

LICENSING SUB COMMITTEE HEARING



AGENDA

Date: Wednesday 25th January 2023

Time: 9.30am

Venue: Council Chamber, Causeway House, Bocking End, Braintree CM7 9HB

Membership:

Councillor J Baugh
Councillor Mrs M Cunningham
Councillor Mrs I Parker
Councillor R Wright

Members are requested to attend this meeting, to transact the following business:-

1. **Appointment of Chairman.** To appoint a Chairman to conduct the business of this Hearing.
2. **Apologies for Absence.**
3. **Declarations of Interests.** To declare the existence of any interests relating to Items on the Agenda having regard to the Code of Conduct for Members and having taken appropriate advice (where necessary) before the meeting.
4. To consider an application under the Licensing Act 2003 for a Premises Licence in respect of **COZFEST, LAND NORTH OF HALSTEAD ROAD, SIBLE HEDINGHAM** (Report and application attached).

If you require any further information relating to this Agenda, or you wish to forward your apologies for absence, please contact Alison Webb on (01376) 552525 Ext. 2614 or e-mail alison.webb@braintree.gov.uk

Emma Wisbey
Legal and Governance Manager

Report Title: Application for a Premises Licence - Land North of Halstead Road, Sible Hedingham, Essex, CO9 3AN	
Report to: Licensing Sub-Committee	
Date: 25th January 2023	For: Decision
Key Decision: No	Decision Planner Ref No: N/A
Report Presented by: John Meddings, Principal Licensing Officer	
Enquiries to: John Meddings, Principal Licensing Officer	

1. Purpose of the Report

- 1.1 Members of the Licensing Sub-Committee are requested to consider an application for the grant of a new Premises Licence having regard to the representations received and the requirement to promote the four licensing objectives:

- a) The prevention of crime and disorder
- b) Public safety
- c) The prevention of public nuisance
- d) The protection of children from harm

2. Recommendations

- 2.1 Members are advised that they have the following options when determining this application for Land North of Halstead Road, Sible Hedingham, Essex, CO9 3AN:

- 1. To **Grant** the application for a Premises Licence on the terms and conditions described within the operating schedule to the Premises Licence application.
- 2. To **Grant** the application for a Premises Licence on the terms and conditions described within the operating schedule to the Premises Licence application, modified to such extent as considered appropriate to promote the licensing objectives.
- 3. To **Grant** the application for a Premises Licence with amended activities or times.
- 4. To **Refuse** the application for a Premises Licence.

The Licensing Sub-Committee is asked to give full reasons for its decision.

The Sub-Committee is reminded that the applicant, or any person making a representation in relation to this matter, may appeal against the decision of the Council to the Magistrates' Court.

3. Summary of Issues

3.1 Premises

Land North of Halstead Road
Sible Hedingham
Essex
CO9 3AN

3.2 Applicant

Mrs Jennifer Jane Powell

3.3 Proposed Designated Premises Supervisor

Mrs Jennifer Jane Powell

- 3.4 The application was received on 12th October 2022 for the grant of a new Premises Licence at Land North of Halstead Road, Sible Hedingham, Essex, CO9 3AN. The application was subsequently deemed valid on 13th October 2022 and consultation started.

The purpose of the new application is to include:

Live Music – Indoors and Outdoors Every Day 09:00 - 23:00

Recorded Music - Indoors and Outdoors Every Day 09:00 - 23:00

Provision of dancing - Indoors and Outdoors Every Day 09:00 - 23:00

Sale by Retail of Alcohol – on and off the premises Every Day 09:00 - 23:00

- 3.5 The applicant has detailed a number of steps within the operating schedule to promote the four licensing objectives.
- 3.6 The application has been properly made in accordance with the Licensing Act 2003, and all procedures correctly followed. The completed application form is attached to this report at Appendix 1.
- 3.7 Prior to consultation ending, the applicant agreed conditions with Essex Police, Environmental Health and Health and Safety. These conditions can be seen attached to this report at Appendix 2. These conditions, along with those detailed in the application's operating schedule, will be included on the Premises Licence if granted.
- 3.8 The application was originally scheduled for determination on 29th November 2022. However, the applicant requested an adjournment due to them being unavailable on the scheduled date. The request for an adjournment was accepted as neither the applicant nor the interested parties and Responsible Authorities would be disadvantaged.

4. Representations

- 4.1 The Section 182 Guidance for the Licensing Act 2003 states that relevant representations can be made in opposition to, or in support of, an application and can be made by any individual, body, or business that has grounds to do so.
- 4.2 During the 28 day consultation period under the Licensing Act 2003, the Licensing Authority received representations from 10 interested parties (Appendix 3).
- 4.3 Although conditions have been agreed between the applicant and Essex Police, Essex Police wish their representation to stand in order to present their observations at a Hearing

5. Options

- 1. To **Grant** the application for a Premises Licence on the terms and conditions described within the operating schedule to the Premises Licence application.
- 2. To **Grant** the application for a Premises Licence on the terms and conditions described within the operating schedule to the Premises Licence application, modified to such extent as considered appropriate to promote the licensing objectives.
- 3. To **Grant** the application for a Premises Licence with amended activities or times.
- 4. To **Refuse** the application for a Premises Licence.

6. Financial Implications

- 6.1 None arising from this report

7. Legal Implications

- 7.1 The Licensing Sub-Committee is required to give reasons for its decision and any party who is dissatisfied may appeal to the Magistrates' Court within 21 days. If such an appeal is made by the applicant, then any decision taken is stayed until such time as an appeal is heard.

8. Equality and Diversity Implications

- 8.1 Section 149 of the Equality Act 2010 creates the public sector equality duty which requires that when the Council makes decisions it must have regard to the need to:

- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act
- (b) Advance equality of opportunity between people who share a protected characteristic and those who do not
- (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

8.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

8.3 The Equality Impact Assessment indicates that the proposals in this report will/will not have a disproportionately adverse impact on any people with a particular characteristic.

9. List of Appendices

- 1. Application for a Premises Licence (Appendix 1)
- 2. Conditions Agreed (Appendix 2)
- 3. Representations (Appendix 3)

10. Background Papers

- 1. [Licensing Act 2003](#)
- 2. [Revised Guidance issued under section 182 of the Licensing Act 2003 – April 2018](#)

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Jennifer Jane Powell

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description CozFest, Halstead Road, Sible Hedingham Ordnance Survey map reference: TL7932NE Title Number: EX966100			
Post town	Halstead	Postcode	CO9 3AN

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£Unknown

Part 2 - Applicant details

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

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

- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c 14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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



I am making the application pursuant to a
statutory function or



a function discharged by virtue of Her Majesty's prerogative



(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input checked="" type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname Powell			First names Jennifer Jane		
Date of birth		I am 18 years old or over <input checked="" type="checkbox"/>		Please tick yes	
Nationality British					
Current residential address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					
N/A					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname Powell			First name		
Date of birth over		I am 18 years old or		Please tick yes	
Nationality British					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
N/a					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name
Address
Registered number (where applicable)

Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
1	5	1	2	2	0	2	2

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

DD		MM		YYYY			

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

10.23 acres of open land. Entrance via A1124.

Utilised for music festival since 2018 and other events i.e. wedding celebrations.

Ordnance Survey map reference: TL7932NE

Title Number: EX966100

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

N/A

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

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

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☐
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☒

f) recorded music (if ticking yes, fill in box F) ✓

g) performances of dance (if ticking yes, fill in box G) ✓

h) anything of a similar description to that falling within (e), (f) or (g)
(if ticking yes, fill in box H) ☐

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors <input type="checkbox"/>
			N/A	Outdoors <input type="checkbox"/>
Day	Start	Finish		
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for performing plays (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors <input type="checkbox"/>
			N/A	Outdoors <input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>	
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat				
Sun				

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4) N/A
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3) N/A	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) Amplified and unamplified music.		
Mon	09:00	23:00			
Tue	09:00	23:00			
Wed	09:00	23:00	State any seasonal variations for the performance of live music (please read guidance note 5) N/A		
Thur	09:00	23:00			
Fri	09:00	23:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		
Sat	09:00	23:00			
Sun	09:00	23:00			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) Recorded music would be incidental as background music or as music to perform dance to (PPL/PRS) licences in place. Would not take place after 23:00		
Mon	09:00	23:00			
Tue	09:00	23:00	State any seasonal variations for the playing of recorded music (please read guidance note 5) N/A		
Wed	09:00	23:00			
Thur	09:00	23:00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		
Fri	09:00	23:00			
Sat	09:00	23:00			
Sun	09:00	23:00			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	09:00	23:00	Please give further details here (please read guidance note 4) Performances will take place within a temporary structure or open air arena.		
Tue	09:00	23:00			
Wed	09:00	23:00	State any seasonal variations for the performance of dance (please read guidance note 5) An open air option in the case of extreme heat		
Thur	09:00	23:00			
Fri	09:00	23:00	Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		
Sat	09:00	23:00			
Sun	09:00	23:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon	09:00	23:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	09:00	23:00	Please give further details here (please read guidance note 4)		
Wed	09:00	23:00			
Thur	09:00	23:00	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri	09:00	23:00			
Sat	09:00	23:00	Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sun	09:00	23:00			

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3) N/A	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)		
Fri					
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) N/A		
Mon	09:00	23:00			
Tue	09:00	23:00			
Wed	09:00	23:00			
Thur	09:00	23:00			
Fri	09:00	23:00			
Sat	09:00	23:00			
Sun	09:00	23:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name Mrs Jennifer J Powell	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known) Braintree District Council	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	09:00	23:00	Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6) .Premises may be open outside of these hours for non-licensable activity.
Tue	09:00	23:00	
Wed	09:00	23:00	
Thur	09:00	23:00	
Fri	09:00	23:00	
Sat	09:00	23:00	
Sun	09:00	23:00	

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

For any event where more than 1500 guests are expected to attend an Event Management Plan will be submitted to the responsible authorities three months prior to the said event.
In relation to the sale of alcohol a Challenge 25 scheme will be operated at all times.

b) The prevention of crime and disorder

The premises will operate a zero tolerance policy in relation to illegal drugs.
On any occasion where the Event Management Plan dictates stewards or door staff, all door staff will be S.I.A. registered.
In relation to the sale of alcohol a Challenge 25 scheme will be operated at all times.

c) Public safety

For all events taking place or partially taking place after sundown, adequate lighting will be installed.
In relation to the sale of alcohol a Challenge 25 scheme will be operated at all times.

d) The prevention of public nuisance

For any event where more than 1500 guests are expected to attend an Event Management Plan will be submitted to the responsible authorities three months prior to the said event.
In relation to the sale of alcohol a Challenge 25 scheme will be operated at all times.

e) The protection of children from harm

For any event where more than 1500 guests are expected to attend an Event Management Plan will be submitted to the responsible authorities three months prior to the said event.
In relation to the sale of alcohol a Challenge 25 scheme will be operated at all times.

Checklist:**Please tick to indicate agreement**

- I have made or enclosed payment of the fee. ✓
- I have enclosed the plan of the premises. ✓
- I have sent copies of this application and the plan to responsible authorities and others where applicable. (Online application. BDC to inform responsible authorities) N/A
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. (land owner and applicant is DPS. Details of licence included in above application) N/A
- I understand that I must now advertise my application. ✓
- I understand that if I do not comply with the above requirements my application will be rejected. ✓
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15). ✓

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

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Declaration	<ul style="list-style-type: none">• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I
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	<p>cease to be entitled to live and work in the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	12 th October 2022
Capacity	Land owner and proposed Designated Premises Supervisor

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

<p>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)</p> <p>N/A</p>	
Post town	Postcode
Telephone number (if any)	
<p>If you would prefer us to correspond with you by e-mail, your e-mail address (optional)</p> <p>gen@smilingant.com</p>	

Notes for Guidance

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

- any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.

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

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

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

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

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this 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.**
- 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.

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.

Appendix 2 – Conditions Agreed

Essex Police

1. A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory age verification requirement and is either a:

- o Proof of age card bearing the PASS Hologram;
- o Photocard driving licence; o o Passport; or
- o Ministry of Defence Identity Card.
- o Proof of age card bearing the PASS Hologram;
- o Photocard driving licence; o o Passport; or
- o Ministry of Defence Identity Card

The premises shall clearly display signs at each point of sale and in areas where alcohol is displayed advising customers that a 'Challenge 25' policy is in force.

2. All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to including under-age sales, how to recognise drunkenness and the duty not to serve drunk persons.

3. Training records shall be maintained and kept for a minimum of 12 months and made available to police or licensing authority staff upon reasonable request.

4. A refusals record shall be maintained at the premises, which details all refusals to sell alcohol. Each entry shall, as a minimum, record the date and time of the refusal and the name of the staff member refusing the sale. All entries must be made as soon as possible and in any event within 4 hours of the refusal and the record must be made immediately available to police or licensing authority staff upon reasonable request.

5. The premises shall have in place and operate a zero-tolerance policy with regard to the use/possession of controlled drugs and psychoactive substances and advertise the same within the premises on posters and similar means. This policy may form part of the event management plan.

This policy shall specifically include but not be limited to:

- i. Searching practices upon entry;
 - ii. Dealing with patrons suspected of using drugs on the premises;
 - iii. Scrutiny of spaces including toilets or outside areas;
 - iv. Clear expectations of staff roles (including the DPS, managers/supervisors and door supervisors);
 - v. Staff training regarding identification of suspicious activity and what action to take;
 - vi. The handling of items suspected to be illegal drugs or psychoactive substances
 - vii. Steps taken to discourage and disrupt drug use on the premises
 - viii. Steps to be taken to inform patrons of the premises drug policy/practices
 - ix. Patrol of perimeter (Haras) fencing to deter drug supply.
6. The Licence shall not authorise licensable activity open to the public more than six times a year.
7. Customers will not be permitted to remove from the premises any drinks supplied by the premises in open containers.
8. A traffic and event management plan shall be submitted to the Licensing Authority, Essex Police and Essex County Council Highways at least 3 months prior to any planned festival style event open to the public and licensable activity shall not take place if any of these object to the traffic management plan in writing within 6 weeks of submission and that objection is not rescinded.
9. An incident log shall be maintained and made immediately available to police or licensing authority staff upon reasonable request. The log must be completed as soon as is possible and shall record the following: (a) All crimes reported to the venue (b) All ejections of patrons (c) Any complaints received concerning crime and disorder (d) Any incidents of disorder (e) All seizures of drugs or offensive weapons.
10. SIA licensed security staff shall be used in accordance with a site security plan which will form part of the event management plan and a record shall be maintained (on the premises) which is legible and details: a) The day and date when door supervisors are deployed; b) The name and SIA registration number of each door supervisor on duty at the premises; and c) The duty start and end time for each door supervisor. This record shall be

retained for 31 days and be immediately provided to police or licensing authority staff upon reasonable request

11. The licence holder will appoint a competent security/stewarding contractor with expertise in the operation of security and stewarding of large-scale outdoor events. The security/stewarding contractor will ensure there are the correct number of SIA registered security staff at the event. Full details will be contained within the EMP.

12. The licence holder will ensure a full stewarding plan and evacuation plan will be produced as part of the EMP.

13. At all festival style events open to the public, all drinks will be dispensed in either plastic bottles or collapsible cups or containers, no glass vessels to be used the sale of glass bottles for Champagne, sparkling or premium wines will be allowed only in a dedicated security-controlled area which will be detailed in the Event Management Plan/Alcohol Management Plan and on the Site Plan each year.

14. At all festival style events open to the public, the licence holder will ensure the perimeter of the licensed area will be secured to enable the licence holder to safely control the event.

15. In addition to water, other non-alcoholic beverages shall be available at all times whilst alcohol sale or supply takes place.

Environmental Health

Environmental Health will require that the Applicant submit to this authority a Noise Control Management Statement at least one month before the date of any major proposed event. This statement can be incorporated the Applicants Event Management Plan or be submitted independently.

The Noise Control Management Statement's noise control measures must follow on the lines of 'The Noise Council's Code of Practice on Environmental Noise Control at Concerts' and that the 'Recommended Noise Control Procedure' as detailed in the afor mentioned document will be carried out.

This document is designed to assist those planning a large music event and can address the potential environmental problems that noise from the event might create.

The Noise Control Management Statement should include the applicants proposals relating to:

- Planning aspects (of the proposed event)
- Before the event activities
- During the event management activities and control
- And post event Public control/clean-up activities

The Code of Practice does strongly recommend that event organisers should appoint a reputable Noise Consultant for the large Musical events and Environmental Health would require additional details relating to:

- Recorded background levels that have been monitored prior to the proposed event
- Identification as to the nearest Noise sensitive residential property(s)
- Alignment and orientation of the loudspeaker system (to optimise minimum noise disturbance)
- What arrangements will be carried out re Sound Testing prior to each event (in order to attain maximum level that can be obtained to enable the guidance to be met)
- Arrangements re noise monitoring within the venue at the noise monitoring position and other locations
- Arrangements and contact details for the events single point of contact (SPOC) to be made available for the Council's Noise Team, the Police and members of the public.

The provision of a Site Location plan for the event should be available within documentation in order to indicate the location of the stage, mixing desk, location/direction of speakers, monitoring points and the location of the nearest noise sensitive premises.

Health and Safety

1. The maximum capacity at any event shall not exceed 5000. For events with over 500 attendees an Event Safety Management Plan must be submitted 3 months prior to the event.
2. The final event management plan and major incident plan shall be submitted at least 28 days prior to any event over 500.
3. All Persons on site at any event with over 500 guests to be issued with a wristband, including guests, staff, band members and concessions.
4. There will be no lasers, pyrotechnics, fireworks permitted at any events without agreement from the Local Authority. Requests must be made 3 months prior to an event.
5. Any inflatables must not be used in strong wind conditions. Any inflatable will be supervised by at least one designated person who has been adequately trained in inflatable safety.
6. Access to rivers, ditches, ponds will be appropriately cordoned off from the public.
7. Toilets shall be provided in the following numbers

NB As your audience split is unknown you should assume a 50/50 split.

Your facilities should be based on those given in BS 6465-1:2006 Sanitary installations, table 13 - minimum provision of sanitary appliances for temporary events (events with a gate opening time of 6 hours or more

EVENTS WITH A GATE OPENING TIME OF 6 HOURS OR MORE				
Female WC, and male WC where only WCs are provided	Male WC where urinals are provided	Urinals	Washbasins	Wheelchair accessible toilet
1 per 100 females	1 per 500 males	1 urinal per 150 males	1 per 5 toilets or urinals	As required - minimum 1

8. Hand washing facilities shall be provided and located close to
 - each set of sanitary , and
 - any areas where there is any contact with animals (pony rides, petting zoo, exotic animals etc)

9. Drinking water shall be provided free. This can either be by way of suitably located taps or by the provision of bottled water.

10. Overnight camping is permitted in an area separate from all vehicles.

11. No open fires or gas canisters are permitted on site during events or camping. The exceptions to this are:-
 - gas cylinders are permitted to be used by traders in the course of business, and
 - an open fire may be permitted for staff enjoyment. In order to satisfy this exemption the fire must be in a cordoned off 'staff only' area and fire safety precautions must be in place. Details of the location and precautions proposed must be submitted with the event safety management plan in advance of the event and confirmation must be received that the proposals are satisfactory.

12. All vehicles shall be parked in the field allocated for car parking. The only exceptions to this will be emergency vehicles and concession vehicles which may be needed at the concession.

13. No vehicle shall be permitted to move other than in the car park from the start of an event until the close of an event unless accompanied by a minimum of three staff members each wearing high visibility clothing. All vehicle movements during an event shall be made at walking pace.

14. For events over 500 people details of all food vendors shall be provided at least 21 days prior to the event. Food vendors must have a Food Hygiene rating of 3, 4 or 5. The following information will be submitted to the local authority

- Name & address of food business,
- contact number of food business
- operator, name of local authority,
- date of last inspection,
- food hygiene rating,
- nature of food / drink to be sold.

15. There will be a minimum of 2 first aiders onsite, dedicated to that role. All first aid staff covering events are trained in Emergency First Aid at Work and manual handling.

16. The weather forecast will be checked 48 hours and 24 hours before the event. If adverse weather warnings have been issued for lightning and/ or flooding and/or high winds the event will be cancelled.

17. The site must be adequately lit for any events that take place after dusk.

18. There must be written procedures in relation to emergency arrangements that include how the alarm will be raised, contacting emergency services, crowd management, show stop procedures. All staff shall be fully briefed in these procedures.

19. Temporary structures such as lighting, stages, tents etc. will be installed by a competent person.

Webb, Alison

From: Andrew Ward
Sent: 28 October 2022 11:32
To: Licensing
Subject: 22/02185/LAPREM/LA Land North Of Halstead Road Sible Hedingham Essex

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We are writing to object to this premise license application.

The location of the land in question is in a peaceful Green Belt rural area by the River Colne, outside village and town development areas. The land is designated agricultural land and not an area for temporary or permanent development involving structures or public events.

There have been several Cozfest events over August bank holiday weekends to date run by the applicant. These have created a noise nuisance with all day and evening music and the music on some nights has played on well after midnight. In addition, noise disturbance occurs in the lead up to the events with sound checks and then by people camping all night after events.

No consideration has been given to local residents. The applicant has never once approached and consulted with local residents to discuss the nature of any of the previous events held there, or indeed this application. According to the current festival plans all future August bank holidays weekends will no longer be peaceful and quiet for us to enjoy our local amenity outdoors in our garden or indoors when windows are open during the summer period. This application will extend the local noise nuisance to potentially every day of the year, but at least on multiple unidentified dates.

The application fails to provide any reference to noise management and limitation. No noise survey has been carried out to support such events on a one-off or continual basis. Maximum noise levels in a rural area from an event should not exceed 65 dB(A) over a 15-minute period and this has not been proven or guaranteed to be managed.

The location of the site is not suitable for the movement of traffic entering off or exiting on to the main A1124. The access point is dangerously hidden from the road, where cars are permitted to drive along at 60mph. The application identified that up to 1500 people will attend the premises – which will mean hundreds of cars entering and exiting, and therefore likely to cause serious accidents. Exiting after 11.00pm will be in darkness - adding to the road danger and noise disturbance. Neither the Highways Authority nor the Police have endorsed this application.

What started out as a one-off remembrance festival is being extended into a mini Glastonbury, and worse. Commercial events such as weddings and the associated public nuisance created by large numbers of people, with all day alcohol available and music being played, are simply not acceptable in this quiet rural area outside the village envelope. It is not a business that is essential to this area and is no more than a self-serving commercial enterprise. There are many other more suitable venues for music events and weddings.

We urge the committee to refuse this application and all future such applications for licensed events at this location.

Andrew & Fiona Ward

Mr & Mrs M Dent

**The Licensing Officer
Braintree District Council
Causeway House
Bocking End
Braintree
Essex
CM7 9AB**

19th October 2022

Dear Sir /Madam

**Re: Premises Licence Application - 22/02185/LAPREM/LA
CozFest, Land North of Halstead Road, Sible Hedingham. Essex. CO9 3AN**

I am writing to you as it has been brought to our attention – by a notice near to our house – that a new Licensing Application has been made with Braintree Council for the above field, that directly adjoins our property.

I believe that this is at least the 2nd "All Year" Licence Application that has now been filed with Braintree Council regarding this land over the last couple of years – the previous one being back in January 2020 – and again we wish to register our strong opposition to it's approval. As we have said, our house & land is directly next to where the CozFest's occur for one weekend per year, and whilst there is no doubt that the noise & disturbance – with loud music, camping, bonfires and general increase in traffic using the field - ruins that particular weekend for us, for one weekend per year it is just about acceptable. We say that, even though for this year we had the sight of a "circus size" tent immediately across from the bottom of our garden for a whole month & our privacy invaded by individuals camping for several days in full view of our house.

Sadly here we are again looking at the owner of the "CozFest land" wanting the right to have live and recorded music events, dancing & alcohol sales 365 days per year between 9.00am – 11.00pm.....and in our view this is totally out of the question. We wish to make it clear that, as back in 2020, we object in the most strongest terms against the approval of this latest licence request.

Whilst we appreciate that it is likely that the landowner will not hold events and sell alcohol every day of the year, the fact that this Licence if granted will give them the freedom to do so could simply "open the floodgates". The consequences of which is likely to have a severe affect on our lives, and the lives of our neighbours in the surrounding area – which includes a nearby livestock farm .

As I have already said, our home - Sparrows Cottage - directly adjoins the Foxborough Hill site, so regular events there already have a dramatic affect on our ability to lead a normal life. We moved here many years ago, with recently one of us now suffering from an ongoing heart condition that requires regular check-ups. The extreme noise generated from live music/recorded music events etc only increases our stress levels, and this makes it impossible to enjoy our garden while they are on – with the noise penetrating to inside our cottage. Add to this the disturbance caused by crowds of people coming and going to the site all through the day, the increase in vehicles parking on the field with engines running and doors slamming etc, and camp fires late at night – as already happens now during the festival weekend. Should we really be looking at the possibility of being forced out of our own property every time there are events held ?

Furthermore, access to the site is through a single access point in Halstead Road – which as we are sure you are aware is a very busy main road linking Halstead with Sible Hedingham and beyond. The field, which is in a glorious area of the Colne Valley with numerous forms of natural wildlife, having just this access point is far from the ideal all year round "Arena Events Venue" that now appears to be desired by the landowners – a far cry from what we were told would be the field's original intended use. With the possibility of all day, all year access in our opinion there will be a danger with vehicles constantly both accessing and exiting the site for events.

We would also point out that in our opinion safety will be an issue regarding the ditch and the high banked deep river that borders the Foxborough Hills site. The water level can be high during the year, and even when it isn't, to hold frequent events that will include alcohol sales, and no doubt include children is going to raise serious safety concerns.

Like many people in this immediate area we moved here many years ago, mainly to enjoy the peace and beauty that Sible Hedingham can offer. We witness first hand the diverse range of wildlife that exists in our own backyard, virtually every day we waken to see Deer grazing across the fields and Buzzards circling overhead. With the nearby sheep farm simply underlining the county side aspect of this part of the Halstead Road, a fully licenced all year music venue in a field is not something that is wanted.

In fact, as we mentioned earlier, when this land was originally purchased it was with the intention of it simply being used in memory of a deceased family member – with trees being planted, and maybe a small once a year mini-festival - something very honourable. However, to now request a licence to allow music/dancing events & alcohol sales all year, bearing in mind there is an adjacent residential property that has existed for many many years beforehand, is simply not on. We hope that you will agree that this application should be refused.

If you wish to contact us to discuss our thoughts/views further or in greater detail then please do not hesitate to contact us.

Yours faithfully

Matthew & Janice Dent

Webb, Alison

From:
Sent: 20 October 2022 15:07
To: Licensing
Subject: Application for a Premises Licence - CozFest Land North Of, Halstead Road, Sible Hedingham, Essex

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With reference to the above application I wish to lodge my objection. I can not see any reason as to why this is required to be a full all year round license to support what is a single annual weekend event. The land is just an open field with single access. There are no permanent structures that would support such an application and the land is not suitable for this on an ongoing basis.

What was meant to be a small social annual event is now being taken down commercial lines and if such a license is granted it will be used to justify more and more events without any of the other required planning requirements or impact assessments.

I have no issue with the event in its old structure and people should be able to use their own land for their personal enjoyment but this does not mean it can be turned into a commercial enterprise .

I ask that all of the applied licenses are rejected.

Yours Sincerely

Jonathan Willis

Webb, Alison

From:
Sent: 06 November 2022 12:18
To: Licensing
Subject: Fwd: 22/02185/LAPREM/LA

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Subject: 22/02185/LAPREM/LA

Dear sirs,

I write to complain most strongly and object to this application.

In this part of the village we are already subjected to regular noise from motocross events and from gun club events.

Regular music events would just detract even more from what is still quite a nice place to live.

In principle I would have no objection to perhaps once or twice a year but regular events with the increased traffic and the sale of alcohol is just unacceptable.

The access to the site is from a busy and fast road and there would be a substantial risk of accidents.

Sincerely
JG Wilson.

From: Kim Jackson

Sent: 09 November 2022 20:34

To: Licensing <licensing@braintree.gov.uk>

Subject: Attn: The Licencing Officer - OBJECTION to Premises Licence Application Reference: 22/02185/LAPREM/LA.

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Good evening,

We would like to register our strong objection to the proposed Premises Licence Application Reference: 22/02185/LAPREM/LA and would comment as follows:

1. Whilst this is a Premises Licence Application, the first issue is that there is no physical property to which this application can apply. Currently a huge circus style tent is erected on the land which, in spite of the current CozFest music festival lasting for one weekend only, remained on site for 20 days. This was a bold temporary structure, totally out of keeping with the rural nature of the area and an eyesore to the community. It is unclear against what structure the 365-day Licence is being proposed, however the unsightly arrangements being used for the current Licence would not seem appropriate;
2. The disturbance from the current CozFest is significant. The continuous thumping from the music and voices over the microphone can be clearly heard at our property which is around ¼ mile away; the noise for those closer must be unbearable. To allow the possibility of 365 days of alcohol fuelled disruption, similar to that currently suffered over the Bank Holiday weekend, is unreasonable in this rural area;
3. This area is already greatly impacted by the considerable noise and disturbance from other events such as the International, and other, Clay Pigeon Shoots at Hepworth Hall C09 2QN, which produce weeks of continuous gunfire from 9.00am to 6.00pm, and two motocross sites within a few hundred metres of this site (Foxborough Quarry and Halstead Hills) which host regular meets throughout the year. In addition to the considerable noise produced, there are other obvious issues such as increased traffic, mud and litter etc. which can be significant, and adversely affect the area;
4. Halstead Road is a very narrow road with no paths. It is an incredibly busy road, the top of which, at its junction with Hedingham Road - A1017, is already registered as an Accident Blackspot; the CozFest itself is even held in memory of the death of (we believe) the owners' son, following a road traffic accident. The opening in to the field is narrow and directly off the main road, which means that entry and exit into the field is extremely dangerous, and with no pedestrian access, the site is totally unsuitable for any mass gatherings.

5. Large numbers of visitors coming to an open event, bring with them the additional issues of littering, waste, barbeques and bonfires etc. all of which contribute not only to general pollution of the area, but also to noise and light pollution. The possibility of fires from naked flames, especially in the recent unprecedented hot weather, is realistic, and the disturbance to wildlife, including the many badgers, deer, muntjac, foxes, rabbits and birds, in this primarily agricultural area, would be considerable;
6. There are no facilities for toilets, ablutions, washing etc. Currently people camp for up to three-days over the period, however with a 365-day Licence, people will be able to camp for longer periods of time, and additional facilities will necessarily be required, putting additional strain on this area;
7. The original Licence was granted for a 3-day music event, to be held over the August Bank Holiday weekend, in memory of a deceased loved one. In extending this agreement to a 365-day a year, permanent Licence, they are commercialising that death which is both unreasonable and against the original ethos of the event. It is taking advantage of the goodwill of those in the area who agreed to the event, if the Licence is extended further;
8. The site is agricultural land. To extend the Licence to a permanent 365-day Licence would, in essence, change the use of this land to commercial. Should this not therefore be considered a CHANGE OF USE application, and as such, be subject to the relevant Change of Use application.
9. This Premises Licence Application is for a permanent annual Licence which will surely require more than temporary facilities. Therefore, should not PLANNING PERMISSION be required for this venture? That said, even if temporary structures are erected, over time these will be deemed to be permanent structures, and subsequently planning applications will no doubt follow for houses etc. This is an additional concern, over and above those noted above.

We would therefore ask that you **REJECT THIS APPLICATION** to ensure the underlying rural/agricultural nature of this land and the surrounding area is maintained and the community and wildlife is not subjected to excessive noise, littering, traffic and disturbance throughout the year, which the granting of a 365-day Licence will most certainly produce.

Regards,

Paul and Kim Jackson

Sent from Mail for Windows

22/02185/LAPREM/LA

8th November 2022

I am writing into **object** to this premise license application.

When the applicant registered their interest to buy the land in question it was in memory of a deceased family member to plant trees and maybe a small once a year mini festival. To me this was acceptable if licensing law was followed and that there were no issues with little disruption to local residents.

However, a 365-day premise license application has been put in to be able to play music and serve alcohol all day in a peaceful rural area. This is completely inappropriate and unnecessary for a once a year festival, unless there is some new business being set up to run a licensed premise on a regular basis. As this application is requesting 365 days a year operation there needs to be a change of use for the land in question. There is no such planning application so granting this premise license would be totally inappropriate.

In their application there are many omissions of professional standards required for a license to be approved:

1. No mention of how they will manage noise levels for 14 hours a day 365 days a year which will cause a nuisance.
2. No mention of how many SIA Registered Security staff they will employ each day and from which company. This does not fill me with confidence that they can hire enough to fill the hours required.
3. No mention of a robust CCTV system to help prevent crime and disorder. One of the licensing objectives.
4. No mention of fire safety.
5. No mention of first aid stations and trained first aid staff on site.
6. No mention on how they will keep U18 away from alcohol apart from Challenge 25.
7. No mention of adequate staff training to uphold the licensing objectives.
8. No mention of waste management and disposal to combat litter and smell.
9. No mention of policy on glassware.
10. No mention of any log books to record the necessary information required by a licensed premise to show that the DPS and business is competent and compliant with licensing law.
11. No written dispersal policy.
12. No mention of a safeguarding policy.
13. No mention on how they will manage traffic or any consultation with police to manage traffic for safe entry and exit of cars for up to 1500 people.

This application does not meet the key criteria for licensing:

- Protection of children harm
- Prevention of crime and disorder
- Public Safety
- Prevention of public nuisance

I would therefore urge the committee to reject the application.

Yours Sincerely
William Ward

Comments for Licensing Application 22/02185/LAPREM/LA

Application Summary

Application Number: 22/02185/LAPREM/LA

Address: Land North Of Halstead Road Sible Hedingham Essex

Proposal: Premises Licence

Case Officer: Wendy Baxter

Customer Details

Name: Mrs Sarah Couch

Address: '

Comment Details

Commenter Type: Neighbour

Stance: Customer objects to the Licensing Application

Comment Reasons:

Comment:03/11/2022 6:55 PM We live adjacent to the field where this licence is being applied for. Firstly we were led to believe this was going to be a commemorative garden. We have heard very loudly the current cozzfest which is limited to 2 this year where the music is loud and our property being on the higher ground the music bounces .The other unfortunate choice of tents is a circus big top tent yellow and red tent is not blending in with the environment it's been placed in .They offer camping at this time too .Is this regulated ? .This is just a field which wasn't designed for the entrance and exit of traffic on the Halstead road safely as it's hedged and concealed. I feel that a licence for this area is just wrong. We have halls and venues for these events .

Dear Sirs,
 I refer to planning
 reference no 22/02185/LAP REM/
 KA.

A few years back a
 similar application was made and
 I believe dismissed for many
 reasons. A few events have been
 allowed this year - three in all
 and this has been tolerable and
 I feel fair for the owners of the
 land.

But to give permission for
 unlimited number of events would
 be intolerable.

'Foxborough' is directly opposite
 the 10 acre field. Entrance to the

field is dangerous with a blind entrance along the A1124

Traffic is a nuisance, especially as many people seeking parking come up our drive.

We have horses and dogs who are unrelenting in their reaction to all the noise of the event. Horses run and dogs bark! At the moment we have to lock everything up to keep them safe.

Noise is particularly a nuisance at night with some events going on until the early hours. Shouting, screaming, and base notes. I believe alcohol has been allowed.

Please take note of our anxiety over this matter. This is after all an area of outstanding

≤

beauty and as a gate payer
why I bought this house all
those years ago.

Yours faithfully.
(Mrs) Anna Abraham,

The Licensing Officer
Braintree Council
Causeway House
Bocking End
Braintree
CM7 9AB

24TH October 2022

Dear Sirs,

**Re Premises Licence Application – 22/02185/LAPREM/LA
CozFest, Land North of Halstead Road, Sible Hedingham, Essex CO9 3AN**

I would like to object to the above application. My home is adjacent to the land that the festival is held on. I understood that the original reason for the purchase of the land was in memory of a family member, to plant trees in his memory and a small music event.

This application shows that the intention is for the commercial use of the farmland, tripling the number of people at any one time all year round. The noise and traffic from these proposed events will spoil my right to the enjoyment, peace and quiet of my home.

The applicants have not even approached me to discuss the effects of their activities on my home.

Yours sincerely,

Jan Gall

Webb, Alison

From: Lara Abraham
Sent: 01 November 2022 21:20
To: Licensing
Subject: Premises licence application - 22/02185/LAPREM/LA

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Dear Sir /Madam

Re: Premises Licence Application - 22/02185/LAPREM/LA
Cozfest, land North of Halstead Rd, Sible Hedingham Essex CO9 3AN

Objection : Anna & Lara Abraham
Address ; Foxborough, Halstead Rd, Sible Hedingham, Halstead CO9 3AN

If has been brought to our attention that a second premises licence application has been applied for on the 10 acres opposite our home, the previous attempt was in January 2020.

We strongly object to any licence being granted based on the same objections as in January 2020.

We would like to query the planning situation on this land, does the land hold planning permission for a D2 leisure use on this site?

We object to this licence being granted based on this area being a residential & risk do farming community with cattle, sheep, horses & wildlife all in neighbouring adjacent fields to the land in question.

From an ecological point the land in question has been untouched for a period of years CNET is home to many species of wildlife, events on this site would threaten their habitat.

By allowing live and recorded music into this rural and tranquil area it is introducing chances of antisocial behaviour due to alcohol /drugs being consumed on the premises. The noise from both the music and the public attending (laughing, shouting, screaming) will be both unpleasant & insufferable for all the surrounding neighbours. There is also the question of the litter and rubbish left behind.

The entrance to Foxborough field in question sits on the A1124 is a national speed limit road which has proven to be both fast and dangerous at times. The visibility for the entrance is poor from both directions for both entering & exiting. There is also the issue that with the road having no pavement or verge in either direction makes it almost impossible for the public to gain entrance without the use of a vehicle. This means there will be a considerable increase in congestion. As the entrance is only 50 from our property driveway and shares the same postcode we will have to make provisions to prevent the public trying to gain access to our property by mistake.

The land has a river running through it and is prone to flooding thus not only making it an unsuitable venue for events but also the dirt and mud being brought on and off the A1124 could make it a potential safety risk for drivers using an already fast road.

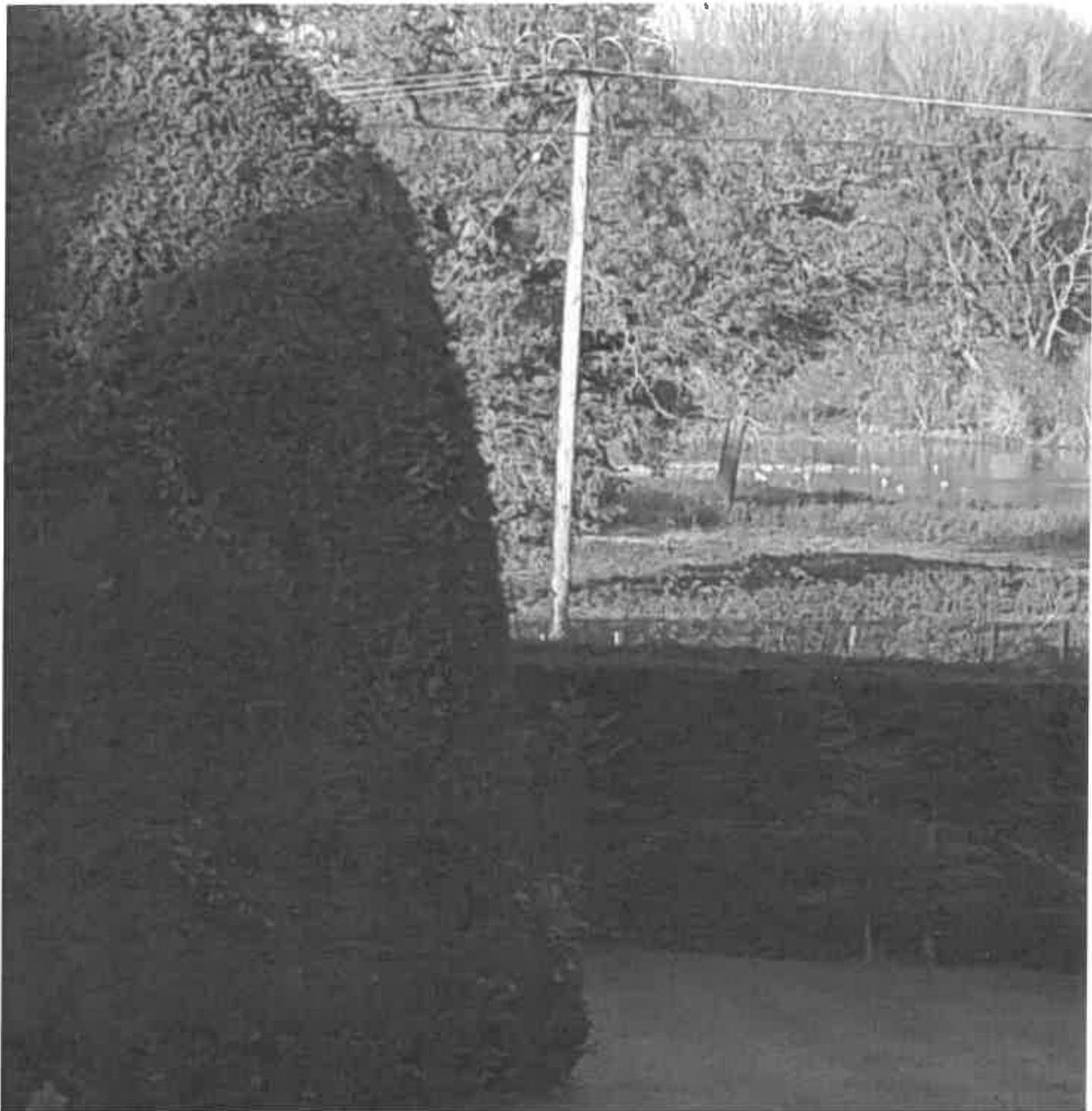
In order to prevent crime and disorder, to prevent any forms of public nuisance occurring due to Alcohol and noise levels and to maintain public safety and peace on a totally inappropriate access road, we strongly object to the certificate being granted.

Attached is a photo from our back door to illustrate the proximity of the field in question to our property and to show the extent of water that can sit on the site.

Yours faithfully

**Lara Abraham
Anna Abraham**





Sent from Yahoo Mail on Android

Petition to Braintree District Council

Petition organiser: Mrs Janice Dent

Address:

Essex.

Telephone Number:

**We the undersigned petition Braintree District Council to reject
Premises Licence Application: 22/02185/LAPREM/LA
CozFest, Land North of Halstead Road, Sible Hedingham, Essex. CO9
3AN**

On the basis that the increased use of this land for live/recorded music and/or dancing festivals & alcohol sales potentially 7 days a week, throughout the entire year, from 9.00am – 11.00pm, will be a nuisance to existing nearby residents, and be likely to cause severe disturbance. There will also be increased traffic using a small entrance and exit onto an already busy road. In addition to this there are public safety concerns regarding the fact that this site borders a ditch and river.

Name	Address	Signature
A STANNARD		
J. Pyke		
N Cheffins		
S GILLET		
F WARD		
S COUCH		
M COUCH		

[illegible]

Date:

Webb, Alison

From: Licensing
Sent: 08 November 2022 10:14
To: Evans, Nicola
Subject: FW: Application Received - Premises Licence
Attachments: Cozfest conditions.docx; Cozfest correspondence with applicant re conditions.pdf

From: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>
Sent: 07 November 2022 11:33 AM
To: Licensing <licensing@braintree.gov.uk>
Subject: FW: Application Received - Premises Licence

Good morning,

In respect of the below application we have engaged with the applicant and agreed conditions as per attached email and document. We wish to have the opportunity to present our observations should any other objections be received and a Hearing date set.

Kind regards



Netty Bryant - Licensing Officer Braintree and Uttlesford

☎ 101 (Ext: 406357) 📞 07817 155455

My working days are Monday to Wednesday.

✉ licensing.braintree.and.uttlesford@essex.police.uk

📍 Braintree Police Station | Blyths Meadow | Braintree | CM7 3DJ

APPLICATION SUMMARY BELOW

[Edit Application](#)

Licence	L3028375, FOXBOROUGH HILL FARM (COZFEST), Essex, FOXBOROUGH HILL FARM HALSTEAD ROAD, SIBLE HEDINGHAM, ESSEX, CO9 3AN	
Application Type	Premises Licence	
Created By	PSE 42006803 Kim Scholefield - 13/10/2022 17:20	
Application Act	Licensing Act 2003	
Applicant	Mrs JENNIFER JANE POWELL,	
Application Details	Application for the grant of a new Premises Licence to enable the sale by retail of alcohol for consumption on and off the premises, the provision of live music, recorded music, performance of dance, other entertainment and opening between 0900-2300 hours Mon-Sun.	
Licensing Authority	Braintree District Council	
Notice Received Date	13 Oct 2022	
Objection	No	
Reply Due	11 Nov 2022	Reply Sent

On behalf of:

Essex Police Licensing Hub
Braintree Police Station
Blyths Meadow
Braintree
Essex
CM7 3DJ

Tel: 01245 452035

Email: licensing.applications@essex.police.uk

Visit: www.essex.police.uk/licensing

*Kim Scholefield
Licensing Clerk
Essex Police Licensing Unit (Alcohol)
Braintree Police Station
Direct Dial: 01245 452035
Extension: 406360
E-mail: licensing.applications@essex.police.uk
Website: www.essex.police.uk*

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Netty Bryant 42080730

From: Gennie Powell
Sent: 07 November 2022 11:17
To: Licensing Braintree and Uttlesford
Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

Thank you Netty,

I think that all works for me.

Best regards,
Jenny.

From: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>
Sent: 04 November 2022 14:23
To:
Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

Good afternoon Jennifer,

To clarify, you will still have off sales of alcohol but they will not be permitted to be in open containers.

With regards to point 14, I have amended this to state the area will be secured so could be patrolled. **Please read the amendment carefully and confirm via email if you are happy with the same.**

Kind regards



Netty Bryant - Licensing Officer Braintree and Uttlesford
☎ 101 (Ext: 406357) 📞 07817 155455
My working days are Monday to Wednesday.
✉ licensing.braintree.and.uttlesford@essex.police.uk
📍 Braintree Police Station | Blyths Meadow | Braintree | CM7 3DJ

From: Gennie Powell
Sent: 03 November 2022 14:31
To: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>
Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

Hello Netty,

Thank you for doing this.

Just to clarify: Will I still have off sales of alcohol for events such as farmers markets? At the new point 14, I would be fencing off the festival area where licensable activity takes place. Fencing the entire field would be difficult, cost prohibitive and would limit emergency evacuation routes.

Sorry if I'm nit picking!

Best regards,

Jenny.

From: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>

Sent: 02 November 2022 11:25

To:

Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

Good morning Jennifer,

Thank you for your email following our telephone conversation.

I have reviewed your comments and can confirm as follows:

Condition 5: this is our standard wording and wish to keep this as it is. We would expect a policy to be in place for any drugs including legal drugs (which can be misused).

Condition 8: I am happy for this to be removed as the camping area will form part of the licensed area and therefore will not require off sales.

Condition 9: I have deleted this condition but have incorporated additional wording in condition 10 to cover attendees.

Condition 15: I am happy for this to be removed.

Condition 16: I have considered your comments and have amended to state festival style events.

Condition 17: Again after consideration have amended to state festival style events.

I attach amended proposed conditions with all alterations to conditions highlighted yellow, however please read through the whole document and confirm whether you accept the proposed wording. Should you wish to discuss further please do not hesitate to contact me.

Kind regards



Netty Bryant - Licensing Officer Braintree and Uttlesford

☎ 101 (Ext: 406357) 📞 07817 155455

My working days are Monday to Wednesday.

✉ licensing.braintree.and.uttlesford@essex.police.uk

📍 Braintree Police Station | Blyths Meadow | Braintree | CM7 3DJ

From: Gennie Powell

Sent: 01 November 2022 15:14

To: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>

Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

Hi Netty,

Thank you for taking the time to talk to me today. I was unaware that there are a set of standard conditions applied to a premises licence so, that was very helpful for points 1-4 6, 7, 10, 11, 12, 13, 14 and 18. If it is standard procedure to apply these conditions to a premises licence then, I have no problem as my event management plans to date should show that these are already in place

Re: Point 5. I would suggest a clarification of the wording as not all psychoactive substances are illegal.

Re: Point 8. I would prefer this to be removed as I have applied for the whole plot to be licensed as I cannot tell months in advance where the most appropriate and safest position would be for the erection of a beer tent. I have also applied for both on and off premises as we would like to be able to promote local produce at such events as a farmers market.

Re: Point 9. Could the restrictions on numbers be dealt with in individual event management plans going forward? Having gone part way through the licensing process once before I am keen to not have to keep updating the licence when the standard is set at 4999.

Re: Point 15. The setting up of C.C.T.V. at the entrance to any large outdoor site would present a number of problems as it is an open air field. The cameras would need power which would impact on the placement of the generator and therefore also the placement of any stage or bar requiring power. The placement of these must be done in the safest possible location and may not be adjacent to the entrance. There is also the matter of storing and reviewing the footage which would also be difficult in a field.

Re: Point 16. There is no glass or cans allowed on site during a public event. Glassware would only be used at a private event such as a wedding or party. Could the wording be changed to 'any festival style event' or 'a larger event' as brides will want glassware at their reception and are not likely to want to look out at Heras fencing when they have booked a rural venue.

Re: Point 17. Again, could the wording be changed to 'any festival style event' ? As I am looking to license the entire plot, (to ensure that any bar or beer tent can be set in the safest possible location) the actual festival site, including the bar area, would be fenced off. I am not sure how this could be worded or if it too could be as per each individual event management plan.

I have added points 9 and 17 as I am still not sure that I have understood everything in full and would like to be clear.

Once again, thank you for taking the time to discuss this with me.

Best regards,
Jenny Powell

From: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>

Sent: 31 October 2022 15:52

To:

Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

Hi Jennifer,

I am available after 13:00 tomorrow and my working hours are 08:00 – 16:00 so feel free to call anytime then. If I am unable to take your call, please leave a message and I shall get back to you as soon as possible.

Kind regards



Netty Bryant - Licensing Officer Braintree and Uttlesford

☎ 101 (Ext: 406357) ☎ 07817 155455

My working days are Monday to Wednesday.

✉ licensing.braintree.and.uttlesford@essex.police.uk

📍 Braintree Police Station | Blyths Meadow | Braintree | CM7 3DJ

From: Gennie Powell
Sent: 31 October 2022 15:35
To: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>
Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

No worries,
I do it myself all the time!
It all looks good to me on a first reading. Is there a good time to phone you just in case I need clarification on some points once I'm fit again and can get my head around the finer points?
Jen.

From: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>
Sent: 31 October 2022 14:45
To:
Subject: RE: EXTERNAL - RE: Premises Licence application - proposed conditions

Hi Jennifer,

I apologise for my error, conditions now attached.

Kind regards



Netty Bryant - Licensing Officer Braintree and Uttlesford
📞 101 (Ext: 406357) 📠 07817 155455
My working days are Monday to Wednesday.
✉️ licensing.braintree.and.uttlesford@essex.police.uk
📍 Braintree Police Station | Blyths Meadow | Braintree | CM7 3DJ

From: Gennie Powell
Sent: 31 October 2022 14:41
To: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>
Subject: EXTERNAL - RE: Premises Licence application - proposed conditions

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Netty,

There's no attachment to your email?

Jen.

From: Licensing Braintree and Uttlesford <Licensing.Braintree.and.Uttlesford@essex.police.uk>
Sent: 31 October 2022 14:35
To:
Subject: Premises Licence application - proposed conditions

Good afternoon Jennifer,

I refer to our telephone conversation last week and as discussed attached proposed conditions to be added to your Licence. Please read through the same carefully and confirm if you are happy with the proposed wording. Should you wish to discuss anything further please do not hesitate to contact me.

Kind regards



Netty Bryant - Licensing Officer Braintree and Uttlesford

☎ 101 (Ext: 406357) 📞 07817 155455

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1. A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory age verification requirement and is either a:
 - o Proof of age card bearing the PASS Hologram;
 - o Photocard driving licence; o o Passport; or
 - o Ministry of Defence Identity Card.
 - o Proof of age card bearing the PASS Hologram;
 - o Photocard driving licence; o o Passport; or
 - o Ministry of Defence Identity Card

The premises shall clearly display signs at each point of sale and in areas where alcohol is displayed advising customers that a 'Challenge 25' policy is in force.

2. All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to including under-age sales, how to recognise drunkenness and the duty not to serve drunk persons.
3. Training records shall be maintained and kept for a minimum of 12 months and made available to police or licensing authority staff upon reasonable request.
4. A refusals record shall be maintained at the premises, which details all refusals to sell alcohol. Each entry shall, as a minimum, record the date and time of the refusal and the name of the staff member refusing the sale. All entries must be made as soon as possible and in any event within 4 hours of the refusal and the record must be made immediately available to police or licensing authority staff upon reasonable request.
5. The premises shall have in place and operate a zero-tolerance policy with regard to the use/possession of controlled drugs and psychoactive substances and advertise the same within the premises on posters and similar means. This policy may form part of the event management plan.

This policy shall specifically include but not be limited to:

- i. Searching practices upon entry;
 - ii. Dealing with patrons suspected of using drugs on the premises;
 - iii. Scrutiny of spaces including toilets or outside areas;
 - iv. Clear expectations of staff roles (including the DPS, managers/supervisors and door supervisors);
 - v. Staff training regarding identification of suspicious activity and what action to take;
 - vi. The handling of items suspected to be illegal drugs or psychoactive substances
 - vii. Steps taken to discourage and disrupt drug use on the premises
 - viii. Steps to be taken to inform patrons of the premises drug policy/practices
 - ix. Patrol of perimeter (Haras) fencing to deter drug supply.
6. The Licence shall not authorise licensable activity open to the public more than six times a year.

- 7. Customers will not be permitted to remove from the premises any drinks supplied by the premises in open containers.**
- 8. A traffic and event management plan shall be submitted to the Licensing Authority, Essex Police and Essex County Council Highways at least 3 months prior to any planned festival style event open to the public and licensable activity shall not take place if any of these object to the traffic management plan in writing within 6 weeks of submission and that objection is not rescinded.**
- 9. An incident log shall be maintained and made immediately available to police or licensing authority staff upon reasonable request. The log must be completed as soon as is possible and shall record the following: (a) All crimes reported to the venue (b) All ejections of patrons (c) Any complaints received concerning crime and disorder (d) Any incidents of disorder (e) All seizures of drugs or offensive weapons.**
- 10. SIA licensed security staff shall be used in accordance with a site security plan which will form part of the event management plan and a record shall be maintained (on the premises) which is legible and details: a) The day and date when door supervisors are deployed; b) The name and SIA registration number of each door supervisor on duty at the premises; and c) The duty start and end time for each door supervisor. This record shall be retained for 31 days and be immediately provided to police or licensing authority staff upon reasonable request**
- 11. The licence holder will appoint a competent security/stewarding contractor with expertise in the operation of security and stewarding of large-scale outdoor events. The security/stewarding contractor will ensure there are the correct number of SIA registered security staff at the event. Full details will be contained within the EMP.**
- 12. The licence holder will ensure a full stewarding plan and evacuation plan will be produced as part of the EMP.**
- 13. At all festival style events open to the public, all drinks will be dispensed in either plastic bottles or collapsible cups or containers, no glass vessels to be used the sale of glass bottles for Champagne, sparkling or premium wines will be allowed only in a dedicated security-controlled area which will be detailed in the Event Management Plan/Alcohol Management Plan and on the Site Plan each year.**
- 14. At all festival style events open to the public, the licence holder will ensure the perimeter of the licensed area will be secured to enable the licence holder to safely control the event.**
- 15. In addition to water, other non-alcoholic beverages shall be available at all times whilst alcohol sale or supply takes place.**

Webb, Alison

From: LeBesque, Lisa
Sent: 10 November 2022 20:47
To: Licensing
Cc: Meddings, John
Subject: Response from responsible Authority (HS) Application for a Premises Licence - 22/02185/LAPREM/LA
Attachments: RE: Application for a Premises Licence - 22/02185/LAPREM/LA
Importance: High

APPLICATION FOR PREMISES LICENSE

COZFEST, HALSTEAD ROAD, SIBLE HEDINGHAM, HALSTEAD, ESSEX CO9 3AN

I have agreed the following conditions with the applicant for the above application should the license be granted (see attached confirmation of agreement).

1. The maximum capacity at any event shall not exceed 5000. For events with over 500 attendees an Event Safety Management Plan must be submitted 3 months prior to the event.
2. The final event management plan and major incident plan shall be submitted at least 28 days prior to any event over 500.
3. All Persons on site at any event with over 500 guests to be issued with a wristband, including guests, staff, band members and concessions.
4. There will be no lasers, pyrotechnics, fireworks permitted at any events without agreement from the Local Authority. Requests must be made 3 months prior to an event.
5. Any inflatables must not be used in strong wind conditions. Any inflatable will be supervised by at least one designated person who has been adequately trained in inflatable safety.
6. Access to rivers, ditches, ponds will be appropriately cordoned off from the public.
7. Toilets shall be provided in the following numbers
NB As your audience split is unknown you should assume a 50/50 split.

Your facilities should be based on those given in BS 6465-1:2006 Sanitary installations, table 13 - minimum provision of sanitary appliances for temporary events (events with a gate opening time of 6 hours or more

EVENTS WITH A GATE OPENING TIME OF 6 HOURS OR MORE				
Female WC, and male WC where only WCs are provided	Male WC where urinals are provided	Urinals	Washbasins	Wheelchair accessible toilet
1 per 100 females	1 per 500 males	1 urinal per 150 males	1 per 5 toilets or urinals	As required - minimum 1

8. Hand washing facilities shall be provided and located close to
 - each set of sanitary , and
 - any areas where there is any contact with animals (pony rides, petting zoo, exotic animals etc)

9. Drinking water shall be provided free. This can either be by way of suitably located taps or by the provision of bottled water.
10. Overnight camping is permitted in an area separate from all vehicles.
11. No open fires or gas canisters are permitted on site during events or camping. The exceptions to this are:-
 - gas cylinders are permitted to be used by traders in the course of business, and
 - an open fire may be permitted for staff enjoyment. In order to satisfy this exemption the fire must be in a cordoned off 'staff only' area and fire safety precautions must be in place. Details of the location and precautions proposed must be submitted with the event safety management plan in advance of the event and confirmation must be received that the proposals are satisfactory.
12. All vehicles shall be parked in the field allocated for car parking. The only exceptions to this will be emergency vehicles and concession vehicles which may be needed at the concession.
13. No vehicle shall be permitted to move other than in the car park from the start of an event until the close of an event unless accompanied by a minimum of three staff members each wearing high visibility clothing. All vehicle movements during an event shall be made at walking pace.
14. For events over 500 people details of all food vendors shall be provided at least 21 days prior to the event. Food vendors must have a Food Hygiene rating of 3, 4 or 5. The following information will be submitted to the local authority
 - Name & address of food business,
 - contact number of food business
 - operator, name of local authority,
 - date of last inspection,
 - food hygiene rating,
 - nature of food / drink to be sold.
15. There will be a minimum of 2 first aiders onsite, dedicated to that role. All first aid staff covering events are trained in Emergency First Aid at Work and manual handling.
16. The weather forecast will be checked 48 hours and 24 hours before the event. If adverse weather warnings have been issued for lightning and/ or flooding and/or high winds the event will be cancelled.
17. The site must be adequately lit for any events that take place after dusk.
18. There must be written procedures in relation to emergency arrangements that include how the alarm will be raised, contacting emergency services, crowd management, show stop procedures. All staff shall be fully briefed in these procedures.
19. Temporary structures such as lighting, stages, tents etc. will be installed by a competent person.

Kind regards

Lisa Le Besque CEnvH MCIEH
Environmental Health Manager (Food, Health and Safety and Licensing)
 (Please note I work part time, usual working days are Tuesday, Wednesday and Thursday)

Braintree District Council | Causeway House, Bocking End, Braintree, CM7 9HB
 ☎ 01376 552525 Ext. 2212 | www.braintree.gov.uk | ✉ lisa.lebesque@braintree.gov.uk

Webb, Alison

From: Blake, Steve
Sent: 10 November 2022 18:13
To: Licensing; Licensing Team; Meddings, John
Cc: Shipham, Chris; Batchelor, Colin; Stevens, Lucy; LeBesque, Lisa
Subject: Application for a Premises Licence - 22/02185/LAPREM/LA

Importance: High

Dear Licencing,

I write with regard to the above Application and confirm the following:

Environmental Health will require that the Applicant submit to this authority a Noise Control Management Statement at least one month before the date of any major proposed event. This statement can be incorporated the Applicants Event Management Plan or be submitted independently.

The Noise Control Management Statement's noise control measures must follow on the lines of 'The Noise Council's Code of Practice on Environmental Noise Control at Concerts' and that the 'Recommended Noise Control Procedure' as detailed in the afor mentioned document will be carried out.

This document is designed to assist those planning a large music event and can address the potential environmental problems that noise from the event might create.

The Noise Control Management Statement should include the applicants proposals relating to:

- Planning aspects (of the proposed event)
- Before the event activities
- During the event management activities and control
- And post event Public control/clean-up activities

The Code of Practice does strongly recommend that event organisers should appoint a reputable Noise Consultant for the large Musical events and Environmental Health would require additional details relating to:

- Recorded background levels that have been monitored prior to the proposed event
- Identification as to the nearest Noise sensitive residential property(s)
- Alignment and orientation of the loudspeaker system (to optimise minimum noise disturbance)
- What arrangements will be carried out re Sound Testing prior to each event (in order to attain maximum level that can be obtained to enable the guidance to be met)
- Arrangements re noise monitoring within the venue at the noise monitoring position and other locations
- Arrangements and contact details for the events single point of contact (SPOC) to be made available for the Council's Noise Team, the Police and members of the pubic.

The provision of a Site Location plan for the event should be available within documentation in order to indicate the location of the stage, mixing desk, location/direction of speakers, monitoring points and the location of the nearest noise sensitive premises.

In addition to the above, it will be required that the Applicant confirm and agree that on conclusion of the event, there shall be no overnight stay on the site for members of the public.

In conclusion, Environmental Health will be prepared to liaise with the Applicant should she so wish in order that the above measures are workable and manageable.

Yours Sincerely,

Steve Blake

Senior Environmental Health Officer

Braintree District Council | Causeway House, Bocking End, Braintree, CM7 9HB

☎ 01376 552525 | www.braintree.gov.uk | steve.blake@braintree.gov.uk

Steve Blake

Senior Environmental Health Officer

Braintree District Council | Causeway House, Bocking End, Braintree, CM7 9HB

☎ 01376 552525 | www.braintree.gov.uk | steve.blake@braintree.gov.uk

10th August 2018

Tel:

Dear Neighbour,

I am writing to inform you that we are intending to host an event on the land at Foxborough Hills on Saturday the 8th September.

CozFest 18 will be a music festival and family fun day open to the public, in memory of Corran 'Coz' Powell, who was killed at 21 years old, by a drugged and drunk driver.

Whilst we are making every effort to ensure there is minimal disruption to you, it is inevitable that there will be increased traffic and some noise. We will be angling the music marquee across the fields to reduce the sound of the bands from your perspective and will have stewards to oversee the traffic and parking.

You can contact me on the above telephone number should you wish to discuss this or e-mail me at

On the day of the event, you can contact me on my mobile, should you need to.

I have enclosed a flyer for the event, which gives you all the information, and 6 free tickets for you and your family, in the hope that you will join us.

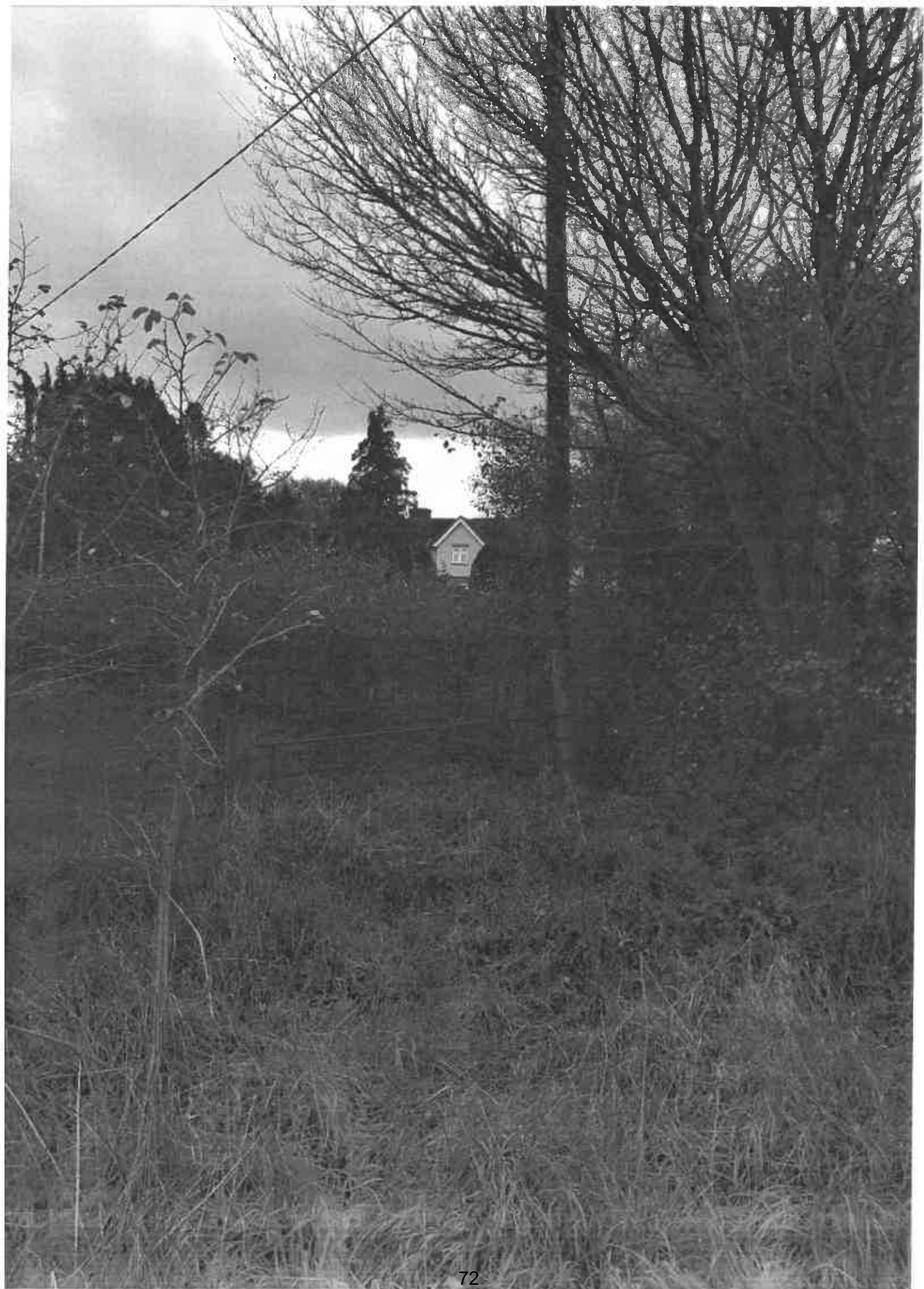
In addition to the event itself, there will be a private party and camping afterwards for those who are staying to help clear up the site on Sunday.

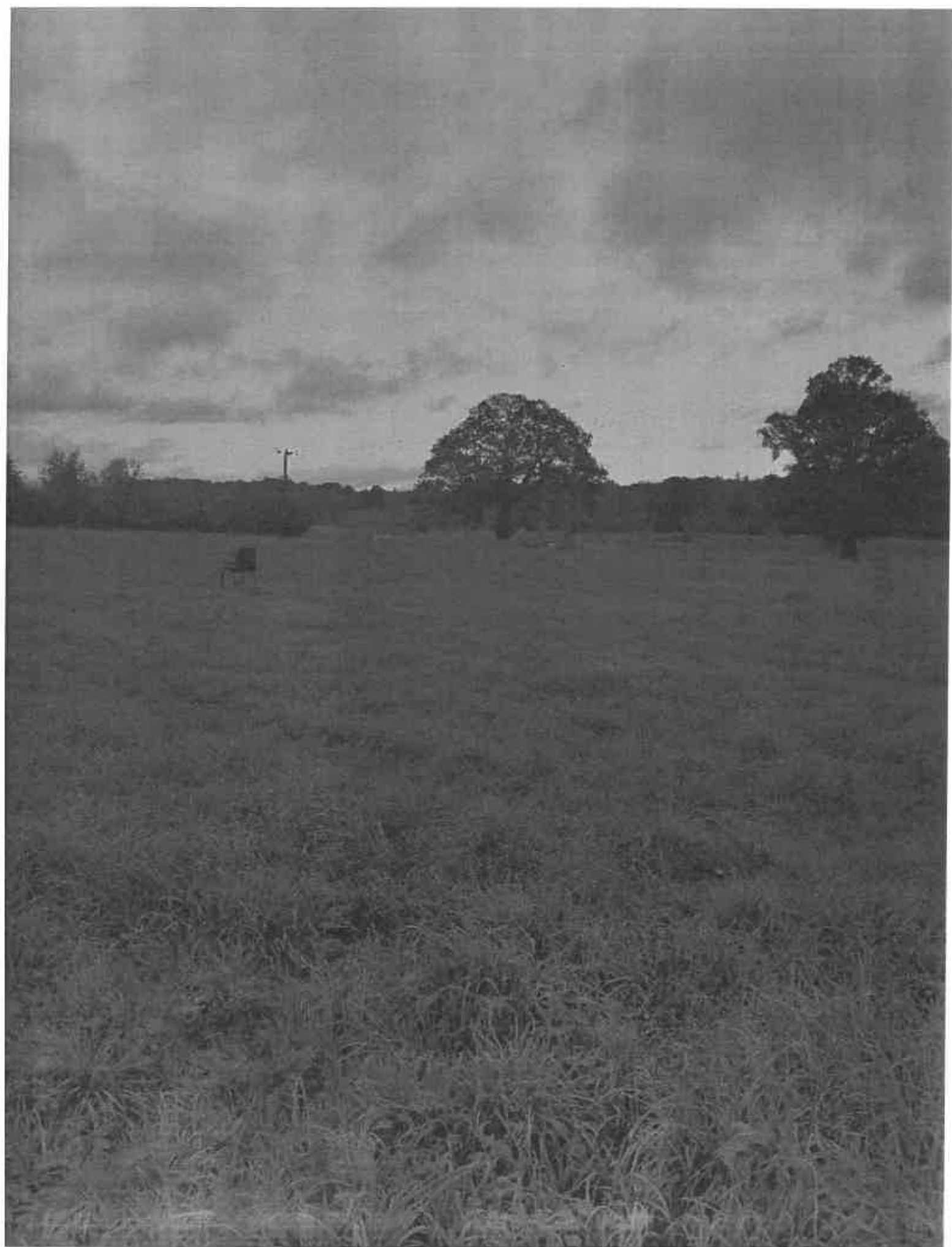
Please do not hesitate to contact me if you have any concerns.

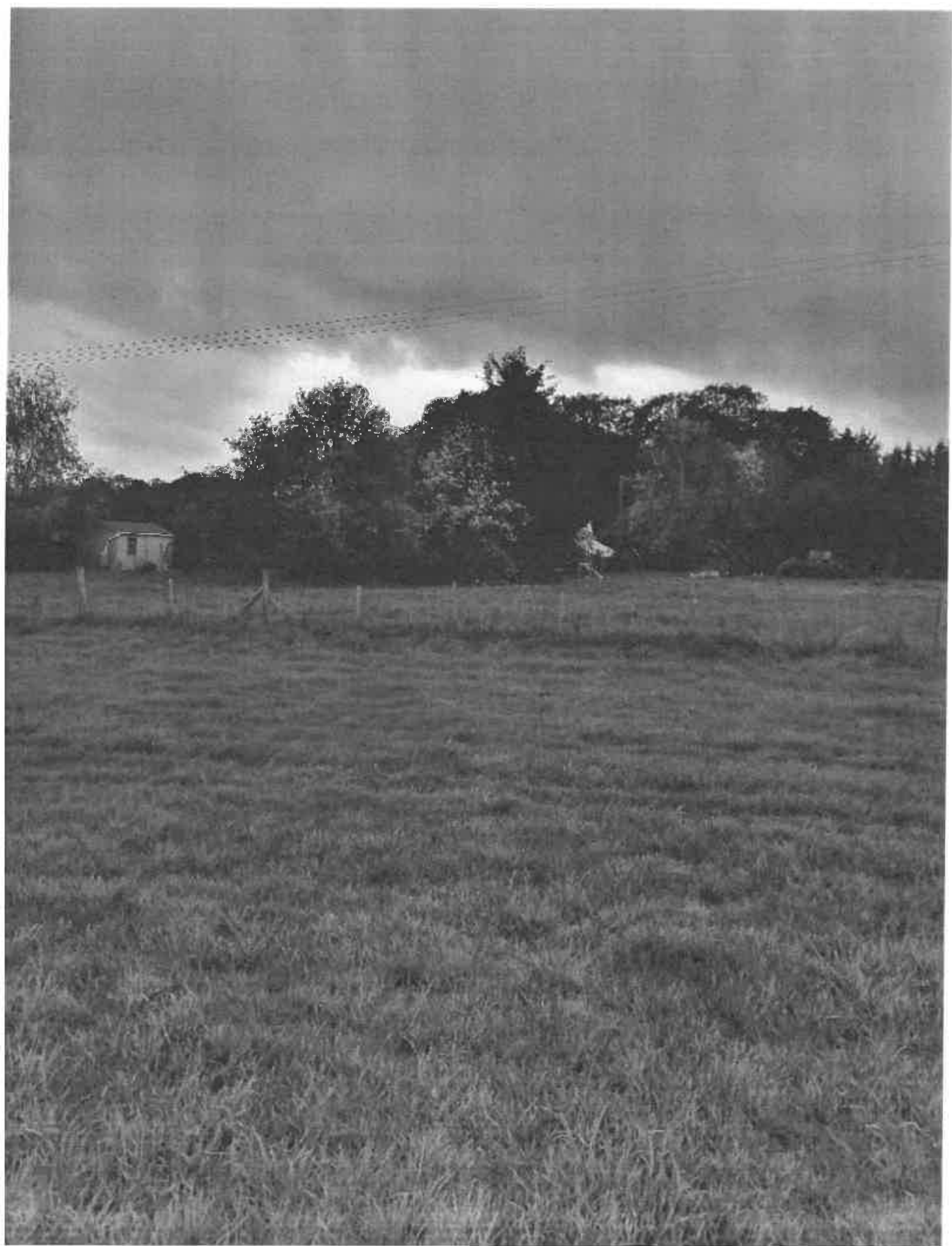
Yours faithfully

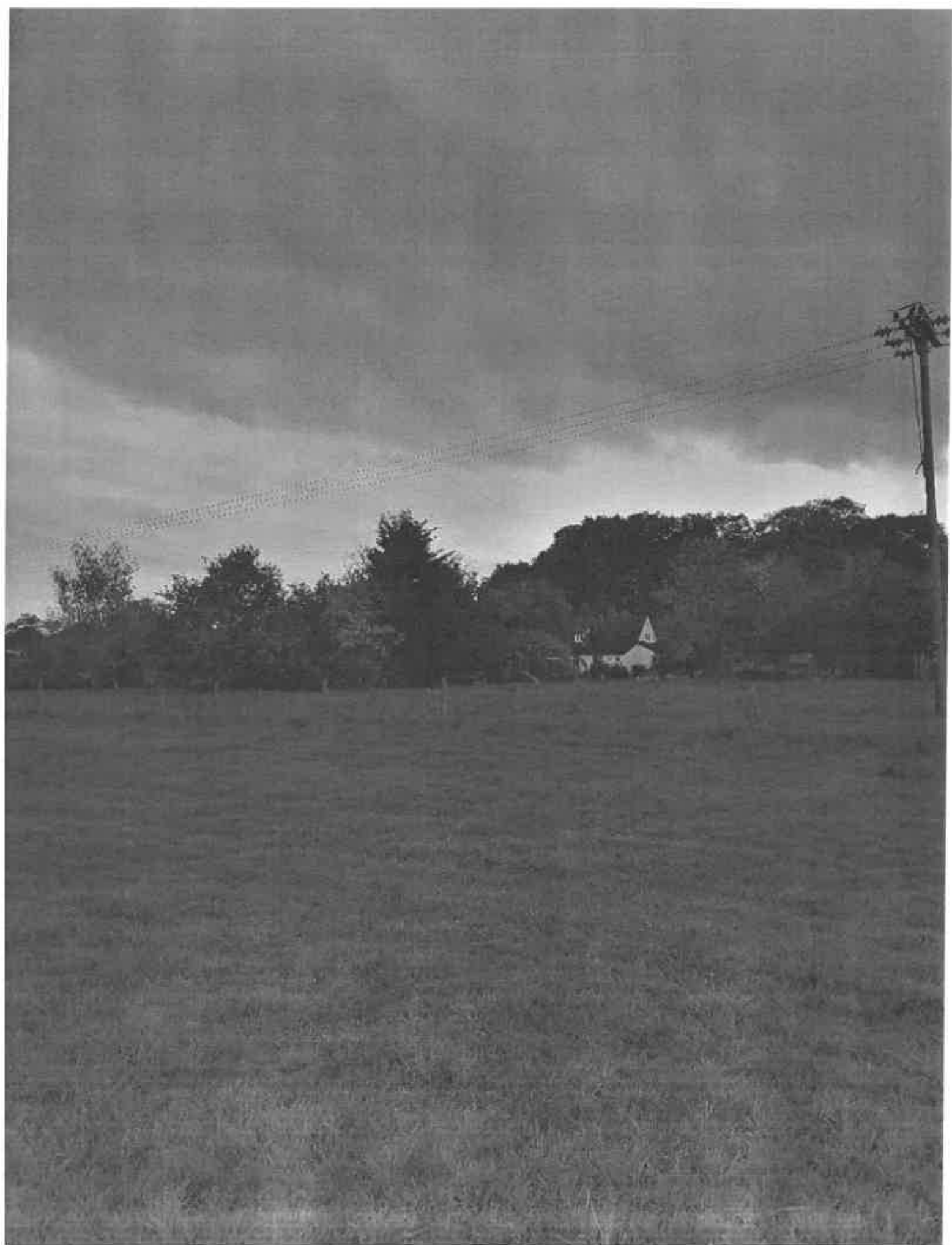
Jennifer J. Powell

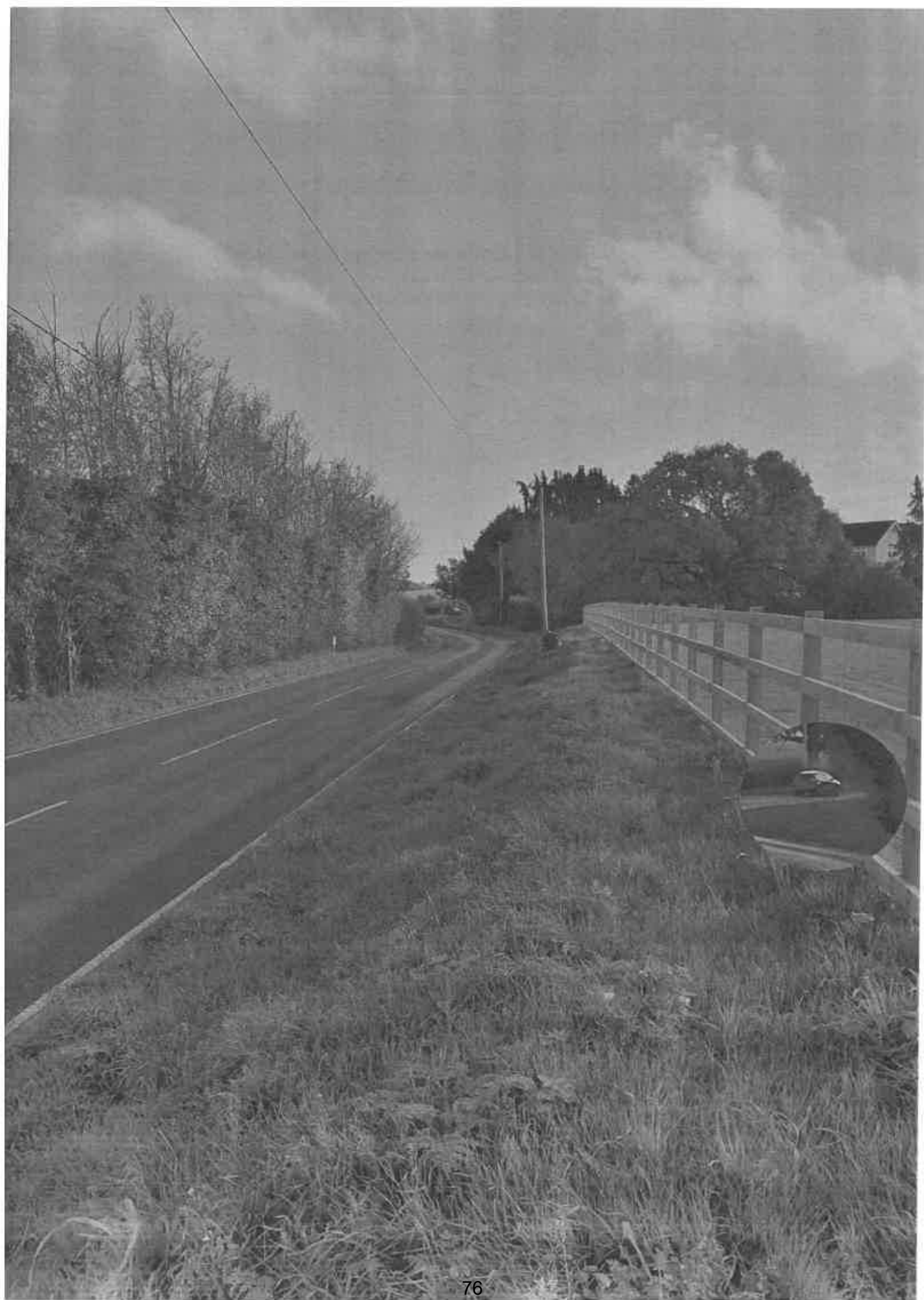
(Gennie)

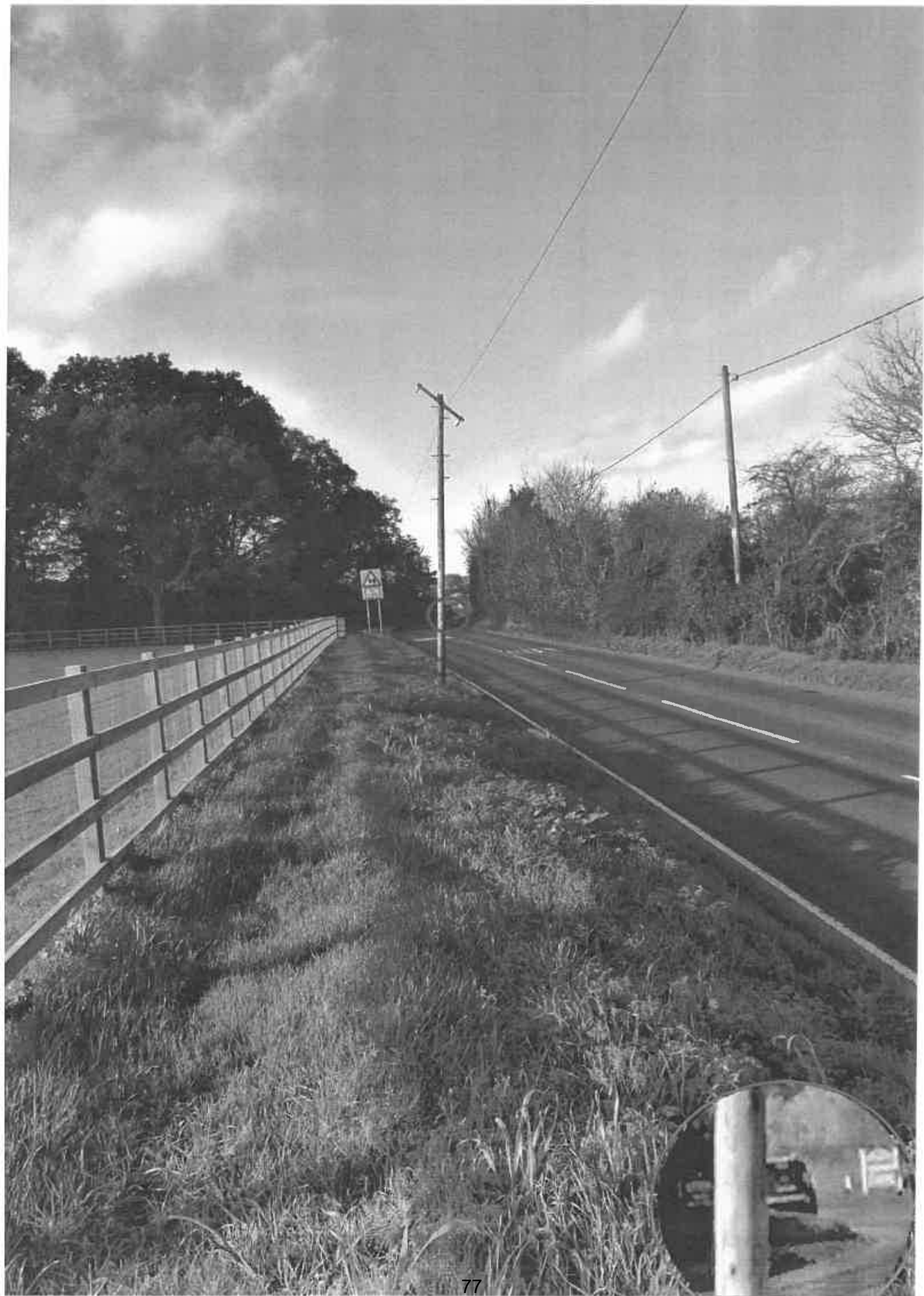


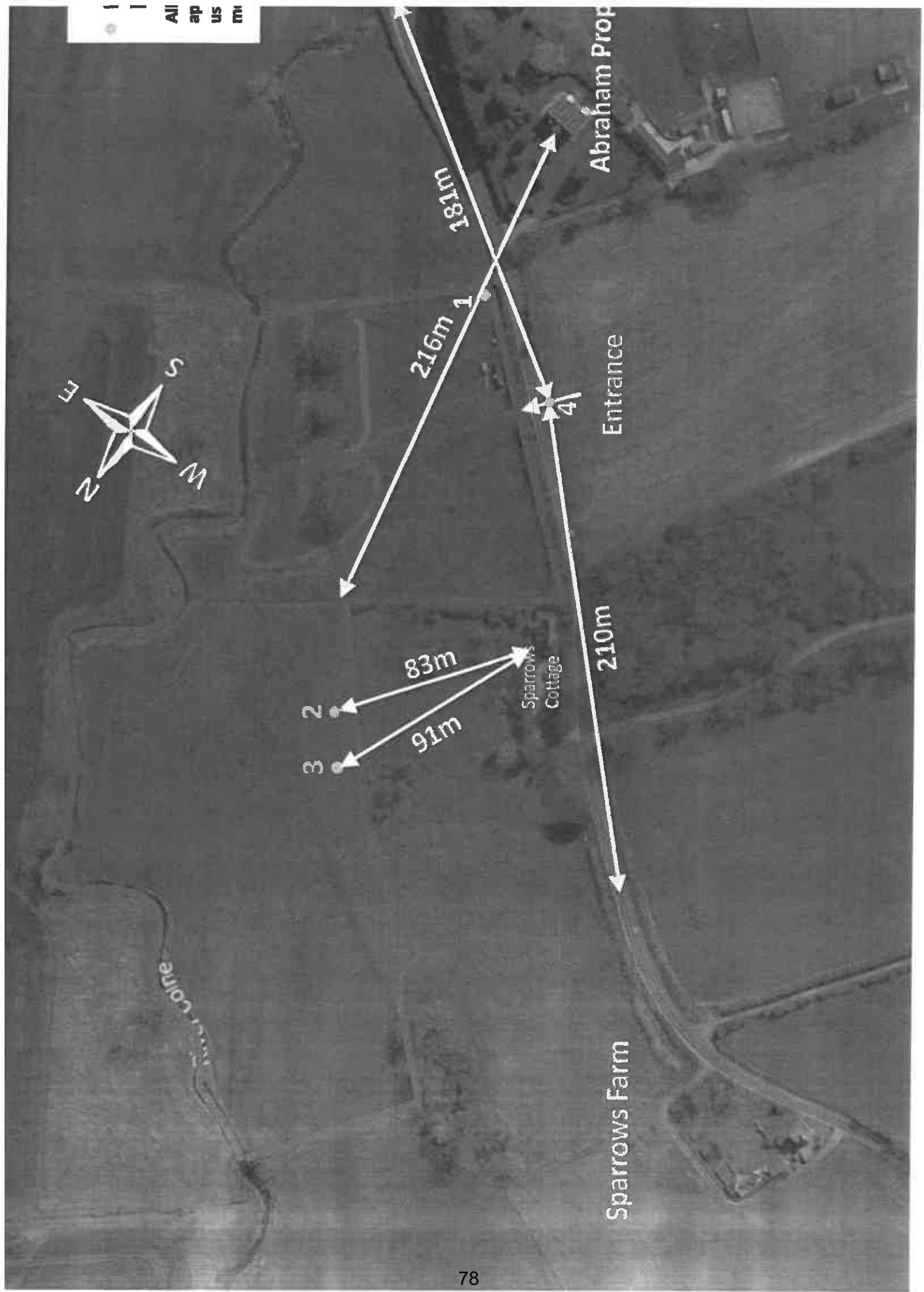












**HEARING PROCEDURE FOR PREMISES LICENCES/CLUB PREMISES CERTIFICATES
WHERE APPLICANT AND OBJECTORS ARE PRESENT**

1. Welcome and Introduction

- [1] The Chairman welcomes the people who are present and introduces the Members. He/she will ask the Members to confirm that they have no declarations of interest to declare in respect of the application.
- [2] The Chairman asks the Applicant to introduce himself/herself and then asks the Objectors to introduce himself/herself/themselves.
- [3] The Chairman then confirms that the hearing will be conducted in accordance with this procedure. If any party wishes to rely upon any evidence that has not been disclosed prior to the hearing, they must ask for the Chairman's permission at this point.

2. The Applicant's Case

- [1] The Chairman asks the Applicant or his/her representative to present his/her application for a licence.
- [2] The Applicant or his/her representative may then call any witnesses and/or give evidence in support of his/her application.
- [3] The Objector[s] or their spokesperson may then question the Applicant [if he has given evidence] and any witnesses.
- [4] The Chairman or any Member of the Sub-Committee may ask questions of the Applicant and any witnesses.
- [5] If there are any witnesses, the Applicant or his representative will then be given a final opportunity of asking any further questions of the witnesses to clear up any points raised in the earlier questioning.

3. The Objector[s] Case

- [1] The Objector[s] will give their reasons for objecting to the application.
- [2] The Objector[s] or their representative will then call any witnesses in support of their objection.
- [3] The Applicant or his representative may then question the Objector[s] [if they have given evidence] and any witnesses.

- [4] The Chairman or any Member of the Sub-Committee may ask questions of the Objector[s] and any witnesses.
- [5] If there are any witnesses, the Objector[s] or their representative will then be given a final opportunity of asking any further questions of the witnesses to clear up any points raised in the earlier questioning.

4. Closing Statements

- [1] By or on behalf of the Objectors. The Objectors may summarise any points they wish to make and comment briefly on the Applicant's replies to questions. They cannot introduce new issues.
- [2] By or on behalf of the Applicant. The Applicant or his/her representative may summarise any points they wish to make and comment briefly on the Objector's replies to questions. They cannot introduce new issues.
- [3] The Chairman will then ask the Legal Adviser whether there are any other matters to be raised or resolved before the hearing is adjourned. The Sub-Committee will then retire to a separate room with the Legal Adviser and Member Services Officer to deliberate.
- [4] If the Legal Adviser gives legal advice to Members during the period of adjournment this advice will be repeated in summary form when the hearing reconvenes.

5. Decision

- [1] The Chairman will then announce the Sub-Committee's decision and ask the Legal Adviser to read out the details including the reasons.
- [2] Before closing the hearing, the Chairman will notify the Applicant and the Objector[s] of the rights of appeal available to the parties should they disagree with the decision. Such appeal should be made within 21 days of receiving written notification of the Sub-Committee's decision.