



LICENSING SUB-COMMITTEE

Tuesday, 20 June 2023

10.00 am

**Sedgemoor Room, Bridgwater House, King
Square, Bridgwater, TA6 3AR**

SUPPLEMENT TO THE AGENDA

To: The members of the Licensing Sub-Committee

We are now able to enclose the following information which was unavailable when the agenda was published:

Agenda Item 1.1 Burnham Association of Sports Clubs 3 - 32

To consider an application for a Temporary Event Notice for an event at the Burnham Association of Sports Clubs following objections having been received.

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Submission of a Temporary Event Notice

Executive Member(s): Cllr Federica Smith-Roberts

Local Member(s) and Division: Cllrs Mike Murphy and Peter Clayton

Lead Officer: Alan Weldon, Licensing & Fraud Manager

Author: Simon Bawler

Contact Details: Simon.bawler@somerset.gov.uk

Summary / Background

1. The Sub-Committee is required to determine the submission of a Temporary Event Notice in accordance with the Licensing Act 2003 following receipt of a relevant representation by way of objection received from Mr. Mark Shipley on behalf of Somerset Council's Environmental Protection Team.
2. The premises subject to the objection is: Burnham Association of sports Clubs (BASC), Stoddens Road, Burnham On Sea, Somerset, TA8 2DX.

Recommendations

3. The Licensing Sub-Committee must resolve to do one of the following:
 - a. To allow the Temporary Event Notice to stand as submitted and the event to continue with licensable activities included.
 - b. To issue a Counter Notice that would prevent the event from lawfully taking place with licensable activities included.

Reasons for recommendations

4. There is a statutory duty to consider the options above in the absence of an existing premises licence which means that no conditions from such a licence being in place can be added to the TEN. (Currently there is a Premises licence for the BASC main club house room and bar area and is restricted to this area only. The Premises licence is for on sales only and there are no off sales.)
5. The Sub-Committee must consider the promotion of the licensing objectives specified in the Act when deciding: -

- The prevention of crime and disorder;
- public safety;
- The prevention of public nuisance; and
- The protection of children from harm.

6. The objection in this case refers to the prevention of public nuisance.

Other options considered

7. Not applicable.

Links to Council Vision, Business Plan and Medium-Term Financial Strategy

8. The Council must carry out its functions in accordance with the Act with a view to promoting the licensing objectives and this remains the prime consideration of this report.

Financial and Risk Implications

9. There are no financial implications.

10. There are no significant risks identified providing the serving of a Temporary Event Notice is determined correctly, in accordance with the legislation and having due regard to the Sedgemoor Licensing Policy.

Legal Implications

11. The Licensing Officer has determined that the representations submitted by the Environmental Protection Team are relevant. It is, therefore, the duty of the Sub-Committee to determine the Temporary Event Notice submission with regards to the licensing objectives. The issue for the Sub-Committee is whether the TEN as submitted undermines the licensing objectives as claimed by the representations submitted by the Environmental Protection Team. If so, the Sub-Committee must issue a Counter Notice.

12. The applicant may appeal should a Counter Notice be issued and, similarly, the Environmental Health Service may appeal should a decision be made not to issue a Counter Notice. Any appeal must be made to the Magistrate's Court.

HR Implications

13. None

Other Implications: -

Equalities Implications

14. None.

Community Safety Implications

15. None.

Climate Change and Sustainability Implications

16. None.

Health and Safety Implications

17. None.

Health and Wellbeing Implications

18. The Sub-Committee may consider any factors that would promote or, conversely, undermine the licensing objectives.

Social Value

19. As the contents of this report do not relate to a procurement process, there are no social value implications.

Scrutiny comments / recommendations:

20. This report relates to a statutory function of the Council, which is the responsibility of the Licensing & Regulatory Committee (delegated to a Sub-Committee), so there are no scrutiny comments or recommendations to make.

Background

21. On 12th June 2023, a Temporary Event Notice was served on Somerset Council by way of the Council's online submission process by Mr. Robert Holden T/A

'Showtime Attractions Bars and Catering Limited', as is a requirement of the Act. A Licensing Officer subsequently provided copies of the Notice to the Police and the Council's Environmental Protection Team. A copy of the redacted TEN submission is shown as **Appendix A**.

22. The TEN requests the use of an external rugby field at the BASC ground, for a Music festival called "Under A Summers Moon." This event which will include the sale/supply of alcohol from 12.00hrs to 23.00hrs and the provision of regulated entertainment from 13.00hrs to 23.00hrs on Saturday 22nd July 2023.
23. An objection to the submission of the TEN has been received within the permitted timeframe from Mr. Mark Shipley, an Environmental Health Officer for Somerset Council, and is attached as **Appendix B**.
24. Maps of the surrounding area of the premises are shown as **Appendix C**.
25. Emergency Management Plan submitted on 24th May 2023 shown as **Appendix D**.

Background Papers

26. None.

Appendices

- A. Temporary Event Notice served on 12th June 2023.
- B. Representation by Mr. Mark Shipley, Somerset Council Environmental Protection Team.
- C. Maps of the Premises and surrounding area.
- D. EMP served on 24th May 2023



Temporary event notice - Stage 1

FS-Case-523201216

Case created on: 2023-06-12 10:22:55

Introduction

Personal details

Are you an agent acting on behalf of the applicant? No

Applicant details

Title Mr

First name Robert

Family Name Holden

E-mail

Main telephone number

I am applying as a business or organisation, including as a sole trader

Applicant Business

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

Is your business registered outside the UK? No

Business name Show time attractions bars and catering ltd

VAT Number None

Legal Status Private Limited Company

Your position in the Business Director

Home country United Kingdom

Business Address

Building number or name 609 creative business park

Street Riverside ind est

District Langly park

City or Town Durham

County or administrative area County Durham

Postcode Dh7 9tt

Country United Kingdom

Application details

Have you had any previous or maiden names? No

Your date of birth

Do you have a correspondence address different from that given in the previous section? No

Premises details

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Premises location

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

Description

Address Description

Back field on the basic sports ground

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

Neither

Provide further details about the location of the event

Basic sports ground stoddens road

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below

We intend to use gated access

Describe the nature of the premises below

Sports club

Describe the nature of the event below

Music event supporting local bands

Licensable activities

State the licensable activities that you intend to carry on at the premises

The sale by retail of alcohol, The provision of regulated entertainment

Event start date

22 July 2023

Event end date

~~22 June 2023~~

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

~~10.00 to 10.50~~ 12.00-23.00

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

300

Given that the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

Both

Relevant entertainment

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

Sale of alcohol at the show time inn 12:00 to ^{23.00}~~23.59~~ Music 13:00 to ~~20.59~~ 23.00

Personal licence holder

Do you currently hold a valid personal licence?

Yes

Issuing licensing authority

Licence number

Date of issue

Previous temporary event notices

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

No

Have you already given a temporary event notice for the same premises in which the event period: a) Ends 24 hours or less before; or b) Begins 24 hours or less after the event period proposed in this notice?

No

Associates and business colleagues

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

No

Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) Ends 24 hours or less before; or b) Begins 24 hours or less after the event period proposed in this notice?

No

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

No

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:
a) Ends 24 hours or less before; or b) Begins 24 hours or less after the event period proposed in this notice?

No

Declaration

Declaration

Declaration

The information contained in this form is correct to the best of my knowledge and belief. I understand that it is an offence: (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding Â£20,000, or to imprisonment for a term not exceeding six months, or to both.

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

I have read and understood the above declaration.

Full name

Robert Holden

Capacity

Director

Date

12 June 2023

Payment

Fees

This fee must be paid to the authority. This formality requires a fixed fee of Â£21.

chk_paymentConfirmation

I have confirmed that I have read and understood the above information and wish to proceed to payment.

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Somerset Council

LICENSING ACT 2003

REPRESENTATION FORM – Responsible Authorities

Option
Objection

Your Details

Your Name:	Mark Shipley
Name of the organisation you represent:	Somerset Council - Environmental Protection Team
Position held:	Environmental Health Officer
Postal Address of the organisation or body you represent	Somerset Council, Bridgwater House, King Square, Bridgwater, Somerset, TA6 3AR, United Kingdom
Daytime contact telephone number:	<input type="text"/>
Email address: (optional)	<input type="text"/>
Full correspondence address if different to above	N/A

Premises Details

Name of premises you are making representation about:	Burnham Association of Sports Clubs (BASC)
Full Postal Address of premises you are making representation about:	Stoddens Road Burnham on Sea Somerset TA8 2DE


Representation details.

(Note: Your representation must relate to one or more of the four Licensing objectives. Please indicate the objective(s) your representation relates to.)

Licensing Objective	Please tick for Yes		Please tick for Yes
The prevention of crime and disorder		Public safety	
The prevention of public nuisance	✓	The protection of children from harm	
Please provide details of your representation and any evidence you may have in support of it. <i>(Please continue on a separate sheet if necessary)</i>			
Reasons for my objection are lack of information and confidence in the management and mitigation of Prevention of Public Nuisance: <ul style="list-style-type: none"> • There is no Noise Management Plan or satisfactory detail of how the Prevention of Public Nuisance is to be controlled and managed. • There is no detailed Event Management Plan that incorporates satisfactory detailed measures to be taken for the Prevention of Public Nuisance. • The application has not given information relating to the type of music proposed, location of stage/s, control and orientation of speakers, PA system and location or control of crowd noise. • There is no site plan showing location of stage/s or mitigation of noise measures for nearby residential premises. • There are no details on any suitably qualified persons to set up, manage and control the noise system. • The times on the advertised event ticket website differ than those of the submitted Event Management Plan (24.5.23) and the TEN application (12.6.23), raising further concerns of longer hours of music noise. 			

Please suggest suitable conditions that the committee could add to the licence (if granted) to remedy your concerns or if agreed in advance of a hearing by the applicant would allow you to withdraw your representation or enter details of any other matters, not commented on elsewhere relating to your representation that you would like the committee to take into account.
(Please continue on a separate sheet if necessary.)

Licensing Act 2003 -

Signed:	MARK SHIPLEY 	Dated:	14 th June 2023
Position:	Environmental Health Officer Environmental Protection Team		



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Event Management Plan Template and Guidance Notes

Introduction

This template has been produced to aid event organisers in planning safe events. By using this document as a guide organisers can ensure that all safety aspects have been considered.

In each section, guidance notes are included to indicate some of the likely issues to be considered.

It should be remembered that the headings in the template are by no means exhaustive, and if the organiser considers a part of their event ought to be detailed in the plan, then it should be added. Also note that not all parts of the template may be relevant for every event and so may not be applicable to your event.

On completion of the document, it is recommended that the plan is thoroughly read through and perhaps checked by a person who has not seen the plan before. The final document should contain every bit of information and detail about your event! The final version of the plan should be available on site on the day of the event for event staff and emergency services to refer to should an incident occur during the event.

If there are any queries on the use or content of this plan, please email towncentreevents@kirklees.gov.uk



Event Management Plan

Insert Event Name

Insert Event Date and Times

Insert Event Location

Owned by: Robert Holden

Version: 1.0

Date Submitted: 24/05/23

Review Date:

CONTENTS

1. Event Overview

- Event description
- Event location
- Description of the site and the surrounding area
- Dates and duration
- Entrance / exit points
- Attendance
- Audience profile
- Event organisers
- Event Management Team – Main roles and responsibilities and contact details
- Tree of responsibility
- Other event staff / volunteers / stewards – Main roles and contact details
- Entertainment
- Entertainment / artist contact details and scheduled programme
- Temporary structures
- Bouncy castles and other inflatable devices
- Fairground rides
- Animals at events
- Licensing
- Noise management
- Welfare provision
- Lost children/vulnerable persons
- Catering and hospitality
- Litter
- CCTV

2. Crowd Management

- Security/stewarding companies
- Barriers
- Management of attendee numbers
- Vehicle movement on site
- Counter terrorism / Hostile vehicle mitigation measures

3. Communications

- PA system
- Radio
- Loud hailers
- Telephone
- Signage and public information
- Media handling

4. Traffic management

5. Medical and first aid cover

6. Police

7. Fire risks

- Fire risk assessment
- Firefighting equipment
- Pyrotechnics and special effects

8. Risk management

- Risk assessments
- Incident recording
- Insurance
- Weather

9. Emergency Incident Management

- Extreme weather
- Emergency vehicle access
- Event evacuation plan

10. Appendices

1. Event

Show Time Attractions are pleased to present Under A Summer's Moon.

Under A Summer's Moon is a music event that is using local bands from the area to do a mini festival in the grounds of BASC Ground stoddens road Burnham on Sea TA8 2BS.

Under a summers Moon use to be a popular event that stopped around 15 years ago and we have delighted to be bringing it back to the people of the local area.

This event will have bands playing from 4pm till 12pm.

This event will have a wide variety of music available for all ages to enjoy our head line acts are Absolute Oasis and The Frogs.

The event will be fully self contained in the BASC ground using outside catering and bar.

We look forward in bringing this event back to being an annual event and as this grows we aim to get bigger and more well known bands/acts to join us.

**BASC Ground Stoddens Road
Burnham on Sea
TA8 2BS**

Description of the site and the surrounding area

Basc sports ground is a 32 acre site we plan on using the back rugby pitch which is located at the far side of the site away from Stoddens Road and away from any neighbouring houses. Please see picture 1 for the pitch of the site

we anticipate that the event will take a week all together this will start at 9am on Tuesday 18th of July, work will cease daily for the lead up to the event at 9pm. The event will take place on 22nd July from 3pm to midnight. De Rig will start Sunday 23rd at 9am and cease daily 9pm we anticipate the site should be clear by Wednesday 26th

The event site has 2 entrances 1) is public gate that will have security checking bags for security purposes on entry all bags will be searched. 2) is emergency entrance that leads to the side of the site field this will be blocked off with marshals and fencing to stop public entering the site. Gate 2 emergency exit will be opened to allow public to exit the site.

Attendance

We expect around 1000 people that consist of families from the local area who attended this event years ago and have the nostalgia for the return of this event. All attendees must have prepaid tickets which will be checked at the gates.

Audience

We are aiming this event to younger families that remember the event from their childhood with great fondness.

Event organisers

This event is run by Show Time Attractions bars and catering LTD. Robert Holden is the director of this company and holds the main responsibility of the event please see list of main contacts below.

Event Management Team – Main roles and responsibilities

<i>List main roles (eg event manager & deputy, safety officer, welfare officer, artist liaison, etc)</i>	<i>Name of person responsible</i>	<i>Contact details – mobile & landline numbers, email address, etc.</i>	<i>Brief explanation of the responsibilities of each role</i>
<i>Event organiser</i>	<i>Robert Holden</i>	██████████	<i>Over seeing the whole site and site safty</i>
<i>Event manager</i>	<i>Melody Holden</i>	██████████	<i>Making sure security and marshals are in place</i>
<i>Event security</i>	<i>Rana Graham</i>		<i>Dakota security</i>
<i>Event medical</i>	<i>Dallas Graham</i>		<i>Dakota securiry</i>
<i>Sound enginer</i>	<i>Tbc</i>		<i>Tbc</i>

Tree of responsibility / Chain of command

All issues will be relaid through security/marshals that will be relayed to event management (Melody Holden) to assist in any minor issues. All large issues will then be relaid to event organiser that will make final decision with the well being of the public on site.

All other event staff / volunteers / stewards

<i>Provide names of all other event staff</i>	<i>Provide contact details – mobile and landline numbers, email address</i>	<i>Include specific role if applicable, eg Volunteer co-ordinator</i>

Entertainment

Various types of entertainment may take place at an event. Please provide detail here of the types of entertainment which are planned for your event, including the times and locations.

Entertainment contacts and programme schedule

It is useful to have a log of all contacts and the programme of activities across the site. If the event is over several days, have one for each day.

<i>List all performers, artists, activity providers</i>	<i>Provide contact phone numbers and email addresses</i>	<i>eg stage performance, participatory workshop, walkabout, etc</i>	<i>Performance times and locations</i>

Temporary structures

*Temporary Structures in crude staging and rigging for the bands.
This stage will be assembled by competent and trained personal with a no access to any other person whilst structure is be being set up.and derigged.
All structures will work to the design reviews.*

*The mobile bar will be set up by Show Time Attractions bars and catering LTD.
There will be no access to the area where the bar whilst being set up and derigged for any personnel that is not trained to.erect the bar or derig the bar.*

Bouncy cas

N/A

Fairground rides

N/A

[Empty box]

Noise management

*The event will have a sound engineer on site to monitor the sound levels we will run the event at 70 decibels.
We have also taken into account our neighboring properties so we are facing the stage and speakers away from stoddens road and facing the the stage towards Brent knoll where the nearest house is over 1 mile in that direction.
The sound will be monitored throughout every act and we will also monitor the noise levels on stoddens road to the nearest property to the stage.*

Welfare provision

We will follow the purple guide and use the toilets listed below from Burnham toilet hire

Type and duration of event	Female Toilets	Male T
For events with a gate opening time of 6 hours or more, but with little or no alcohol or food served	1 per 85	1 per 425, pl

Lost children/vulnerable persons

All our volunteers and security staff will be briefed on this matter we will have access to the changing rooms of the main club house where we will use this for lost children and vulnerable attendees the lost child section will be changing room 2 the vulnerable attendee room will be changing room 1 we have decided to use theses facilities as they are out side of the event site.but near enough to walk too.

Catering and hospitality

Food.is.provided by Show Time Attractions bars and catering LTD.

The.food being offered is burgers hotdogs and chips from the unit.

Event Management will monitor the litter and act accordingly we will have volunteers to pick up rubbish through out the event all though bins will be provided

CCTV

Dakota security use body cameras for their safty and public.safty the event organisers have no access to this without permission from dakota security.

2. Crowd Management

Security/stewarding companies

Stewarding or security staff will be needed for the following types of duties:

- *Searching at entrances*
- *Badge checking*
- *Rapid response*
- *Crowd monitoring*
- *Emergency evacuation*
- *Control and direct the public as required*
- *Monitor fire exits and*

Management of attendee numbers

This event is a ticket only event we will scan tickets before public enter the site once tickets are scanned the attendee may move forward for a security bag search

·

Vehicle movement on site

Vehicles are only permitted to move around the site at 5mph on set up and derig days

On the event day vehicles must be off site by 1pm and there will be NO movement on the event site until 9am on the following day.

3. Communications

PA system

Detail any PA systems in use at your event. If the entire site is not covered, please detail which parts are not covered and how these areas can be communicated with.

Radio

Use of radios should be considered and details of their use recorded in this plan (for example - who has them and what channel they are being allocated).

Loud hailers

Detail here where loud hailers can be located if in use at the event, and list those trained and confident in use.

Telephone

This section should contain details of any landlines, or any known difficulties with mobile phone networks in the area of the event. It should also detail other alternative communication methods in the event of problems with telephone communication.

Signage and public information

Provide details of any signage or public information facilities being used to direct persons round the site, provide important information eg welfare facilities, first aid points, lost children etc and restrict the public from certain areas if required.



Media handling

Where the event may attract media attention, senior members of the team should be ready and prepared to give statements about the event. Details of persons responsible and statements to be given should be detailed here.

4. Traffic management

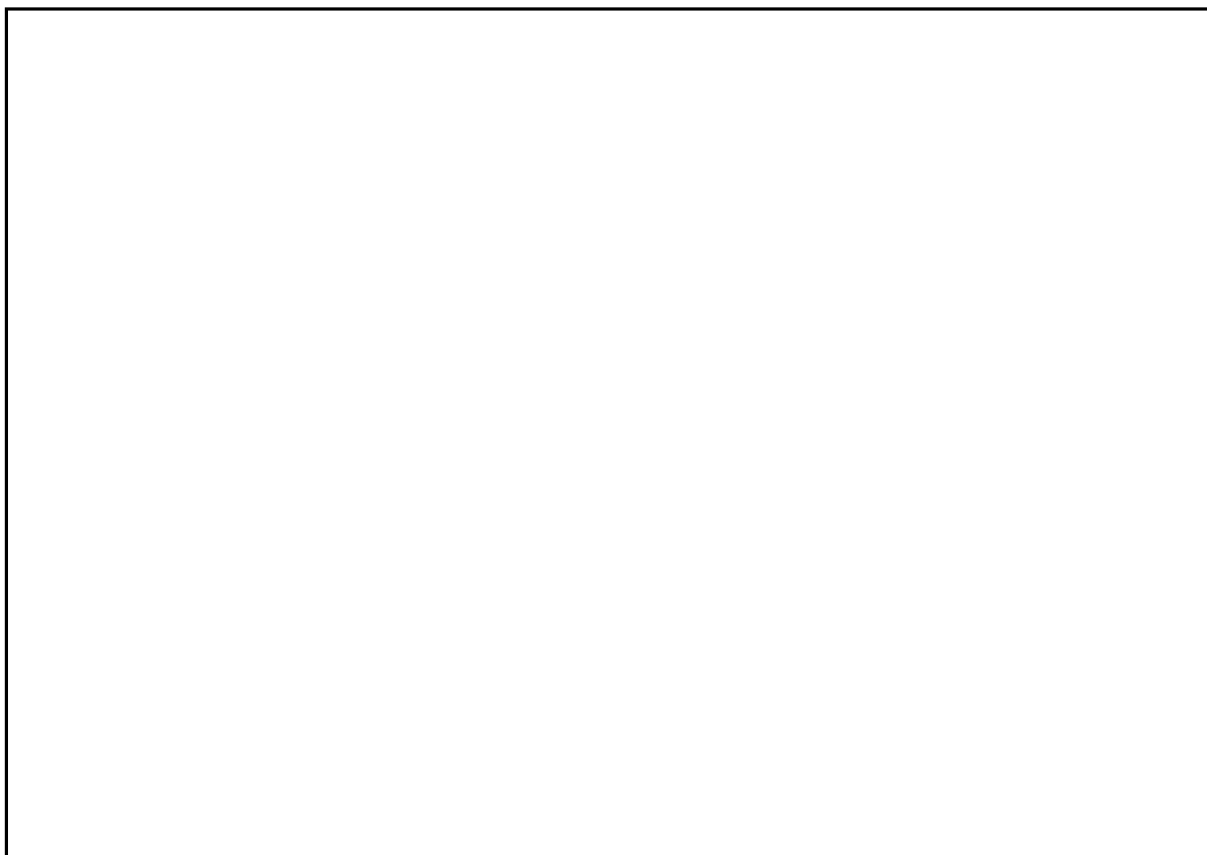
The traffic management of an event is the responsibility of the event organiser. You should liaise with the Highways department, the local Police and any stewarding company involved in managing the road, to write a traffic management and parking plan for the event which aims to promote safe attendance at the event and minimises disruption to the community.

You should enter details of any Temporary Traffic Regulation Orders and signage plans requiring approval by the Highways department eg advanced warning signs.

You should also supply details of any arrangements in place with local public transport companies providing transport to and from the event.

You should also consider any implications for persons attempting to arrive at the venue on foot.

You should also consider the implications for any residents living close to the event site who may be affected by any road closures or parking issues



5. Medical and first aid cover

Details of the First Aid and medical cover for your event should be detailed in this section. There are minimum requirements which must be met, this will depend on the numbers attending your event. Check out [The Purple Guide](#) for guidance or contact West Yorkshire Metropolitan Ambulance Service or a private medical provider such as St John Ambulance for advice.

You should identify where each medical facility/first aid point is located on your site and you may wish to identify this on your site plan.



6. Police

This paragraph should include details of any agreed Police involvement in the event including:

- traffic management of the event*
- police presence on site during the event*
- general notification to the local police force of the event and potential impact*
- counter terrorism advice*

The Police no longer offer support on the day of an event free of charge. They will only undertake their statutory duties so if you want Traffic Management or Police presence at your event for any other reason, it is likely you will be charged for this service. The Police still offer free advice via the Safety Advisory Group or if contacted direct about specific matters, eg counter terrorism advice (see also Section 2 above).



7. Fire risks

Fire risk assessment

A fire risk assessment must be carried out for all locations and details of any risks identified and the way that they are to be managed should be written.

You can outline the approach to the risk assessment here and main issues identified. The full risk assessment could be attached in the appendix

Firefighting equipment

Provide details here of the type, number and location of fire extinguishers and other firefighting equipment to be provided at the event.

Pyrotechnics and special effects

Provide details of any pyrotechnics and special effects that you will have at your event. These should be carried out a registered company who can provide adequate risk assessments that you can incorporate into your arrangements to ensure they are set off safely.

8. Risk management

Risk assessments

Show time attractions are liable for all risk assessments to be completed prior to public entering the event site.

Incident recording

Event Control and dakota have access to a record sheet that any minor/major incident to be recorded this book will be placed in the first aid tent.

This event will be insured by Park insurance for 10m.

This will be in place nearer to the event as it can not be in place 28 days prior the event

Weather

Showtime attractions are responsible for monitoring the forecast.

9. Emergency Incident Management

Extreme weather

In extream weather such as high winds the event will close

Emergency vehicle access

We have an ambulance on site that will be placed at the emergency access this is located at the top of the field straight off the drive way past the caravan park8

Event evacuation plan

The emergency evacuation point is the main carpark in front of the clubhouse. Dakota security have the right to evacuate the site this will be announced on the main stage if required.

10. Appendices

Attach if applicable:

- **site plans**
- **risk assessments**
- **fire risk assessments**
- **medical risk assessment**

and associated event documents to compliment the event plan.