

**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 **DOUGLAS DURRANT**

*(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			
<b>TR EVENTS, Sunnyridge Farm, 10 Mill Rd, Lode, Cambridge, CB5 9EN</b>			
<b>Post town</b>		<b>Postcode</b>	

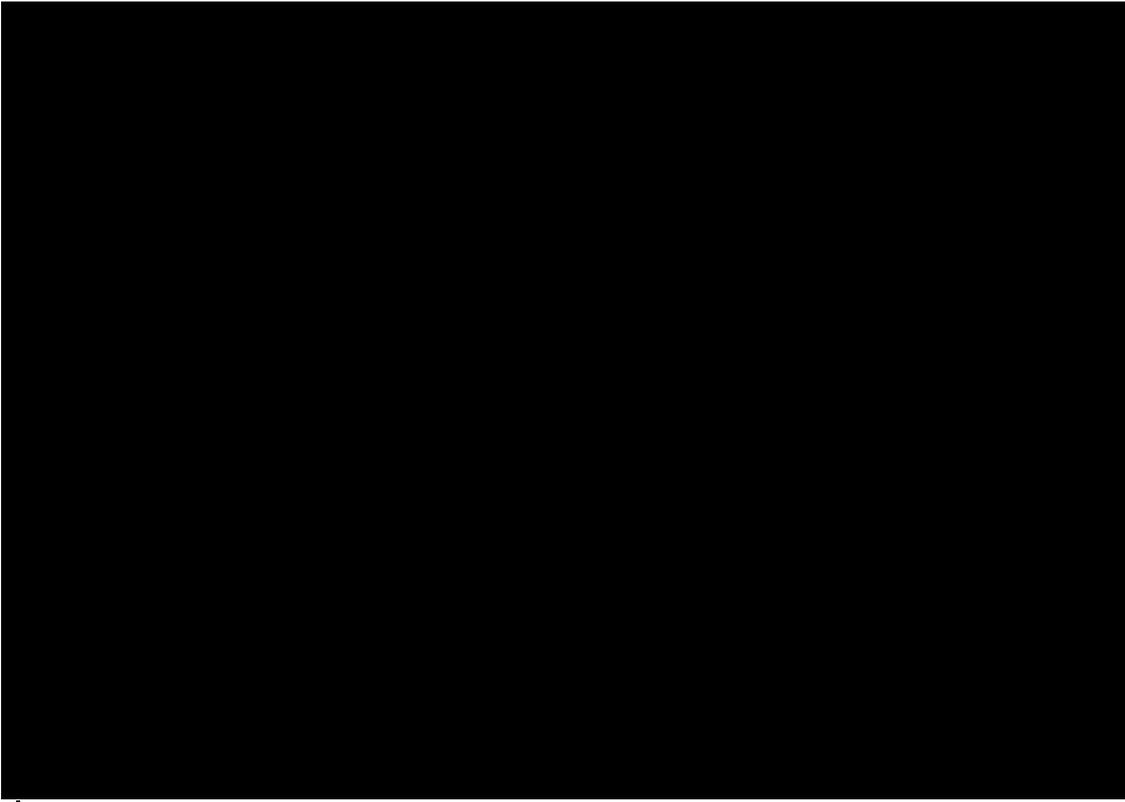
Telephone number at premises (if any)	
Non-domestic rateable value of premises	£NOT RATED

**Part 2 - Applicant details**

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

- |  |                             |
|--|-----------------------------|
| a) an individual or individuals - YES                | please complete section (A) |
| b) a person other than an individual *               |                             |
| i as a limited company/limited liability partnership | i.                          |
| 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) |





**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over		Please tick yes	
<b>Nationality</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

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

Name:
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any) [REDACTED]
E-mail address (optional) INFO@ABSOLUTELICENCESOLUTIONS.COM

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
A	S	A P

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

DD	MM	YYYY

<p>Please give a general description of the premises (please read guidance note 1)</p> <p>OUTDOOR MARQUEE FOR PRIVATE EVENTS</p>
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## Agenda Item 3 - Appendix 1

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

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E) - YES
- f) recorded music (if ticking yes, fill in box F) - YES
- 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) - YES

**Supply of alcohol** (if ticking yes, fill in box J) - YES

**In all cases complete boxes K, L and M**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**B**

<b>Films</b> Standard days and timings (please read guidance note 7)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b><u>Please give further details</u></b> (please read guidance note 4)
Day	Start	Finish	
Mon			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Tue			
Wed			<b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)
Thur			
Fri			
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**E**

Live music Standard days and timings (please read guidance note 7)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	X
Day	Start	Finish		Outdoors	
				Both	
Mon	23:00	00:30	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue	23:00	00:30			
Wed	23:00	00:30	<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)		
Thur	23:00	00:30			
Fri	23:00	00:30	<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat	23:00	00:30			
Sun	23:00	00:30			

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	
Day	Start	Finish	Indoors	Outdoors
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
Mon	23:00	00:30	<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue	23:00	00:30		
Wed	23:00	00:30	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)	
Thur	23:00	00:30		
Fri	23:00	00:30	<b><u>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</u></b> (please read guidance note 6)	
Sat	23:00	00:30		
Sun	23:00	00:30		

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<b><u>Please give further details here</u></b> (please read guidance note 4)	Both
Tue					
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>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</u></b> (please read guidance note 6)		
Sat					
Sun					

**H**

<p><b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)</p>	Indoors	
Mon				Outdoors	
				Both	
Tue			<p><b><u>Please give further details here</u></b> (please read guidance note 4)</p>		
Wed					
Thur			<p><b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)</p>		
Fri					
Sat			<p><b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)</p>		
Sun					

**I**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	X
Day	Start	Finish		Outdoors	
Mon	23:00	00:30		<b><u>Please give further details here</u></b> (please read guidance note 4)	
Tue	23:00	00:30			
Wed	23:00	00:30	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur	23:00	00:30			
Fri	23:00	00:30	<b><u>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</u></b> (please read guidance note 6)		
Sat	23:00	00:30			
Sun	23:00	00:30			

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	
Day	Start	Finish		Off the premises	
				Both	x
Mon	10:00	00:30	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Tue	10:00	00:30			
Wed	10:00	00:30			
Thur	10:00	00:30	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	10:00	00:30			
Sat	10:00	00:30			
Sun	10:00	00:30			

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

<b>Name</b> Douglas Durrant	
<b>Date of birth</b> [REDACTED]	
<b>Address</b>  11A Station Road Lode, Cambridgeshire CB25 9HB	
<b>Postcode</b>	
<b>Personal licence number (if known)</b> 08/00261/LIQ_01	
<b>Issuing licensing authority (if known)</b> EAST CAMBS DISTRICT COUNCIL	



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

The application is for a marquee event on the site of the Lodestar festival to accommodate Christmas parties.

**b) The prevention of crime and disorder**

**TR EVENTS - CONDITIONS**

- 1 This licence is limited to a maximum of 28 events per year to be determined by the licence holder. The licence holder must inform the Council in writing by e-mail or letter 28 days prior to the event taking place.
- 2 The Challenge 25 policy will be adopted to prevent sales of alcohol being made to underage persons. Only approved photo ID will be accepted as proof of age.
3. Prior to each event taking place, consultation with a security company will take place to determine the number door staff required to control the event.
4. Only Security Industry Approved (SIA) registered door staff will be employed to work at any event.
5. A zero tolerance policy will be taken with regard to illegal drugs. Any illegal drugs found on the premises or any confiscated items suspected of being illegal drugs will be deposited in a secure locked deposit box and the police will be notified immediately via the 999 emergency number.
6. A member of staff will be given responsibility for recording any incidents involving crime or disorder, logging the time and nature of any incidents, including any action taken. In the case of a serious incident, the police will be called via the 999 emergency number, if an incident is deemed not to warrant immediate emergency action, then police will be notified via the 101 non emergency number and details relating to the incident will be properly recorded and made available to the police or any authorised officer if required.

7. All escape routes and exits will be clearly signed and illuminated and kept free from any obstructions. All exit panels will close with Velcro and are easily opened.
8. Staff will be trained how to evacuate people from the premises in the event of fire.
9. All hangings, curtains and temporary decorations will be maintained in flame-retardant material.
- 10 Adequate lighting will be in place outside the premises during the hours of darkness when any licensable activity is taking place on the premises.
- 11 Regular contact with local residents will take place to advise of forthcoming events and to provide a contact telephone number for any concerns/suggestions to be raised either before or during events.
12. The use of explosives, pyrotechnics and fireworks of a similar nature that may cause disturbance to surrounding areas will be limited and local residents notified in advance detailing dates and times of any such activities..
13. Clear and legible notices will be prominently displayed at all exits, requesting customers to respect the needs of local residents and to leave the premises and area quietly.
14. Between the hours of 00:00 and 00:30, amplified music noise levels will be reduced to start 'winding down' towards the end of the event.
15. A nominated person will be responsible for regular auditory monitoring at specific sites along the perimeter of the site to ensure that noise from the amplified music remains at an acceptable level and to record the times and findings of such monitoring. Noise levels will also be monitored between the hours of 00:00 and 00:30 to ensure levels are reduced as the evening 'winds down'.
16. If during this monitoring process noise levels are found to be unacceptable (i.e. likely to be considered too loud if heard by people living nearby while in their homes with the windows and doors closed) then the DJ will be asked to turn down the volume/base as applicable. This will also be recorded.
17. Receptacles for waste will be emptied regularly to minimise nuisance smells. Emptying times will be controlled to minimise noise disturbance to neighbouring residential properties.
- 18 The placement of flashing or particularly bright lights on or outside the licensed premises will be placed to ensure that they do not cause a nuisance to nearby properties.

**c) Public safety**

As above

**d) The prevention of public nuisance**

Public Nuisance  
As above

**e) The protection of children from harm**

As above

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee. – y
- I have enclosed the plan of the premises. – y
- I have sent copies of this application and the plan to responsible authorities and others where applicable. – y
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. – y
- I understand that I must now advertise my application. – y

- I understand that if I do not comply with the above requirements my application will be rejected. - y
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

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

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

**Part 4 – Signatures** (please read guidance note 11)

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

<b>Declaration</b>	<ul style="list-style-type: none"> <li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	
Date	25/10/2023
Capacity	Authorised Agent

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

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
ABSOLUTE LICENCE SOLUTIONS LTD, 1 Western Avenue			
Post town	<b>BRENTWOOD</b>	Postcode	<b>CM14 4XR</b>
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) <b>INFO@ABSOLUTELICENCESOLUTIONS.COM</b>			

