



WAVERLEY BOROUGH COUNCIL

Licensing Team, Chief Executive's Dept, Waverley Borough Council, The Burys, Godalming, Surrey GU7 1HR

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 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 Dunsfold Park Ltd (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 Dunsfold Park,	
Post town	Cranleigh, Surrey
Post code	GU6 8TB

Telephone number at premises (if any)	01483 200900
Non domestic rateable value of premises	£ N/A

Part 2 – Applicant Details

Please state whether you are applying for a Premises Licence as:

- | | |
|---|---|
| | Please tick ✓ |
| a) an individual or individuals* | <input type="checkbox"/> please complete section (A) |
| b) a person other than an individual* | |
| i. as a limited company | <input checked="" type="checkbox"/> please complete section (B) |
| ii. as a partnership | <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) |

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr Mrs Miss Ms Other title (for example, Rev)

Surname First names

Please tick

I am 18 years old or over

Current postal address if different from premises address

Post Town Postcode

Daytime contact telephone number

Email address (optional)

(B) OTHER APPLICANTS

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

Name	Dunsfold Park Ltd
Address	Dunsfold Park Cranleigh Surrey GU6 8TB
Registered number (where applicable)	04482670
Description of applicant (for example, partnership, company, unincorporated association etc.)	Limited Company
Telephone number (if any)	01483 200900
E-mail address (optional)	nedwards@rutland.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

Day		Month		Year			
0	4	0	6	2	0	1	0

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

Day		Month		Year			
0	5	0	6	2	0	1	0

If 5000 or more people are expected to attend the premises at any one time, please state the number expected to attend

~~10,000~~ 9,999

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

Open grassland between the runways to be used as temporary concert arena covering a 200m x 200m area. Temporary sanitary, medical, water, waste and electrical facilities will be installed alongside the production facilities.

The design and specification of the facilities will be laid out in consultation with the Waverley SAG. The site plan is attached to this document.

Traffic will be managed by a dedicated team of professionals and will be parked in close proximity to the concert arena on site. A complete event management plan will be produced in consultation with the Waverley SAG.

Alcohol sales will be strictly limited to one outlet positioned towards the rear of the arena.

The event is a 'picnic style' event and as such catering concessions will be limited to 2 outlets serving some food alongside hot and cold refreshments.

Temporary production facilities will be installed including staging, backstage accommodation, lighting and sound equipment.

What licensable activities do you intend to carry on from the premises?
(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

- 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) performance 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)

Please tick ✓

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Provision of entertainment facilities:

- l) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

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

<input type="checkbox"/>

Sale by retail of alcohol (if ticking yes, fill in box M)

<input checked="" type="checkbox"/>

In all cases complete boxes N, O and P

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (✓) (please read guidance note 2)	Indoors	
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
Mon			Please give further details here (please read guidance note 3) Live popular and classical music, amplified for designated arena	Both	
Tue					
Wed				State any seasonal variations for the performance of live music (please read guidance note 4)	
Thur				One off concerts 4 th and 5 th June 2010 only	
Fri	14.00	22.30		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 5)	
Sat	14.00	22.30			
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (✓) (please read guidance note 2)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 3)	Both	
Tue					
Wed				State any seasonal variations for the playing of recorded music (please read guidance note 4)	
Thur					
Fri				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. (please read guidance note 5)	
Sat					
Sun					

M

Sale of alcohol Standard days and timings (please read guidance note 6)			Will the sale of alcohol be for consumption on or off the premises or both – please tick (✓) (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the sale of alcohol (please read guidance note 4)	Both	
Mon					
Tue					
Wed					
Thur				Non standard timings. Where you intend to use the premises for the sale of alcohol at different times to those listed in the column on the left, please list. (please read guidance note 5)	
Fri	14.00	22.00			
Sat	14.00	22.00			
Sun					

State the name and details of the individual whom you wish to specify on the licence as premises supervisor	
Name	James Hodgson
Address	1f Byde Street Bengeo Herts
Postcode	SG14 3AL
Personal licence number (if known)	PA0713
Issuing licensing authority (if known)	East Hertfordshire District Council
Personal licence expiry date (if known)	08 August 2016

N.

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 8)

O.

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	Non standard timings. Where you intend to open the premises to be open to the public at different times from those listed in the column on the left, please list. (please read guidance note 5)
Mon			
Tue			
Wed			
Thur			
Fri	14.00	23.00	
Sat	14.00	23.00	
Sun			

P

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

a) General – all four licensing objectives (b, c, d, e) (please read guidance note 9)

Event management plan to be developed in consultation with Waverley Safety Advisory Group.
Established management structure

b) The prevention of crime and disorder

Event arena to be stewarded by SIA registered security teams. Site layout to be designed in consultation with Surrey Police.

c) Public safety

Event arena designed in consultation with Waverley SAG and Surrey Police, Fire and Rescue service. All unauthorised areas will be fenced and patrolled to prevent access. Full event arena lighting and clearways maintained throughout. Event management plan to contain full risk assessments.

d) The prevention of public nuisance

Traffic flows to be managed by dedicated teams parking on entry before ticket checks on foot. Amplified sound restricted to the event arena only, noise monitoring in place on perimeter of arena. Concert finish time 22.15. Temporary lighting towers to assist during exit phase. Anticipated to have site empty of public by 23.30 each night.

e) The protection of children from harm

Challenge 21 Policy in operation throughout event.
Lost Children point located next to event Control.
Attending numbers of children expected to be very low.

- I have made or enclosed payment of the fee
- I have enclosed a 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 proposed 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

Please tick ✓



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

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent. (See guidance note 11). If signing on behalf of the applicant please state in what capacity.

Signature [Handwritten Signature]

Date 12.02.2010

Capacity DIRECTOR

For joint applications signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 12). If signing on behalf of the applicant please state in what capacity.

Signature

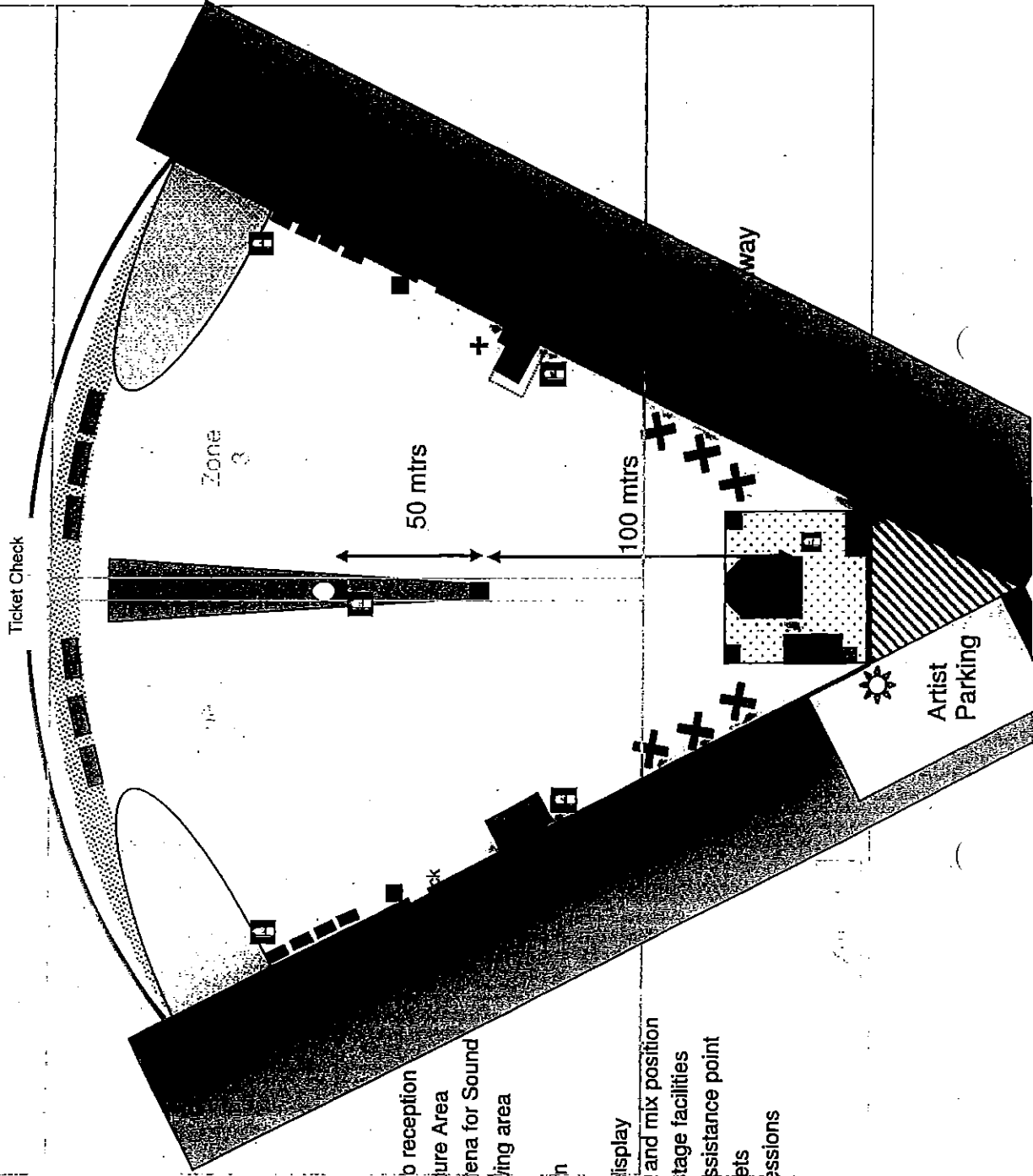
Date

Capacity

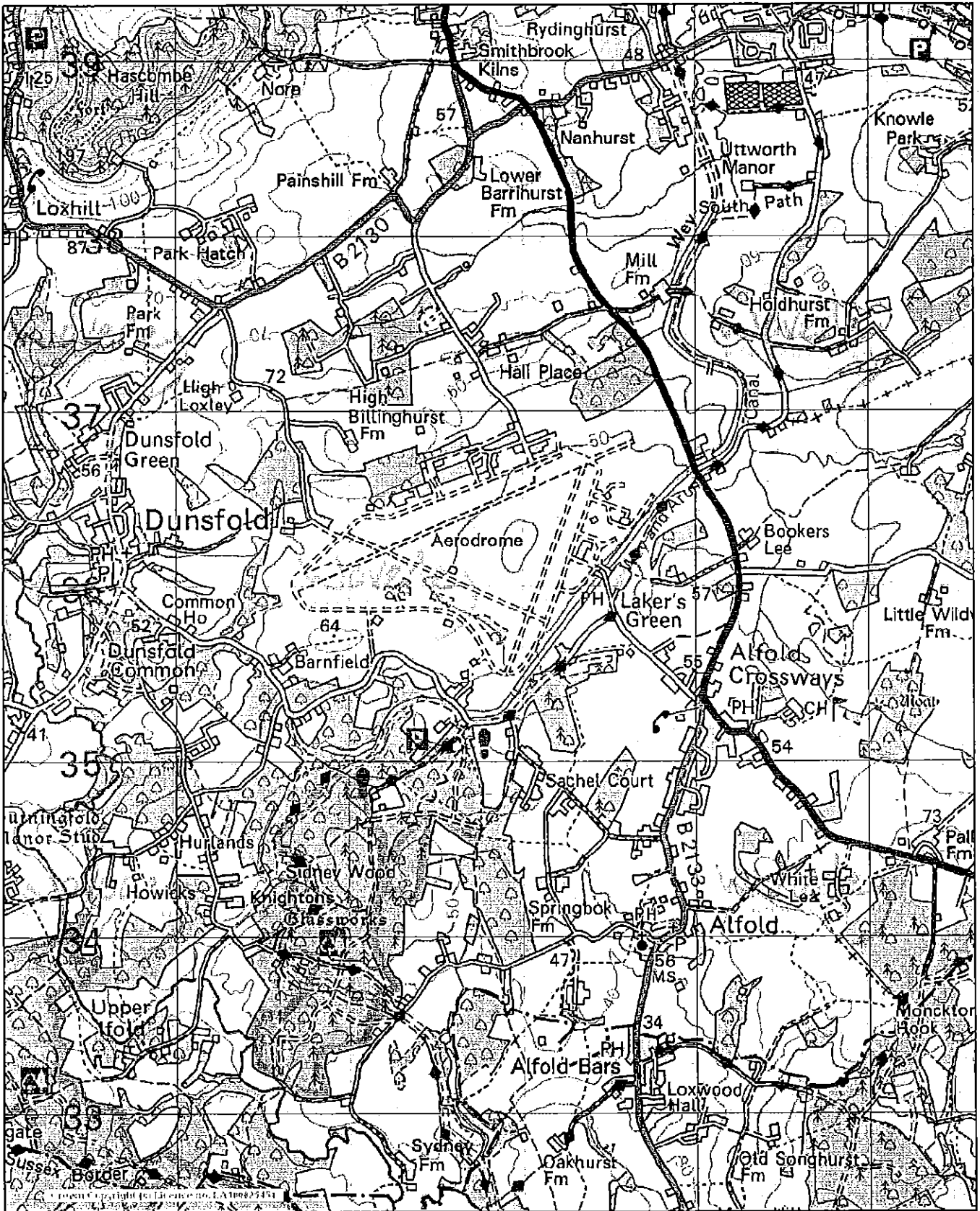
Contact Name (where not previously given) and address for correspondence associated with this application (please read guidance note 19): NANCY EDWARDS RUTLAND MANAGEMENT DUNSFOLD PARK	
Post town CRANLEIGH	Post code GU6 8TB
Telephone number (if any) 01483 542226	
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) nancy.edwards@rutland.co.uk	

Dunstable Park
Open Air Concert
4th & 5th June

Zone 4



- Ticket Queries
- First Aid
- Gazebo areas
- VIP walkway to reception
- Backstage Secure Area
- Boundary of Arena for Sound
- Restricted viewing area
- Toilets
- Lighting Balloon
- Bar Facilities
- Static aircraft display
- Sound Towers and mix position
- Stage & Backstage facilities
- Site Office & assistance point
- VIP area & toilets
- Catering concessions
- Generator
- Screens
- Fire Point
- Tower light



Waverley Borough Council
 The Bursys, Godalming, Surrey
 GU7 1HR
 Telephone: 01483 523333
 Fax No: 01483 523118



Area surrounding Dunfold Aerodrome

Scale 1/29474 Date 25/3/2010

Centre = 502816 E 135869 N

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i). The licensees shall comply with the provisions of The Noise Council's Code of Practice on Environmental Noise Control at Concerts 1995 and in doing so:-

- The licensees shall appoint a suitably qualified and experienced noise control consultant, to the approval of the Environmental Health Responsible Authority, no later than 6 weeks prior to the event. The noise control consultant shall liaise between all parties including the licensee, promoter, sound system supplier, sound engineer and the licensing authority etc. on all matters relating to noise control prior to and during the event;
- A noise propagation test shall be undertaken at least 2 hours prior to the start of the event in order to set appropriate control limits at the sound mixer position. The sound system shall be configured and operated in a similar manner as intended for the event. The sound source used for the test shall be similar in character to the music likely to be produced during the event. As the type of music on the 4th and 5th concert dates are different, control limits for the events should be set separately;
- The control limits set at the mixer position shall be adequate to ensure that the MNL shall not at 1 metre from the nearest noise sensitive premises exceed 65 dB(A) over a 15 minute period throughout any rehearsal or sound check for the event. Special consideration must be given to frequencies with good propagation characteristics; typically the bass octaves centred around 63 Hz and 125 Hz to ensure they do not exceed 70 dB;
- The licensee shall ensure that the promoter, sound system supplier and all individual sound engineers are informed of the sound control limits and that any instructions from the noise control consultant regarding noise levels shall be implemented;
- The appointed noise control consultant shall continually monitor noise levels at the sound mixer position and advise the sound engineer accordingly to ensure that the noise level limits are not exceeded. The Licensing Authority shall have access to the results of the noise monitoring at any time.

ii). The licensee shall produce a Noise Management Plan. This plan shall include:-

- A detailed timetable setting out the various elements of the event, e.g. dates and times of sound checks and tests of the public address system, times for background music, times for the main performance and any other support acts.
- A detailed site layout plan detailing plant/machinery (e.g. generators), and noise sensitive premises that are likely to be affected.
- Details of the design and type of sound systems and associated speakers to be used. This should include a description of speaker location, design, use and the rationale behind this.
- Detail of noise mitigation measures such as screening, noise limiters, monitoring, speaker positions, etc.
- Detail of noise monitoring points that have been identified and the frequency of monitoring during the event.

- Contact details of designated competent personnel responsible for noise control during set-up, sound checking, performance and de-rigging/load out.
- A procedure for dealing with complaints including a complaint hotline for the public or Council to contact in the event of problems during the event.
- Detail of pre-event information that will be communicated to local residents.

iii). No pyrotechnics shall be permitted outside the hours of 0800 and 1800, and a detailed schedule outlining the proposed pyrotechnic activities, their timing and duration shall be submitted to the Licensing Authority at least 24 hours before their proposed use.

Officer signature: Suzanne Robinson

Date: 22nd March 2010

Our Ref: 10378 WVC
Your Ref:



■ SURREY ■
POLICE

Licensing Officer
Waverley Borough Council
Council Offices
The Burys
Godalming
Surrey
GU7 1HR

Pete Hathaway
Waverley Licensing Officer

18th March 2010

Dear Sir/Madam,

Licensing Act 2003 – Application for Premises Licence (Dated 12/2/10)

Premises: Dunsfold Park, Dunsfold, Cranleigh

We have been in negotiations with the applicants and they have agreed to the following conditions being added to the licence. It is understood that they have informed you of this amendment.

1. Staff involved in the sale of alcohol shall be trained in the basic law relating to the sale/supply of alcohol and written records will be kept for inspection. This will include the law relating to both the sale and the consumption of alcohol to persons under 18 and the refusal of sale of alcohol to persons who are drunk.
2. The premises will operate a Challenge 21 policy and will only accept passport, photo driving licence or ID cards bearing the PASS hologram as forms of identification.
3. SIA registered security staff will be in attendance at levels determined by the Safety Advisory Group
4. Security staff will be retained on duty until the end of permitted hours and any such later time as may be necessary to monitor the safe dispersal of customers away from the area of the venue
5. No drinks shall be served in glass containers at any time
6. There will be a personal licence holder on site at all times
7. The event will be managed in accordance with the recommendations of the Safety Advisory Group

Pete Hathaway (Fin 10378)

Waverley Licensing Officer
Cranleigh Police Station
Horsham Road
Cranleigh
Surrey
GU6 8DR
Tel: 01483 639512
Fax: 01483 634853
e-mail: 10378@surrey.police.uk

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

From: James Hodgson [mailto:james@rel-event.com].
Sent: Thursday, March 11, 2010 16:05
To: Hathaway, Pete 10378
Subject: Re: Dunsfold Park - Application for Premises Licence for 4th & 5th June 20010

Thank you for this Pete

I can confirm that those conditions are acceptable and I will include them in the event management plan.
Many thanks

James Hodgson
Relevant Ltd
Unit 7 Denvers Yard
Barwick, Ware
Herts.

SG11 1AL
Tel: 01279 844022
Fax: 01279 842527
Mob: 07768 825587
www.rel-event.com
james@rel-event.com

Please consider the environment - do you really need to print this email?

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

From: Hathaway.Pete.10378
To: 'james@rel-event.com'
Sent: Thursday, March 11, 2010 3:52 PM
Subject: Dunsfold Park - Application for Premises Licence for 4th & 5th June 20010
Dear James,

Following our earlier telephone conversation, please find the following list of conditions that we would like included in the operating schedule:

1. Staff involved in the sale of alcohol shall be trained in the basic law relating to

License application 4th and 5th June-Dunsfold Park

I am responding to the present license application for weekend outdoor amplified music at Dunsfold Park. The following are arguments that this license should not be granted.

- 1) Present planning regulations on the site forbid the use of amplified music, PA/tannoy systems and emergency vehicle sirens. It is completely incongruous and not in keeping with this rural, quiet countryside location.
- 2) Noise for other activities have been restricted to any sound being inaudible at the Dunsfold park (aerodrome) boundaries except where DP has started to try to apply quantitative measures that do not deliver the requirement of inaudibility (Top Gear, Filming etc. during the week).
- 3) There is a traffic movement limit which is even at weekends approaching the maximum limit with present activities.
- 4) Already there are weekend activities competing for the aerodrome space, CFS 24/7 trucking, weekend markets now approved, storage (note storage and parking of many gantry type structures on south runway Surrey Air Ambulance, Saturday Fiminh etc. How can more and more activities be added within the restrictions?
- 5) DP is seeking to find activities (on an incremental basis) that can consume every weekend. This is now approaching a level that during the summer months when residents wish to enjoy their gardens will become impossible and disruptive due to the noise levels. **THIS IS TOTALLY UNACCEPTABLE CAUSING INTOLERABLE DISRUPTION, NOISE AND LOSS OF AMENITY.**
- 6) The vehicle traffic will approach that experience at Wings and Wheels and produce grid lock during entry and departure on country roads that are now inadequate for the present traffic volume to the site (design, condition and structure)
- 7) The DP application states "popular or classical music" which is usually of a low volume with even distribution across the frequency range. The proposed rock band set to play in June (Bohemians- Queen revival) hardly falls into this category. By nature this is very loud with emphasized base which will travel great distances at the amplification levels common at such events.
- 9) There are many other venues in the area where annual concerts have/are been staged and are accepted with most having public transport.
- 10) There are always grave concerns about the control of any event once granted in terms of the noise level restrictions, traffic volumes etc. There is no mechanism once the concert has started to control or limit unacceptable volumes. These are weekend events and all responsible management at WBC and DP are uncontactable. And if contactable it is unlikely that any action would be taken. The event organizer will have succeeded at the expense of the local residents!

I hope these comments are useful and in line with the historic perspective that has always been given to this site and the sensitivities of the surroundings. These should be preserved and not overturned for the sake of commercial benefit to one organization, and when such activities cause disruption, noise nuisance and loss of amenity.



License application 4th and 5th June-Dunsfold Park

21/03/2010 12:57

Dear Kate

I am responding to the present license application for weekend outdoor amplified music at Dunsfold Park. The following are arguments that this license should not be granted.

- 1) Present planning regulations on the site forbid the use of amplified music, PA/tannoy systems and emergency vehicle sirens
- 2) Noise for other activities have been restricted to any sound being inaudible at the Dunsfold park (aerodrome) boundaries except where DP has started to try to apply quantitative measures that do not deliver the requirement of inaudibility (Top Gear, Filming etc. during the week).
- 3) There is a traffic movement limit which is even at weekends approaching the maximum limit with present activities.
- 4) Already there are weekend activities competing for the aerodrome space, CFS 24/7 trucking, weekend markets now approved, storage (note storage and parking of many gantry type structures on south runway Surrey Air Ambulance, Saturday Fiminh etc.. How can more and more activities be added within the restrictions
- 5) DP is seeking to find activities (on an incremental basis) that can consume every weekend. This is now approaching a level that during the summer months when residents wish to enjoy their gardens will become impossible and disruptive due to the noise levels ,
- 6) Later in the year there are two weekends taken by Springbock Estate for weekend concerts that are disturbing and we do not need added disruption.
- 7) If this is a trial case by DP for a "cart blanche" activity WBC should be extremely careful on any precedent that is being created particularly since it appears that DP is employing a strategy of incremental applications to fill every eventuality they may wish to mount on the aerodrome.
- 8) The vehicle traffic will approach that experience at Wings and Wheels and produce grid lock during entry and departure on country roads that are now inadequate for the present traffic volume to the site (design, condition and structure)
- 9) The DP application states "popular or classical music" which is usually of a low volume with even distribution across the frequency range. This classification is not truthful since the proposed band is a rock band (Bohemians- Queen revival). By nature this is very loud with emphasized base which will travel great distances at the amplification levels common at such events.
- 10) There are many other venues in the area where annual concerts have/are been staged and are accepted. Most of these sites have public transport. Is it really necessary to have yet another loud one even in the midst of the Surrey country side?
- 11) Due to the two day nature of the event is there any possibility it may turn into a one night residential concert?
- 12) There are always grave concerns about the control of any event once granted in terms of the noise level restrictions, traffic volumes etc. There is no mechanism once the concert has started to control or limit unacceptable volumes. These are weekend events and all

responsible management at WBC and DP are uncontactable. And if contactable it is unlikely that any action would be taken. The event organizer will have succeeded at the expense of the local residents!

I hope these comments are useful and in line with the historic perspective that has always been given to this site and the sensitivities of the surroundings. These should be preserved and not overturned for the sake of commercial benefit to one organization.

yours sincerely

23rd March 2010

Re: Licensing Act 2003: Dunsfold Park Application for a Premises License for concerts 4th and 5th June 2010

Dunsfold Parish Council has considered the above Application and objects to it on the following grounds:-

1. The application is for two one-off concerts on 4th and 5th June for live popular and Classical Music for an expected number of attendance of up to 9,999 people.
2. The events will result in major breaches of the principal planning conditions by which the site is governed for the protection of the amenity of local residents concerning traffic limitation and noise.
3. The daily vehicle planning limit of 2730 vehicles for the site will be considerably exceeded resulting in major traffic congestion on the small country roads by which the site is accessed within the villages of Dunsfold and Alfold.
4. The Dunsfold Village Fete is being held from 11 am to 3.30pm on Saturday 5th June on the Common in Dunsfold through which runs Dunsfold Common Road. The experience of the Wings & Wheels events of recent years has shown that whatever arrangements for access to the site are tried by Dunsfold Park cars seeking to gain access to the site for these events, whether using the Compasses Gate entrance or the Stovolds Hill entrance, use the village Common road for access to either of these entrances with resulting gridlock into and out of the village. It is not acceptable for such major volume of traffic to use the village common roads at any time, but certainly not when the village common is being used for a fete with the resulting risk of danger to villagers and children. The start time of the events on each day is stated to be 14.00h which will mean gridlock in the village throughout the period for the village fete. The Parish Council will seek Waverley's help in closing the common road in Dunsfold for the duration of the fete save for access by villagers to the village car park.
5. The Concerts, notably the pop concert on 4th June, will be noisy. The application states that the music will be 'amplified for the designated area'. It is impossible to limit amplification to the designated area and there is no way in which the noise metric limitations which apply to the site in the interests of amenity protection can be complied with.
6. Whatever restrictions Waverley may seek to impose on these events there is no way Waverley will be able to control infringements of restrictions once the events are under way over the weekend period.
7. This Council is concerned that these events have been advertised and bookings sought in advance of the application being granted because this results in undue pressure on the your Council to grant the applications whatever objections are reasonably being made.
8. This Council is also concerned that the applicant anticipates this application to be the forerunner of others given that this event has been widely advertised on the internet in a preemptive manner under the name 'Strings and Wings' seeking bookings for Dunsfold Park which is described as "one of the most exciting music venues and is set to become the most thrilling this summer". The fact is that the amenity of residents neighbouring this site has become progressively destroyed by the ever greater proliferation of noisy events at this site both during the week and at weekends throughout the year, and this Council urges Waverley to recover effective control of amenity protection.

Yours faithfully

Ⓜwaverley.gov.uk <kate.halsall@waverley.gov.uk> wrote:

License Application by Dunsfold Park for an outdoor Concert on June 4th and June 5th

orough Council, Godalming Surrey.

Reference: Licence Application by Dunsfold Park for an Outdoor Concert on June 4th and June 5th 2010

Alfold Parish Council considered this application at their meeting March 16th 2010. They do have concerns about these events and make the following comments.

1. The major impact this two day event could have on Alfold is excessive traffic generation. The two entrances to the site are both in Alfold. The first is via the Compasses Gate. The approach road from Alfold Crossways is along a narrow rural unclassified road with numerous small residences alongside the road. The second entrance is via Stovolds Hill, again a rural unclassified road with several residences and a large mobile home site along the road. A condition attached to the permitted uses of the site is that traffic movements should not exceed 2,273 per day to protect residents' living conditions. It would appear to be very likely that such an event would cause the traffic movements to exceed this level as all normal movements on and off the site from the industrial site would presumably continue particularly on the Friday. They are seeking for a license to allow 9,999 people on site. The site is very rural and the only possible method of access is by private car.
2. Alfold Crossways is a difficult junction off the A281 and badly congested at peak hours. This could pose considerable problems particularly at the start of the event on the Friday afternoon when the normal traffic level is high. Traffic backs up along the A281 and conditions can become dangerous. Past experience has shown that when a large event is held on at Dunsfold Park traffic can back up as far as the Elmbridge traffic lights or even further.
3. Noise would obviously be an issue for residents and whether it is entirely reasonable to hold a 2 day event is questionable.

If a licence were to be granted we consider that very careful monitoring should be done by Waverley to assess what impact this level of increased traffic generation has on both the safety of the local residents and on the state of the A281 local rural roads and junctions.



To:
Cc:
Bcc:
Subject:
From:

and 5 June 2010
22/03/2010 11:23

Dear Ms Halsall

I heard about this application at the Alfold Parish Council meeting last week.

I am concerned about the noise that will come from this event. The layout map does not show the orientation in relation to north, so I cannot anticipate whether the sound will be directed SSE towards where I live in Alfold Bars. I understand this is one of potentially many similar applications to be made by Dusfold Park Ltd, which worries me greatly. Outdoor music events are usually very noisy, and are not contained within the boundaries of the concert area, as suggested by the application.

Your sincerely

9.12 The Secretary of State recommends that in borderline cases, the benefit of the doubt should be given to the interested party making the representation. The subsequent hearing would then provide an opportunity for the person or body making the representation to amplify and clarify it. If it then emerged, for example, that the representation should not be supported, the licensing authority could decide not to take any action in respect of the application.

9.13 Licensing authorities should consider providing advice on their websites about how any interested party can make representations to them.

DISCLOSURE OF PERSONAL DETAILS OF INTERESTED PARTIES

9.14 Where a notice of a hearing is given to an applicant, the licensing authority is required under the Licensing Act 2003 (Hearings) Regulations 2005 to provide to the applicant with the notice and copies of the relevant representations that have been made.

9.15 In some exceptional and isolated circumstances interested parties may be reluctant to make representations because of fears of intimidation or violence if their personal details, such as name and address, are divulged to the applicant.

9.16 Where licensing authorities consider that the interested party has a genuine and well-founded fear of intimidation and may be deterred from making a representation because of this, they may wish to consider alternative approaches.

9.17 For instance, they could advise interested parties to provide the relevant responsible authority with details of how they consider that the licensing objectives are being undermined so that the responsible authority can make representations if appropriate and justified.

9.18 The licensing authority may also decide to withhold some or all of the interested party's personal details from the applicant, giving only enough details (such as street name or general location within a street) which would allow an applicant to be satisfied that the interested party is within the vicinity of the premises. However, withholding such detail should only be considered where the circumstances justify such action and the licensing authority is satisfied that the complaints are not frivolous or vexatious.

HEARINGS

9.19 Regulations governing hearings may be viewed on the DCMS website. If the licensing authority decides that representations are relevant, it must hold a hearing to consider them. The need for a hearing can only be dispensed with by the agreement of the licensing authority, the applicant and all of the parties who made relevant representations. In cases where only 'positive' representations are received, without qualifications, the licensing authority should consider whether a hearing is necessary. To this end it may wish to notify the interested parties concerned and give them the opportunity to withdraw their representations. This would need to be done in sufficient time before the hearing to ensure that parties were not put to unnecessary inconvenience.

- 9.20 Responsible authorities should try to conclude any discussions with the applicant in good time before the hearing. If the application is amended at the last moment, the licensing committee should consider giving interested parties time to address the revised application before the hearing commences.
- 9.21 The Regulations require that representations must be withdrawn 24 hours before the first day of any hearing. If they are withdrawn after this time, the hearing must proceed. However, where discussions between an applicant and those making representations are taking place and it is likely that all parties are on the point of reaching agreement, the licensing authority may wish to use the power given within the hearings regulations to extend time limits, if it considers this to be in the public interest.
- 9.22 Applicants should be encouraged to contact responsible authorities before formulating their applications so that the mediation process may begin before the statutory time limits come into effect after submission of an application. The hearing process must meet the requirements of Regulations made by the Secretary of State. Where matters arise which are not covered by the Regulations, licensing authorities may make arrangements as they see fit as long as they are lawful.
- 9.23 There is no requirement in the Act for responsible authorities that have made representations to attend, but it is generally good practice and assists committees to reach more informed decisions. Where several responsible authorities within a local authority have made representations on an application, a single local authority officer may represent them at the hearing if the responsible authorities and the licensing authority agree. However, an officer of the licensing authority may not perform this role which would compromise the licensing authority's independence.
- 9.24 As a matter of practice, licensing authorities should seek to focus the hearing on the steps needed to promote the particular licensing objective which has given rise to the specific representation and avoid straying into undisputed areas. A responsible authority or interested party may choose to rely on their written representation. They may not add further representations to those disclosed to the applicant prior to the hearing, but they may expand on their existing representation.
- 9.25 In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the licensing authority must give appropriate weight to:
- the steps that are necessary to promote the licensing objectives;
 - the representations (including supporting information) presented by all the parties;
 - this Guidance;
 - its own statement of licensing policy.
- 9.26 The licensing authority should give its decision at once, unless the Act itself states otherwise and provide reasons to support it. This will be important if there is an appeal by any of the parties. Notification of a decision must be accompanied by information on the right of the party to appeal. After considering all the relevant issues, the licensing authority may grant the application subject to such conditions that are consistent with the

operating schedule. Any conditions imposed must be necessary for the promotion of the licensing objectives; there is no power for the licensing authority to attach a condition which is merely aspirational. For example, conditions may not be attached which relate solely to the health of customers rather than their direct physical safety.

- 9.27 Alternatively, the licensing authority may refuse the application on the grounds that this is necessary for the promotion of the licensing objectives. It may also refuse to specify a designated premises supervisor and/or only allow certain requested licensable activities. In the interests of transparency, the licensing authority should publish hearings procedures in full on its website to ensure that interested parties and others have the most current information.
- 9.28 In the context of variations, which may involve structural alteration to or change of use of the building, the decision of the licensing authority will not exempt an applicant from the need to apply for building control or planning consent where appropriate.

