

wlc/20181240
18/4/19

Annexe 1
2852



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 Howard John Boatwright Cherry

(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 Approximately 31 Acres of land known as "Knowle Park" to the west of the "Bruce McKenzie field" and to the north of Knowle Park Nursing Home.			
The approximate corners are: North West: TQ 05039 38870 (505039(e), 138870(n)) North East: TQ 05453 38850 (505453, 138850) South East: TQ 05481 38548 (505481, 138548) South West: TQ 05031 38587 (505031, 138587)			
Post town	Cranleigh, Surrey	Postcode	GU6 8JL

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

Part 2 - Applicant details

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

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i as a limited company/limited liability partnership please complete section (B)
 - ii as a partnership (other than limited liability) please complete section (B)
 - iii as an unincorporated association or please complete section (B)

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

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

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a
 statutory function or
 a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

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)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(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	1170
Address	The Old Forge, Smithbrook Bams, Horsham Road, Cranleigh, Surrey GU6 8LH
Registered number (where applicable)	1180392
Description of applicant (for example, partnership, company, unincorporated association etc.)	Registered Charity
Telephone number (if any)	
E-mail address (optional)	

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
1	3	01 01 21 01 11 91

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

DD	MM	YYYY
1	1	1 1 1 1 1 1 1

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

The site comprise approx 31 acres and will be used to host a Folk Music Festival. This site will comprise 3 areas, 1) car parking, 2) camping for those attending the event and 3) the main music event itself. The site will be boarded by appropriate fencing and security. Traffic will operate in a one way system accessing the site from Knowle Lane and leaving via Alford Road.

The music event area will contain 2 large marquees will be established as venues for live folk music and a small marquee acting a venue for various folk activities including singing, dance and other creative arts. These will be positioned to minimise any impact of sound on local residences.

The music event area will also contain trader stalls and food and beverage stalls including licensed bars providing refreshment to those attending the music event.

The camping area will provide appropriate facilities with campers permitted to stay for entire event.

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

N/A

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

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4) Two marquees will be erected on the site to act as the main music venues. Each will host a small number of folk bands and local music acts. A further smaller marquee will act as a arts stage with different acts including live music.		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5) The event will take place only over the first or second weekends of September each year only. The license should cover these weekends only.		
Thur					
Fri	18:00	23:59	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		
Sat	10:00	23:59			
Sun	10:00	23:00..			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4)	Both	<input type="checkbox"/>
Tue				Recorded music may be played before live acts and between acts, within the three marquees acting as stages.	
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)	The event will take place only over the first or second weekends of September each year only. The license should cover these weekends only.	
Thur					
Fri	18:00	23:59	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 6)	N/A	
Sat	10:00	23:59			
Sun	10:00	23:00			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4) A small number of dance acts may perform both inside the main marquees which are acting as stages and outside within the confines of the festival site.	Both	<input checked="" type="checkbox"/>
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5) The event will take place only over the first or second weekends of September each year only. The license should cover these weekends only.		
Thur					
Fri	18:00	23:00	Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		
Sat	10:00	23:00			
Sun	10:00	23:00			

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4) Traders will supply the festival attendees and campers with hot and cold food and with non alcoholic drinks.	Both	<input checked="" type="checkbox"/>
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5) The event will take place only over the first or second weekends of September each year only. The license should cover these weekends only.		
Thur					
Fri	12:00	23:00	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)		
Sat	07:00	23:00			
Sun	07:00	23:00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (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	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon			The event will take place only over the first or second weekends of September each year only. The license should cover these weekends only.		
Tue					
Wed					
Thur			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 (please read guidance note 6)		
Fri	18:00	23:59	N/A		
Sat	10:00	23:59			
Sun	10:00	23:00			

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

Name	Howard John Boatwright Cherry
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	Guildford Borough Council

K

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

All entertainment on site will be appropriate for children.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	The event will take place only over the first or second weekends of September each year only. The license should cover these weekends only.
Mon			
Tue			
Wed			
Thur			<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Fri	18:00	23:59	N/A
Sat	10:00	23:59	
Sun	10:00	23:59	

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

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

The organisation committee will ensure the 4 licensing objectives are met. This will be detailed in the Event Management Plan

b) The prevention of crime and disorder

All security personnel operating will be SIA registered in line with the SIA requirements; all supervisors of stewards will be SIA registered, all crowd management personnel will be trained to FSQ Level 2 or equivalent or as necessary in accordance with legislation. The organiser will provide stewarding to monitor and report on crowd behaviour and where appropriate, take action using SIA staff. Work in partnership with Surrey Police and Waverley Borough Council with regards to the management of the sale of alcohol.

c) Public safety

Consult with Safety Advice Group for Events on the plans for each activity, attending SAG meetings in the planning stages for the event. Regular consultation with the emergency services and associated agencies during planning of the event. Develop Event Safety Management Plan in consultation with the emergency services to meet guidance under Event Safety Guide (HSG 195), Managing Crowds Safely (HSG 154). Appoint a professionally qualified Event Safety Officer.

d) The prevention of public nuisance

Ensure appropriate noise control levels are in place in accordance with the Code of Practice on Environmental Noise Control at Concerts. Ensure appropriate rest and welfare facilities as detailed in this operating schedule are in place, as well as a suitable and sufficient waste and cleaning programme.

e) The protection of children from harm

Provide lost persons facilities on site, staffed and managed by DBS checked staff. Implement a robust Lost Child procedure.

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.

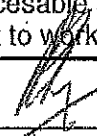
• [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

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

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

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

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
Signature	
Date	18/03/19

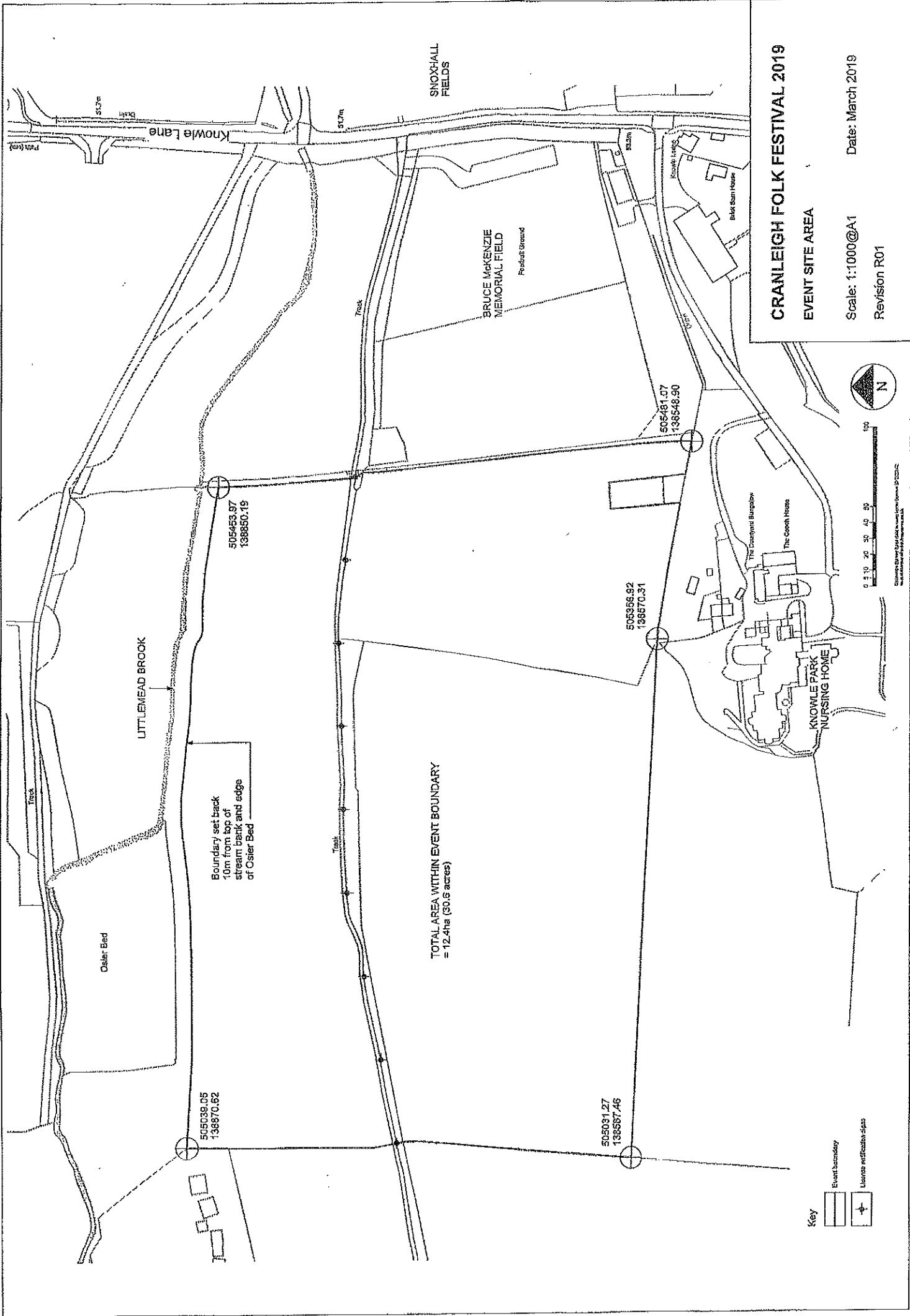
Capacity	Trustee
----------	---------

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

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			

Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			



CRANLEIGH FOLK FESTIVAL 2019

EVENT SITE AREA

Date: March 2019

Scale: 1:1000@A1

Revision R01



Copyright © 2019 by Cranleigh Folk Festival. All rights reserved. © Cranleigh Folk Festival. All rights reserved.

Key

- Event boundary
- License modification signs

TOTAL AREA WITHIN EVENT BOUNDARY
= 12.4ha (30.6 acres)

Boundary set back
10m from top of
stream bank and edge
of Osier Bed

LITTLEMEAD BROOK

Osier Bed

SNOOK-HALL
FIELDS

BRUCE MCKENZIE
MEMORIAL FIELD
Football ground

KNOWLE PARK
NURSING HOME

The Carynna Bungalow

The Cobble House

Black Barn House

Knowle Lane

Track

Track

Track

Track

512m

510m

510m

505039.05
138870.82

505453.97
138850.19

505031.27
138887.46

505481.07
138848.90