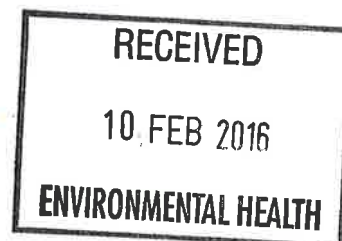


Horsham District Council, Parkside, Chart Way, Horsham, West Sussex, RH12 1RL



**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 **Fire and Ice Productions Ltd**

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			
Holmbush Farm Crawley Road Faygate Horsham West Sussex RH12 4SE			
Post town	Horsham	Postcode	RH12 4SE

Telephone number at premises (if any)	01293851110
Non-domestic rateable value of premises	£26000

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

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 ☒ please complete section (B)
- ii. as a partnership ☐ 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:

Please tick yes

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

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		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal 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		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
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
Fire and Ice Productions Ltd
Address
2 Dyke Road Queens Square Brighton BN13FE
Registered number (where applicable)
03753556
Description of applicant (for example, partnership, company, unincorporated association etc.)
Limited Company
Telephone number (if any)
01273224753
E-mail address (optional)
Sophie.n@bigkahunafestival.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
2	6	08
2	0	16

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

DD	MM	YYYY

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

The event site is a private estate of over 2500 acres of Sussex countryside. Widely known as Holmbush Events the estate has been established as an outdoor pursuit activity centre for over 20 years. The event site is an area of managed public access countryside. The site is generally well drained and is relatively flat in some places and gently sloping in others. The estate is currently fenced overall on all sides and has many good hard cored roadways; however additional site fencing and temporary track way will be added for safety and security.

The event areas of the estate fields and woods are large enough to potentially accommodate all event infrastructure and 20,000 people.

The fields surrounding the forest areas will be used for parking and camping whilst the majority of the entertainment will take place in the woodland areas. Bars, concessions, stages and other temporary structures will be positioned in the woodland areas.

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

7,500 9,999

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

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

Provision of regulated entertainment

Please tick any that apply

- | | |
|---|--------------------------|
| a) plays (if ticking yes, fill in box A) | X |
| b) films (if ticking yes, fill in box B) | X |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | X |
| f) recorded music (if ticking yes, fill in box F) | X |
| g) performances of dance (if ticking yes, fill in box G) | <input type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/> |

X

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

X

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	X
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Within the Little Kahuna area of the festival we will have story teller and potential puppet shows etc for the entertainment of children. Microphones may be used.			
Mon						
Tue			<u>State any seasonal variations for performing plays</u> (please read guidance note 4)			
Wed						
Thur			<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> (please read guidance note 5)			
Fri	12.00	18.00				
Sat	11.00	18.00				
Sun	11.00	18.00				

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input checked="" type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Within the Little Kahuna area of the festival there will be an indoor cinema. The cinema will show a variety of children's films throughout the weekend. Any age restrictions on films will be clearly posted at the entrance.			
Mon						
Tue			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)			
Wed						
Thur			<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> (please read guidance note 5)			
Fri	12.00	22.00				
Sat	10.00	22.00				
Sun	10.00	22.00				

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			
Fri			<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> (please read guidance note 5)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)	
Mon				
Tue				
			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)	
Wed				
Thur				
			<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> (please read guidance note 5)	
Fri				
Sat				
Sun				

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	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	X
Day	Start	Finish	Please give further details here (please read guidance note 3)	
Mon			Performance of live music will take place within 3 main areas of the festival; the Main Stage, Happy Jack's and Bravo Zulu (dance area). Performances will be delivered by singular artists, bands and DJ's. All music will be amplified but not exceed the agreed acceptable levels stipulated in the noise management plan.	
Tue				
Wed			State any seasonal variations for the performance of live music (please read guidance note 4)	
Thur				
Fri	14.00	03.00	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	12.00	04.00		
Sun	12.00	04.00		

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	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	X
Day	Start	Finish	Please give further details here (please read guidance note 3) Recorded music will be used throughout the festival site by the use of a musical device and speaker system. Recorded music will be used in areas that do not have any live music and also in areas that do have live music to fill any gaps. The music will be amplified but not exceed the agreed acceptable levels stipulated in the noise management plan.			
Mon	07.00	13.00				
Tue			State any seasonal variations for the playing of recorded music (please read guidance note 4)			
Wed						
Thur			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)			
Fri	10.00	03.00				
Sat	10.00	04.00				
Sun	10.00	04.00				

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	X
Day	Start	Finish	Please give further details here (please read guidance note 3) The performance of various different styles of dance may take place throughout the festival for entertainment or workshop purposes.	
Mon				
Tue				
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)	
Thur				
Fri	12.00	02.00	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 5)	
Sat	12.00	02.00		
Sun	12.00	02.00		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Fri					
Sat			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 (please read guidance note 5)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
Day	Start	Finish	Both <input checked="" type="checkbox"/>		
Mon	07.00	12.00	<u>Please give further details here</u> (please read guidance note 3) There will be a number of concessions throughout the festival site both inside and outside that will be serving a range of hot and cold food and drink throughout the evening.		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur					
Fri	08.00	03.00	<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> (please read guidance note 5)		
Sat	07.00	04.00			
Sun	07.00	04.00			

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – please tick (please read guidance note 7)		On the premises	<input checked="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 4)			
Mon						
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 5)			
Fri	11.00	03.00				
Sat	11.00	04.00				
Sun	11.00	04.00				

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

Name Sophie Nixon	
Address First Floor Flat 1 York Villas Brighton	
Postcode	BN1 3TS
Personal licence number (if known) Currently pending	
Issuing licensing authority (if known) Brighton and Hove City 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 8).

The Big Kahuna will contain some acts unsuitable for children.

The age restrictions for all films shown in the cinema will be advertised outside of the tent however throughout the weekend there will be showings to suit all ages.

Other areas and stages may contain swearing and other material unsuitable for children. Unfortunately due to the nature of live performance we are unable to pre-empt this.

L

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	
Mon			
Tue			
Wed			
Thur			
Fri	06.00	03.00	
Sat	09.00	04.00	
Sun	09.00	04.00	

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 (please read guidance note 5)

The listed times are the times the site will be open daily. Guests who have weekend camping tickets will be on site for the duration so the provided timings only apply to those with day tickets (please note Friday day tickets are not available)

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 9)

The Fire & Ice team comprises many staff who have worked in and for licensed premises and are aware of their responsibilities to maintain standards, comply with license conditions and promote the licensing objectives.

For 17 years we have successfully complied with License conditions set by various local authorities for a diverse range of events and maintained excellent working relationships with all of them.

Where Fire & Ice have identified a need for specialist and specific expertise for this event we have engaged competent event industry specialists to help us.

b) The prevention of crime and disorder

- Liaison with the Police primarily through the SAG
- Site secured with temporary Heras fencing in addition to existing barriers
- Accreditation process at gates
- Competent security contractor – Select Security to provide suitable level of staffing
- Emergency vehicle access planning
- Safety procedures developed in cooperation with Select
- License Holder to ensure competent managers

c) Public safety

- Event Safety Management Plan
- Competent Event Safety Advisors appointed – Sygma Safety
- Assessment of safety documentation in advance of event
- Safety Induction on starting work for all workers
- Safety walkarounds and checks – results recorded
- Event Log to record incidents and near-misses and decisions taken
- Capacity control of festival and areas by SIA staff
- Fire safety by Oak Valley - Fire Action Notices at fire points and distributed
- First aid provision and medical cover by Oak Valley
- CCTV options to be investigated
- Special effects – control of lasers, dry ice etc.

d) The prevention of public nuisance

- Competent Traffic Management Plan contracted and implemented
- Competent Noise Management Plan contracted and implemented
- Advance Notice to neighbouring properties
- Site location selected to be without local neighbours affected
- Restrictions imposed on any specific areas might lead to noise nuisance
- Helpline to report anti-social behaviour in the vicinity

e) The protection of children from harm

- Access controls – separate ticket and wristbands for children
- Children not permitted to bars and other areas selling alcohol.
- Zero tolerance to drug use.
- No creative content booked which may be unsuitable for children
- Special attention given to suitable backstage facilities if children performing – chaperones etc

Checklist:


Please tick to indicate agreement

- I have made or enclosed payment of the fee. X
- I have enclosed the plan of the premises. X
- I have sent copies of this application and the plan to responsible authorities and others where applicable. X
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. X
- I understand that I must now advertise my application. X
- I understand that if I do not comply with the above requirements my application will be rejected. X

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

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	
Date	5/2/16
Capacity	Licence Applicant

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 postal address for correspondence associated with this application (please read guidance note 13)

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

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.