

This licence is issued by :- South Cambridgeshire District Council, Cambourne Business Park, Cambourne, Cambridgeshire, CB23 6EA. Contact t: 03450 450 500 f: 01954 713149 e: scdc@scambs.gov.uk dx: 729500 Cambridge 15 www.scambs.gov.uk

Licensing Act 2003

SCDCPL0515**Premises Licence**

Part 1 - Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION**TL 6137 4711 Wild Wood Events Ltd**

TL 6137 4711, Woodland & Surrounding Area- Horseheath Racecourse, Linton, CB21 4QP.

WHERE THE LICENCE IS TIME LIMITED THE DATESCommences **21/05/20****LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE**

- a performance of a play
- an exhibition of a film
- a performance of live music
- any playing of recorded music
- a performance of dance
- entertainment of a similar description to that falling within entertainment facilities for making music or dancing
- provision of late night refreshment
- the sale by retail of alcohol

THE TIMES THE LICENCE AUTHORIZES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
A. Performance of a play (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
	B. Exhibition of films (Indoors & Outdoors)	Thursday	10:00am
Friday		Midnight	2:00am
Friday		10:00am	Midnight
Saturday		Midnight	2:00am
Saturday		10:00am	Midnight
Sunday		Midnight	2:00am
Sunday		10:00am	Midnight
E. Performance of live music (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
	F. Playing of recorded music (Indoors & Outdoors)	Thursday	10:00am
Friday		10:00am	Midnight



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THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES continued ...

Activity (and Area if applicable)	Description	Time From	Time To
F. Playing of recorded music (Indoors & Outdoors) continued ...	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
G. Performance of dance (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
K. Provision of facilities for entertainment of a similar description to that falling within I or J (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
L. Late night refreshment (Indoors & Outdoors)	Thursday	11:00pm	Midnight
	Friday	Midnight	5:00am
	Friday	11:00pm	Midnight
	Saturday	Midnight	5:00am
	Saturday	11:00pm	Midnight
	Sunday	Midnight	5:00am
M. The sale by retail of alcohol for consumption ON the premises only	Thursday	10:00am	11:40pm
	Friday	10:00am	Midnight
	Saturday	Midnight	1:40am
	Saturday	10:00am	Midnight
	Sunday	Midnight	1:40am
	Sunday	10:00am	Midnight

THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Thursday	10:00am	Midnight
Friday	Midnight	3:00am
	10:00am	Midnight
Saturday	Midnight	3:00am
	10:00am	Midnight
Sunday	Midnight	3:00am
	10:00am	Midnight

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- M. The sale by retail of alcohol for consumption ON the premises only



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Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Wild Wood Events Ltd
brian@safetygeeks.co.uk

50 Halifax Road, Cambridge, CB4 3PX.
Telephone 01223 750274

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Wild Wood Events Ltd

11220459

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Victoria FENTON

50 Halifax Road, Cambridge, Cambridgeshire, CB4 3PX.

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence No. CAM001266

Issued by Cambridge

ANNEXES

1. The maximum number of paying members of the public, artists and guests allowed at the venue at any one time will be limited to 2,500 people, with no more than 3,000 persons in total permitted on the site at any one time, including all staff, volunteers and traders. Suitable records to be kept to demonstrate to the Licensing Authority that these numbers have not been exceeded.
2. The Licence Holder is only permitted to hold up to a maximum of 3 x 1 day events at the premises between 1st May- 1st October, and none at any other time, within each calendar year.
3. The opening hours of the premises to be between:
Start Thursday 10:00 End Friday 03:00
Start Friday 10:00 End Saturday 03:00
Start Saturday 10:00 End Sunday 03:00
Start Sunday 10:00 End Monday 00:00
4. Ensure an appropriate and suitable, nationally recognised, Age Verification/ Age Restricted Policy is adopted and is in place, which applies to the premises, in relation to the sale or supply of alcohol such as the 'Challenge 25' Policy.
5. Ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
6. Only accredited identity cards, passports or photo ID driving licence, or a photo ID card as approved by central government, to be accepted as bona-fide recognised forms of identification.
7. Notices shall be displayed on the website, on tickets, at the entrance and where alcohol is sold stating that a 'Challenge 25' Policy is in place.



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8. Ensure a log book is kept at the premises which shall include each and every occasion, identifying the date and time, where there has been any refusal to sell alcohol and/ or any antisocial behaviour relating to alcohol sales.
9. Ensure all alcohol sales and all regulated entertainment cease at least 30 minutes before the premises closing hour. For events with more than 500 paying members of the public, artists and guests, all alcohol sales and all regulated entertainment must cease at least 60 minutes before the premises closing hour.
10. Ensure all safety certificates and inspection reports are kept at the premises and made available to officers of relevant statutory officers.
11. Notices shall be displayed at all entrances, including for artists, guests and the public, confirming the admission and ejection policies.
12. The Licence Holder shall produce and implement a relevant Event Management Plan (EMP) for each event involving licensable activities at the premises.
13. The event shall be run in accordance with the EMP and associated documents, as approved by the Licensing Authority.
14. All of the proposals set out in the EMP document submitted by the Licence Holder and approved by the Licensing Authority shall be conditions of the licence, with the document to be submitted, if necessary, in its draft format, to the Licensing Authority no later than 6 weeks before the event is to take place, and, if necessary, submitted in its final format to the Licensing Authority no later than 1 week before the event is to take place.

The EMP document is to be tailored to each event and is to include at least the following, where relevant, and as agreed with the Licensing Authority:

- a. Traffic management plan.
- b. Security management plan.
- c. Admission policy, including any search policy.
- d. Ejection policy, including any banning policy.
- e. Drugs and alcohol management plan.
- f. Management plan(s) regarding health and safety, food safety and fire safety arrangements in relation to contractors supplying and providing food, water and drinks to the event.
- g. Noise management plan.
- h. Medical and welfare plan.
- i. Management plan(s) regarding protection of children and vulnerable persons.
- j. Emergency procedures and contingency plans, to include evacuation plans and procedures in case of a serious incident or death at the site.
- k. Plan containing provision and management of on-site toilet facilities. The plan to include arrangements detailing the number and location of toilets, any disabled toilet provision; any separate provision for food handlers and the medical facility, and toilet emptying and cleaning

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schedules.

l. Management plan in relation to litter, refuse and waste water facilities on site. The plan to include arrangements detailing the number and type of waste receptacles and their capacity, the placement of waste receptacles on site, the methods and frequencies of collection, the control and disposal of site waste and that refuse and waste water facilities shall be positioned at strategic points in the vicinity of caterers.

m. Management plan regarding health and safety and fire safety arrangements in relation to contractors supplying and providing special effects, temporary structures and art installations to the event.

n. Adverse weather plans, including appropriate contingency plans.

o. A gridded site plan, including all areas of the site under the control of the licence holder.

15. The gridded site plan within the EMP is to include, where relevant:

a. The perimeter, detailing the positioning of all entry and exit points;

b. Any stages, tents and marquees.

c. Any food vendors, bars and any merchandising vendors.

d. The car park(s).

e. The camp site(s).

f. Any site facilities, including lighting towers, generators, toilets, drinking water supply points, and where relevant, event control, security and production offices.

g. Medical and welfare facilities.

h. Customer information point.

i. Emergency rendezvous points and fire assembly points.

j. Where relevant, directionality and orientation of sound systems associated with each music stage, tent and marquee.

16. Any changes to the EMP document, and site plan referred to above, once submitted in the final format, shall not be made by the licence holder except with the prior consent of the Licensing Authority.

17. The Licence holder shall ensure all plans and procedures included within the EMP are appropriately and suitably implemented for the duration of the licensed activities and premises hours of operation.

18. For live and recorded music events, the licence holder shall ensure that a delegated named representative is responsible for handling complaints at all times during each event. Details of the named representative and contact telephone number, which will be staffed throughout the event, will be forwarded to the Licensing Authority, SCDC H&ES and Cambs Police at least 7 days prior

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to the event

19. For live and recorded music events, a dedicated event incidents/ noise hotline number for incoming calls only is to be provided and staffed throughout the duration of the event. All incidents and noise complaints, and any action taken, should be recorded. Records to be made available to SCDC's H&ES or Cambs Police on request.
20. For live and recorded music events, the incident hotline number shall be provided to the clerks of neighbouring Parish Councils at least 7 days prior to the event.
21. Ensure prominent, clear and legible notices are displayed within any campsites requesting users to respect the needs of local residents and to not play live or recorded music outside the hours of the licensable activities.
22. Periodic checks should be carried out at the boundary of the premises whilst live or recorded music is being played to ensure that noise sensitive properties, based on previous years' complaints are not being, and will not be, adversely affected by the noise. Such checks to be carried out day time and night time with records kept of the date, time, location, decibel level, and action taken. Records to be made available to SCDC's H&ES on request.
23. The security management plan (SMP) will be tailored to each event, and may be required to include:
 - a. Provision of appropriate and sufficient numbers of suitably competent SIA licensed and registered staff are employed and used, to be agreed with Cambridgeshire Constabulary (Cambs Police) and South Cambridgeshire District Council (SCDC) 3 weeks prior to each event and in accordance with the relevant risk assessment associated with each event.
 - b. Provision of a suitable CCTV system, including, where appropriate, body cameras for SIA security, to be in place to monitor entrances, exits, and other relevant areas of the premises accessible to the public to address the prevention of crime and disorder. The responsible person must ensure that the date and time settings on the system are correct, that the CCTV system is maintained in sound working order, and that any recordings from the CCTV system are kept for a minimum of 31 days, and that they must be made available, on demand, to any authorised officer
 - c. Admissions policy to require all persons (public, artists, guests, staff and volunteers) to be subject to searches by security staff prior to the person being admitted to the event, in a manner agreed with statutory agencies prior to the event and in line with the search policy, which may include, where applicable, appropriate searches for offensive weapons; and: all persons attending the event not be admitted into the event with glass receptacles; all persons attending the event not to be allowed to bring alcoholic drinks into the event; and all persons attending the event only to be allowed to bring sealed bottles of non-alcoholic drinks into the event.
 - d. Amnesty bins to be provided at all entrances and be securely fixed at those points.
 - e. Every designated point of entry to the site to be such a size so as to reasonably permit the meaningful and effective control of those points by Stewards, Security Staff or Police, including any emergency evacuation, and to reasonably facilitate the safe and effective stop and search of persons where necessary.

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- f. To ensure that the perimeter of the site is controlled securely and so as to prevent access to the site of people or items, so far as reasonably practicable, other than through clearly designated points of entry.
 - g. To ensure that the site is monitored effectively on the day of the event to prevent activities being carried out that may result in a public nuisance and crime and disorder. Security and/ or stewards to be readily available to patrol the site during these times to monitor for any activities which may result in public nuisance and crime and disorder.
24. Ensure appropriate and sufficient numbers of suitably competent stewards and volunteers are available and working throughout each event. Written instructions to be provided to stewards and volunteers prior to the event and verbal instructions to be given to stewards and volunteers on the morning of the event regarding their roles and responsibilities and the rules for working at the event, what action to take in the event of an accident, incident or serious incident occurring, and if emergency or contingency plans need to be enacted.
 25. Ensure that all relevant staff, including those selling alcohol, are appropriately and suitably trained on the requirements for persons' identification; establishing age; the adopted nationally recognised Age Restricted Policy; not serving alcohol to intoxicated persons; asking customers to use the site in an orderly and respectful manner, being aware of vulnerable persons, and adhering to Licensing and Environmental Health requirements.
 26. Ensure a means of two-way communication, effective and tailored to each event, is provided to report crime and disorder, and other, issues and incidents between stewards and event management, including the Event Safety Officer, the Event Manager, and where appropriate Cambridgeshire Constabulary (Cambs Police), Cambridgeshire Fire and Rescue Service (CFRS) and on-site medics etc.
 27. Provide and maintain suitable access, in all eventualities, for 'Blue Light' services to all parts of the site in consultation and agreement with CFRS, Cambs Police and on-site medics prior to the event, including contingency plans in the event of adverse weather conditions.
 28. Appropriate and suitable fire safety equipment to be strategically positioned throughout the site, in consultation and agreement with CFRS prior to each event.
 29. The Licence holder to ensure appropriate and suitable checks are carried out on food vendors and drinking water suppliers, prior to and during each event, to ensure, so far as is reasonably practicable, they are meeting the requirements of current food safety, drinking water and health and safety legislation.
 30. Ensure appropriate and effective measures are in place to make sure all films are shown in line with the classifications laid down by the BBFC (British Board of Film Classification).
 31. Where music, dance and plays, or similar, are performed on the premises, ensure any child performer has in place the appropriate permits from the relevant Local Authority, and if necessary, is accompanied by a suitable, responsible adult.
 32. Ensure all relevant staff are aware of, and implement, where appropriate, the management plan(s) for the protection of children and vulnerable persons.

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Premises Licence Summary

Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

TL 6137 4711 Wild Wood Events Ltd

TL 6137 4711, Woodland & Surrounding Area- Horseheath Racecourse, Linton, CB21 4QP.

WHERE THE LICENCE IS TIME LIMITED THE DATES

Commences **21/05/20**

Fee due date **20/05/21**

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- a performance of a play
- an exhibition of a film
- a performance of live music
- any playing of recorded music
- a performance of dance
- entertainment of a similar description to that falling within entertainment facilities for making music or dancing
- provision of late night refreshment
- the sale by retail of alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
A. Performance of a play (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
B. Exhibition of films (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	Midnight	2:00am
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
E. Performance of live music (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
F. Playing of recorded music (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight



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THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES continued ...

Activity (and Area if applicable)	Description	Time From	Time To
F. Playing of recorded music (Indoors & Outdoors) continued ...	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
G. Performance of dance (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
K. Provision of facilities for entertainment of a similar description to that falling within I or J (Indoors & Outdoors)	Thursday	10:00am	Midnight
	Friday	10:00am	Midnight
	Saturday	Midnight	2:00am
	Saturday	10:00am	Midnight
	Sunday	Midnight	2:00am
	Sunday	10:00am	Midnight
L. Late night refreshment (Indoors & Outdoors)	Thursday	11:00pm	Midnight
	Friday	Midnight	5:00am
	Friday	11:00pm	Midnight
	Saturday	Midnight	5:00am
	Saturday	11:00pm	Midnight
	Sunday	Midnight	5:00am
M. The sale by retail of alcohol for consumption ON the premises only	Thursday	10:00am	11:40pm
	Friday	10:00am	Midnight
	Saturday	Midnight	1:40am
	Saturday	10:00am	Midnight
	Sunday	Midnight	1:40am
	Sunday	10:00am	Midnight

THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Thursday	10:00am	Midnight
Friday	Midnight	3:00am
	10:00am	Midnight
Saturday	Midnight	3:00am
	10:00am	Midnight
Sunday	Midnight	3:00am
	10:00am	Midnight

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- M. The sale by retail of alcohol for consumption ON the premises only



This licence is issued by :- South Cambridgeshire District Council, Cambourne Business Park, Cambourne, Cambridgeshire, CB23 6EA. Contact t: 03450 450 500 f: 01954 713149 e: scdc@scambs.gov.uk dx: 729500 Cambridge 15 www.scambs.gov.uk

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Premises Licence Summary

NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Wild Wood Events Ltd

50 Halifax Road, Cambridge, CB4 3PX.

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Wild Wood Events Ltd

11220459

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Victoria FENTON

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

Not applicable

