMP.

28 The premises licence holder shall monitor the sound levels for the licenced site. We will follow the Pop Code (Code of Practice on Environmental Noise Control at Concerts) which recommends a limit of about 65db at the nearest property having measured the background sound level.

29 The orientation of speakers shall be arranged to minimise the risk of noise nuisance to nearby properties.

30 Sound levels at the perimeter of the premises shall be regularly monitored to ensure noise nuisance does not occur. A record of the monitored sound levels shall be kept by the event management team.

31 Adequate litter bins shall be provided and regularly emptied. In addition, an active team shall clear litter which shall be removed from the site by a professional waste management company within 24 hours.

32 No accumulation of combustible rubbish, dirt, surplus material or stored goods shall be permitted to remain in any part of the premises except in an appropriate place and of such quantities so as not to cause a nuisance, obstruction or other safety hazard.

33 A telephone number shall be made publicly available for anyone to report any complaints regarding the festival which shall be operational for the entire event.

34 The closing time of the event shall be clearly made known at the event via the PA system.

35 Smoking areas shall be clearly designated; smoking and/or vaping may not be permitted within any temporary structure.

e) The protection of children from harm

NB Our proposals further to the promotion of this licensing objective are fully addressed within the EMP.

36 A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification shall be the following recognised photographic identification cards: a driving licence, a passport, a military identification card or a Proof of Age card carrying a 'PASS' hologram.

37 A prominent clear notice shall be displayed at the point of entry to each bar advising customers that they may be asked to produce evidence of their age if seeking to purchase alcohol.

38 Before being allowed to sell alcohol the premises licence holder shall provide approved under age training for all staff employed for that purpose. Such staff should be at least 18 years of age. The premises licence holder shall be required to issue to staff with clear written instructions on how to deal with attempted under age sales. A record of that training shall be available in hard-copy form on site to be viewed on request by any authorised officer.

39 A refusals record shall be kept at each bar which details all refusals to sell alcohol. This record shall include:

- the date and time of the incident
- a description of the person seeking to buy alcohol
- the name of the staff member who refused the sale
- the reason the sale was refused

All entries must be made within 24 hours of the refusal. The record must be made available for inspection when requested by an authorised officer.

40 A suitable policy for lost children and vulnerable adults shall operate for the duration of the festival.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15). ☐

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

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.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	5th March 2020
Capacity	Director and DPS

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town	/	Postcode	
Telephone number (if any)	/		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Christchurch Food Festival LICENSED AREAS 8th - 10th May 2020

