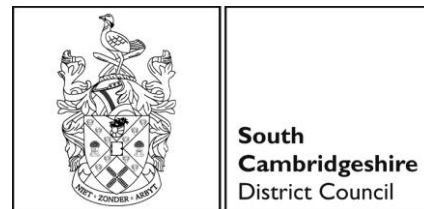


South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

t: 01954 713000

f: 01954 713149

www.scambs.gov.uk



Click Here and Type Agenda Date - Day Month Year - should be in Arial 9 pt

To: Chair – Councillor
Members of the Licensing (2003 Act) Sub-Committee – Councillors
Anna Bradnam, Jose Hales and Mark Howell

Applicant:

Representee(s):

Dear Sir/Madam

Please find below the agenda, and attached the relevant papers, for the hearing by the **Licensing (2003 Act) Sub-Committee** of the application for . The hearing will be held in the **Monkfield Room, First Floor** meeting room at South Cambridgeshire Hall on **Tuesday, 25 July 2023 at 10.30 a.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully

Liz Watts

Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

Agenda

	Pages
1. Appointment of Chair	
2. Introductions / Procedure The Chairman will introduce the members of the Sub-Committee and the	5 - 6

officers in attendance at the meeting.

A copy of the Licensing (2003 Act) Committee procedure is attached.

3. Declarations of Interest

**4. Grant of a Premises Licence: Horseheath Lodge, Horseheath
Lodge Estate, Dean Road, Cambridge**

7 - 80

Guidance For Visitors to South Cambridgeshire Hall

Notes to help those people visiting the South Cambridgeshire District Council offices

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Toilets

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Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

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Agenda Item 2

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

LICENSING ACT 2003 COMMITTEE

HEARING PROCEDURE

1. Introduction

- The Chairman of the sub-committee will welcome and introduce everyone present, giving explanations of roles where necessary, and outline the procedure to be followed.
- The hearing will take the form of a discussion to be led by the sub-committee.
- Members of the sub-committee will be able to ask questions of any party, or the Licensing Officer, at the hearing. They will try, so far as possible, to ask their questions at the conclusion of each party's submission.
- The sub-committee will consider any requests for permission to ask questions of other parties. It will decide if questions are required in order for it to consider the case properly. If permission is given to one party, it will usually be given to all other parties.
- The Chairman may ask any person behaving in a disruptive manner to leave and may refuse to permit that person(s) to return or may permit them to return with specified conditions. Such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.
- Members of the sub-committee will be asked to make any Declaration of Interests.

2. Witnesses

The sub-committee will consider any requests from any of the parties to call witnesses.

3. New evidence/information

The sub-committee will consider any requests for permission to present new evidence or information not previously disclosed to all the parties and the sub-committee prior to the hearing. The general rule is that such information or evidence must not be considered unless all parties at the hearing agree to it being considered on the day of the hearing. A request may be made for a short adjournment to allow time for everyone to receive copies of the extra information and time to read it.

4. Allocation of time

Each party will be asked for a time estimate for the presentation of their case. The sub-committee will hear all estimates and then allocate each party an equal amount of time to speak.

5. Licensing Officer's report

The Council's Licensing Officer will outline details of the application and representations received by the council. No recommendation to members will be made.

6. Applicant's case

The applicant will present their case first. They have a right to:

- address the sub-committee on any points of clarification the council has sought;
- address the committee generally; and
- call any witnesses that they have been given permission to call. Witnesses may be cross-examined if permission is granted. If this happens, the time taken for questions will count towards the allocated time of the party asking the questions, not the party answering them.

Members of the sub-committee may ask questions of the applicant.

7. Police representations

The Police will make any representations about the application, with the same rights as listed at s.6.

Members of the sub-committee may ask questions of the police representative.

8. "Responsible authorities" representations

Other "responsible authorities" (Police/Fire/Environmental Health Officer/Social Services/Trading Standards/Planning Directorate) will then make representations, with the same rights as listed at s.6.

Members of the sub-committee may ask questions of those authorities represented.

9. Any other representations

Anybody else making representations will go last, with the same rights listed at s.6.

Members of the sub-committee may ask questions of any person who has made a representation.

10. Legal advice

Once all parties have presented their cases to the sub-committee, and the members of the sub-committee have no more questions for any of the parties, the Council's Legal Officer will be asked to outline any relevant legal guidance.

11. Decision-making

The sub-committee will then retire to another room to make its decision. The Council's Legal Officer and Clerk will accompany members to advise where necessary and take notes of the decision.

12. Notification of decision

Depending on the nature of the application, a determination of the case will either be made at the conclusion of the hearing, or within 5 working days. In most cases, all parties will be notified of the decision in writing.



Report to:	Licensing Sub-Committee (Licensing Act 2003)
Lead Cabinet Member:	
Lead Officer:	Natasha Wade-Guest

Application for the Grant of a Premises Licence:

Horseheath Lodge, Horseheath Lodge Estate, Dean Road, Cambridge, CB21 4PT

Executive Summary

1. The Committee is asked to determine an application for the Grant of a Premises Licence under section 17 and 18 of the Licensing Act 2003, which has been subject to representation from residents and Linton Parish Council.

Recommendations

2. It is recommended that the Committee determine the application for the grant of a premises licence at a hearing pursuant to section 18(3) Licensing Act 2003.
3. The Council, the applicant and all persons who made valid representations may agree to dispense with the hearing provided notice is given in accordance with The Licensing Act 2003 (Hearings) Regulations 2005 regulation 9.

Details

4. On 2 June 2023, an application for the grant of a premises licence for Horseheath Lodge, Horseheath Lodge Estate, Dean Road, Cambridge, CB21 4PT was submitted to the Licensing Authority, and advertised and consulted upon.
5. The licensable activities proposed under the authorisation of a Premises Licence are as follows:
 - Hours Open to the Public
Thursday to Sunday: 11:00 – 23:45
 - Supply of Alcohol
The sale by retail of alcohol for consumption on and off the premises
Thursday to Sunday: 11:00 – 23:00

- Provision of Live Music (indoors and outdoors)
Thursday to Sunday: 11:00 – 23:00
 - Provision of Recorded Music (indoors and outdoors)
Thursday to Sunday: 11:00 – 23:00
 - Late Night Refreshment (indoors and outdoors)
Thursday to Sunday: 23:00 – 23:45
6. The application form is attached as **Appendix A**, the plans of the premises are attached as **Annexe B** and the location plan indicating the location of the residents who submitted representations is attached as **Appendix C**.
 7. A statutory 28-day consultation period started on 2 June 2023 and ended on 30 June 2023. This enabled Responsible Authorities and 'Other Persons' to make representations towards the application. 'Other Persons' includes any individual, body or business whether or not they live in the vicinity.
 8. The application was advertised in the Cambridge Independent on 21 June 2023, and the site notice displayed on the premises as required. A copy of the advertisement and notice is attached as **Appendix D**.
 9. Cambridgeshire Fire and Rescue Service have no objection to the application but have provided some observations. A copy of the response is attached as **Appendix E**.
 10. Planning has no objection and have confirmed that planning permission is not required. A copy of the response is attached as **Appendix F**.
 11. The Police have no objection to the application and have agreed with the applicant several conditions to be imposed on any licence granted including the condition "This licence shall permit The Cambridge Rock Festival, one annual, four-consecutive day festival event to take place at the premises between 1 May and 30 September annually, with a limit on attendees of 1500 (including staff, contractors, and entertainers). A copy of the agreed conditions is attached as **Appendix G**.
 12. Cambridge County Council Highways have no objection to the application and have agreed conditions to be imposed on any licence granted including "Need to contact Highways no later than 12 weeks prior to the event if a temporary traffic regulation order (TTRO) is required (Speed Limit Reduction). A copy of the response is attached as **Appendix H**.
 13. Environmental Health have no objection to the application and have agreed with the applicant several conditions to be imposed on any licence granted. A copy of the agreed conditions is attached as **Appendix I**.
 14. Trading Standards have no objection to the application. A copy of the response is attached at **Appendix J**.

15. There were no responses from other Responsible Authorities.
16. Representations have been received from Linton Parish Council (Attached as **Appendix K1**) and three residents (attached as **Appendices K2-K4**).
17. The applicant's additional supporting submissions are to follow.
18. There are no policy presumptions within the Council's Statement of Licensing policy, against the grant of the licence unless it can be shown that the application would undermine or prejudice the licensing objectives.

Options

19. The Sub-Committee in determining the application will consider the steps set out in section 18(4) Licensing Act 2003.
20. The Sub-Committee will decide whether to grant the licence (imposing all mandatory conditions) in the terms set out in the application or take any of the following steps before granting the licence:
 - a. To refuse to grant the application
 - b. To grant the application with (or without) conditions in full (or in part)
21. The Sub-Committee must give the reasons for the decision.

Implications

22. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered: -

Legal

23. The Council, the applicant and all persons who made valid representations may agree to dispense with the hearing provided notice is given in accordance with The Licensing Act 2003 (Hearings) Regulations 2005 regulations.
24. When determining applications, the Sub-Committee recognises the Council as the licensing authority is required to carry out its functions with a view to promoting the licensing objectives;
 - the prevention of crime and disorder;
 - public safety;
 - the prevention of public nuisance; and
 - the protection of children from harm.

25. In considering the licensing objections the Council must have regard to its statement of Licensing Policy, and to the statutory guidance (Revised Guidance April 2018) issued under section 182 Licensing Act 2003. The application process is considered at section 8 of that Guidance. The procedure and information on hearings starts at 9.31 of that Guidance.

26. Any party aggrieved by the decision of the Sub-Committee has the right of appeal to the Magistrates' Court.

Risks/Opportunities

27. The decision creates no additional risks or opportunities in the context of the Council's risk management.

Background Papers

South Cambridge Council Statement of Licensing Policy (Licensing Act 2003)
<https://www.scambs.gov.uk/licensing/beer-and-ale-licences/premises-and-club-licences/>

Guidance Issued under Section 182 of the Licensing Act 2003 **(Revised guidance issued under section 182 of Licensing Act 2003 - GOV.UK (www.gov.uk))**

Licensing Act 2003 **Licensing Act 2003 (legislation.gov.uk)**

The Licensing Act 2003 (Hearings) Regulations 2005 **The Licensing Act 2003 (Hearings) Regulations 2005 (legislation.gov.uk)**

Appendices

Appendix A:	Copy of Application form
Appendix B:	Plans
Appendix C:	Location plan of residents who have submitted representations.
Appendix D:	Site notice and advert
Appendix E :	Fire Service response
Appendix F:	Planning response
Appendix G:	Conditions agreed with the Police
Appendix H:	Highways response
Appendix I:	Environmental Health response
Appendix J:	Trading Standards response
Appendix KI:	Linton Parish Council representation
Appendix K2-K4:	Three resident representations

Report Author:
Natasha Wade-Guest – Licensing Technical Officer
Telephone: (01954) 712945

South Cambridgeshire
Application for a premises licence
Licensing Act 2003

For help contact
licensing@scambs.gov.uk
 Telephone: 01954 713000

* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

CRF

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

David

* Family name

Roberts

* E-mail

cambridgerockfest@gmail.com

Main telephone number

07748117938

Include country code.

Other telephone number

[REDACTED]

Indicate here if you would prefer not to be contacted by telephone

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?

Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

05012541

Business name

RBF Festivals Limited

If your business is registered, use its registered name.

VAT number

GB 842021471

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

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

- Address OS map reference Description

Address Description

Grass fields enclosed by wooden post and rail fencing, as shown on plan and aerial photograph.
Part of the Horseheath Lodge estate, Dean Road, Horseheath, CB21 4PT.

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 21

NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Director of RBF Festivals Limited

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

Add another applicant

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? 03 / 08 / 2023
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

Grass fields site enclosed by wooden post and rail fencing, as shown on plan and aerial photograph.

Continued from previous page...

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

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes No

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

- Yes No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

- Yes No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

Continued from previous page...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the performance of live music take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Live music, amplified.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

- Yes
- No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

- Indoors
- Outdoors
- Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Incidental recorded music amplified inbetween changeover/set up of bands.

Continued from previous page...

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

- Yes No

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

Continued from previous page...

WEDNESDAY

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Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Food traders providing festival goers and crew with food and refreshments for breakfast, lunch and dinner.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

On the premises Off the premises Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

Continued from previous page...

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Date of birth / /

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

Continued from previous page...

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

None

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 21

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

We will promote all objectives by briefing both SIA staff and volunteers to observe the following points.

b) The prevention of crime and disorder

Stewards will be briefed to monitor any possible criminal/disorderly behaviour. This will be reported to the SIA security team, the Head Stewards, and the appropriate action taken. In extreme circumstances the police will be called.

c) Public safety

Using risk assessments we will ensure all possible mitigation is in place. Steward briefings will highlight any potential issues. Our Nebosh trained officer (safety) and festival organiser will monitor the steward handbook is adhered to.

Continued from previous page...

d) The prevention of public nuisance

Active sound level monitoring will be in place throughout the 4 day event. All amplified music will cease before 23.00 each evening. A hot line for complaints of any nuisance will be in operation throughout the festival.

e) The protection of children from harm

We will highlight in our briefings the protection of children, as identified in our steward handbook. Any incidents or concerns involving children will be reported immediately to the SIA security team. All under 18's must be accompanied by a responsible adult in order to be admitted to the festival. We operate challenge 23 at the bars.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

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 in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

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 birth or adoption certificate issued 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 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.

Continued from previous page...

- 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 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, 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:-
 - 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.

Continued from previous page...

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.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

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:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o 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.
 - o 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.
 - o 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.
 - o 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:
 - o 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.
 - o 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 gets consent for the performance from a person who is responsible for the premises.
 - o 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.

Continued from previous page...

- 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:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o 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;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o 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.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

100.00

DECLARATION

Continued from previous page...

* I/we understand 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.

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

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/south-cambridgeshire/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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

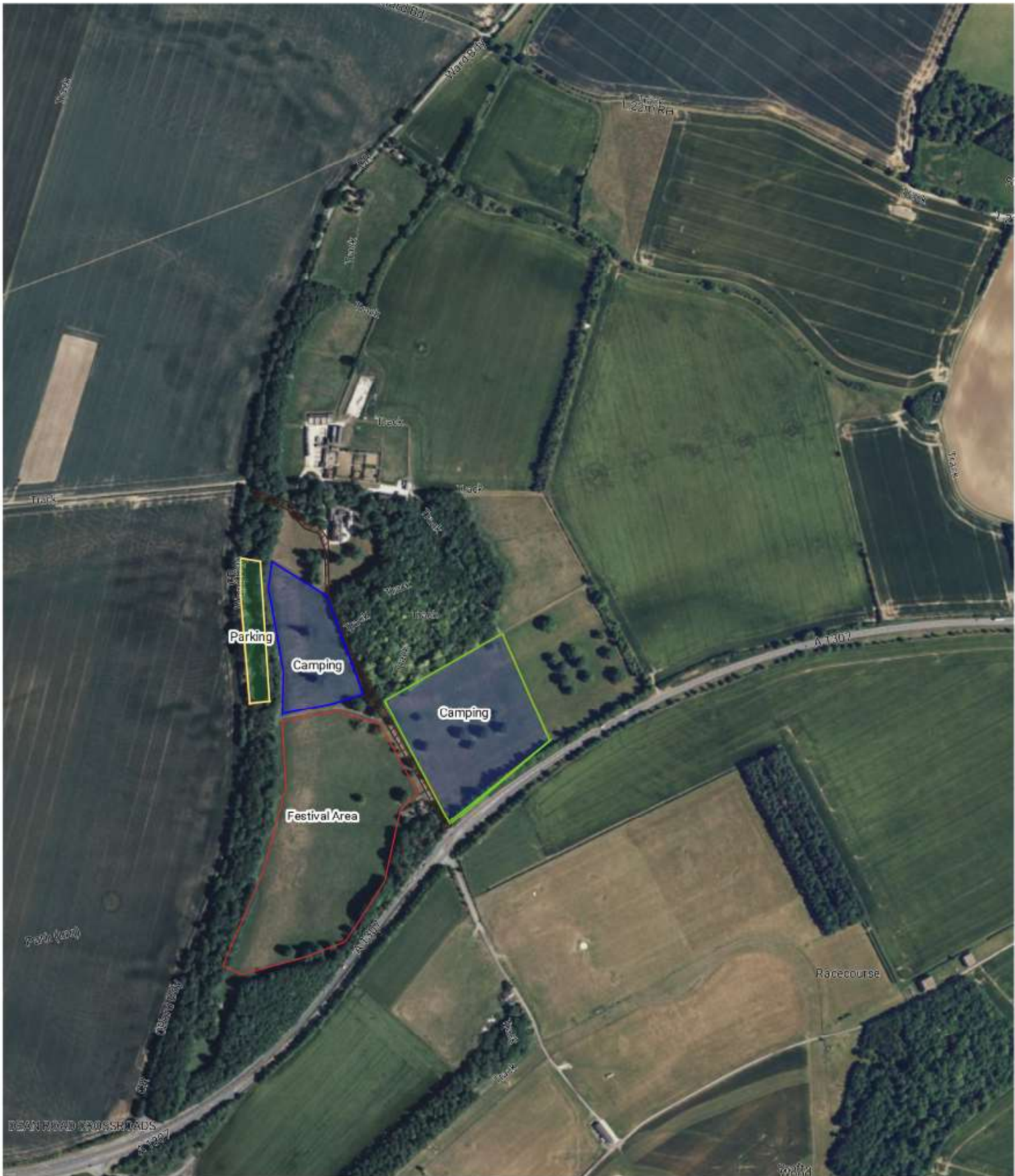
IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT 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

OFFICE USE ONLY

Applicant reference number	<input type="text" value="CRF"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

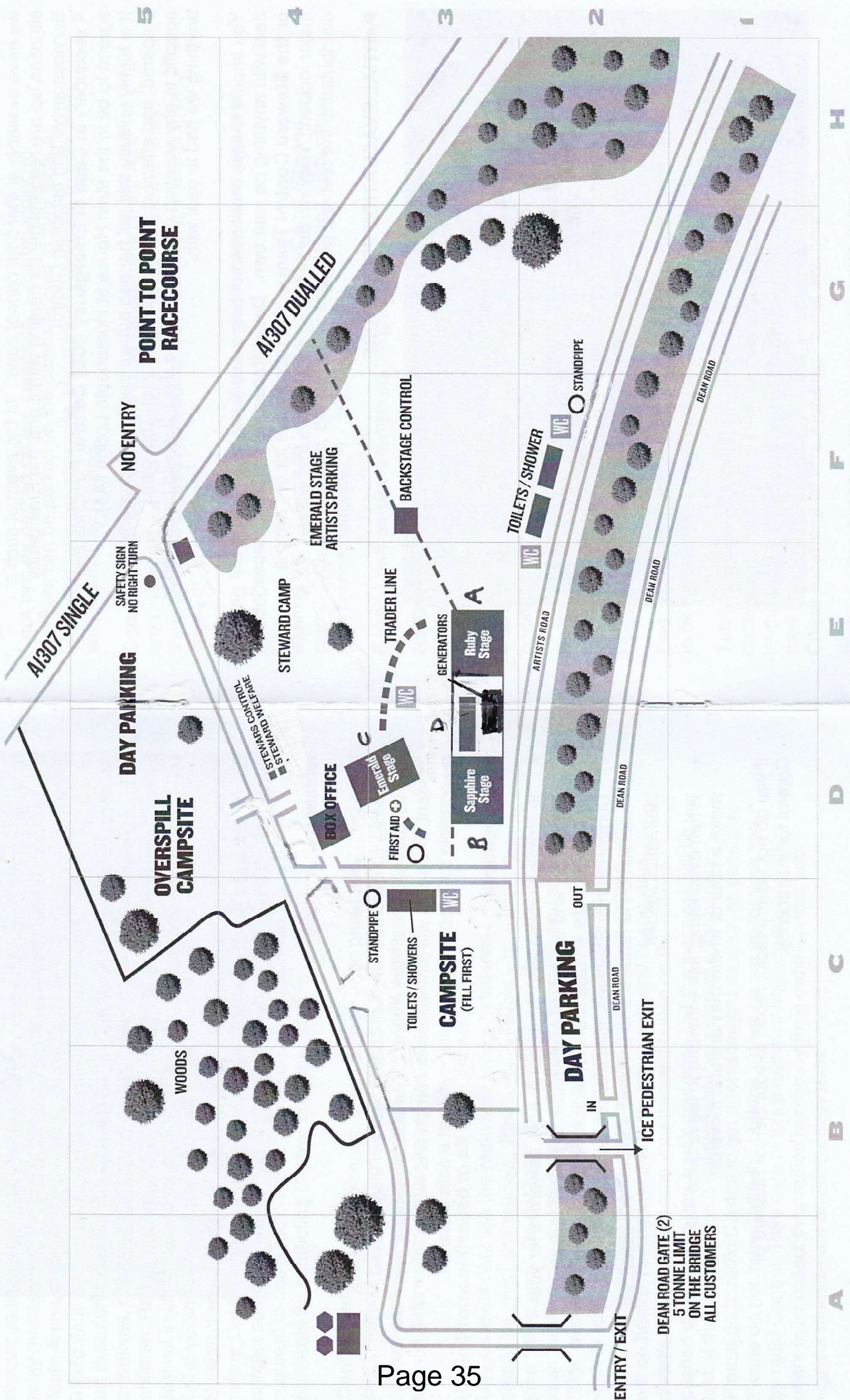
[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) [Next >](#)

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NOT TO SCALE LAYOUT ONLY



DEAN ROAD GATE (2)
5 TONNE LIMIT
ON THE BRIDGE
ALL CUSTOMERS

EMERALD STAGE (C)

MARQUEE 15m x 30m

STAGE 600mm HIGH

OPEN SIDE

STEP UP

FIRE EXT.

STEP DOWN

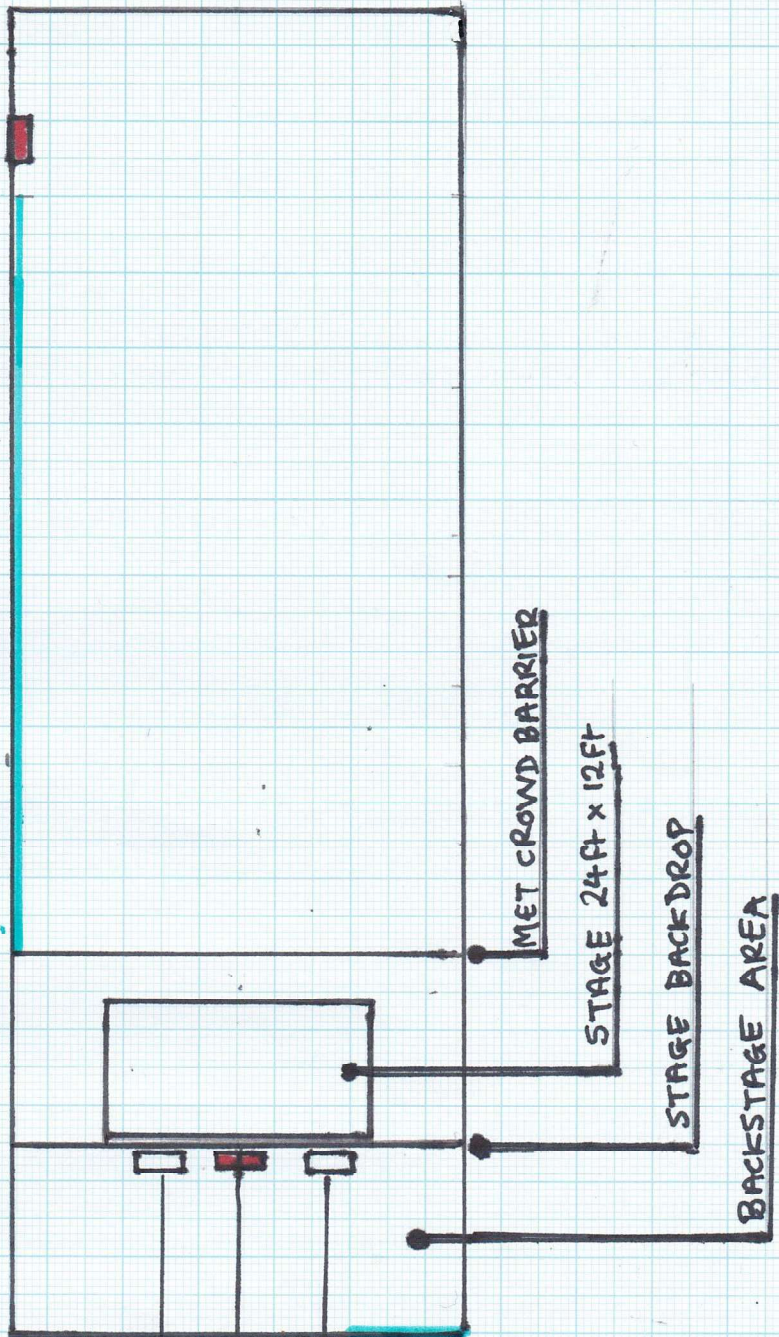
LOADING BAY

MET CROWD BARRIER

STAGE 24ft x 12ft

STAGE BACKDROP

BACKSTAGE AREA

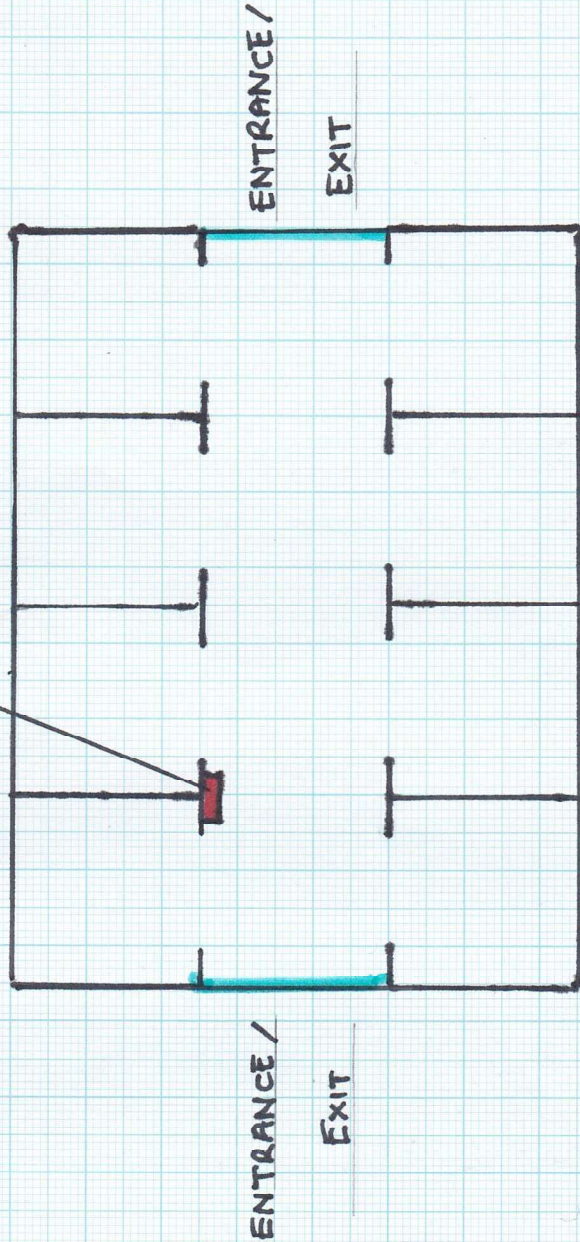


SCALE 5mm = 1m

GREEN ROOM (D)

MARQUEE 15m x 20m

FIRE EXT.



CHANGING ROOM SPACES FORMED FROM

MARQUEE LINING CURTAINS HUNG FROM

WIRES 5m x 5m

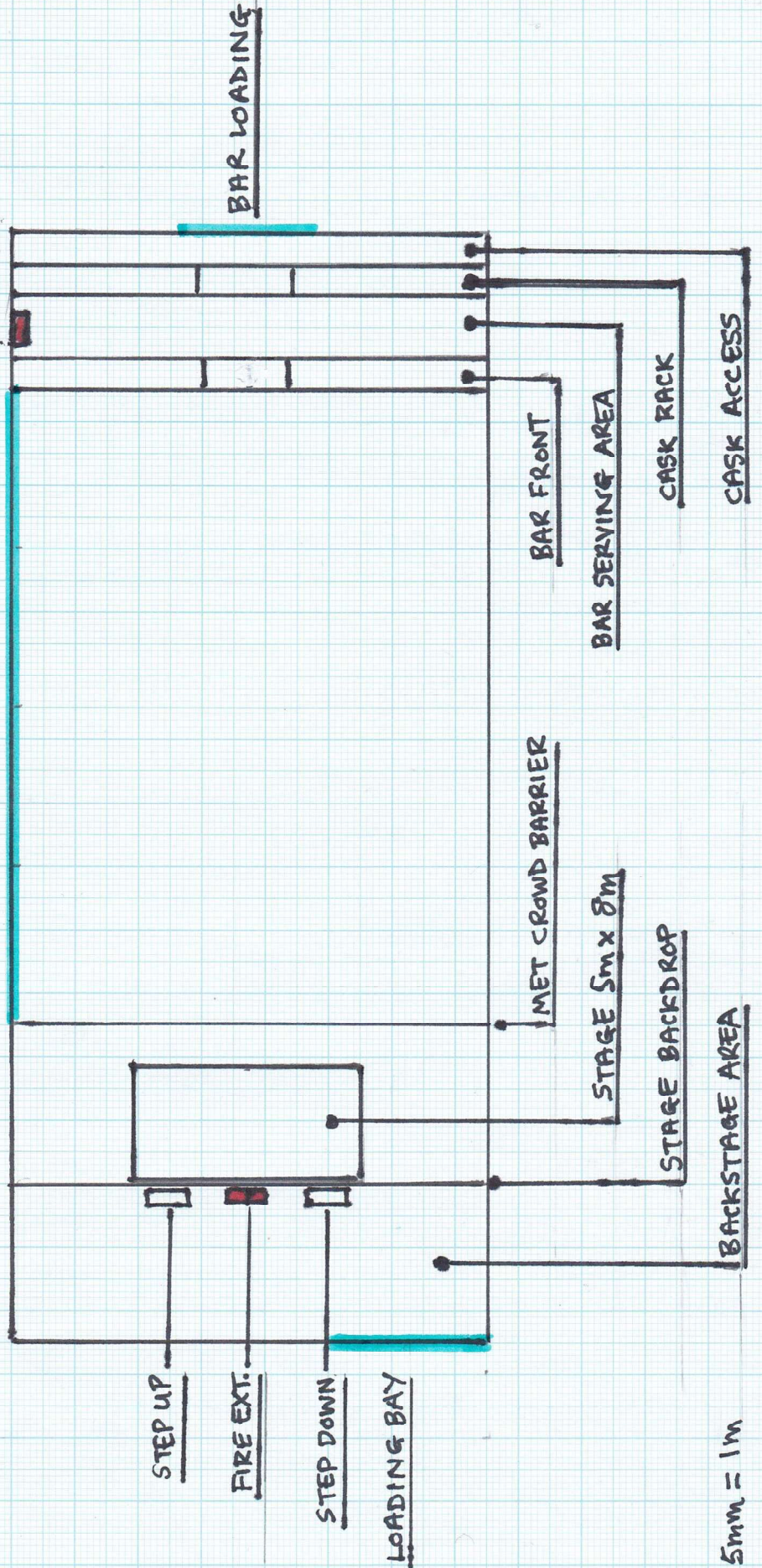
SCALE 5mm = 1m

RUBY STAGE (A)

MARQUEE 15m x 35m

STAGE 600mm HIGH

OPEN SIDE



SCALE 5mm = 1m

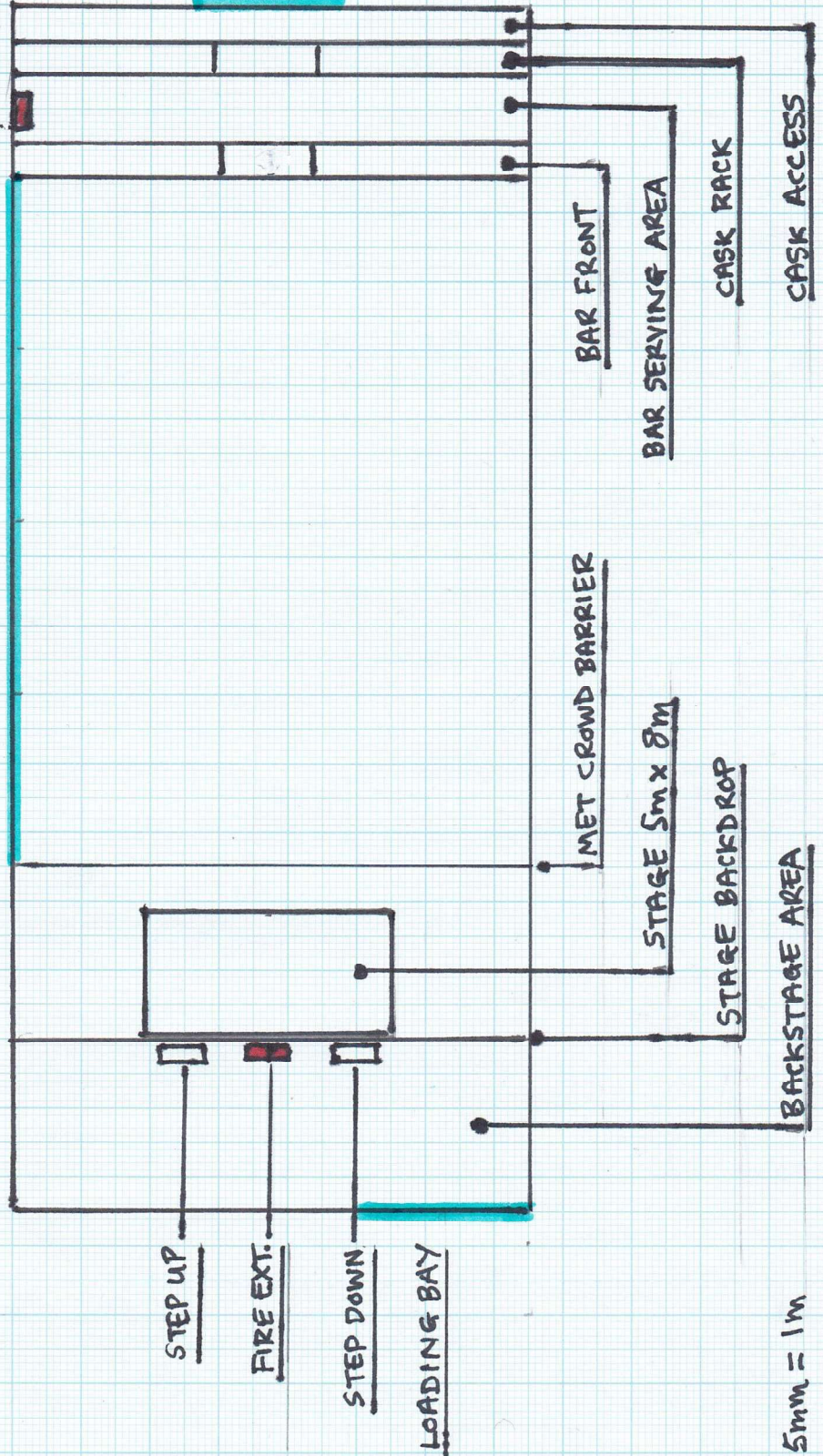
RUBY STAGE (A)

MARQUEE 15m x 35m

STAGE 600mm HIGH

OPEN SIDE

BAR LOADING



STEP UP

FIRE EXT.

STEP DOWN

LOADING BAY

1 MET CROWD BARRIER

STAGE 5m x 8m

STAGE BACKDROP

BACKSTAGE AREA

BAR FRONT

BAR SERVING AREA

CASK RACK

CASK ACCESS

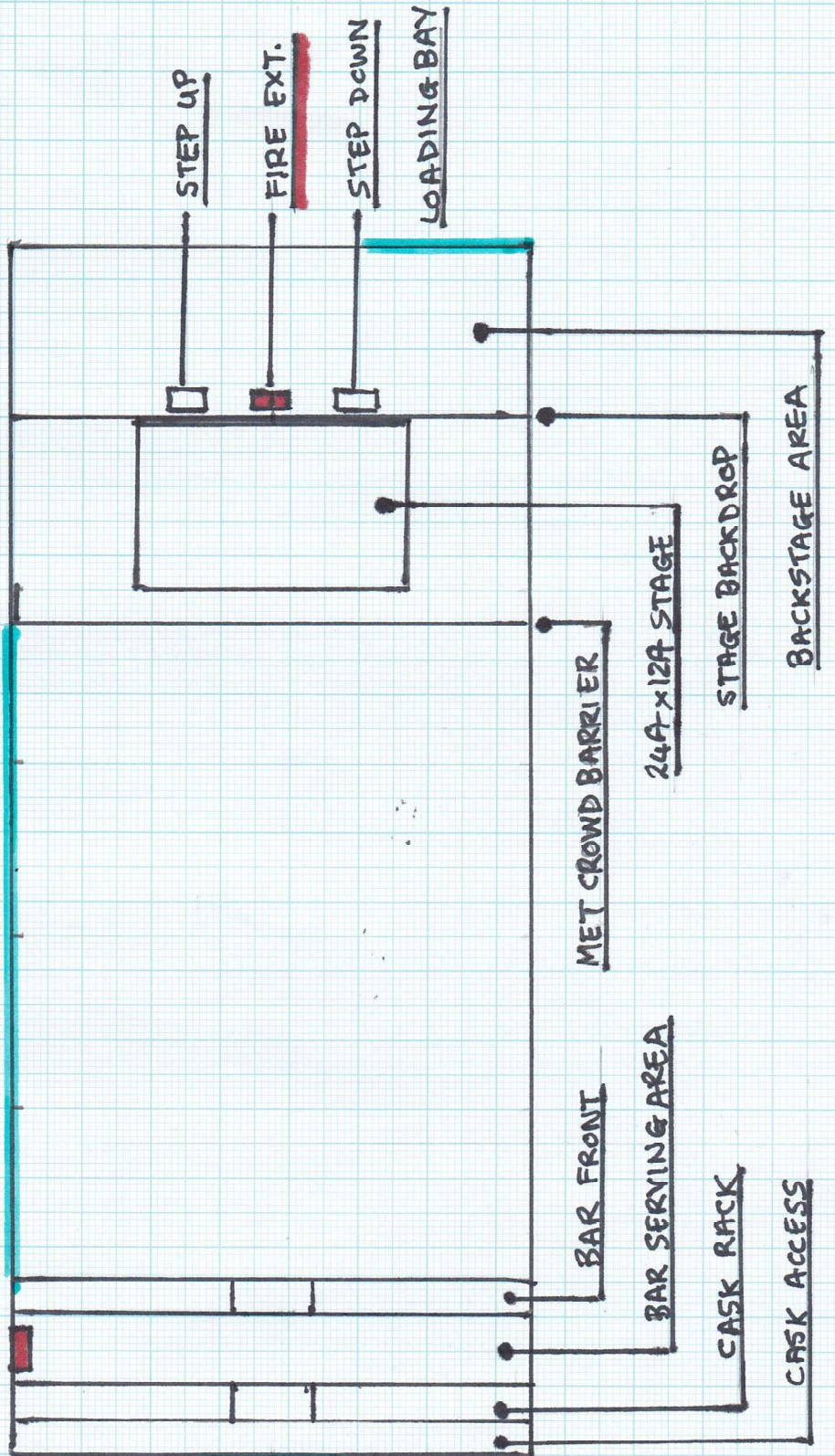
SCALE 5mm = 1m

SAPPHIRE STAGE (B)

MARQUEE 15m x 35m

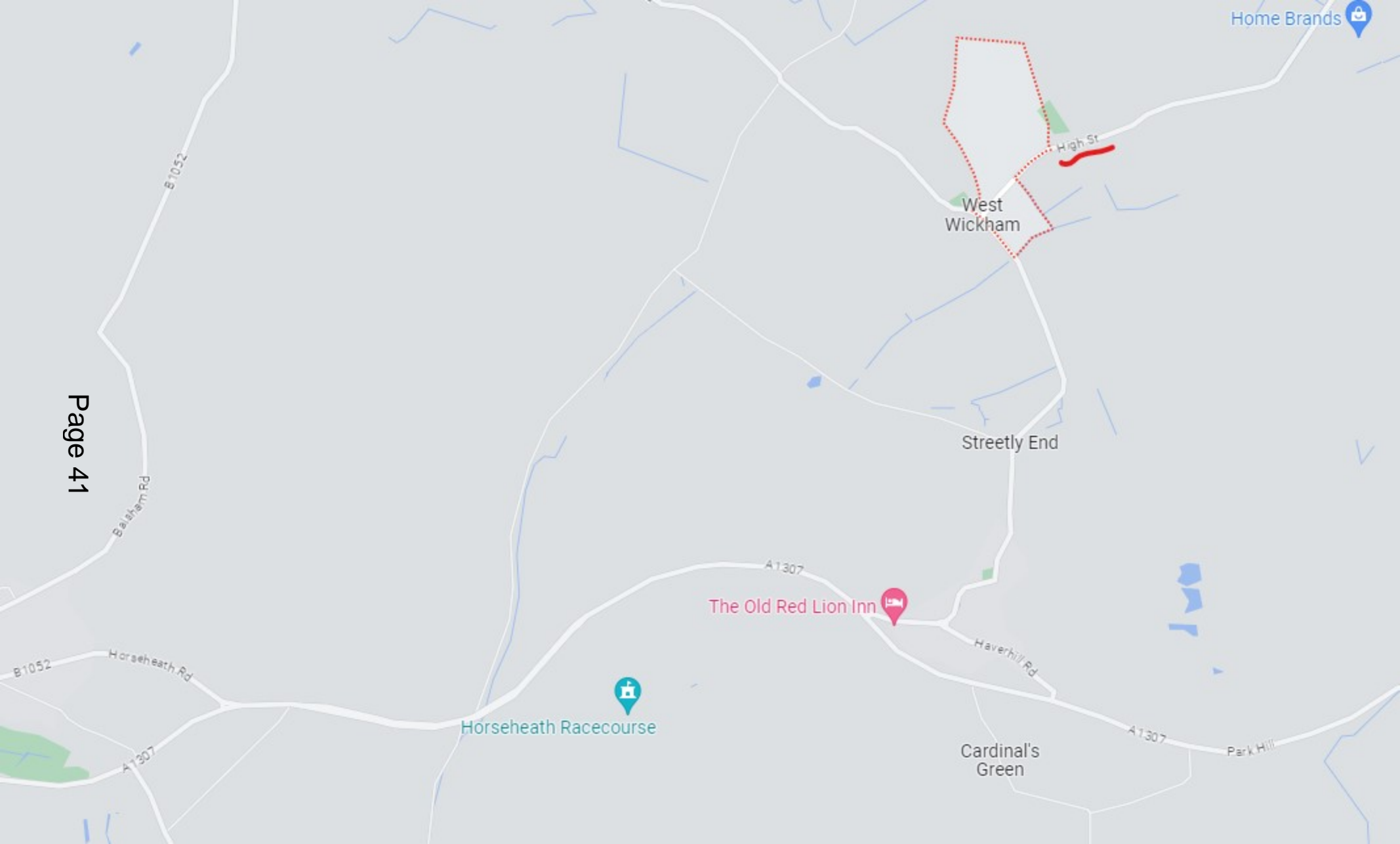
STAGE 600mm HIGH

OPEN SIDE



BAR LOADING

SCALE 5mm = 1m



West Wickham

Streetly End

The Old Red Lion Inn

Horseheath Racecourse

Cardinal's Green

Park Hill

B1052

High St

A1307

Haverhill Rd

A1307

Balgham Rd

Horseheath Rd

A1307

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LICENSING ACT 2003

NOTICE OF APPLICATION FOR A PREMISES LICENCE

Notice is given that I, David Roberts have on the 2nd June 2023 applied to South Cambridgeshire District Council as the Licensing Authority for a Premises Licence for the Festival Area Paddock, Horseheath Lodge, Horseheath, Cambs, CB21 4PT to include the retail sale of alcohol, live music and recorded music between the hours of 11:00 - 23:00 Thursday to Sunday and late night refreshment between the hours of 23:00 - 23:45 Thursday to Sunday.

Anyone wishing to make representations concerning this application should do so in writing to South Cambridgeshire District Council, Licensing Service, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, CB23 6EA or email licensing@scambs.gov.uk.

Representations in respect of this application must reach the Licensing Authority by 30 June 2023. Persons wishing to inspect the register or the record of this application may do so by attending the office of the Licensing section, during office hours Monday to Friday inclusive.

It is an offence knowingly or recklessly to make a false statement in connection with an application, the maximum fine for which on summary conviction is £5,000

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page 47

Page 44

It's party time as May Ball season arrives at Cambridge colleges



Cows go hungry thanks to crazy cattle grid...

News | page 4

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PUBLIC NOTICES

**LICENSING ACT 2003
 NOTICE OF APPLICATION
 FOR A PREMISES LICENCE**

Notice is given that I, David Roberts have on the 2nd June 2023 applied to South Cambridgeshire District Council as the Licensing Authority for a Premises Licence for the **Festival Area Paddock, Horseheath Lodge, Horseheath, Cambs, CB21 4PT** to include the retail sale of alcohol, live music and recorded music between the hours of 11:00 - 23:00 Thursday to Sunday and late night refreshment between the hours of 23:00 - 23:45 Thursday to Sunday.

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NOTICES

PUBLIC NOTICES

THE CITY OF CAMBRIDGE (PUBLIC OFF-STREET PARKING PLACES) (AMENDMENT NO. 2) ORDER 2023

Notice is hereby given that Cambridge City Council ("the Council") in exercise of its powers under the Road Traffic Regulation Act 1984 ("the 1984 Act") (as amended) and of all other enabling powers, with the consent of the Cambridgeshire County Council in accordance with Section 39(3) of the 1984 Act and the Traffic Management Act 2004 (as amended) has made the above-named Order which comes into effect on 1 August 2023.

The effect of this Order is to amend the City of Cambridge (Public Off-Street Parking Places) (Amendment No.1) Order 2023 as follows:
Schedule 1

Column 1	Column 2	Column 3	Column 4	Column 5
----------	----------	----------	----------	----------

Cambridge City Council

The Local Authorities (Members' Allowances) (England) Regulations 2003

Notice is hereby given that the City Council paid councillor allowances under its allowance scheme for May 2022 – April 2023 as set out in the table below:

Basic	Transport/
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APPENDIX E

From: [Licensing \(SCDC\)](#)
To: [Natasha Wade-Guest](#)
Subject: FW: Fire Safety (Public Safety) Response to New Premises Licence application - Cambridge Rock Festival at Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT
Date: 14 June 2023 14:20:31
Attachments: [image001.png](#)

From: Danny Hans <danny.hans@cambsfire.gov.uk>

Sent: 14 June 2023 13:52

To: Licensing (SCDC) <Licensing@scamb.gov.uk>; cambridgerockfest@gmail.com

Cc: ts.administration@cambridgeshire.gov.uk; Kate.parker@cambridgeshire.gov.uk; Licensing South <LicensingSouth@cambs.police.uk>; Planning <planning@scamb.gov.uk>; Alcohol@homeoffice.gsi.gov.uk

Subject: Fire Safety (Public Safety) Response to New Premises Licence application - Cambridge Rock Festival at Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT

Dear Licensing & Applicant,

I would like to pass the following observations on fire safety for the above application: -

1. The responsible person for the event must appoint a competent person to produce a robust Management Control Document for each proposed event on site, which must include the fire safety measures and arrangements to be implemented.
2. The dedicated Fire & Emergency lane should not be less than 3.7m wide and consideration should be given to suitable hardstanding (e.g. trackways) for 12.5 tonne vehicle if soft ground and/or poor weather is expected.
3. There should be suitable Fire Service vehicle access to all parts of the site (event) within 50m from the dedicated Fire & Emergency lane. Your attention is drawn to the limited Fire & Emergency vehicle access lane to the site, which should be improved.
4. All marquee structures being used at the event should be of proven fire performance and linings must be of inherently flame retarded fabric or durably flame retarded fabric and provided with certification of fire performance.
5. There should be good housekeeping and waste management procedures in place to reduce the risk of fire and fire spread. Skips should not be placed near a temporary structure or vehicle and they should normally be a minimum of 6 metres away from any structure on site.
6. There should be fire points around the site with appropriate firefighting equipment.
7. Avoid the use of hay and straw bales on site, in order to reduce the risk of fire and fire spread.
8. On the campsite tents or caravans should be at least six metres away from others and well away from parked vehicles.
9. Large campsites should normally be provided with fire watchtowers and campers should be provided with fire safety advice.
10. Campfires, bonfires and BBQ's should be avoided, in order to reduce the risk of fire spread.
11. Mobile catering vans, trailers and stalls should be separated by a minimum distance of 3m, to reduce the risk of fire spread.
12. All mobile caterers should carry out a fire risk assessment of their unit and should provide a copy to the event organiser, and to forward on to the Fire

Service on request.

13. All mobile caterers should have appropriate firefighting equipment test records (which has been serviced within the last 12 months).
14. Mobile catering vans, trailers and stalls that have gas equipment installed, must be inspected by a Gas Safe registered engineer every 12 months and should provide a certificate of inspection.
15. Where electrical equipment is being used for cooking, then their equipment should undergo Portable Appliance Testing (PAT) by a competent person within the last 12-months and provide you with a certificate of service.
16. The use of petrol generators should be avoided at the event and an alternative source such as diesel or mains power should be used, in order to reduce the risk of fire.

Please seek further safety guidance from the Safety Advisory Group.

No further comments on this application.

Kind regards

Danny Hans

Cambridgeshire Fire & Rescue Service

Fire Protection South Compliance Team

Cambridge Fire Station, Parkside, Cambridge

CB1 1JF

* 07825 506695

* danny.hans@cambsfire.gov.uk

From: Licensing (SCDC) <Licensing@scambs.gov.uk>

Sent: Friday, June 2, 2023 2:16 PM

To: ts.administration@cambridgeshire.gov.uk; Kate.parker@cambridgeshire.gov.uk; Licensing South <LicensingSouth@cambs.police.uk>; Planning <planning@scambs.gov.uk>; Danny Hans <danny.hans@cambsfire.gov.uk>; Alcohol@homeoffice.gsi.gov.uk

Cc: Licensing (SCDC) <Licensing@scambs.gov.uk>

Subject: New Premises Licence application - Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT

EXTERNAL EMAIL: This message was sent from outside of the organisation. Do not click on links or open attachments unless you recognise the source of this email and are sure that the content is safe. If in doubt, please contact ICT Shared Service.

Good afternoon,

Please find attached a new Premises Licence application for Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT.

Please send us any comments by the end of consultation which is 30 June 2023.

Kind regards,

Natasha

Natasha Wade-Guest | Licensing Technical Officer

Pronouns: She/Her



South Cambridgeshire Hall | Cambourne Business Park | Cambourne | Cambridge | CB23 6EA
t: 01954 713000

www.scambs.gov.uk | facebook.com/south-cambridgeshire | twitter.com/SouthCambs

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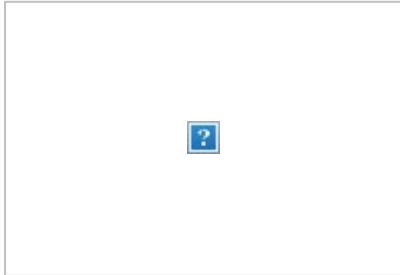
From: [Licensing \(SCDC\)](#)
To: [Natasha Wade-Guest](#)
Subject: Fwd: New Premises Licence application - Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT
Date: 06 June 2023 15:04:21
Attachments: [image001.png](#)
[Amended application - Cambridge Rock Festival.pdf](#)
[Plans - Cambridge Rock Festival.pdf](#)
[image002.jpg](#)

Sent from [Outlook for iOS](#)

From: Duty Planning Officer <Duty.PlanningOfficer@scambs.gov.uk>
Sent: Tuesday, June 6, 2023 11:14:26 AM
To: Licensing (SCDC) <Licensing@scambs.gov.uk>
Subject: FW: New Premises Licence application - Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT
Hi,
There is no planning permission and assuming this is for one weekend only (not clear on forms), planning permission is not required.
Thanks

Charlotte Spencer | Senior Planning Officer

Please note that the Council is currently [trialling a four-day week](#) to improve recruitment, retention and wellbeing. My working days are **Monday - Thursday**



m: 07704 018420

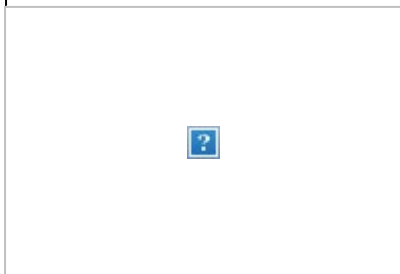
e: charlotte.spencer@greatercambridgeplanning.org

<https://www.scambs.gov.uk/planning/>

<https://www.cambridge.gov.uk/planning>

Greater Cambridge Shared Planning: a strategic partnership between Cambridge City and South Cambridgeshire District Councils

From: Planning <planning@greatercambridgeplanning.org>
Sent: 02 June 2023 14:22
To: Duty Planning Officer <Duty.PlanningOfficer@scambs.gov.uk>
Subject: FW: New Premises Licence application - Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT
For you please.
Kind regards.
Rose Mills | Technical Support Officer



t: 01954 713033 | m 07514921842 | e-mail Rose.Mills@greatercambridgeplanning.org

<https://www.scambs.gov.uk/planning/>

<https://www.cambridge.gov.uk/planning>

<https://www.greatercambridgeplanning.org>

Greater Cambridge Shared Planning: a strategic partnership between Cambridge City and South Cambridgeshire District Councils

Please note that the Council is currently [trialling a four-day week](#) to improve recruitment, retention and wellbeing. From January my working days are therefore **Monday, Tuesday, Wednesday and Thursday**. On my non-working day, you can contact

planning@greatercambridgeplanning.org

From: Licensing (SCDC) <Licensing@scambs.gov.uk>

Sent: 02 June 2023 14:16

To: ts.administration@cambridgeshire.gov.uk; Kate.parker@cambridgeshire.gov.uk; Licensing South <LicensingSouth@cambs.police.uk>; Planning <planning@scambs.gov.uk>; danny.hans@cambsfire.gov.uk; Alcohol@homeoffice.gsi.gov.uk

Cc: Licensing (SCDC) <Licensing@scambs.gov.uk>

Subject: New Premises Licence application - Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT

Good afternoon,

Please find attached a new Premises Licence application for Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT.

Please send us any comments by the end of consultation which is 30 June 2023.

Kind regards,

Natasha

Natasha Wade-Guest | Licensing Technical Officer

Pronouns: She/Her



South Cambridgeshire Hall | Cambourne Business Park | Cambourne | Cambridge | CB23 6EA

t: 01954 713000

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APPENDIX H

From: Martin Ellwood <Martin.Ellwood@cambridgeshire.gov.uk>

Sent: 26 June 2023 11:56

To: Dave Roberts, Cambridge Rock Festival <cambridgerockfest@gmail.com>; Brittin, Christopher <Christopher.Brittin@milestoneinfra.co.uk>

Cc: Martin Meehan <Martin.Meehan@cambridgeshire.gov.uk>; Wood, Dan <dan.wood@milestoneinfra.co.uk>; Jim Higgins <jhiggins@hwmartin.com>; Collins, Jeremy <Jeremy.Collins@milestoneinfra.co.uk>

Subject: Cambridge Rock Festival TM discussion

Morning Dave/Chris.

Good to talk to you this morning regarding the Cambridge Rock Festival (3rd – 7th Aug) Traffic Management plans for 2023. As discussed actions are below:

- Event organisers to have a site meeting with Milestone to confirm stacking capacity for right hand turn from Haverhill direction.
- Event organisers to produce a Traffic Management signage plan for the festival for Highways to review by 30th June 2023.
 - Plan to include directional signs for Day visitors to Dean Road entrance and campers to A1307 entrance from all directions.
- Once accepted Event organisers to arrange for all signage production with its preferred contractor.
- Event organisers to provide up dated ticket numbers of visitors for each day of the festival, including a breakdown of types of tickets e.g., number of day tickets/campers.

@[Dave Roberts, Cambridge Rock Festival](#) in future years you will need to contact Highways (Highway.events@cambridgeshire.gov.uk) no later than 12 weeks prior to the event if a temporary traffic regulation order (TTRO) is require (Speed Limit reduction). Please can this first contact be built into your future planning.

Regards

Martin Ellwood

Event Liaison Officer

Working pattern (week 1 Mon – Thurs) (week 2 Mon – Fri)

Cambridgeshire County Council

Traffic Management Centre, Vantage House, Vantage Park, Washingley Rd, Huntingdon PE29 6SR

Tel: 01223 729070

Mobile: 07585881890



Notify us of your event and apply online for your special events TTRO.

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/highway-events/>

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APPENDIX I

From: Chloe Mappedoram <Chloe.Mappedoram@scambs.gov.uk>

Sent: 29 June 2023 11:41

To: Licensing (SCDC) <Licensing@scambs.gov.uk>

Subject: Licence application 269137 Noise conditions request - Rockfest - Premises application noise consultation

As per the applicants acceptance below – I do not object to the application for Cambridge Rockfest and would ask that the following conditions be places on the licence if it is granted.

1. The premises licence holder shall appoint a suitably qualified and/or experienced noise consultant to produce and implement a noise management plan for each event. The noise consultant shall be a member of the Institute of Acoustics and/or the Association of Noise Consultants unless otherwise agreed in writing by the Council's Noise Control Officer. The Noise Control Officer shall be advised of the name and contact details of this person/company no later than three (3) months prior to the commencement of each event. This timescale shall remain in place unless otherwise agreed in writing by the Council's Noise Control Officer.

2. (a) A noise management plan shall be submitted to and approved in writing by the Council's Noise Control Officer no later than six (6) weeks prior to the commencement of each event. The plan shall include, but not be limited to, the following unless otherwise agreed in writing by the Council's Noise Control Officer:

- (i) details of all music sources and other significant noise sources within the licensed area, their timings and a site plan of their location and orientation;
- (ii) a background noise survey, if requested by the Council's Noise Control Officer;
- (iii) comprehensive sound level predictions at noise sensitive locations based on the type of event proposed within the licensed area;
- (iv) a scheme designed to minimise the impact of noise from the event to noise sensitive premises;
- (v) specification of appropriate noise criteria that shall be achieved during the event;
- (vi) details of the how noise levels will be monitored, communicated and managed at the event and by whom, including on-site and off-site noise monitoring schedules and locations and the procedure for reducing noise levels if the noise criteria are exceeded;
- (vii) details of proposed sound tests, rehearsals and noise propagation tests, the dates and timings of which are to be agreed in writing by the Council's Noise Control Officer;
- (viii) details of a dedicated 24 hour telephone complaint line and the procedure for dealing with noise complaints received about the event;
- (ix) a scheme designed to notify occupiers of nearby noise sensitive premises, including information on the nature, date and timings of the event (including sound testing) and the dedicated telephone complaint line number.

Only in exceptional circumstances will the premises licence holder request a reduction in the timescale for compliance with this condition and it shall only be granted if the Council's Noise Control Officer confirms the revised timescale in writing.

(b) Where the requirements of condition 2(a) have been met, if there are any subsequent proposed changes to the event which may impact on noise following the approval of the noise management plan, the premises licence holder shall ensure their noise consultant liaises with the Council's Noise Control Officer to ascertain if any additional measures, noise predictions or noise criteria are required. If the Council's Noise Control Officer or the premises licence holder's noise consultant determines that additional measures are required, they will form part of the revised noise management plan.

(c) In addition, no changes to the noise management plan will be permitted in the period commencing seven (7) days prior to the commencement of the event.

(d) If the noise management plan is not approved in writing by the Council's Noise Control Officer, their requirements will form part of the noise management plan.

3. The premises licence holder shall ensure the Licensing Authority and the Council's Noise Control Officer shall have access to the results of any noise monitoring at all times.
4. The premises licence holder shall ensure that a post event report is provided to the Licensing Authority and the Council's Noise Control Officer no later than thirty-one (31) days after each event. This timescale shall remain in place unless otherwise agreed in writing by the Council's Noise Control Officer. The report shall include the results of all noise monitoring carried out during the event indicating whether or not compliance to all the noise criteria was achieved, details of all noise complaints received and any remedial action taken to minimise noise disturbance off site.
5. A waste management plan designed to minimise the impact of litter associated with an event shall be submitted to and approved in writing by the Council's Environmental Protection Team no later than six (6) weeks prior to the commencement of each event. The premises licence holder shall ensure that the measures agreed in the plan are fully implemented. This timescale shall remain in place unless otherwise agreed in writing by the Council's Environmental Protection Team.

Kind regards

Chloe Mappedoram Environmental Health Practitioner

Please note that the Council is currently [trialling a four-day week](#) to improve recruitment, retention and wellbeing. My working days are therefore Tuesday to Friday 0900 – 1500.
On my non-working day, you can contact Environmental Health on 01954 713000 or env.health@scams.gov.uk
To find out about our latest job opportunities [on our website](#).



South Cambridgeshire Hall | Cambourne Business Park | Cambourne | Cambridge | CB23 6EA
e: chloe.mappedoram@scams.gov.uk | t: 01954 713024
www.scams.gov.uk | facebook.com/south-cambridgeshire | twitter.com/SouthCambs

Help us deliver service improvements by completing our [short, 5 minute survey](#)

From: David Roberts <cambridgerockfest@gmail.com>
Sent: 28 June 2023 13:32
To: Chloe Mappedoram <Chloe.Mappedoram@scams.gov.uk>
Subject: Re: Noise conditions request - Rockfest - Premises application noise consultation

Hi Chloe,
Thank you for getting back to me regarding the conditions going forward with CRF.
I am happy to comply with them as we discussed on the phone. Obviously we are unable to comply in the timeframe as discussed, but I can assure you of our best intentions with regard to the neighbours and any possible disturbance or noise. All music will cease before 11pm.

Dave Roberts
Festival Director

RBF Festivals Ltd
23 Hop Row,
Haddenham,
Ely

This page is left blank intentionally.

From: [Ian Robinson](#)
To: [Licensing \(SCDC\)](#)
Subject: new Premises Licence application for Horseheath Lodge Estate, Dean Road, Horseheath, CB21 4PT
Date: 29 June 2023 15:23:18

Afternoon, re the above application for Cambridge Rock Festival.

I can confirm that we have received the below email regarding the application for a new premises licence. We have provided the applicant with Challenge 25 information and have no comments to make in relation to this application.

Kind regards
Ian Robinson
Regulatory Officer – Trading Standards
Peterborough City Council
Sand Martin House
Bittern Way
Fletton Quays
Peterborough
PE2 8TY
(01733) 453482

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From: Enquiries <enquiries@linton-pc.gov.uk>
Sent: Friday, June 30, 2023 2:38:26 PM
To: Licensing (SCDC) <Licensing@scambs.gov.uk>
Subject: RE: Linton Parish Council - Cambridge Rock Festival, Linton

Good Afternoon Rachel,

Thank you for the additional information received this morning, which I have circulated to the Parish Council. The Linton Parish Council has requested that the below, revised comments be sent to you for inclusion.

The Parish Council objects to the application on the following grounds.

Note. We have been informed, four days before the closure of comments on this event, that it is not a permanent premises licence, but limited to four days per year. Our original objections have been modified to take account of this unreasonably late information, but are otherwise unaltered. The Environmental Health Department has not set noise limits for the event, or measuring points, and has taken no notice of the complaints of residents of the nuisance caused by the Wildwood Festival. Linton Parish Council rejects the attempt of the Environmental Health Department's representative to bully it into withdrawing this objection, which would be a betrayal of the community which it – and South Cambridgeshire District Council should – serve.

Grounds for Objection.

The applicant proposes to deploy loud, amplified music until 11.45 at night, in a way that will cause severe disturbance to peace and sleep, amounting to nuisance, to residents of adjacent villages, and to the animals, some from endangered species, in Linton Zoo. The Council has received complaints from residents about noise, particularly amplified bass, over the three days of the Wildwood Festival on the other side of the A1307, causing serious interference with sleep. If allowed, this application would make this level of noise nuisance, or worse, a certainty, and one that is very difficult for residents to tackle, as enforcement offices are not open when the nuisance is being produced.

The risk of noise nuisance and anti-social behaviour will be exacerbated by the provision for overnight camping, when the applicant will not be in a position to control noise or ensure orderly behaviour.

The Contractor carrying out work on the A1307 has expressed a view on traffic flow that is based on personal opinion rather than analysis of traffic flow on major festivals, particularly at the beginning and end. This is a major event, previously held at the East of England Showground, Peterborough, which is equipped to handle major traffic flow. The contractor's view is not valid evidence.

Residents who would be affected by this application have not received proper notice of it. It has been left to the Parish Council to inform them, through social media. This, like the incomplete and delayed provision of essential information is unsatisfactory.

The application should be rejected.

In addition to the above, comments as below.

The licence is a permanent licence, the police have restricted this festival to a four-day event each year, however there is nothing to state that other events could not take place year-round.

The 24-hour phone line for noise complaints – clarity is requested as to whether the music will be turned down is a complaint is made or will action only be taken if over a certain db level, regardless of noise and disturbance. How will the number be advertised to ensure that is accessible to all residents in neighbouring villages?

Please could you confirm receipt of the above.

Kind Regards

Jenny Seaward
Clerk - Linton Parish Council

Tel: 01223 891001
web: www.lintoncambridgeshire-pc.gov.uk

Address: The Village Hall, Coles Lane, Linton, Cambridge, CB21 4JS

From: Licensing (SCDC) <Licensing@scambs.gov.uk>

Sent: Friday, June 30, 2023 8:58 AM

To: Enquiries <enquiries@linton-pc.gov.uk>; Licensing (SCDC) <Licensing@scambs.gov.uk>

Subject: RE: Linton Parish Council - Cambridge Rock Festival, Linton

Dear Jenny

Thank you for your email lodging representation to the above application.

With regards the comment that this is a permanent licence and would permit unlimited events is incorrect, as per my email to you on 26 June 2023, the licence would be restricted as per the agreed police conditions to one 4-day festival per annum.

Representations must relate to the premises in question, and not other separately licensed premises.

The application process requires consultation by way of notice being published in a newspaper circulating in the district, site notices, the council's website and consultation with responsible authorities, unlike major planning applications, it is not required (or appropriate) to notify residents individually.

Yesterday I received confirmation of conditions agreed with environmental health and the applicant which may address your concerns, namely:

1. The premises licence holder shall appoint a suitably qualified and/or experienced noise consultant to produce and implement a noise management plan for each event. The noise consultant shall be a member of the Institute of Acoustics and/or the Association of Noise Consultants unless otherwise agreed in writing by the Council's Noise Control Officer. The Noise Control Officer shall be advised of the name and contact details of this person/company no later than three (3) months prior to the commencement of each event. This timescale shall remain in place unless otherwise agreed in writing by the Council's Noise Control Officer.

2. (a) A noise management plan shall be submitted to and approved in writing by the Council's Noise Control Officer no later than six (6) weeks prior to the commencement of each event. The plan shall include, but not be limited to, the following unless otherwise agreed in writing by the Council's Noise Control Officer:

- (i) details of all music sources and other significant noise sources within the licensed area, their timings and a site plan of their location and orientation;
- (ii) a background noise survey, if requested by the Council's Noise Control Officer;

- (iii) comprehensive sound level predictions at noise sensitive locations based on the type of event proposed within the licensed area;
- (iv) a scheme designed to minimise the impact of noise from the event to noise sensitive premises;
- (v) specification of appropriate noise criteria that shall be achieved during the event;
- (vi) details of the how noise levels will be monitored, communicated and managed at the event and by whom, including on-site and off-site noise monitoring schedules and locations and the procedure for reducing noise levels if the noise criteria are exceeded;
- (vii) details of proposed sound tests, rehearsals and noise propagation tests, the dates and timings of which are to be agreed in writing by the Council's Noise Control Officer;
- (viii) details of a dedicated 24 hour telephone complaint line and the procedure for dealing with noise complaints received about the event;
- (ix) a scheme designed to notify occupiers of nearby noise sensitive premises, including information on the nature, date and timings of the event (including sound testing) and the dedicated telephone complaint line number.

Only in exceptional circumstances will the premises licence holder request a reduction in the timescale for compliance with this condition and it shall only be granted if the Council's Noise Control Officer confirms the revised timescale in writing.

(b) Where the requirements of condition 2(a) have been met, if there are any subsequent proposed changes to the event which may impact on noise following the approval of the noise management plan, the premises licence holder shall ensure their noise consultant liaises with the Council's Noise Control Officer to ascertain if any additional measures, noise predictions or noise criteria are required. If the Council's Noise Control Officer or the premises licence holder's noise consultant determines that additional measures are required, they will form part of the revised noise management plan.

(c) In addition, no changes to the noise management plan will be permitted in the period commencing seven (7) days prior to the commencement of the event.

(d) If the noise management plan is not approved in writing by the Council's Noise Control Officer, their requirements will form part of the noise management plan.

3. The premises licence holder shall ensure the Licensing Authority and the Council's Noise Control Officer shall have access to the results of any noise monitoring at all times.

4. The premises licence holder shall ensure that a post event report is provided to the Licensing Authority and the Council's Noise Control Officer no later than thirty-one (31) days after each event. This timescale shall remain in place unless otherwise agreed in writing by the Council's Noise Control Officer. The report shall include the results of all noise monitoring carried out during the event indicating whether or not compliance to all the noise criteria was achieved, details of all noise complaints received, and any remedial action taken to minimise noise disturbance off site.

5. A waste management plan designed to minimise the impact of litter associated with an event shall be submitted to and approved in writing by the Council's Environmental Protection Team no later than six (6) weeks prior to the commencement of each event. The premises licence holder shall ensure that the measures agreed in the plan are fully implemented. This timescale shall remain in place unless otherwise agreed in writing by the Council's Environmental Protection Team.

Issues such as site access will be discussed at a council led safety advisory group next month.

The committee agenda will include your representation, however if, in light of the above, the parish wish to withdraw the representation, this can be done verbally at the hearing.

We shall be in touch regarding a hearing date.

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From: [REDACTED]
To: [Licensing \(SCDC\)](#)
Subject: Representation - the licensing act
Date: 26 June 2023 17:43:21
Attachments: [image0.jpeg](#)
[image1.jpeg](#)
[image2.jpeg](#)
[image3.jpeg](#)

Dear Sir/ madam,
Please find attached my representation against granting a license to RBF Festivals,
Horseheath lodge, Dean Road, CB21 4PT.

As a nearby neighbour, these festivals cause a public nuisance by way of noise. The music can clearly be heard in my house, even with the doors and windows shut. We already have to put up with 2 festivals in the months of June and July and as a local I object to giving RBF Festivals a license to hold even more noisy 4 day events on the site throughout the year.

I also object on the grounds of public safety and would draw your attention to the increased traffic that occurs on the 1307 and surrounding roads, particularly as the stretch of road leading from Haverhill is a recognised accident black spot already.

I have included the forms below and look forward to your response,

Regards
Anastasia Arden Brooke



Sent from my iPhone

Representation form for 'Interested Person/Body'

Your Name/ Company Name	Ms Anastasia Arden Brooke -
Full Postal Address	The chapel 29, High Street west Wickham
Post Code	CB21 4RY
Telephone number	[REDACTED]
Email address	[REDACTED]

Name of premises you are making a representation about	Horseheath Lodge, Horseheath Lodge Estate, Dean Road, Horseheath, Cambridgeshire, CB21 4PT. = RBF Festivals =
Address of premises you are making a representation about	Horseheath lodge, Horseheath lodge Estate, Dean Road, Horseheath CB21 4PT.

Name of body you represent (please tick one)	
1. A person living in the vicinity of the Premises	<input checked="" type="checkbox"/>
2. A body representing persons who live in the vicinity of the Premises	<input type="checkbox"/>
3. A person involved in a business in the vicinity of the Premises	<input type="checkbox"/>
4. A body representing persons involved in businesses in the vicinity of the Premises	<input type="checkbox"/>

Licensing Objectives

To be deemed valid, a representation **must** relate to one or more of the licensing objectives, namely:

Prevention of Crime and disorder - This relates to any crime, disorder or anti-social behaviour related to the management of the premises. The licence-holder cannot be responsible for the conduct of individuals once they leave the vicinity of the premises.

Public safety - This relates to the safety of the public on the premises, such as fire safety, lighting and fire exits.

Prevention of public nuisance - This can relate to noise and vibration, noxious smells, light pollution and litter.

Protection of children from harm - This relates to protecting children from the activities carried out on the premises whilst they are on the premises. The law does provide specific protection for children, such as making it illegal for children under 18 to buy alcohol.

Please detail the evidence supporting your representation under the relevant headings below. It is important that you detail all matters that you wish to be considered.

When considering Representations, the Local Authority may consider documentary or other information produced by the party either before the hearing or, with the consent of all parties, at the hearing.

Your representation, including your name and address will be supplied to the applicant, and will be made public in any report agenda that may be produced. Your signature and email address will not be publicised.

The Prevention of Crime and Disorder

The Prevention of Public Nuisance. The festivals on this site already cause a public nuisance by way of noise, I can clearly hear all the music inside my house with the windows & doors shut. The prevailing winds from that direction carry the sounds across the short distance over the fields and I already have to go away at the weekend of the Wildwood festival & now the Cambridge rock festival too. The amount of noise is already intolerable and would be dreadful if allowed to proliferate further.

Public Safety

The amount of traffic on the 1307 and surrounding lanes and minor roads is a public danger. We have already had an accident outside our neighbours house with several youths in a stolen car that originated from one of these festivals. The roads around here are not built for heavy traffic or huge coaches bringing people to the site.

Protection of Children from Harm

Print Name	ANASTASIA Arden Broome
Signed	[REDACTED]
Date	26/06/2023.

Please return this form with any additional sheets to

Or by post to:

Licensing
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne, Cambridge
CB23 6EA

Rachel Jackson

From: Julie Marshall [REDACTED]
Sent: 30 June 2023 18:09
To: Licensing (SCDC)
Cc: Julie Marshall
Subject: Objection to Licensing Application: Horseheath Lodge, Horseheath Lodge Estate, Dean Road, Horseheath, Cambridgeshire, CB21 4PT
Attachments: Image.jpeg; Image.jpeg

Dear Sir/Madam

I would like to object to the above licensing application. I am a resident of West Wickham (a few hundred metres away) and I am submitting this form in a personal capacity. My name is Julie Marshall and I live at 39 High Street, West Wickham, CB21 4RY. My telephone number is 07876 036755. I attach the completed front page and signature page of the representation form from the SCDC website. As this is a pdf, I was unable to fill the form in electronically, and could not find an online form to fill in and submit. However, I have set out my objections in relation to each section of the form below.

I and my family have lived in the village for over 20 years. The village is very quiet and peaceful and we do not have any pubs, shops or other entertainment facilities. The village is mainly populated by families. We have several serious concerns regarding the proposal to hold annual 4 day rock festivals in very close proximity to the village. (We note that the applicant originally applied for a license for 52 weeks of the year, but has since reduced this to a 4 day period (although there is nothing to stop them from applying to extend this to more and/or larger events and more days of the year in the future)). Our concerns are as follows:

1. Prevention of crime and disorder

The applicant has applied for a license permitting 1,500 attendees and an all day alcohol license. There is a considerable risk that a number of attendees will consume large amounts of alcohol and this is likely to result in anti-social behaviour and possibly crime and disorder in the vicinity of the premises. There is no public transport to the venue and some attendees may try to camp or sleep in cars/vans in the vicinity. The access road to the premises is extremely narrow and there would be no obvious place to camp or park, resulting in attendees potentially staying in surrounding villages or fields. As a number will have been drinking all day, this is likely to transfer the problem of anti-social behaviour to the neighbouring villages.

Also, there is no public transport to the venue. There is a considerable risk, therefore, that attendees may drink-drive, or cycle whilst drunk, and carry out anti-social behaviours and possibly crime and disorder in the neighbouring quiet, residential villages.

We understand that the Cambridge Rock Festival has been held (by the applicant) elsewhere for a number of years and query why there is a need to move it to such a quiet residential area. We are also aware of the Wildwood Festival at Horseheath racecourse. The noise from that festival is already sufficiently loud and the noise from Horseheath Lodge would be even worse. We understand from neighbours that attendees at the festival have been found parking in the village and urinating outside the village hall.

2. Public Safety

The access road and opening to Horseheath Lodge are extremely narrow and not conducive to having 1,500+ people coming and going. At the end of the event, with such a large number of people seeking to leave the site, this is likely to give rise to significant risk to attendees (and to local residents). Also, as there is no public transport to the venue, attendees may drink drive, or cycle whilst drunk or walk along the A1307 (already an accident blackspot) or on the narrow country roads in the vicinity. This will give rise to a huge public safety risk to both attendees, local residents and other road users.

3. Prevention of Public Nuisance

One of our main concerns is in relation to the considerable public nuisance that such an event will cause to residents in the vicinity. As mentioned above, the extremely loud noise from the music and attendees will be considerable and intolerable. The wind direction is south westerly and this means that the loud noise will be directly carried to our village for a 4 day period, late into the night. Also as mentioned above, the noise from the Wildwood festival already causes local residents sleepless nights and the noise from Horseheath Lodge Rock Festival will be much worse. Many local residents have young children and having 4 days of loud noise late into the night will cause considerable distress to both (as well as other residents). The applicant is clearly keen to increase the number of events held and/or the number of attendees. This would make the above problems even worse and life for local residents miserable. There are sufficient locations further removed

The Licensing Act 2003

Representation form for 'Interested Person/Body'

Your Name/ Company Name	Julie Marshall
Full Postal Address	39 High Street West Wickham Cambridge
Post Code	CB21 4RY
Telephone number	[REDACTED]
E-mail address	[REDACTED]

Name of premises you are making a representation about	Horseheath Lodge
Address of premises you are making a representation about	Horseheath Lodge Estate Dean Road Horseheath CB21 4PT

Name of body you represent (please tick one)	
1. A person living in the vicinity of the Premises	<input checked="" type="checkbox"/>
2. A body representing persons who live in the vicinity of the Premises	<input type="checkbox"/>
3. A person involved in a business in the vicinity of the Premises	<input type="checkbox"/>
4. A body representing persons involved in businesses in the vicinity of the Premises	<input type="checkbox"/>

Licensing Objectives

To be deemed valid, a representation **must** relate to one or more of the licensing objectives, namely:

Prevention of Crime and disorder - This relates to any crime, disorder or anti-social behaviour related to the management of the premises. The licence-holder cannot be responsible for the conduct of individuals once they leave the vicinity of the premises.


Public safety - This relates to the safety of the public on the premises, such as fire safety, lighting and fire exits.

Public Safety

[Empty box for Public Safety section]

Protection of Children from Harm

[Empty box for Protection of Children from Harm section]

Signed	
Date	30/6/23

Please return this form with any additional sheets to licensing@scambs.gov.uk

Or by post to:


Licensing
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne, Cambridge
CB23 6EA

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APPENDIX K4

The Licensing Act 2003

Representation form for 'Interested Person/Body'

Your Name/ Company Name	Richard Adams
Full Postal Address	89 High street, West Wickham
Post Code	CB21 4sb
Telephone number	290748
Email address	

Name of premises you are making a representation about	RBF Festivals Ltd
Address of premises you are making a representation about	Horseheath Lodge, Horseheath Lodge Estate, Dean Road, Horseheath, Cambridgeshire, CB21 4PT

Name of body you represent (please tick one)	
1. A person living in the vicinity of the Premises	<input checked="" type="checkbox"/>
2. A body representing persons who live in the vicinity of the Premises	<input type="checkbox"/>
3. A person involved in a business in the vicinity of the Premises	<input type="checkbox"/>
4. A body representing persons involved in businesses in the vicinity of the Premises	<input type="checkbox"/>

Licensing Objectives

To be deemed valid, a representation **must** relate to one or more of the licensing objectives, namely:

Prevention of Crime and disorder - This relates to any crime, disorder or anti-social behaviour related to the management of the premises. The licence-holder cannot be responsible for the conduct of individuals once they leave the vicinity of the premises.

Public safety - This relates to the safety of the public on the premises, such as fire safety, lighting and fire exits.

Prevention of public nuisance - This can relate to noise and vibration, noxious smells, light pollution and litter.

Protection of children from harm - This relates to protecting children from the activities carried out on the premises whilst they are on the premises. The law does provide specific protection for children, such as making it illegal for children under 18 to buy alcohol.

Please detail the evidence supporting your representation under the relevant headings below. It is important that you detail all matters that you wish to be considered.

When considering Representations, the Local Authority may consider documentary or other information produced by the party either before the hearing or, with the consent of all parties, at the hearing.

Your representation, including your name and address will be supplied to the applicant, and will be made public in any report agenda that may be produced. Your signature and email address will not be publicised.

The Prevention of Crime and Disorder

I am concerned that this type of event will attract drugs and other anti social activity

The Prevention of Public Nuisance

I am very concerned that amplified music will carry on the prevailing winds the 2 kilometres to West Wickham especially in the summer when people have windows open and are sitting in their gardens.

Public Safety

My concern here is the country roads are not up to the influx of cars.

Protection of Children from Harm

Print Name	Richard Adams
Signed	R.Adams
Date	29/06/2023

Please return this form with any additional sheets to licensing@scambs.gov.uk

Or by post to:

Licensing
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne, Cambridge
CB23 6EA

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APPENDIX G

Specific Conditions for Cambridge Rock Festival

1. This licence shall permit The Cambridge Rock Festival, one annual, four-consecutive-day festival event to take place at the premises between 1 May and 30 September annually, with a limit on attendees of 1500 (including staff, contractors, and entertainers).
2. The premises licence holder shall give notice of the event dates together with the proposed licensable activities and timings permitted by condition 1, no later than 3 months before the first day of the festival event to the Council's Licensing Authority and the Safety Advisory Group (SAG). The notice will include a draft version of the Event Management Plan (EMP). (Due to late submission of application this time limit cannot be met in year 1)
3. The premises licence holder shall submit the final agreed version of the EMP to the Safety Advisory Group no later than 28 days before the first day of each 'festival' event. The final version of the EMP must be agreed by the Licencing Authority and Cambridgeshire Constabulary. (Due to date of SAG meeting this time limit cannot be met in year 1)
4. The Event Management Plan shall comprise of, but not be limited to:
 - Detailed site plan showing the locations of fencing, bars and entertainment areas
 - Details of security (including fencing) and stewarding arrangements for the event
 - Details of the event hotline (in the event neighbours wish to contact the organiser)
 - Traffic management plan
 - Major incident plan (including counter terrorism measures)
 - Security & crowd management plan (including search, admissions and eviction policies)
 - Medical risk assessment and plan
 - Adverse weather plan
 - Children & vulnerable adults safeguarding policy (including reference to a risk assessment relating to presence of open water on site)
 - Alcohol management plan
 - Drugs policy
5. Any changes to the final EMP may only be made with the written agreement of the Licensing Authority as the contents of the EMP will be regarded and treated as though they are premises licence conditions.
6. Any authorised officer of the Licensing Authority and Responsible Authorities shall have access to the premises at all times for the purposes of ensuring compliance with the premises licence conditions and promotion of Licensing Act 2003 licensing objectives.
7. A Security & Crowd Management Plan will be included within the Event Management Plan. The purpose of the plan is as follows:
 - To deter and prevent crime and disorder
 - To detail the security arrangements to keep attendees, staff, performers, visitors, contractors, traders (all persons on site) safe and secure
 - To detail the security arrangements for protecting assets within the premises including infrastructure, stages, equipment, etc.
 - To detail the security arrangements to prevent unauthorised access to the premises

- To detail the procedures for managing exclusion and eviction from the premises
 - To set out procedures for managing incidents of disorder and antisocial behaviour.
8. SIA registered security personnel will be present on site 24 hours a day during the event.
 9. All security and stewarding staff shall receive a briefing, which will include suitable information and instructions relevant to the event, from the appointed Security & Crowd Manager prior to each event. All security and stewarding staff must be easily identifiable. Registered Security Industry Authority staff (SIA) staff to wear visible SIA badges at all times when on duty.
 10. The premises licence holder shall ensure there is an effective means of two-way communication in place. This may include but not limited to mobile phones, two-way radios and other wireless and wired communications systems. General event communication will be managed by Event Control.
 11. Illegal drugs and psychoactive substances will be prohibited items. Possession for use or supply will result in refusal of admission to, or ejection from the premises, this will be recorded, and report to the Cambridgeshire Constabulary (when necessary). A drugs policy will be included within the Event Management Plan and agreed with the Licensing Authority and Responsible Authorities prior to each event.
 12. Anyone under the influence of illegal drugs or psychoactive substances who is vulnerable will be managed through the process set out in the Children & Vulnerable Adults Policy included within the Event Management Plan.
 13. Children will be allowed access to the licensed premises if accompanied by a responsible adult aged 18 years or over, unless an age-related entry restriction applies to the event. Certain events may be subject to age restrictions, for example, based on a film classification. Children shall remain the responsibility of their responsible adult at all times.
 14. The Major Incident Plan will include details of the routes to access the premises for emergency service vehicles and personnel including designated 'Blue Routes'.
 15. The number of persons accommodated on the event site at any one time shall not exceed 1500 (including staff, contractors, and entertainers). Any staggered increase in maximum capacities will need to be agreed by Licensing Authority and Cambridgeshire Constabulary following an event de-brief.
 16. A public notice will be erected at the entrance to the event containing the contact details of the event manager.
 17. Any age-related policy required by the Licensing Act 2003 must make reference to the 'Challenge 25' policy, and that all members of staff must be trained regarding the sale of alcohol under this policy. All written records of the training to be maintained and be made available for inspection by the police or an authorised officer.
 18. A refusal book to be maintained to record any refusal to sell alcohol and to be kept on site and be made available for inspection by the police or an authorised officer.
 19. Drinks will be served in non-glass receptacles only.

20. All staff engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales with training records available for inspection by the police or other authorised officer on request.
 - induction training which must be completed and documented prior to the sale of alcohol by the staff member.
 - refresher/reinforcement training at intervals of no more than 6 months.
21. The designated premises supervisor shall authorise in writing the names of the staff members suitably trained to be responsible for the sale of alcohol at the premises in his/her absence.
22. A zero-tolerance drug policy to be implemented at the premises and appropriate drug awareness staff training shall take place with training records maintained and made available on request to the Police or an Authorised Officer.
23. A contact telephone number to be advertised at least one week before an external event either at the venue and/or on the website, where concerns and/or suggestions can be raised either before, during or after the proposed event. A written record of such calls and actions taken to be maintained.
24. The premises licence holder shall ensure that an age verification policy will apply to the premises whereby all bar staff will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.
25. An incident book to record the refusal of alcohol sales and/or ejections from the premises to be maintained on the premises and this book to be made available on request to the police or an authorised officer.
26. Body worn video (BWV) cameras will be worn by some designated Security Industry Authority security personnel. The devices will be switched on at relevant times, ie. when responding to incidents, and during the search of a person, to capture best evidence.
27. All CCTV and BWV recordings will be held for a minimum of 31 days and made available, for inspection by the Licensing and Responsible Authorities on reasonable request.

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