

**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 S&A Entertainment Ltd

**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**

|  |             |                 |         |
|--|-------------|-----------------|---------|
| Muscliff Park, Shillingstone Drive, Bournemouth, BH9 3LR |             |                 |         |
| <b>Post town</b>   | Bournemouth | <b>Postcode</b> | BH9 3LR |

|   |    |
|---|----|
| Telephone number at premises (if any)   |    |
| Non-domestic rateable value of premises | £0 |

**Part 2 - Applicant details**

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- |    |   |                                     |                                    |
|----|---|-------------------------------------|------------------------------------|
| a) | an individual or individuals *                              | <input type="checkbox"/>            | please complete section (A)        |
| b) | a person other than an individual *                         |                                     |                                    |
|    | i <b>as a limited company/limited liability partnership</b> | <input checked="" type="checkbox"/> | <b>please complete section (B)</b> |
|    | ii as a partnership (other than limited liability)          | <input type="checkbox"/>            | please complete section (B)        |
|    | iii as an unincorporated association or                     | <input type="checkbox"/>            | please complete section (B)        |
|    | iv other (for example a statutory corporation)              | <input type="checkbox"/>            | please complete section (B)        |
| c) | a recognised club   | <input type="checkbox"/>            | please complete section (B)        |
| d) | a charity   | <input type="checkbox"/>            | 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 <input type="checkbox"/>  | Mrs <input type="checkbox"/> | Miss <input type="checkbox"/> | Ms <input type="checkbox"/>                        | Other Title (for example, Rev) |  |
| <b>Surname</b>   |                              |                               | <b>First names</b>                                 |                                |  |
| <b>Date of birth</b>   |                              |                               | I am 18 years old or over <input type="checkbox"/> | Please tick yes                |  |
| <b>Nationality</b>   |                              |                               |  |                                |  |
| Current residential address if different from premises address   |                              |                               |  |                                |  |
| Post town  |                              |                               |  | Postcode                       |  |
| <b>Daytime contact telephone number</b>  |                              |                               |  |                                |  |
| <b>E-mail address (optional)</b>   |                              |                               |  |                                |  |
| 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 <input type="checkbox"/>   | Mrs <input type="checkbox"/> | Miss <input type="checkbox"/> | Ms <input type="checkbox"/> | Other Title (for example, Rev) |                 |
| <b>Surname</b>  |                              |                               | <b>First names</b>          |                                |                 |
| <b>Date of birth</b>  |                              | I am 18 years old or over     |                             | <input type="checkbox"/>       | Please tick yes |
| <b>Nationality</b>  |                              |                               |                             |                                |                 |
| 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) |                              |                               |                             |                                |                 |
| Current residential address if different from premises address  |                              |                               |                             |                                |                 |
| Post town   |                              |                               |                             | Postcode                       |                 |
| <b>Daytime contact telephone number</b>   |                              |                               |                             |                                |                 |
| <b>E-mail address (optional)</b>  |                              |                               |                             |                                |                 |

**(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  | S&A Entertainment Ltd           |
| Address   | 128 City Road, London, EC2V 2XT |
| Registered number (where applicable)  | 14364231                        |
| Description of applicant (for example, partnership, company, unincorporated association etc.) | Limited Company                 |

|  |
|--|
| Telephone number (if any)  |
| E-mail address (optional) <a href="mailto:info@tasteofcaribbeanuk.com">info@tasteofcaribbeanuk.com</a> |

### Part 3 Operating Schedule

When do you want the premises licence to start?

|    |    |      |
|----|----|------|
| DD | MM | YYYY |
| 20 | 06 | 2026 |

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

|    |    |      |
|----|----|------|
| DD | MM | YYYY |
|    |    |      |

This application is for the grant of a premises license to be used on up to 2 days each year, on the occasion of the Taste of the Caribbean Food & Drink Festival. The event will take place on Saturday 20th June 2026, thereafter it will run on a consecutive Saturday and Sunday for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis)

The premises is a public park/recreation ground, we will be using one section of the park. This area will be enclosed using heras perimeter fencing, with one entrance and two exits. We will have alcohol serving bars at different locations on the site, small live music stage, small funfair rides and a kids area. The event will be ticketed, with a small amount of tickets available for on the door purchases from local community residents who are in the park on the day, did not know about the event and want to participate. This will mean we can keep a full track of the capacity and not

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

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**

## E

|  |       |        |  |          |                                     |
|--|-------|--------|--|----------|-------------------------------------|
| <b>Live music</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b><br>(please read guidance note 3)   | Indoors  | <input type="checkbox"/>            |
|  |       |        |  | Outdoors | <input checked="" type="checkbox"/> |
|  |       |        |  | Both     | <input type="checkbox"/>            |
| Day  | Start | Finish | <b><u>Please give further details here</u></b> (please read guidance note 4)<br><br>Live music will be amplified using a PA system on a stage  |          |                                     |
| Mon  |       |        |  |          |                                     |
| Tue  |       |        | <b><u>State any seasonal variations for the performance of live music</u></b><br>(please read guidance note 5)   |          |                                     |
| Wed  |       |        |  |          |                                     |
| Thur   |       |        | <b><u>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</u></b> (please read guidance note 6)                             |          |                                     |
| Fri  |       |        |  |          |                                     |
| Sat  | 10:00 | 20:00  | The event is to run on Saturday 20th June 2026 and thereafter it will run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis) |          |                                     |
| Sun  | 10:00 | 20:00  |  |          |                                     |

## F

| Recorded music<br>Standard days and<br>timings (please read<br>guidance note 7) |       |        | <b><u>Will the playing of recorded music take place<br/>indoors or outdoors or both – please tick</u></b><br>(please read guidance note 3)  | Indoors  | <input type="checkbox"/>            |
|---|-------|--------|---|----------|-------------------------------------|
|   |       |        |   | Outdoors | <input checked="" type="checkbox"/> |
|   |       |        |   | Both     | <input type="checkbox"/>            |
| Day   | Start | Finish |   |          |                                     |
| Mon   |       |        | <b><u>Please give further details here</u></b> (please read guidance note 4)<br><br>Recorded music will be amplified using a PA system on a stage   |          |                                     |
| Tue   |       |        |   |          |                                     |
| Wed   |       |        | <b><u>State any seasonal variations for the playing of recorded music</u></b><br>(please read guidance note 5)  |          |                                     |
| Thur  |       |        |   |          |                                     |
| Fri   |       |        | <b><u>Non standard timings. Where you intend to use the premises for<br/>the playing of recorded music at different times to those listed in<br/>the column on the left, please list</u></b> (please read guidance note 6)<br><br>The event is to run on Saturday 20th June 2026 and thereafter it will<br>run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one<br>weekend each year between May - September (dates to be confirmed<br>with the Council on a yearly basis) |          |                                     |
| Sat   | 10:00 | 20:00  |   |          |                                     |
| Sun   | 10:00 | 20:00  |   |          |                                     |

**J**

|   |       |        |   |                  |                                     |
|---|-------|--------|---|------------------|-------------------------------------|
| <b>Supply of alcohol</b><br>Standard days and timings (please read guidance note 7) |       |        | <b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)  | On the premises  | <input checked="" type="checkbox"/> |
|   |       |        |   | Off the premises | <input type="checkbox"/>            |
|   |       |        |   | Both             | <input type="checkbox"/>            |
| Day   | Start | Finish | <b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)  |                  |                                     |
| Mon   |       |        |   |                  |                                     |
| Tue   |       |        |   |                  |                                     |
| Wed   |       |        |   |                  |                                     |
| Thur  |       |        |   |                  |                                     |
| Fri   |       |        |   |                  |                                     |
| Sat   | 10:00 | 20:00  |   |                  |                                     |
| Sun   | 10:00 | 20:00  | <b>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</b> (please read guidance note 6)<br><br>The event is to run on Saturday 20th June 2026 and thereafter it will run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis) |                  |                                     |

**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):**

|   |            |
|---|------------|
| <b>Name</b> Marlene Bernard                           |            |
| <b>Date of birth</b> [REDACTED]                       |            |
| [REDACTED]  |            |
| [REDACTED]  |            |
| <b>Postcode</b>                                       | [REDACTED] |
| <b>Personal licence number (if known)</b> Pers6480    |            |
| <b>Issuing licensing authority (if known)</b> Lambeth |            |

## 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

| <b>Hours premises are open to the public</b><br>Standard days and timings (please read guidance note 7) |       |        | <b><u>State any seasonal variations</u></b> (please read guidance note 5)   |
|---|-------|--------|---|
| Day   | Start | Finish |   |
| Mon   |       |        | <p><b><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></b> (please read guidance note 6)</p> <p>The event is to run on Saturday 20th June 2026 and thereafter it will run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis)</p> |
|   |       |        |   |
| Tue   |       |        |   |
|   |       |        |   |
| Wed   |       |        |   |
|   |       |        |   |
| Thur  |       |        |   |
|   |       |        |   |
| Fri   |       |        |   |
|   |       |        |   |
| Sat   | 10:00 | 20:00  |   |
|   |       |        |   |
| Sun   | 10:00 | 20:00  |   |
|   |       |        |   |

## **M**

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

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

We will work with and take advice from the local authorities via the SAG to ensure the prevention of crime, disorder and to ensure the event takes place safely and successfully.

All staff members engaged in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard to age-restricted sales, challenge 25 and the refusal of sales to persons believed to be under the influence of alcohol or drugs.

All staff will receive training on the four licensing objectives and the ask for Angela campaign.

We will also have the following:

Experienced Security team and full security management plan

Medical team on site throughout the duration of event and full medical plan

Challenge 25 policy and signage

Full event management plan including lost child and vulnerable person procedures

Controlled drinking procedures

### **The prevention of crime and disorder**

We are using a highly recommended security team who have a wealth of experience with events of this nature and larger events, they have provided a full event security plan that details the security operation for the day.

The target clientele for this event is adults aged 35 - 70 and families. The site will have secure heras perimeter fencing, the event will be ticketed.

Security shall have the right to refuse entry to any unauthorised/disorderly person or any person not complying with the conditions of entry. Anyone who appears to be drunk or intoxicated shall not be allowed entry to the event site.

Heras fencing will be erected around the perimeter of the event as shown on the site plan and constantly monitored by security staff during the event.

All staff members engaged in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard to age-restricted sales, challenge 25 and the refusal of sales to persons believed to be under the influence of alcohol or drugs.

The challenge 25 proof of age scheme shall be operated at each bar, the only acceptable forms of identification will be government issued photographic identification cards, such as a driving licence and passport.

Each bar shall have a record of all refused sales of alcohol. The record will include the time of sale and description of the person refused.

No alcoholic drinks shall be permitted to leave the perimeter of the site. Customers will not be permitted to bring alcohol on site and may only consume alcohol which has been purchased from the premises

### **Public safety**

For each event held under the license, an Event Safety Management Document (specific to the event) shall be completed, outlining the proposed management structure (including responsibilities and contact details), together with details of the organisation, control, monitoring and review mechanisms as identified by the event specific risk assessment.

The document shall be submitted to the Licensing Authority, Police and the SAG, at least 3 calendar months prior to the event.

The Licensing Authority and Police shall have an absolute power of veto where they are not satisfied with the measures proposed.

We have a full event management plan that sets out procedures in all areas for public safety, this includes a risk assessment to make us aware of any potential dangers to the public.

The event security team and medical team will be on site at all times during the event.

The event will have clear conditions of entry as follows – “No glass bottles, no alcohol shall be brought onto site, no illegal drugs or prohibited highs, no weapons of any kind, or anti-social behaviour will be tolerated, and the organisers reserve the right to refuse admission.”

The event manager will be on site to oversee the event build, live and break. His duties will include but not be limited to overseeing the following:

Assessment of contractors and their safety documentation prior to their arrival on site

The undertaking of site and task specific risk assessments

Sign off Policy for temporary installations by contractors

Protection of audience and staff from noise

Adherence to food hygiene standards

Safe installation and operation of generators and temporary power supplies

Adequate provision of medical facilities on site as documented in the medical plan

Appropriate provision of firefighting equipment throughout the site in accordance with Fire Safety Management Plan

### **The prevention of public nuisance**

We will not encourage heavy drinking, customers who appear to be near to the limit will be refused service. We will have portaloo toilets and large dustbins on the inside and also the outside of the perimeter fencing.

We have a full security team that are experienced in dealing with any nuisance behavior.

The event production manager will take noise measurement readings both within the perimeter fence and outside of the perimeter fence at the park boundaries to ensure noise levels are complied with at regular intervals

A resident contact telephone line to contact the site management team will be operated during the build, live and break periods of the event.

Communication will be sent to all ticket holders giving them walking routes from the main public transport stations that limit the use of smaller residential roads.

## **The protection of children from harm**

We have a lost child and vulnerable person procedure in the event management plan.

This is a family friendly event but we will still encourage adults to not leave children under the age of 16 unattended.

The event will have a strict challenge 25 policy for alcohol sales.

**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.**

|                    |   |
|--------------------|---|
| <b>Declaration</b> | <ul style="list-style-type: none"><li>• [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).</li><li>• 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</li></ul> |
|--------------------|---|

|           |  |
|-----------|--|
|           | 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 | D.McClean  |
| Date      | 07/04/26   |
| Capacity  | Event Manager  |

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> 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)   |  |          |  |



# **Alcohol Management Plan**

**Taste of the Caribbean 2026**

**Version 1**

**Revised: 19/03/2026**

Prepared by  
**S & A Entertainment Ltd**

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# 1. Introduction

Taste of The Caribbean is a vibrant food festival celebrating the flavors, aromas, and cultures of the Caribbean. The festival will take place in numerous outdoor locations across London and the UK. Join us for a culinary journey through the Caribbean islands, where you can savor traditional and modern dishes, sip on exotic drinks, and enjoy live entertainment. Our festival promises to be a joyful and delicious celebration of Caribbean cuisine, hospitality, and community. We look forward to welcoming you to our festival and sharing the taste of the Caribbean with you.

Access to the event will be by ticket only – either purchased online in advance, or if capacity allows, on site at the event.

We want to assure our guests that we take licensing requirements seriously and have already taken steps to ensure that our proposed plans, which are detailed further in this document, meet the standards set out by the local police.

We are committed to creating a safe and enjoyable experience for all attendees, and obtaining the necessary licenses is an important part of that commitment.

# 2. Disclaimer

## Disclaimer

The information contained in this document is proprietary to the Directors of Taste of The Caribbean. Unless stated otherwise it is made available in confidence and solely to its intended recipient. It is intended as supporting documentation for the event being proposed and no other event.

This document/record may not be copied in whole or in part in any form or placed in the public domain without the express written consent of the owners.

The contents of this document are subject to change without notice, until the document is approved and agreed by all parties and released at issue (generally one month prior to the scheduled event to which it relates).

The elements mentioned herein are for guidance purposes only, and do not guarantee a contractual duty to perform.

The following information is for guidance purposes only and is subject to client approval and sign off. Designs show intent only and are subject to change. Any information contained in this document is in draft form only.

### **3. The law**

The Licensing Act (2003) establishes a scheme for licensing premises in England and Wales which are used for the sale or supply of alcohol, to provide regulated entertainment, or to provide late night refreshment.

### **4. Controlled drinking procedures**

- Customers who appear to be over or near the limited will not be served.
- Bar staff will be trained on the licensing objectives, challenge 25 and ask for Angela scheme.
- Evidence of age in the form of photographic identification (ID) shall be requested from any person appearing to those selling or supplying alcohol to be under the age of 25 and who is attempting to buy alcohol.
- Acceptable identification for the purpose of this condition is that issued by a government agency bearing a holographic mark with a photograph and date of birth, or the Proof of Age Standards Scheme (PASS) approved age cards.
- Notices shall be strategically and prominently placed at points of sale advising customers that they may be asked to provide evidence of age.
- A refusals book to record every instance that sales of alcohol are refused shall be maintained.

### **5. Event bars**

- There will be 4 alcohol serving bars at the event and multiple soft drink only bars.
- The bars will also offer a selection of soft drinks for minors.
- Drinking water is available on the site.
- S.I.A. staff will monitor the bar area and customers for potential outbreaks of disorder
- All Staff will be active in promoting public safety and to protect children from harm.

## 6. Operating procedures

Before individual bars open for trade for the first time the Premises License Holder (PLH) and Authorised Overseer will meet with the Designated Premises Supervisor (DPS) in the bar to be inspected and issued with all relevant paper work for the implementation of policies.

- The inspection will include checks on:
  - Adequate entry and egress routes and lighting
  - Premises comply with health and safety policy
  - Adequate provision of fire extinguishers
  - Safe clean and hygienic working area
  - Display of bar tariff showing product, measure, A.B.V. and price.
  - Display of Policy
  - Refusals register and working pens in till area
  - Display of No Smoking Signs
  - All cups are non glass polycarbonate drinking vessels
  - Cans of drink need not be decanted but must be opened and unsealed prior to providing it to the customer
  - All free pour drinks are into correct 'Pint to line' C.E. stamped cups.
  - All wines and spirits are of the correct measure and measures are stamped

### Checklists

- Once the DPS is satisfied that all is in order the PLH will be issued with an Authority to Trade.
- Bars will trade only at the times designated by the license.
- We undertake to record:
  - Staff training and understanding of our Alcohol Policy
  - All challenges to customers under Challenge 25 detailed in the refusals register. This will be audited twice daily and records kept behind each bar.  
(Refusals register separate document).
  - All refusals to serve intoxicated customers detailed in the refusals register.
  - All attempts of proxy purchases for the underage detailed in the refusals.
  - These records will be readily available for inspection by the police and other responsible authorities.

## 7. Staff training

### Bar Training Document

All staff to be emailed this ahead of the event & to also run through it on their first shift in conjunction with a Bar Supervisor. All staff to sign the declaration and training record before their first shift.

### Over 18 policy/ Challenge 25 scheme

ID - DATE OF BIRTH ON ID, NEEDS TO BE ON OR BEFORE,

- Anyone who appears under the age of 25 MUST have photograph ID regardless of whether they have an over 18 wristband before they are served alcohol. (In case they've accidentally been given the wrong wristband).
- All individuals wearing an under 18 wristband will be refused alcohol at the bar. Staff will demand proof of age if they suspect that the customer is less than 25 years of age.
- Details of any customers who are refused alcohol must be recorded in the refusals register.

This will be audited by the bar manager at regular intervals.

SEE SEPARATE REFUSALS REGISTER BEHIND EACH BAR

- Any individual under the age of 18 seen drinking alcohol should immediately have it confiscated by a member of the security team.

## 8. Serving people who are intoxicated

It is against the law to serve people that are intoxicated. Please refer to bar supervisor if you suspect that someone is intoxicated and do not serve them alcohol.

## 9. Radio

- Channel list will be advised
- Supervisors will be given basic radio training inc. a quick demo of radio operation

## 10. Licensing

### License details

Licensed to serve alcohol between the hrs of **10:00 - 20:00**

- A copy of the license is kept onsite with the event manager
- Designated Premises Supervisor: Marlene Barnard.
- Each bar will be managed by a personal license holder

## 11. Stock

- Stock – Bar should be fully stocked at all times by Bar Supervisor and bar staff
- If anything's missing please ask Bar Supervisor at the time
- Alcohol bars will operate a full menu of beers, ciders and spirits

## 12. Cleaning / recycling

- As many a bar manager is fond of saying, "If you've got time to lean you've got time to clean"
- Please just do it.

## 13. Staff drinking policy

- No drinking when on duty.
- Drinking behind the bar looks unprofessional and there's a risk that underage people could get served if your judgment is impaired.
- This could lead to a big fine, risks our license and therefore the event as a whole.

## **14. Manual handling**

Staff should not attempt to move large or heavy objects without receiving the appropriate manual handling training.

## **15. Smoking**

Smoking will not be permitted in covered areas (e.g. bar, traders' marquees). If individuals are seen smoking in these areas they will be asked by security / stewards to extinguish their cigarettes or move to outdoor areas.

## **16. Violent incidents**

Staff (other than security) should not get involved in any violent situations and should instead contact the nearest security guard on the radio.

# 17. Training forms

## AGE VERIFICATION POLICY STAFF DECLARATION

### PREMISES AGE VERIFICATION POLICY

NAME OF STAFF MEMBER

.....

- The sale of alcohol to a child or young person (that is to say, a person aged under 18) is an offence, which may lead to a fine of up to £5,000 and/or a term of imprisonment not exceeding three months.
- Such a sale will also lead to a review of the premises licence and could result in the licence being suspended or revoked.
- Taste Caribbean operates an 'age verification policy', in terms of which you must require production of an acceptable proof-of-age document if you are in any doubt as to whether a person seeking to buy alcohol is less than 25 years of age.
- Only the following documents are acceptable for proof-of-age purposes:
  - o A passport
  - o European Union photocard driving licence
  - o A proof of age card bearing a PASS hologram
- If no such document is produced or if you have a suspicion that the document presented is not genuine, or has been tampered with or has been altered, then you must refuse the sale or refuse to authorise the sale. This refusal must be documented in the refusals register.

Declaration:

I have read and understood the foregoing policy. I understand that failure to comply with its terms will be treated as gross misconduct and may lead to my dismissal from my employment.

Signed: .....

Date: ..... / ..... / .....

# 18. Bar training register

- Bar training register (to be signed by each member of the bar staff prior to their first shift).
- Copies will be kept behind the bar.

| Name          | I have read & understood the bar training document | Signed | Date     |
|---------------|--|--------|----------|
| <i>Sample</i> | Yes  | X      | 1/2/2022 |
|               |  |        |          |
|               |  |        |          |

# TASTE OF THE CARIBBEAN FOOD & DRINK FESTIVAL

## NOISE MANAGEMENT PLAN

V.1

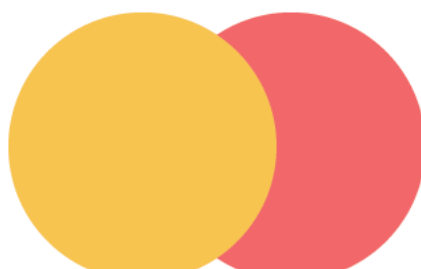


**BOURNEMOUTH**

**SATURDAY 20<sup>TH</sup> JUNE 2026**

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# 1. INTRODUCTION

This document aims to establish, explain, and indicate how noise/sound will be managed at Taste Of The Caribbean Food & Drink Festival 2026. Through reviewing the layout of the festival site this document will state the timings and mitigations put in place to allow both those attending the event and those not attending the event to have a satisfactory experience in regards to noise levels.

## 2. Timings in relation to Noise



**Thur & Fri**

### **Thursday 18th & Friday 19th June**

**08:00 - 18:00** -Perimeter fencing, stage, and gazebo construction begins. Delivery of toilets and herras fencing. (low level car noise, low level metallic sounds, metal clanging, and crew chatter)

**Saturday**

### **Saturday 20<sup>th</sup> June**

**07:30-** Trader arrival and setup. (**low-level car noise, metallic sounds, and chatter**)

**09:30** - Sound check (**playback only to establish systems are working and gauge correct leveling**)

**10:00** - Event Opens to the public: Amplified sound for the event begins.

**20:00** - Event Closes to the public: Amplified sound for event ends.



**Sun**

## **Sunday 21<sup>st</sup> June**

**09:00 - 18:00** - Dismantle of fencing, stage and marquee(**low level car noise, metallic sounds and chatter**)

**09:00 - 18:00** - Collection of toilets and heras fencing(**low level car noise, metallic sounds and chatter**)

## **3. Noise/Sound during the event**

### **3.1 The Public**

As to be expected with an outdoor food & and drink festival, the members of the public attending the event will create a level of consistent chatter through conversation. During live performances applause and singing is to be expected.

### **3.2 Staff/Contractors**

Due to the size of the event, there will only be a small number of staff/contractors on site. Each group of persons will be working within groups closely and therefore will be able to communicate at a talking volume level during the build and derig. During the show staff and security will be equipped with radios with earpieces reducing spills from radio calls.

### 3.3 Performances

All noise/sound levels during the event from performances will be directly controlled by the event front of house sound engineer. The front of house sound engineer has been briefed on the requirements stated in this document and is responsible for controlling the sound levels from our amplified sound source during the event. The Event Manager will periodically spot check the front of house sound engineer is remaining compliant.

## 4. Managing Noise

We will abide by reasonable agreed sound level limits.

This section will detail how sound levels will be monitored during the event.

The event manager can make a dynamic assessment to turn volume levels down at any time if it is felt levels are excessive – even if still operating within the set dB levels agreed.

### 4.1 Noise Measurements

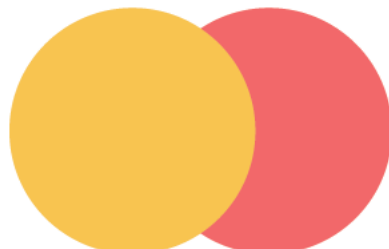


#### **SOUND MEASURING EQUIPMENT TO BE USED**

- NTI XL 2

#### **MEASURING**

- The production team will have one member of staff responsible for sound measurements for the duration of the event.
- Reports can be made available to the council or local authorities on request at any stage throughout the event.



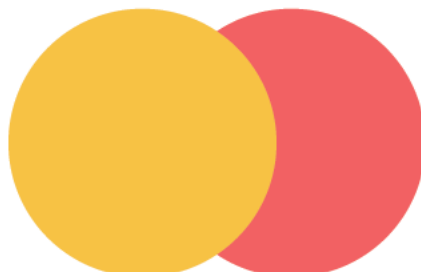
## **EVENT SITE**

Amplified music will be distributed throughout the audience areas using pre-planned speaker quantities at pre-determined locations. This is to maintain control for both on-site HSE guidelines and off-site noise management in noise sensitive areas.

Audience areas will be no more than 107db(A) or 140db(C) at any point and will be continually monitored.

## **PARK BOUNDARIES**

- Monitoring will take place at the park boundaries or 1m from the façade of homes surrounding the park if required. Monitoring will take place at these locations frequently throughout the day and recorded, this data can be made available upon request
- Maximum of 65dB(A)
- Maximum of 80dB(C)



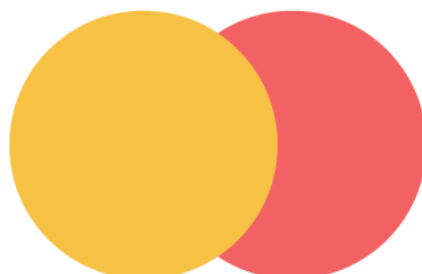
## 4.2 Managing Complaints

Prior to the event commencing, residents directly neighboring the park will receive a letter stating information about the event and free complimentary tickets to attend. This letter will also contain a number that will give residents a direct line to the event management team during the event build, live, and break periods.

During the event, if noise complaints are received, we shall make a log of the complaint and discuss the issue with the complainant to diffuse any complaints that may be raised to the local authority.

As part of the logging process, we shall ask the complainant for their address or approximate location and dispatch a member of the event management team to this location to take a Db level reading to check if excessive volumes are present at this location.

Should an issue be identified with a particular location and/or a particular surrounding area the event manager will look to adjust the main stage volume levels accordingly and a log will be made of this action taking place and a further meter reading will be taken at the location.



## Considerations

To be added post S.A.G meeting or S.A.G requests

