



**West Oxfordshire
Application to vary a premises licence
Licensing Act 2003**

For help contact
ers@2020partnership.uk
Telephone: 01993 861000

* required information

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

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

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

Are you an agent acting on behalf of the applicant?

- Yes No

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

Applicant Details

* First name

* Family name

* E-mail

Main telephone number

Other telephone number

Include country code.

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

Are you:

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

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

Applicant Business

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

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

Registration number

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

Continued from previous page...

Your position in the business	Vice President	The country where the headquarters of your business is located.
Home country	United Kingdom	
Registered Address		Address registered with Companies House.
Building number or name	Building 6	
Street	Chiswick Park	
District	566 Chiswick High Road	
City or town	London	
County or administrative area		
Postcode	W4 5HR	
Country	United Kingdom	

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APPLICATION DETAILS

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

* Premises Licence Number

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

Address OS map reference Description

Postal Address Of Premises

Building number or name	Churchill Heath Farm
Street	
District	
City or town	Kingham
County or administrative area	Oxfordshire
Postcode	OX7 6UJ
Country	United Kingdom

Premises Contact Details

Telephone number	
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Non-domestic rateable
value of premises (£)

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VARIATION

Do you want the proposed
variation to have effect as
soon as possible? Yes No

Do you want the proposed variation to have effect in relation to the
introduction of the late night levy?

Yes No

You do not have to pay a fee if the only
purpose of the variation for which you are
applying is to avoid becoming liable to the
late night levy.

If your proposed variation
would mean that 5,000 or
more people are expected to
attend the premises at any
one time, state the number
expected to attend

Describe Briefly The Nature Of The Proposed Variation

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

Taste Festivals Ltd are seeking to increase the number of people allowed on to site by 5,000 people for the event by varying the existing premise license. Taste Festival would also like to increase the licensable hours of of live music to be in-line with that of recorded music, any live music performed beyond the current licensable hours will be limited to acoustic non amplified music.

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PROVISION OF PLAYS

Will the schedule to provide plays be subject to change if this application to
vary is successful?

Yes No

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PROVISION OF FILMS

Will the schedule to provide films be subject to change if this application to
vary is successful?

Yes No

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PROVISION OF INDOOR SPORTING EVENTS

Will the schedule to provide indoor sporting events be subject to change if
this application to vary is successful?

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

Yes

No

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PROVISION OF LIVE MUSIC

Will the schedule to provide live music be subject to change if this application to vary is successful?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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

Continued from previous page...

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

Indoors Outdoors Both

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

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

Taste Festivals are applying to extend the hours of live music to be in-line with the current premises license for that of recorded music. The additional hours of late night live music will be limited to non amplified music performance only. Taste Festivals will also reduce the hours of live and amplified music on the Sunday evening if its not a bank holiday weekend that the event is held on, the reduction will be 1 hour for live and recorded music.

In order to minimise the disturbance to local residents, Taste Festivals will work with a noise consultant that will ensure that the event remains in compliance with the noise restrictions placed upon the venue by the licensing authority, the noise consultant will have a direct link with the sound desks controlling these areas. Taste Festivals will continue to limit the venue to 5 late night areas. These areas will be chosen to reduce public nuisance off site with carefully consideration given to placement and structure type.

Taste Festivals will also have in operation a local resident hot line and email address over the public open period of the event that will be monitored by the organsiers team. Any disturbance can be reported to this hot line.

State any seasonal variations for the performance of live music

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

N/A

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

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

N/A

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PROVISION OF RECORDED MUSIC

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

Yes No

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PROVISION OF PERFORMANCES OF DANCE

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

Yes No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

Yes

No

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PROVISION OF LATE NIGHT REFRESHMENT

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

Yes

No

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SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

Yes

No

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ADULT ENTERTAINMENT

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

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

N/A

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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

Continued from previous page...

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations.

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

N/A

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

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

N/A

Identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

N/A

I have enclosed the premises licence

Continued from previous page...

I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

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LICENSING OBJECTIVES

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

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

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

Additions due to variation of license

- The event will remain a strictly ticketed event with appropriate control of numbers and site capacity through management of pre-event information and onsite gate controls. A live scanning system will be utilised giving live capacity information.
- The site layout will be designed to accommodate additional visitors and staff within the main site allowing for adequate circulation space around the site, within the main stage viewing area and with sufficient emergency routes and exit width. Site design will also address additional campers and vehicles – with all facilities brought in line with increased numbers.
- Additional staffing resource will be appointed to manage the extended numbers to ensure a continuity of standards, safety and experience. Staffing will include but not limited to additional traffic, SIA guards and stewards, medical staff and campsite management teams.
- There will also be an increase from Taste Festivals management team on-site overseeing the expansion of the visitor numbers ensuring compliance with the licensing objectives.
- A qualified sound engineer will continue to monitor specific per-agreed locations to ensure compliance with the license conditions.
- To have a fully manned operational lost child facility covering the event site.
- Taste Festivals will continue to consult and liaise with the local community and maintain resident communications including pre-event meetings, regular update email communications leading up to the event, a local resident's hotline where residents can register any concerns in live time and event de-brief meetings.
- Taste Festivals will install a CCTV for support in site management alongside crime prevention and crime detection on-site.
- There will be an increased level of monitoring on all alcohol service areas at the event with increased spot checks and an increased security presence. All alcohol service areas will also have to have a personal license holder on them or attend a mandatory alcohol service training session on the Thursday before open by Taste Festivals.

b) The prevention of crime and disorder

Additions due to the license variation

- Security levels will be increased to accommodate additional persons onsite and ensure effective coverage site wide. Fixed position staff will be in situ alongside roving rapid response teams who are able to respond to issues of disorder across the site including campsites.
- Patrols and response teams will also be dedicated to late night venues, campsites and car parks overnight.

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- A CCTV network covering key intersections of the site will support onsite management with crime prevention and crime detection onsite.
- Deployment of a drink drive awareness program onsite with increased signage and roving security patrols with breathalysers within car parks and exits.

c) Public safety

Additions due to the license variation

- A crowd management plan developed to ensure appropriate circulation space, emergency exits/routes, ingress and egress plans and crowd flow around the site. Crowd management will also be monitored using onsite staff and CCTV.
- A dedicated experienced site safety officer/team will be employed to thoroughly monitor the site.
- An Event Control will operate 24 hours a day to monitor public safety and coordinate a response in the event of an incident – an additional overnight manager will be employed.
- Additional security staff will be provided to maintain a good level of service and ratio of staff to visitors.
- Additional welfare and sanitary facilities will be provided within the arena and campsites to accommodate increased numbers and in line with industry guidance and best practice.
- Additional cleaning staff provided to maintain a good level of site cleanliness and hygiene.
- A medical risk assessment is carried out to determine appropriate staffing levels and skill level for increased numbers, additional medical staff with suitable caliber staff will be provided in line with live event hours and overnight campsite numbers.

d) The prevention of public nuisance

Additions due to the license variation

- Appropriate time and staff resource are committed to the planning and open period of the event with consideration to additional site capacity to ensure minimal disruption to visitors, residents and the surrounding area.
- Qualified and experienced sound consultants will be engaged throughout the planning process for the event and will continue to monitor specific pre-agreed locations to ensure compliance with the license conditions. The lead sound consultant will liaise closely with the Council Environmental Health Officer both in advance and during the event to ensure all conditions are adhered to.
- The site layout will be reviewed and Taste Festivals will work closely with the sound consultant to locate any secondary music stages or indoor PA systems in the least noise sensitive areas.
- Traffic management resources will be increased to ensure there is minimal disruption to the local road traffic network and to manage additional vehicles travelling to and from the event site. Additional road signage will be deployed directing contractor and visitor traffic to site.
- Camping tickets will be prioritised for sale where possible to minimise the number of vehicles traveling to and from the event due to higher occupancy rate per vehicle.
- Taste Festivals will continue to work with public transport providers and wherever possible promote travel by coach i.e. allowing for pre-pitched camping options onsite.
- Taste Festivals propose to undertake three meetings with the appropriate parish councils to proactively manage any concerns in advance of the event taking place.

Continued from previous page...

- A local resident hotline and email address will be operated throughout the event with additional resource to help respond to any concerns raised. The local residents' hotline will continue as previous years to allow residents to register any concerns in live time and where possible allow Taste Festivals to remedy any concerns with a timely response.

e) The protection of children from harm

Additions due to the license variation

-- Increased level of monitoring on all alcohol service areas at the event with spot checks and increased security presence. All alcohol service areas will have a personal licence holder present or attend mandatory alcohol service training pre-show. Key members of the Taste Festivals team are also trained as Personal Licence holders and enforce a strict Responsible Alcohol Policy for the event.

- Continue to provide an operational lost child facility resourced by competent third party professionals and resourced to accommodate additional visitor numbers, managed in conjunction with Event Control and Security Control.

- Emergency plans take into consideration the family nature of the audience and allow for adequate evacuation time e.g. allowing for children and buggies, inclusive of additional numbers.

- Additional security and stewards during the event within the main arena and campsites.

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PAYMENT DETAILS

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

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

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

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

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

8,000.00

DECLARATION

Continued from previous page...

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

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

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

* Full name

* Capacity

* Date / /
dd mm yyyy

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

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/west-oxfordshire/change-1> to upload this file and continue with your application.

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

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed

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