

The Big Feastival Local Residents Meeting Licence Variation

Meeting Minutes

Location: Royal British Legion, Kingham	
Date: Wednesday 23 November 2016	Time: 6.30pm-8pm
Attendees	
IMG	Local Residents
Joel Smith (JS)	James Warn (JW)
Gabrielle Williams (GW)	Michael English (ME)
Sam Watkins (SW)	Ellie Jackson (EJ)
Lynsey Wollaston (LW)	Rosie Pawley (RP)
Rachael Lakin (RL)	Ros Wilton (RW)
Nicola Manwaring (NM)	Karen Pare (KP)
	Clive Fidgeon (CF)
	Peter Crudge (PC)
	Judy Lewis- (JL)
	John Miller (JM)
	Roger Speddy (RS)
	Charlotte Arkwright (CA)
	David Lakin (DL)
	Rob Pearson (RP)
	Katie Wright (KW)

Next meeting date:

Wednesday 19th April 2017

After Introductions of the Big Feastival team, **Joel Smith** opened the meeting:

Unfortunately, Debra Courtney-Crane who is the licensing office for the event is unable to attend – but she is open to us sharing with her any questions you may have about the license variation process.

Here today to discuss a variation to our license – this falls into two sections

- We are requesting a variation in capacity from 20,000 to 25,000 visitors
- We are seeking for our live music hours to match those of our recorded music hours – this would mean that we can play live music later than our current 11pm Friday and Saturday cut off – but is purely to enable us to schedule for un-amplified music to be played in one of our late license areas – for example a piano in the cheese hub and we would accept that this be a condition of the licencing.

We have always been up front about our desire at some stage to increase the capacity and feel that now is the right time to do this whilst we have extra demand for the Saturday and Sunday. We are committed to keeping the Festival as a boutique family festival and know that it is imperative as part of our unique selling point that the event retains its relative small and safe feeling.

We are confident that our current site and event plans are workable with this increased capacity, however we may look to use some neighbouring land adjacent to the property to make our operation smoother and to give us some contingency land. This would also enable us to increase the amount of public able to camp which is our most in demand ticket and also has less of an effect on the local traffic network.

It is also our belief that in the first year we would not immediately increase to the full 25,000 but that this would be staggered, reaching a half way point of 22,500 at first which would further allow us to monitor and make changes follow any effect this has.

The objective of today is to discuss our plans with you and hear your concerns. We are aware that we won't be able to prevent all if your concerns but we would like to alleviate any extra nuisance this may cause as far as possible.

We hope that we have already demonstrated to you our willingness to do this over the past two years with the changes and tweaks that we have made to our plans to date such as increased sound monitoring, much better resident's communication, improved traffic signage and monitoring, better liaison with the local rail station and establish a coach service by way of example.

Gaby Williams gave an overview of capacities:

In 2016 we saw a sell out across weekend tickets, weekend camping, Saturday and Sunday and more Friday tickets were sold than ever before.

Over the past 5 years as the reputation of the festival has grown we have seen an increase in demand of tickets which is due to the high standard of entertainment we are offering.

At present we current have 9,000 campers which is 45% of our total capacity. With the new licence capacity, we would like to increase the number of campers as there's a huge demand for weekend camping tickets which sell out in early July.

By increasing the number of campers, we are encouraging less traffic as they will only be coming on and off site once. We're also proposing to include a pre-pitching camping option; this provides visitors with all the option to buy all their camping equipment which is set up on arrival. This tickets option will be targeted to people looking to travel by train as they won't have to carry lot of baggage to the festival, it's all taken care of.

We're also looking to increase our local bus service. Previously we have run a shuttle service to Oxford via Chipping Norton but we would like to increase this across other local villages.

Lynsey Wollaston gave an overview on Operating Procedures:

Some of you will already be familiar with the way the festival is designed and operated but as a reminder, our teams work throughout the year to develop the Big Festival site layout and all facilities and infrastructure for the event using best industry practice and guidance to shape all of our resources such as number of medics, security, cleaners, toilets, emergency exits and so on, along with the amount of space per person and camping pitch. At the Big Festival we go above industry averages to accommodate our family crowd. We also risk assess our event and stress test our plans with other experts in the industry. These plans are finally put before West Oxfordshire District Council and a Safety Advisory Group which is made up of all key agencies such as the Fire Service,

Ambulance Service/NHS, Police and licensing officers to ensure we are meeting best practice and our licensing objectives.

We have developed our operational plans over a number of years which have generally worked very successfully however we carry out a full review ahead of each event and have fully assessed the increase of visitors and staff for our licence application.

Site Layout and Capacity

The site layout we have been using for the last couple of years has worked well and in 2016 we achieved a great flow of visitors and content around the site with adequate space and comfort levels. We intend to maintain this whilst accommodating the additional volume of visitors.

We plan to design the site for 25,000 people with minimal change to the main site as follows.

Main Site – Layout Changes

- We will slightly increase the size of the second field to add space and maintain the same comfort levels for our visitors. This will be a minor increase and will allow us to open out the area to improve flow from the main field into the second. We will also focus on programming in the second field to distribute entertainment during peak times and not increase pressure/focus on the main stage.
- The main arena and main stage will remain as it did in 2016 with no plans to relocate or increase in size. We are looking to add delay towers and considering an additional viewing screen further back in the arena to aid flow/make best use of the space.

Campsites & Parking – Layout Changes

- To accommodate the additional campers we will be further extending camping towards the car parking areas. Within our current plans we can accommodate additional campers and vehicles within the existing footprint of the farm.
- We are considering creating an additional pedestrian route towards the arena to evenly distribute campers and day visitors walking up the entrance of the show.

Staffing & Security:

- Our site facilities and staffing will all be increased in line with the increase in visitors to ensure standards are kept high and there is adequate manpower and security around the site to remain safe. We have allowed for an increase of up to 500 staff within our proposed new capacity figure.
- Cleaning teams will be increased and local areas will be monitored and any required cleaning actioned.

Sam Watkins spoke about the traffic management plan as well as noise:

Traffic Brief

The traffic management plan was considered to have operated at its most efficient in 2016 after feedback received from the local resident meetings and the local council.

As mentioned previously we are looking to increase the attendance by 5,000 people. We are planning on the following breakdown.

- Camping Tickets – 4,500
- Crew / Traders – 500

Current Traffic System

The show site is in the middle of a triangle of roads.

- The northern boundary is the A436 between Stow-on-the-Wold and Chipping Norton.
- To the East between Chipping Norton and Burford on the A361
- To the West Burford and Stow-on-the-Wold A424

The traffic Route brings all drivers through Lyneham up the Lyneham Road which then turns right onto B4450 and is then split down into either Production or Public Traffic.

2016 Car occupancy Levels

Ticket Type	Occupants Per Car
Camping Ticket	3.2
Campervan	3.0
Weekend Ticket Holders	2.4
Day Ticket Holders	1.6
Crew/ Traders	3.4

Traffic Levels 2016 (Cars)

- Additional Camping Cars - 1,406
- Additional Crew Cars – 147
- We are expecting 500 people to arrive by train roughly 10%
- Vehicles onsite in 2016 8,230

With camping tickets having the highest occupancy for a public ticket we see the additional 5,000 people at an average occupancy would lead to an additional 1,563 cars arriving onsite. We are planning for this number of cars as a worst case scenario as we expect a proportion of these to arrive by train. However as in 2015 there can be a possible rail strike or line closure.

Looking to build upon the success of the bus service that has been built up since 2014 are last year being offered as a bolt on option in 2016 the number of cars on the road should also reduce further.

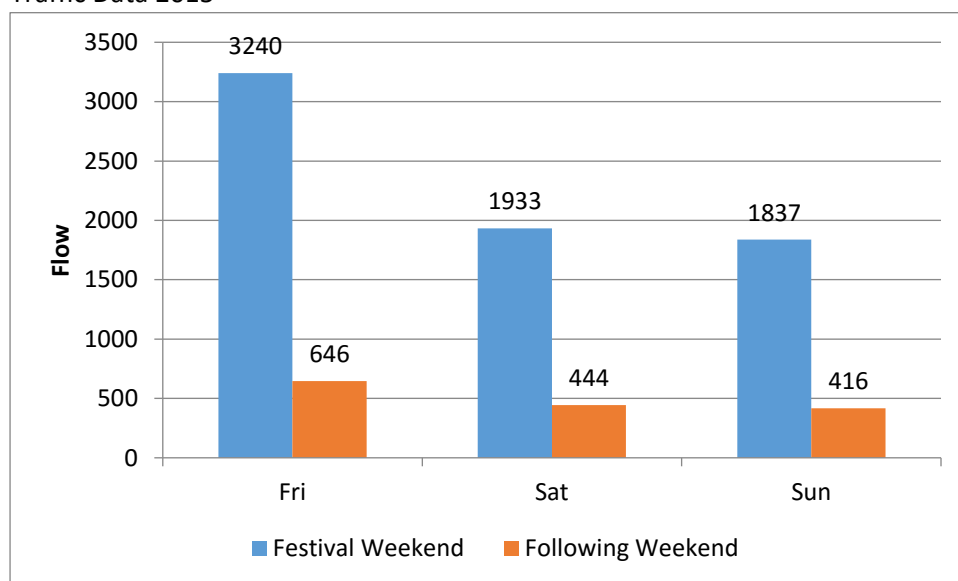
2017 Control Measures

The organisers also believe there is additional room for improvement in 2017 and these proposed measures will be outlined below

1. We are looking at possibility installing an electronic sign (VMS) at the Bledington turn on the corner of the A436 and the B4450.
2. We are going to change our event parking passes so they have a more prominent “Follow Event Yellow Signage” messaging in comparison to the 2016 parking passes.
3. We are looking at trying to book a campsite shop for the event. This should reduce vehicle movement onsite and the surrounding area during the event and should have a direct impact on site traffic going to the Kingham shop.
4. We are looking to improve positioning of traffic furniture in and around site so it is more visible to oncoming traffic.

5. We want to improve signage on the Foscot Road off the A424 after the introduction of “not suitable for HGV” signage being installed by the highways authority.
6. We are looking at building upon the success of the additional bolt on ticket option of coach transport to new destinations in the local area.
7. We are looking at providing a coach and camping ticket option to the public.

Traffic Data 2015



Noise Management Local Residents Meeting

The current system is that we measure noise in the following locations

1. Langston Villas
2. Trigmoor
3. The Langston Nursing Home
4. Rynehill Farm
5. Lyneham Rise
6. Sarsden Lodge
7. Bruern Crossing
8. Lyneham Village
9. Cox's Wood
10. Foscot (New Position for 2016)

This is a new part – it shouldn't run in from where we measure the noise.

- The main stage will not move in 2017 and will remain in the same position as in both 2016 and 2015. We are however looking at the possible addition of delay towers that should allow us to reduce the volume at source of the noise level.
- IMG have permission for a limited number of areas as late night exception that can play amplified music. We are not looking to increase this number of areas.

- We are however looking to change the licence so live music is in line with the amplified hours we will still be governed by the late night 40db limit.
- All sound desks onsite that are operating onsite will be governed by our noise limits and noise levels will be monitored by our independent noise consultant.

Additions in 2017

IMG will set the noise limits on the sound desks for all late night venues on the Thursday night. This should give us a better background reading of the ambient noise surrounding the festival.

Questions

1. James Warn (Parish Councillor Kingham) 'Planning on pushing camping down the site, where is the contingency land going to go?' LW explained that there is sufficient contingency land within the boundary of the site and we will be making use of this land for the first time.
2. Rob Parson (Parish Councillor Bledington) 'If you don't get contingency, you can't increase?' SW we have enough contingency land with the current plans but it is always best to make our plans more robust and have extra contingency. LW added that additional land could offer an additional access point for vehicles in poor weather for example, however the existing land can be used with additional measures such as additional vehicle trackway.
3. RP 'What will the regularity of local buses be?' SW depends on the demand but most likely evenings to the local villages
4. SW explained numbers of percentage increase of cars on the road with the licence variation. Clive Fidgeon queried the number of cars and did not believe it was the worst case scenario as this was just based on camping and going to a limit of only 22,500. SW clarified that all plans are calculated for 25,000 visitors.
5. JW 'If you don't sell camping tickets, will they be sold as day tickets?' LW clarified we cannot predict exactly what tickets will be sold but our primary focus is to sell camping tickets as this is where the demand is
6. Roger Speddy 'What is the number of cars coming in at the moment?' 'Do you count the number of cars in the car park?' SW approx. 8,000 We are unable to accommodate more cars than there is space so we would be unable to go above current estimate of 13,000 vehicles but this would depend on the uses we have for the land such as camping versus non camping.
7. JW – 'If demand is there, you would sell up to 25,000?' JS said if there is demand, and ticket type available, we would go to 5,000 as the site can take it.
8. CF 'People ignore the traffic management plan' SW we can apply for road closure but this would affect the local residents more than the current plans. A road closure would affect station road the most. It is felt by IMG and the appointed traffic management company that any closure to the road could have a wider effect on local residents trying to travel to and from the station during their normal day to day activity.
9. RP 'Is there a NO HGV sign off the Burford Road? In unison, yes.
10. Katy White 'Workshop site is used for parking for a lot of the weekend. No problems up until now but would there be issues with the increase in capacity as the workshops need to remain operational.' SW we can create a vehicle pass for those working at the workshops and provide an extra traffic marshal dedicated to the workshops. We can create a bespoke plan for you. This is the same for any security concerns you may have for the workshops. We have a response team so please call Residents Hotline.

11. Rosie Pawley 'Noise levels are high from Tuesday onwards.' SW replies that sound does not get installed and tested until Thursday midday so there should be no noise. SW said council has asked us to change the sound test from Friday day to Thursday evening so we can get a more like for like result and additional time prior to the event.
12. CF 'Can we add to noise limit if we eliminate background noise?' SW replied that we cannot but it gives more of a realistic measure as it offers a like for like reading. We have never been in breach of our licence and have always stayed well within the limit and adhere to industry standard practice.
13. CF 'Perception of noise is more important than the number on the Db monitor.'
14. KP 'What is the full noise level of the Main Stage?' SW replied 65 Db.
15. RS 'Why do you want to extend the live music hours?' JS so we can have low level ambient unamplified music such as a piano in the Cheese Hub
16. RS 'What is your overall strategic number you are planning to go to? Is this it or are you planning to increase again in 2 years?' JS We feel that 25,000 is the right number for the festival at this time and have no immediate plans to increase over and above this number.
17. RS 'Within the licence request for music, is this going to increase next year from pianist to full band?' JS We are very restricted with noise levels after 11pm, therefore we would not run the Main Stage any later than currently programmed.
18. RS 'There was a problem with access one year with all access down the Lyneham Road. Can your Traffic Management System cope with the current entrances?' LW We are confident that our current TMP can cope with the traffic increase so will continue to use this system. SM also added that the council will be monitoring the traffic very closely, so if they feel the system is not working they will let us know. But more traffic will involve more marshals.
19. RS 'There is a concern re. the type of tickets specifically if they are day tickets.' JS replied that the biggest demanded ticket is our camping ticket, so we are hoping the ticket increase will be mainly camping instead of day tickets.
20. Will there be another meeting before the festival? - Yes we will hold two meetings prior to the festival and one de-brief meeting after the festival as we did in 2016.
21. RP 'Will you come to our local council meetings and speak to the local councillors for Bledington?' (Seconded by JW for Kingham)- The group agreed that this could be possible.
22. JW 'Mobile phone line is jammed- will the increase make it even worse?' SW stated that we are speaking to Vodaphone and O2 about coming on-board with us, which would improve the signal. We will also be looking into a mast.
23. JW 'Lots of contractors using Church Street – contractors breach the Traffic Management plan' SW stated that we are in constant conversations with our contractors that there will be serious consequences for any breaches of the traffic management plan.
24. RP 'Council meetings are at the beginning of June that we would like you to attend.' It was agreed that this would be possible.
25. CF 'Do you have plans for more festivals in the area?' JS replied that there will not be any more festivals in the area.
26. RS 'Do you make a good profit from the festival and can it be ploughed back into the local community?' JS replied that IMG is a commercial company therefore the reason we create the festival is to make money, however we have worked hard over the years with Jamie Oliver's Food Foundation to put money towards a charity. The deal with the Jamie Oliver Food Foundation has now expired so we would be looking for local charities that we could support going forward.

27. KP 'Would be good to find a nice local charity and national charity to support.'
28. CF 'Are you moving to more of a music festival with Jamie Oliver leaving?' JS replied that our main focus is a family food festival so we have no plans to move to purely a music festival.
29. KP 'Could we donate money to Parish Councils?' JS stated that we are happy for the local communities to suggest charities that we can support.
30. RS 'We could find a way for local charities to come and appeal for the funds. As the local community would be willing to accept disruption knowing that there is local support.'
31. JL 'Lyneham get the brunt of the traffic - is there anything else in the plans to help with traffic?' SW stated that the current plan in place, which will be monitored closely will work, however having staff contingency, for highly affected areas, will help with the pressure.
32. JL 'There is mayhem when people exit the site, it felt aggressive when people leave.' LW confirmed that we will have extra traffic management onsite to manage this better in 2017.
33. Ellie Jackson confirmed that the lease line works independently of the local internet connection. However, if local residents are having problems with their internet connection to contact their provider.