

**LICENSING, BROMSGROVE DISTRICT COUNCIL,  
PARKSIDE, MARKET STREET, BROMSGROVE,  
WORCESTERSHIRE, B61 8DA.**

**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 KENNETH FREDERICK MOORE & SARAH LOUISE MOORE

*(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			
THORNBOROUGH EVENTS THORNBOROUGH FARM REDHILL ROAD KINGS NORTON			
<b>Post town</b>	BIRMINGHAM	<b>Postcode</b>	B38 9EH

Telephone number at premises (if any)	[REDACTED]
Non-domestic rateable value of premises	£4200

**Part 2 - Applicant details**

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

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals *                     | <input checked="" type="checkbox"/> | please complete section (A) |
| b) a person other than an individual *                |                                     |                             |
| i) as a limited company/limited liability partnership | <input type="checkbox"/>            | please complete section (B) |
| ii) as a partnership (other than limited liability)   | <input type="checkbox"/>            | please complete section (B) |
| iii) as an unincorporated association or              | <input type="checkbox"/>            | please complete section (B) |
| iv) other (for example a statutory corporation)       | <input type="checkbox"/>            | please complete section (B) |

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

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**SECOND INDIVIDUAL APPLICANT (if applicable)**

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

**(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)

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E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
29	08	2025

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 PREMISES CONSISTS OF AN OPEN FIELD ON GROUND UNSUITABLE FOR CROPS OR GRAZING (EXCEPT DURING THE WINTER MONTHS).

THE FIELD HAS HAD GRANTED IN EXCESS OF 40 TEMPORARY EVENT NOTICES (TEN's) SINCE THE SUMMER OF 2021. THE APPLICANTS WISH TO REGULARISE THE POSITION TO REMOVE UNCERTAINTY REGARDING FUTURE EVENTS AND INCREASE POTENTIAL VISITOR NUMBERS TO A MAXIMUM OF 4000 PERSONS.

THE EVENTS INVOLVE VARIOUS MUSIC FESTIVALS, FAMILY FUN DAYS, VINTAGE MOTOR RALLYS AND OTHER GATHERINGS OF A SIMILAR NATURE. THE EVENTS WILL ONLY TAKE PLACE BETWEEN MAY AND SEPTEMBER AND LAST ONE DAY OCCASIONALLY TWO/THREE DAYS WITH AN OVERSPILL FIELD PROVIDING SPACE FOR VISITORS TO ERECT THEIR TENTS, SUFFICIENT TOILETS, A SHOWER TRAILER, CAR PARKING AS WELL AS OTHER FACILITIES MADE AVAILABLE ADJACENT TO THE OVERSPILL FIELD.

TO DATE ONE TEN APPLICATION WAS REFUSED BUT WAS RESUBMITTED AND ACCEPTED DUE TO AN ERROR ON THE APPLICATION FORM, A SECOND TEN APPLICATION HAD BEEN WITHDRAWN BECAUSE OF POOR VISITOR TAKEUP. THE REMAINDER HAVE ALL PROCEEDED WITHOUT ISSUE. NOISE COMPLAINTS HAVE BEEN RECEIVED BY THE NOISE POLLUTION TEAM ON A FAIRLY REGULAR BASIS AND NOISE MONITORING EQUIPMENT HAS BEEN INSTALLED IN THE COMPLAINANTS HOME FOR SOME TIME COVERING RECENT EVENTS. THE RESULTS HAVE NOT WARRANTED FURTHER EH INTERVENTION.

EVENTS NORMALLY FINISH AT 23.00 HOURS. LOCAL AUTHORITY STAFF/POLICE REGULARLY VISIT THE SITE ON EVENTS DAY AROUND CLOSING TIME TO CHECK ON THE EVENT AND HAVE FOUND NO ISSUES.

TICKETS TO THE EVENTS ARE PURCHASED ONLINE IN ADVANCE AND THERE IS NO ADMITTANCE ON THE DAY. NUMBERS ARE CONTROLLED WITH A COUNTING DEVICE AT THE ENTRANCE TO THE SITE.

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ONLY ONE EVENT WILL BE PERMITTED DURING THE COURSE OF A WEEKEND.

VISITOR CARS PULL OFF THE REDHILL ROAD THROUGH THE FIRST SET GATES AND MANAGED VIA THE GRAVEL TRACK WITH THE ASSISTANCE OF TRAFFIC MARSHALLS TO ACCESS THE MAIN CAR PARK AREA TO AVOID ANY TRAFFIC CONGESTION ON THE MAIN HIGHWAY.

PERMITTED DEVELOPMENT ALLOWS THE TEMPORARY USE OF THE PROPOSED FIELD FOR ANY PURPOSE FOR UP TO 28 DAYS PER YEAR.

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)

Please tick all that apply

Provision of regulated entertainment (please read guidance note 2)

- 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) X
- f) recorded music (if ticking yes, fill in box F) X
- g) performances of dance (if ticking yes, fill in box G) X
- 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) X

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

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

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**A**

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

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**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	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)					
Mon								
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								

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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			
Thur			<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)
Fri			
Sat			
Sun			



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**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
Both	<input type="checkbox"/>							
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)					
Mon								
Tue								
Wed						<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur								
Fri								
Sat						<b>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</b> (please read guidance note 6)		
Sun								

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**E**

<b>Live music</b> 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	<input type="checkbox"/>
				Outdoors	X
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)  NOISE LIMITOR WILL BE SET AT A LEVEL AS ALREADY AGREED WITH ENVIRONMENTAL HEALTH TEAM REGARDING CURRENT TEN'S		
Tue					
Wed			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)		
Thur					
Fri	12:00	23:00	<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	12:00	23:00			
Sun	12:00	22:00	A PRIVATELY BOOKED EVENT, SUCH AS A WEDDING ETC, AND UTILISING ONE OR MORE OF THE LICENSING ACTIVITIES APPLIED FOR WITHIN THIS APPLICATION COULD BE HELD ON ANY DAY OF THE WEEK. GUEST NUMBERS WOULD BE LIMITED TO 200 PERSONS. THIS EVENT WOULD BE INCLUDED WITHIN THE 28 DAYS PER YEAR (FROM 1 <sup>ST</sup> MAY TO 30 <sup>TH</sup> SEPT) PROPOSED AS A LIMIT.		

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**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)	Indoors	<input type="checkbox"/>
				Outdoors	X
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)  NOISE LIMITOR WILL BE SET AT A LEVEL AS ALREADY AGREED WITH ENVIRONMENTAL HEALTH TEAM REGARDING CURRENT TEN'S APPLICATIONS.		
Tue					
Wed			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)		
Thur					
Fri	12:00	23:00	<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)  A PRIVATELY BOOKED EVENT, SUCH AS A WEDDING ETC, AND UTILISING ONE OR MORE OF THE LICENSING ACTIVITIES APPLIED FOR WITHIN THIS APPLICATION COULD BE HELD ON ANY DAY OF THE WEEK. GUEST NUMBERS WOULD BE LIMITED TO 200 PERSONS. THIS EVENT WOULD BE INCLUDED WITHIN THE 28 DAYS PER YEAR (FROM 1 <sup>ST</sup> MAY TO 30 <sup>TH</sup> SEPT) PROPOSED AS A LIMIT.		
Sat	12:00	23:00			
Sun	12:00	22:00			

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**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	X
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)  VARIOUS PERFORMANCES OF DANCING SUCH AS MORRIS OR IRISH DANCING AS REQUIRED DEPENDING UPON THE NATURE OF THE EVENT.		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur					
Fri	12.00	18.00	<b>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</b> (please read guidance note 6)  A PRIVATELY BOOKED EVENT, SUCH AS A WEDDING ETC, AND UTILISING ONE OR MORE OF THE LICENSING ACTIVITIES APPLIED FOR WITHIN THIS APPLICATION COULD BE HELD ON ANY DAY OF THE WEEK. GUEST NUMBERS WOULD BE LIMITED TO 200 PERSONS. THIS EVENT WOULD BE INCLUDED WITHIN THE 28 DAYS PER YEAR (FROM 1 <sup>ST</sup> MAY TO 30 <sup>TH</sup> SEPT) PROPOSED AS A LIMIT.		
Sat	12.00	18.00			
Sun	12.00	18.00			

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**H**

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed					
Thur			<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)		
Fri					
Sat			<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)		
Sun					

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**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	<input type="checkbox"/>
				Outdoors	X
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4) LATE NIGHT REFRESHMENT IS TO BE PROVIDED TO VISITORS AND WILL BE LIMITED TO BEVERAGES & BURGERS, CHIPS & HOT DOGS TYPE FOODS AND AVAILABLE ONLY DURING EVENT DAYS/HOURS		
Tue					
Wed					
Thur			<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)		
Fri	23.00	24.00			
Sat	23.00	24.00	<b>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</b> (please read guidance note 6) A PRIVATELY BOOKED EVENT, SUCH AS A WEDDING ETC, AND UTILISING ONE OR MORE OF THE LICENSING ACTIVITIES APPLIED FOR WITHIN THIS APPLICATION COULD BE HELD ON ANY DAY OF THE WEEK. GUEST NUMBERS WOULD BE LIMITED TO 200 PERSONS. THIS EVENT WOULD BE INCLUDED WITHIN THE 28 DAYS PER YEAR (FROM 1 <sup>ST</sup> MAY TO 30 <sup>TH</sup> SEPT) PROPOSED AS A LIMIT.		
Sun					

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**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> – <b>please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon					
Tue					
Wed					
Thur					
Fri	12:00	23:00			
Sat	12:00	23:00			
Sun	12:00	22:00	<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)		
A PRIVATELY BOOKED EVENT, SUCH AS A WEDDING ETC, AND UTILISING ONE OR MORE OF THE LICENSING ACTIVITIES APPLIED FOR WITHIN THIS APPLICATION COULD BE HELD ON ANY DAY OF THE WEEK. GUEST NUMBERS WOULD BE LIMITED TO 200 PERSONS. THIS EVENT WOULD BE INCLUDED WITHIN THE 28 DAYS PER YEAR (FROM 1 <sup>ST</sup> MAY TO 30 <sup>TH</sup> SEPT) PROPOSED AS A LIMIT.					

**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 KENNETH FREDERICK MOORE	
Date of birth :	
Address	
Postcode	
Personal licence number (if known) 24/00249/LAPERS	
Issuing licensing authority (if known) STRATFORD-UPON-AVON DISTRICT COUNCIL	

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□□□□

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).  
NONE

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)
Day	Start	Finish	
Mon			<b>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</b> (please read guidance note 6)  FOR SMALL PRIVATE EVENTS SUCH AS WEDDINGS THE PREMISES MAY BE OPEN FOR ONE DAY EVENTS ON ANY DAY DURING WEEKDAYS OR WEEKENDS. I.E. MONDAY TO SUNDAY 12.00 HOURS TO AGREED TERMINAL HOUR. ONLY ONE EVENT WOULD BE RUN ON ANY ONE SINGLE DAY AND THEN WITHIN THE 28 DAY OFFERED LIMIT FROM 1 <sup>ST</sup> MAY UNTIL 30 <sup>TH</sup> SEPTEMBER EACH YEAR.
Tue			
Wed			
Thur			
Fri	12.00	24.00	
Sat	12:00	24:00	
Sun	12:00	22:00	



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**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)

1. The Premises Licence Holder shall ensure that all staff employed at the premises whose duties include the sale or supply of alcohol shall undertake and complete a relevant programme of internal training prior to them being authorised to sell or supply alcohol.
2. The premises licence guidance manual will be the basis of alcohol sales training.
3. Records of the training programme shall be maintained and made available to Authorised Officers upon request.
4. The Premises Licence holder shall provide a “refresher” training session to all relevant staff members as and when deemed necessary on a case-by-case evaluation, but as a minimum requirement the refresher training session shall be provided to all staff on at least one occasion every twelve months.
5. The CCTV policy shall incorporate the following basic requirements:
  - Be switched on and fully operational when the licensable activities are being carried out.
  - Record for a minimum rolling period of 31 days
  - Have a means of copying any footage to another medium as evidence if requested by the Police.
6. CCTV cameras will be located in consultation with the Police or crime prevention officer prior to the event but as a minimum, cameras will be located within the bar lorry, and on the music lorry, the marquee and on an appropriate external toilet location all aimed towards the seated and standing areas around the bar and music lorries. The CCTV monitor and hard drive will be located within the bar lorry.
7. Warning notices advising visitors that CCTV cameras will be recording around the event field.
8. All members of staff at the premises shall seek "credible photographic proof of age evidence" from any person who appears to be under the age of 25 years and is seeking to purchase alcohol for consumption on/off the premises. Such credible evidence will include a passport, photographic driving licence, or a Proof of Age card carrying a "PASS" logo.
9. A refusal log will be kept at the bar and be maintained to record the refusal of alcohol beverages to underage or intoxicated persons. The details collated will include a description of the individual refused, the date and time, the details of the product refused, the reason for refusal and the name of the staff member
10. Prominent, clear notices shall be displayed at all exit points to advise customers to respect the needs of local residents and of acceptable behaviour in public spaces and when leaving the premises field and area to do so quietly.
11. An appropriate number of SIA registered Door supervisors shall be on duty for the length of the event and until the dispersal policy is completed for any event that a risk assessment deems it to be necessary and appropriate.
12. Local taxi firm information is to be available at the premises.
13. There will a half hour drinking up time following the each days stated terminal

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- hour for the provision/sale of alcohol to permit the consumption of alcohol on the premises field. This half hour is included within the one hour winding down time prior to the closure of the premises.
14. Live and recorded music will cease by 23:00 hours on a Friday or a Saturday and by 22.00 hours on a Sunday.
  15. Where regulated entertainment is provided, the premises licence holder (PLH) or designated premises supervisor (DPS) or a responsible person (RP) nominated in writing will regularly monitor noise recorded or live music emanating from the premises to ensure that noise levels are reasonable and unlikely to become a nuisance and will make necessary adjustments to reduce volumes or bass where necessary.
  16. A written record shall be kept on the premises detailing the name of the person carrying out the monitoring, the monitoring locations, the date and time of the monitoring and the result obtained. The records shall be made available without delay to an officer of a responsible authority or the Police.
  17. A noise limiter will operate at an agreed set volume at all times music is being played and in addition the PLH or DPS or RP shall immediately comply with a request to adjust noise levels/frequency spectra by an Officer of a responsible authority or the Police.
  18. All alcohol to be consumed on the premises will be provided from a bar area. There will be no self-service of any alcohol. Visitors will not be permitted to bring their own alcohol into the events field for consumption on the premises.
  19. Appropriately sized signage stating no consumption of alcohol not purchased on site is permitted. These notices will be displayed prominently on the Event field site, at the entrance to the site from the highway (Redhill Road) and at the alcohol point of sale as well as the overspill field (when used).
  20. A risk assessment otherwise known as an Event Management Plan (EMP) will be made prior to an event to identify measures required for the safety of staff and patrons. This will include emergency medical care, sufficient toilets to cater for anticipated event attendance, lost child facilities, traffic wardens, security staff, marked visitor parking with parking staff to guide visitors, separate disabled parking area, litter patrol, dedicated refuse storage area & visitor help desk. The risk assessment will be provided at least 3 months before the event to the Bromsgrove safety advisory group (Police, EH & Licensing) or if the event is arranged at shorter notice no later than 4 weeks before the event.
  21. A dispersal policy will be included with the risk assessment.
  22. A zero tolerance to drugs policy will apply particularly to any events that include use of the overspill field for overnight stays.
  23. A single named point of contact (PC) plus telephone number will be publicised on the event website, so that local residents can report any noise issues or other complaints directly to the organisers. All calls will be logged by time by the PC. Details of the caller will be requested by the PC to include their location/address and contact number. The log will include a note of the remedial action taken. The log will be kept on the premises and be made available upon request for inspection by an officer of a responsible authority or a Police Officer.
  24. Between 1<sup>st</sup> May and 30<sup>th</sup> September each year there will be no more than 28 days of event activities. Events will be limited to just Friday to Sunday except for small privately booked events such as a wedding reception etc which would

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be limited to 200 persons. These would still be included within the 28 day limit per annum. An appropriate risk assessment would be prepared

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

As appropriate from section a)

**c) Public safety**

As appropriate from section a)

**d) The prevention of public nuisance**

As appropriate from section a)

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

As appropriate from section a)

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**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
- X  
[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.**

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<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, if appropriate (please see note 15)</li> </ul>
Signature	
Date	31 <sup>st</sup> JULY 2025
Capacity	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) RICHARD BAKER RB RETAIL & LICENSING SERVICES LIMITED 23 MAGISTER DRIVE LEE ON THE SOLENT			
Post town	PORTSMOUTH	Postcode	PO13 8GE
Telephone number (if any)	07771 540066		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) INFO@RBRLS.CO.UK			

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**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. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser

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- gets consent for the performance from a person who is responsible for the premises.
  - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. 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.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. 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.
  8. 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'.
  9. 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.
  10. Please list here steps you will take to promote all four licensing objectives together.
  11. The application form must be signed.
  12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
  14. This is the address which we shall use to correspond with you about this application.

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**15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

**Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.



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- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-

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- evidence of the applicant's own identity – such as a passport,
- evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
- evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
  - (i) working e.g. employment contract, wage slips, letter from the employer,
  - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
  - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
  - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.