

Licensing Act 2003

Premises Licence

PLA0347

Part 1 – Premises Details

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

Sundown, Norfolk Showground, Dereham Road, New Costessey, Norfolk, NR5 0TT

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays
Films
Live Music
Recorded Music
Performances of Dance
Late Night Refreshment
Supply of Alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

A. Plays(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

B. Films(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00

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Sunday 13:00 23:00

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

E. Live Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

F. Recorded Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

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G. Performances of Dance(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

I. Late Night Refreshment(Both)

Description	From	To
Monday	23:00	00:00
Tuesday	23:00	00:00
Wednesday	23:00	00:00
Thursday	23:00	00:00
Friday	23:00	00:00
Saturday	23:00	00:00
Sunday	23:00	00:00

Seasonal Details

Provision will only take place on a maximum of four days per year all falling within the period of June to September.

J. Supply of Alcohol

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

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Seasonal Details

Supply of alcohol will only take place on a maximum of four days per year all falling within the period of June to September.

THE OPENING HOURS OF THE PREMISES

Description	From	To
Monday	13:00	00:00
Tuesday	13:00	00:00
Wednesday	13:00	00:00
Thursday	13:00	00:00
Friday	13:00	00:00
Saturday	13:00	00:00
Sunday	13:00	00:00

Non-Standard Timings

00:00 – 02:30 - relate to the silent disco for camping guests only.

Seasonal Details

Licence will only be in effect on a maximum of four days per year all falling within the period of June to September.

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

Alcohol is supplied for consumption on the premises.

Part 2

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

Sundown Festival Ltd, 4 Pancras Square, London, N1C 4AG

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

06721466

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

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

ANNEXES

ANNEX 1 – MANDATORY CONDITIONS

1. No supply of alcohol may be made under the premises licence -
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence; or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended

2. Every supply of alcohol under the premises licence must be made, or authorised by a person who holds a personal licence

3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to;
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of a free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective.
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonable be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale of supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the

supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either-

- (a) a holographic mark, or
- (b) an ultraviolet feature

6. The responsible person must ensure that -

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25ml or 35ml; and
- (iii) still wine in a glass: 125ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

A responsible person in relation to a licensed premises means the holder of the premises licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that which enables him to prevent the supply of alcohol.

7. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

8. For the purposes of the condition set out in the paragraph above -

(a) duty is to be construed in accordance with the Alcohol Liquor Duties Act 1979;

(b) permitted price is the price found by applying the formula -

$$P = D + (D \times V)$$

Where:

- (i) P is the permitted price
- (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) relevant person means, in relation to premises in respect of which there is in force a premises licence -

- (i) the holder of the premises licence,
- (ii) the designated premises supervisor (if any) in respect of such a licence, or
- (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

- (d) relevant person means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) value added tax means value added tax charged in accordance with the Value Added Tax Act 1994.
9. Where the permitted price given by Paragraph (b) above would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
10. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) above on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change of the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
11. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:
- (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
- (b) be entitled to carry out that activity by virtue of section 4 of the Act.
12. But nothing in subsection (1) requires such a condition to be imposed:
- (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c12) (premises with premises licences authorising plays or films); or
- (b) in respect of premises in relation to:
- (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
- (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
13. For the purposes of this section:
- (a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and, which is licensable conduct for the purposes of that Act, (see Section 3(2) of that Act) and
- (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.
14. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
15. Where the film classification body is specified in the licence, unless subsection (3)(b) applies,

admission of children must be restricted in accordance with any recommendation by that body.

16. Where

(a) the film classification body is not specified in the licence, or

(b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question admission of children must be restricted in accordance with any recommendation made by the licensing authority.

17. In this section "children" means any person aged under 18; and "film classification body" means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984 (c39)(authority to determine suitability of video works for classification).

ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

The prevention of crime and disorder

1. The DPS will satisfy himself that any members of staff dispensing alcohol is fully aware of their legal responsibilities in that respect.
2. Appropriate levels of security and stewarding will be employed in accordance with the event management plan, risk assessments and BS8406:2003. Details of the proposed security including staffing numbers will be included in the event management plan.
3. The premises licence holder will work closely with Norfolk Constabulary to minimise any risks of crime and disorder.
4. A drugs policy will be drawn up in consultation with Norfolk Constabulary, and will form part of the event management plan.
5. The Licensee shall ensure that at all times when the "premises" are open for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder.

Public safety

6. A detailed site plan, Event Management Plan and accompanying risk assessment will be sent to the Licensing Authority and the responsible authorities for inspection and comment at least three months in advance of any licensed event.
7. The premises licence holder will fully consult with the Events Advisory Group and will comply with conditions agreed between the premises licence holder and the events advisory group.
8. The management of the event will comply with all current legislation, and will take account of all relevant current guidance including the Event Safety Guide, BS7909:2008 and Managing Crowds Safely.
9. All site structures will be in place and available for inspection by the licensing authority 24 hours

prior to the site opening time.

10. An experienced Event Safety Coordinator will be contracted by the premises licence holder during the planning and duration of the event.
11. The Licensee shall ensure that where physical searching of patrons is to be undertaken, there is a sufficient number of appropriately trained staff to carry out such searches regardless of whether patrons are male or female.
12. The Licensee and designated premises supervisor shall ensure that there are effective management arrangements in place to enable them to know how many persons there are in the premises at all times when the premises are open for a licensable activity, and must provide this information to any authorised person on request.
13. Appropriate levels of security and stewarding, first aid/paramedic cover and fire prevention equipment and personnel will be employed in accordance with the Event Management Plan, risk assessments and the Event Safety Guide.
14. A full risk assessment will be undertaken, and the premises licence holder will work closely with Norfolk Fire & Rescue Service.
15. No glass bottles containing alcohol or beverages, whether opened or sealed, shall be sold or given to customers on the premises. All drinks will be dispensed to customers in plastic or paper drink containers.
16. The Event Management Plan and accompanying risk assessments will take into account the safety of the public at all times they are on site. Specific arrangements will be made for the safety of disabled people.
17. Unobstructed exits for the public and access for emergency vehicles will be maintained whilst the premises are open.
18. Fairground rides will conform to HSG175 guidance and will be required to provide evidence of current ADIPS inspection.
19. Safety checks will be carried out by the Event Safety Officer prior to admitting the public.
20. When disabled people are present, adequate arrangements must exist to enable their safe evacuation in the event of an emergency. Staff must be aware of disabilities and react according to a pre-determined plan and disabled people on the premises must be made aware of the arrangements in place to enable their safe evacuation in the event of an emergency. All escape routes and exits must be kept unobstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified.
21. Drinking water (e.g. tap water) shall be available to patrons in sufficient quantities at all times when patrons are present on the premises.
22. A traffic management plan will be produced prior to the event, and will be available for comment

and inspection by the responsible authorities at least three months in advance of the start of the event.

The prevention of public nuisance

23. Any use of special effects will be notified to the Licensing Authority at least ten days prior to the event.
24. A noise management plan including procedures for monitoring levels during the event, the locations to be monitored, management authority for reducing sound levels and procedures for dealing with complaints will be sent to the Licensing Authority and the responsible authorities for inspection and comment at least three months in advance of a licensed event.
25. Signs will request that departing customers respect the local area and neighbours.
26. External lighting will be positioned so as not to cause nuisance to neighbouring or adjoining properties.
27. The Licensee shall ensure that waste and refuse are removed in a timely manner to a licensed waste disposal facility.

The protection of children from harm

28. All members of staff at the premises shall seek 'credible photographic proof of age evidence' from any person who appears to be under the age of 25 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Such credible evidence, which shall include a photograph of the customer, will either be a passport, photographic driving licence or Proof of Age card carrying a 'PASS' logo.

ANNEX 3 – CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY

Not applicable.

ANNEX 4 – PLAN(S)

See attached.

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Premises Details

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

Sundown, Norfolk Showground, Dereham Road, New Costessey, Norfolk, NR5 0TT

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Plays
Films
Live Music
Recorded Music
Performances of Dance
Late Night Refreshment
Supply of Alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

A. Plays(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

B. Films(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

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Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

E. Live Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

F. Recorded Music(Both)

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

G. Performances of Dance(Both)

Description	From	To
Monday	13:00	23:00

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Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	02:00
Saturday	13:00	02:00
Sunday	13:00	23:00

Non-Standard Timings

23:00 - 02:00 - Relate to the silent disco for camping guests only.

Seasonal Details

Performances will only take place on a maximum of four days per year all falling within the period of June to September.

I. Late Night Refreshment(Both)

Description	From	To
Monday	23:00	00:00
Tuesday	23:00	00:00
Wednesday	23:00	00:00
Thursday	23:00	00:00
Friday	23:00	00:00
Saturday	23:00	00:00
Sunday	23:00	00:00

Seasonal Details

Provision will only take place on a maximum of four days per year all falling within the period of June to September.

J. Supply of Alcohol

Description	From	To
Monday	13:00	23:00
Tuesday	13:00	23:00
Wednesday	13:00	23:00
Thursday	13:00	23:00
Friday	13:00	23:00
Saturday	13:00	23:00
Sunday	13:00	23:00

Seasonal Details

Supply of alcohol will only take place on a maximum of four days per year all falling within the period of June to September.

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THE OPENING HOURS OF THE PREMISES

Description	From	To
Monday	13:00	00:00
Tuesday	13:00	00:00
Wednesday	13:00	00:00
Thursday	13:00	00:00
Friday	13:00	00:00
Saturday	13:00	00:00
Sunday	13:00	00:00

Non-Standard Timings

00:00 – 02:30 - relate to the silent disco for camping guests only.

Seasonal Details

Licence will only be in effect on a maximum of four days per year all falling within the period of June to September.

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

Alcohol is supplied for consumption on the premises.

NAME, (REGISTERED) ADDRESS, OF HOLDER OF PREMISES LICENCE

Sundown Festival Ltd, 4 Pancras Square, London, N1C 4AG

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

06721466

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

Mr William Grant James

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

Not applicable.