

**Application for the review of a premises licence or club premises certificate 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 Licensing Authority

(Insert name of applicant)

apply for the review of a premises licence under section 51 / apply for the review of a club premises certificate under section 87 of the Licensing Act 2003 for the premises described in Part 1 below (delete as applicable)

Part 1 – Premises or club premises details

Postal address of premises or, if none, ordnance survey map reference or description Stowford Manor Farm Farleigh Road Wingfield	
Post town Trowbridge	Post code BA14 9LH

Name of premises licence holder or club holding club premises certificate (if known) NR Events Limited Previous licence holder: Trowbridge Festival Limited

Number of premises licence or club premises certificate (if known) LN/0000014610
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Part 2 - Applicant details

I am

Please tick ✓ yes

1) an individual, body or business which is not a responsible authority (please read guidance note 1, and complete (A) or (B) below)

2) a responsible authority (please complete (C) below)

3) a member of the club to which this application relates (please complete (A) below)

(A) DETAILS OF INDIVIDUAL APPLICANT (fill in as applicable)

Please tick ✓ yes

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

Surname

First names

I am 18 years old or over

Please tick ✓ yes

**Current postal
address if
different from
premises
address**

Post town

Post Code

Daytime contact telephone number

**E-mail address
(optional)**

(B) DETAILS OF OTHER APPLICANT

Name and address

Telephone number (if any)

E-mail address (optional)

(C) DETAILS OF RESPONSIBLE AUTHORITY APPLICANT

Name and address Licensing Authority Wiltshire Council County Hall Bythesea Road Trowbridge Wiltshire BA14 8JN Authorised officer Linda Holland (Licensing Manager)
Telephone number (if any) 01249 706555
E-mail address (optional) publicprotectionnorth@wiltshire.gov.uk

This application to review relates to the following licensing objective(s)

- Please tick one or more boxes ✓
- 1) the prevention of crime and disorder
 - 2) public safety **X**
 - 3) the prevention of public nuisance
 - 4) the protection of children from harm

Please state the ground(s) for review (please read guidance note 2)

This review relates to the premises licence holders failure to comply with either the premises licence conditions attached to their licence and/ in promotion of a licensing objective under the Licensing 2003 Act, for a music festival held on Stowford Manor Farm, licensed for up to 4,999 persons.

The Licensing Authority considers that the previous licence holder, Trowbridge Festival Limited, failed to **promote** the licensing objective of public safety. The standards of management at the 2018 festival fell considerably below those expected of responsible licence holders organising a public event.

The licence has recently been transferred to NR Events Limited; the Licensing Authority concerns have not been alleviated by this change as one of main organisers and a director of Trowbridge Festival Limited who held the licence is still incumbent and the sole director of the new company.

The Licence holders' failure to understand or grasp the serious concerns, both written and verbal, of responsible authorities prior to, and during the 3 day event in 2018 has led to the decision to apply for a review of the Premises Licence as set out in section 11.10 of the 182 Guidance.

The Licensing Authority has no confidence, that should the proposed event be held this year (2019) the event will be run in a safe and secure manner promoting the licensing objective.

Without competent management there is the potential for all participants to be exposed to the risk of harm.

The location of the festival, on a narrow strip of land between a main road and river requires significant responsible management, this was clearly not demonstrated during the set up and running of the 2018 event.

Despite preliminary site visits and discussions with the organisers it was necessary for officers from the Fire Authority, Licensing and Health and Safety teams to attend the event in 2018 to give clear informed advice due to the many areas of concern.

Despite responsible authorities' engagement with Trowbridge Festival Limited through the Event Safety Advisory Group, where significant reservations were expressed by various agencies and subsequent site visit prior to the event it went ahead without regard to the advice provided.

The Premises licence is issued subject to compliance with the Event Management Plan as supplied. Whilst the Licensing Authority recognises an Event Management Plan can and often is a fluid document subject to minor changes, there were serious areas of non-compliance / adherence to the plan during the festival.

It was evident to visiting officers during the event that there was some infighting amongst the organiser, there was a loss of control of management of the event and it had been necessary to call upon the services of a former organiser of the event held on this site to implement some management.

Licence holders have a responsibility to ensure the safety of those using their premises as part of their duties under the Licensing Act 2003. Whilst there were no major incidents at the 2018 this was through luck rather than application of all the appropriate control measures and this situation cannot be allowed to happen should an event take place this year.

Please provide as much information as possible to support the application (please read guidance note 3)

Trowbridge Festival Limited were granted a licence in 2018 to hold an annual festival at Stowford Farm, Wingfield Road, Trowbridge, for one long weekend in July each year. The event in 2018 took place from Thursday 19th July until Monday 23rd July 2018.

Concerns about the management of the event became clear from the start. The public were allowed on to site before the proposed opening time. The infrastructure was clearly not in place to support this. It soon became abundantly clear that the organisers were under prepared to manage an event for 700 with camping and day tickets. This resulted in mixed camping, caravans and vehicles parking with the associated fire risks this created.

There was no defined management structure on site, no clarity on roles and responsibilities; even though an event management plan was produced it was not complied with on a number of key elements.

The most serious concern was the lack of understanding regarding the weather conditions. July 2018 saw extreme heat over a period prior to commencement of the event and during the festival. This needed to be managed accordingly. Fire precautions were clearly inadequate on opening and during the event.

During the site visit, the Fire Officer had expressed his concerns regarding those camping, and firefighting provisions. The organisers were not prepared early enough. Tent pitching wasn't adequately monitored with insufficient spacing between cars, caravans and tents. The fire officer followed up his concerns in writing on the opening afternoon of the festival.

The site has many limitations with a river and main road along the side of the premises adding additional pressures that need careful management. This was not evidenced during the 2018 event. The event organisers were clearly not prepared to manage the event they ended up with, stewards were extremely over stretched.

The event proved more popular than organisers anticipated despite previous popularity of the event at the site and the excellent weather. This caused an influx of patrons at the last minute requiring additional camping and parking areas being utilised on nearby fields and the infrastructure stretched to provide further resource i.e.: water points, toilets, firefighting provisions, which could have been foreseen. This led to two additional fields being used for camping: one adjacent to the swimming club site, which had no water provision when inspected despite very hot weather. The second across the road from the site in the orchard requiring patrons to negotiate the main road to access the event. There are no pavements on this busy road or lighting on only what was provided at a hastily arranged crossing point. All of this adding further stress to an already overstretched management structure

Proving that the initial area set out for use during the festival was insufficient which meant the organisers had to use additional fields which were not prepared to accept patrons attending the festival. Advice had been given at meetings prior to the application being made and at the event safety meeting regarding the suitability of the site for the numbers proposed.

There were no visible event headquarters on site. The responsible authorities were given differing responses depending on who they were speaking to regarding who was dealing with what. And at times there seemed to be little or no understanding behind the rationale when it was requested that actions be taken to address concerns raised.

There was no clear defined medical provision on site until the Saturday. When provided this was simply 1 medic sat in an unidentifiable car.

The Licensing Authority has no confidence that should a major incident or emergency have occurred the evacuation would have been calmly and safely managed.

Incident records produced after the event contained very sparse and insufficient details. No evidence of corrective actions undertaken or having been signed off as addressed.

Organisers were unable to confirm maximum attendance or tickets sales, officers visited on Saturday evening - no wristband checks made – so access uncontrolled.

There was a failure to manage the blue route (emergency access) effectively leading to being partially obstructed.

Additional management support had to be sought by the organisers to assist with the running of the event at short notice.

The management structure of the company has also raised serious concerns with the Licensing Authority, as no clear demonstrable lead has been taken by the two named directors with visible evidence of 'in fighting' witnessed at the event and since.

The acrimonious behaviour of the two directors has continued since the event with both seeking independent advice from the Licensing Authority.

The fire authority made the following statement after the event in 2018, "It should be noted that until such time as the Fire Authority are fully satisfied that all issues and concerns identified during this year's event (2018), will not be replicated in any such future event, the Fire Authority will formally object in principle, to any future event taking place".

Whilst the Licensing Authority recognises the licence has recently been transferred to NR Events Limited this does not address any of the concerns raised by the Licensing Authority as the personnel and operation will be the same.

The Licensing Authority is seeking the licence to be revoked as the authority has no confidence that, should the event take place this year, it can be run in promotion of the licensing objective Public Safety without the public being put at risk.

Have you made an application for review relating to the premises before

Please tick ✓ yes
NO

If yes please state the date of that application

Day	Month	Year
↓	↓	↓
↓	↓	↓
↓	↓	↓
↓	↓	↓
↓	↓	↓
↓	↓	↓
↓	↓	↓

If you have made representations before relating to the premises please state what they were and when you made them

None

Please tick ✓

- I have sent copies of this form and enclosures to the responsible authorities and the premises licence holder or club holding the club premises certificate, as appropriate
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 3 – Signatures (please read guidance note 4)

Signature of applicant or applicant's solicitor or other duly authorised agent (please read guidance note 5). **If signing on behalf of the applicant please state in what capacity.**

Signature 

Date 13/3/2019

Capacity Licensing Manager

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 6)

Post town

Post Code

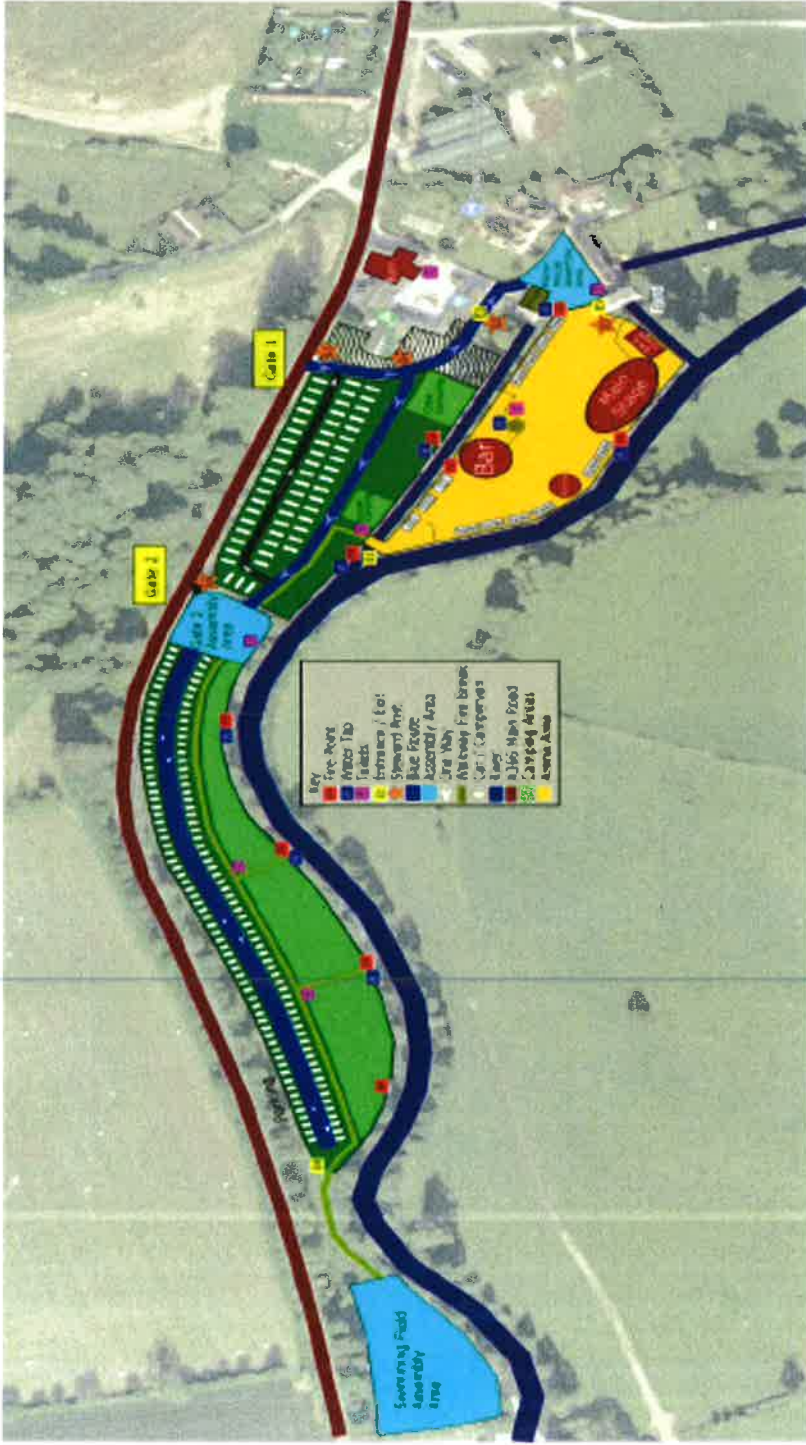
Telephone number (if any)

If you would prefer us to correspond with you using an e-mail address your e-mail address (optional)

Notes for Guidance

1. A responsible authority includes the local police, fire and rescue authority and other statutory bodies which exercise specific functions in the local area.
2. The ground(s) for review must be based on one of the licensing objectives.
3. Please list any additional information or details for example dates of problems which are included in the grounds for review if available.
4. The application form must be signed.
5. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
6. This is the address which we shall use to correspond with you about this application.

Site plan supplied with Event management plan



Map to show how planned area was not sufficient to accommodate camping and car parking for the event held at Stowford Manor Farm in July 2018

