

# Application for a Premises Licence under the Licensing Act 2003

Please read the following instructions first –

- Use the extra page at the end of the form to provide further details if necessary
- When it is complete you can submit the form directly to us – use the submit button. You may wish to print and keep a copy of the completed form for your records. For information about filling in this type of electronic form, use the help button
- For any applications which include the sale of alcohol, you will need to ensure the Designated Premises Supervisor has completed the consent form and upload it to validate your application
- Before you complete this form -
  - [Please read the available information on the Licensing Act 2003 \(opens in a new tab\)](#)
  - [Please read the application specific guidance notes \(opens in a new tab\)](#)
  - [Please read the Home Office guidance and refer to it while completing your application \(opens in a new tab\)](#)

What district/local area are you applying to?

I / We  (premises licence holder name)

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

## Premises Details

Postal address of premises or, if none, ordinance survey map reference or description

Postcode

Telephone number of premises

What is the non-domestic rateable value of the premises?

Trading name of the business

## Applicant Details

Please state whether you are applying for a premises licence as

Please confirm:

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 His Majesty's prerogative

**INDIVIDUAL APPLICANTS (fill in as applicable)**

Note, names provided in this section must match the premises licence holder names given earlier.

Title

Forename(s)

Surname

Are you 18 years or older? Yes  No

Date of birth

Current postal address if different from premises address

Postcode

Telephone number

Email address

Confirm email address

**Right to Work** - where applicable (if demonstrating a right to work via the [Home Office online right to work checking service \(opens in a new tab\)](#)), the 'share code' provided to the applicant by that service.

Input share code if applicable

**SECOND INDIVIDUAL APPLICANT (IF APPLICABLE)**

Title

Forename(s)

Surname

Date of birth (you must be 18 years old or over)

Current postal address if different from premises address

Postcode

Telephone number

Email address

Confirm email address

**Right to Work** - where applicable (if demonstrating a right to work via the [Home Office online right to work checking service \(opens in a new tab\)](#)), the 'share code' provided to the applicant by that service.

Input share code if applicable

**OTHER APPLICANTS**

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

Name

S&a Entertainment Ltd

Address

128 City Road  
London  
United Kingdom  
EC1V 2NX

Registered number (where applicable)

14364231

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

Limited Company

Telephone number (if any)

Email address (optional)

[Redacted]

Confirm email address (optional)

[Redacted]

## Agent details

Title

Forename(s)

Surname

Address

Postcode

Telephone number

Email address

Confirm email address

## Operating Schedule

When do you want the premises licence to start?

Please note, your application for a premises licence may take up to two months to determine.

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

Are more than 5,000 people to attend the premises at any one time?

Yes  No

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

General description of premises [\(please read guidance note 1 \(opens in a new tab\)\)](#)

This Application Is For The Grant Of A Premises License To Be Used On Up To 2 Days Each Year On The Occasion Of The Taste Of The Caribbean Food & Drink Festival. The Event Will Take Place On Saturday 5TH September 2026

Thereafter It Will Run On A Consecutive Saturday And Sunday For One Weekend Each Year Between May - September (Dates To Be Confirmed With The Council On A Yearly Basis)

The Premises Is A Public Park/recreation Ground

We Will Be Using One Section Of The Park. This Area Will Be Enclosed Using Heras Perimeter Fencing

With One Entrance And Two Exits. We Will Have Alcohol Serving Bars At Different Locations On The Site

Small Live Music Stage

Small Funfair Rides And A Kids Area. The Event Will Be Ticketed

With A Small Amount Of Tickets Available For On The Door

Purchases From Local Community Residents Who Are In The Park On The Day

Did Not Know About The Event And Want To Participate. This Will Mean We Can Keep A Full Track Of The Capacity And Not Exceed The Numbers.

**Operating Schedule Continued**

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

(Please see [section 1 of the Licensing Act 2003 \(opens in a new tab\)](#) and [Schedule 1 and 2 to the Licensing Act \(opens in a new tab\)](#)).

**Provision of regulated entertainment**

- a) plays
- b) films
- c) indoor sporting events
- d) boxing or wrestling entertainment
- e) live music
- f) recorded music
- g) performance of dance
- h) anything of a similar description to that falling within e, f or g

**i) Provision of late night refreshment (hot food and, or drink 11pm-5am)**

**j) Supply of alcohol**

Is the premises exclusively or primarily selling alcohol for consumption on the premises?

Do you want to remove the requirement to name a Designated Premises Supervisor (DPS)? Yes  No

# A

<b>Plays</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the performance of a play take place indoors or outdoors or both? (Please read guidance note 2 (opens in a new tab))</b>		Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes	<input type="checkbox"/>
				No	<input type="checkbox"/>
Day	Start time	Finish time	<b>Please give further details here</b> <a href="#">(please read guidance note 3 (opens in a new tab))</a>		
Mon	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	<b>State any seasonal variations for performing plays</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sat	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sun	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			

# B

<b>Films</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the exhibition of films take place indoors or outdoors or both?</b> <a href="#">(Please read guidance note 2 (opens in a new tab))</a>		Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes	<input type="checkbox"/>
				No	<input type="checkbox"/>
Day	Start time	Finish time	<b>Please give further details here</b> <a href="#">(please read guidance note 3 (opens in a new tab))</a>		
Mon	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	<b>State any seasonal variations for the exhibition of films</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sat	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sun	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			

# C

<b>Indoor Sporting Events</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>				
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>			Yes <input type="checkbox"/> No <input type="checkbox"/>	
Day	Start time	Finish time	Please give further details here <a href="#">(please read guidance note 3 (opens in a new tab))</a>	
Mon	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Tues	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Wed	<input type="text"/>	<input type="text"/>		<b>State any seasonal variations for indoor sporting events</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>
	<input type="text"/>	<input type="text"/>		
Thur	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Fri	<input type="text"/>	<input type="text"/>	<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times than those listed, please list</b> <a href="#">(please read guidance note 5 (opens in a new tab))</a>	
	<input type="text"/>	<input type="text"/>		
Sat	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		
Sun	<input type="text"/>	<input type="text"/>		
	<input type="text"/>	<input type="text"/>		

# D

<b>Boxing or wrestling entertainment</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both?</b> <a href="#">(Please read guidance note 2 (opens in a new tab))</a>		Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes	<input type="checkbox"/>			
				No	<input type="checkbox"/>			
Day	Start time	Finish time	<b>Please give further details here</b> <a href="#">(please read guidance note 3 (opens in a new tab))</a>					
Mon	<input type="text"/>	<input type="text"/>						
	<input type="text"/>	<input type="text"/>						
Tues	<input type="text"/>	<input type="text"/>						
	<input type="text"/>	<input type="text"/>						
Wed	<input type="text"/>	<input type="text"/>				<b>State any seasonal variations for boxing or wrestling entertainment</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>		
	<input type="text"/>	<input type="text"/>						
Thur	<input type="text"/>	<input type="text"/>						
	<input type="text"/>	<input type="text"/>						
Fri	<input type="text"/>	<input type="text"/>	<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times than those listed, please list</b> <a href="#">(please read guidance note 5 (opens in a new tab))</a>					
	<input type="text"/>	<input type="text"/>						
Sat	<input type="text"/>	<input type="text"/>						
	<input type="text"/>	<input type="text"/>						
Sun	<input type="text"/>	<input type="text"/>						
	<input type="text"/>	<input type="text"/>						

# E

<b>Live music</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the performance of live music take place indoors or outdoors or both? (Please read guidance note 2 (opens in a new tab))</b>		Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes	<input type="checkbox"/>
				No	<input checked="" type="checkbox"/>
Day	Start time	Finish time	<b>Please give further details here (please read guidance note 3 (opens in a new tab))</b>		
Mon	<input type="text"/>	<input type="text"/>	<b>Live music will be played using a PA system located on a medium size stage.</b>		
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	<b>State any seasonal variations for performance of live music (please read guidance note 4 (opens in a new tab))</b>		
	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times than those listed, please list (please read guidance note 5 (opens in a new tab))</b>		
	<input type="text"/>	<input type="text"/>			
Sat	10:00	20:00	<b>The event is to run on Saturday 5th September 2026 and thereafter it will run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis)</b>		
	<input type="text"/>	<input type="text"/>			
Sun	10:00	20:00			
	<input type="text"/>	<input type="text"/>			

# F

<b>Recorded music</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the playing of recorded music take place indoors or outdoors or both? (Please read guidance note 2 (opens in a new tab))</b>		Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes	<input type="checkbox"/>
				No	<input checked="" type="checkbox"/>
Day	Start time	Finish time	<b>Please give further details here</b> <a href="#">(please read guidance note 3 (opens in a new tab))</a>		
Mon	<input type="text"/>	<input type="text"/>	Recorded music will be played using a PA system from a medium sized stage		
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	<b>State any seasonal variations for playing recorded music</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times than those listed, please list</b> <a href="#">(please read guidance note 5 (opens in a new tab))</a>		
	<input type="text"/>	<input type="text"/>			
Sat	10:00	20:00	The event is to run on Saturday 5th September 2026 and thereafter it will run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis)		
	<input type="text"/>	<input type="text"/>			
Sun	10:00	20:00			
	<input type="text"/>	<input type="text"/>			

# G

<b>Performance of dance</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the performance of dance take place indoors or outdoors or both?</b> <a href="#">(Please read guidance note 2 (opens in a new tab))</a>		Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes	<input type="checkbox"/>
				No	<input type="checkbox"/>
Day	Start time	Finish time	<b>Please give further details here</b> <a href="#">(please read guidance note 3 (opens in a new tab))</a>		
Mon	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	<b>State any seasonal variations for the performance of dance</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sat	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sun	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			

# H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a></p>			<p>Please give a description of the type of entertainment you will be providing</p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>				
			<p>Will the entertainment take place indoors or outdoors or both? <a href="#">(Please read guidance note 2 (opens in a new tab))</a></p>		Indoors	<input type="checkbox"/>	
			Outdoors	<input type="checkbox"/>			
			Both	<input type="checkbox"/>			
<p>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</p>				Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Day	Start time	Finish time	<p>Please give further details here <a href="#">(please read guidance note 3 (opens in a new tab))</a></p>				
Mon	<input type="text"/>	<input type="text"/>	<div style="border: 1px solid black; height: 150px; width: 100%;"></div>				
	<input type="text"/>	<input type="text"/>					
Tues	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Wed	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Thur	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Fri	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Sat	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					
Sun	<input type="text"/>	<input type="text"/>					
	<input type="text"/>	<input type="text"/>					

<b>Late night refreshment</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the provision of late night refreshment take place indoors or outdoors or both?</b> <a href="#">(Please read guidance note 2 (opens in a new tab))</a>		Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes	<input type="checkbox"/>
				No	<input type="checkbox"/>
Day	Start time	Finish time	<b>Please give further details here</b> <a href="#">(please read guidance note 3 (opens in a new tab))</a>		
Mon	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>	<b>State any seasonal variations for the provision of late night refreshment</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>		
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sat	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sun	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			

**J**

<b>Supply of alcohol</b> Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>		<b>Will the supply of alcohol be for consumption:</b> <a href="#">(please read guidance note 2 (opens in a new tab))</a>		On the premises <input checked="" type="checkbox"/>	<input type="checkbox"/>
				Off the premises <input type="checkbox"/>	<input type="checkbox"/>
				Both <input type="checkbox"/>	<input type="checkbox"/>
<b>Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?</b>				Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Day	Start time	Finish time	<b>State any seasonal variations for the supply of alcohol</b> <a href="#">(please read guidance note 4 (opens in a new tab))</a>		
Mon	<input type="text"/>	<input type="text"/>	<p>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times than those listed, please list <a href="#">(please read guidance note 5 (opens in a new tab))</a></p> <p>The event is to run on Saturday 5th September 2026 and thereafter it will run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis)</p>		
	<input type="text"/>	<input type="text"/>			
Tues	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Wed	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Thur	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Fri	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>			
Sat	10:00	20:00			
	<input type="text"/>	<input type="text"/>			
Sun	10:00	20:00			
	<input type="text"/>	<input type="text"/>			

**State the name and details of the individual whom you wish to specify on the licence as Designated Premises Supervisor (DPS).**

Title	<input type="text" value="Miss"/>
Forename(s)	<input type="text" value="Marlene"/>
Surname	<input type="text" value="Bernard"/>
Date of birth	<input type="text" value="██████████"/>
Home address	<input type="text" value="██████████"/>
Postcode	<input type="text" value="██████████"/>
Personal licence number	<input type="text" value="██████████"/>
Issuing licensing authority	<input type="text" value="██████████"/>

**Please complete the 'Consent of individual to being specified as designated premises supervisor' form and have the person specified above confirm the details given.**

**Consent to being specified as Designated Premises Supervisor**

I,

[Full name of designated premises supervisor]

of

[Home address of designated premises supervisor]

Hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for:

Type of application

by

[Name of premises licence holder/s]

Relating to a premises licence

[Number of existing licence, if any]

For Name of premises

Address of premises

Postcode

And any premises licence to be granted or varied in respect of this application made by

Name of premises licence holder/s

Concerning the supply of alcohol at Name of premises

Address of the premises

Postcode

**Consent of individual to being specified as premises supervisor (cont.)**

I confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I have set out on this form.

Personal licence number

[insert personal licence number, if any]

Personal licence issuing authority (if any)

Name of authority

Address of authority

Postcode

Telephone number of authority

Confirmation

Name

Marlene Bernard

Date

06/05/2026

# 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 8 \(opens in a new tab\)](#))

None

L

Do you intend to apply for ONLY seasonal or non-standard timings for your activities or opening hours?			Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Hours premises are open to the public Standard days and timings <a href="#">(please read guidance note 6 (opens in a new tab))</a>			State any seasonal variations <a href="#">(please read guidance note 4 (opens in a new tab))</a>			
Day	Start time	Finish time				
Mon	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Tues	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Wed	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Thur	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Fri	<input type="text"/>	<input type="text"/>				
	<input type="text"/>	<input type="text"/>				
Sat	10:00	20:00				
	<input type="text"/>	<input type="text"/>				
Sun	10:00	20:00				
	<input type="text"/>	<input type="text"/>				
			Non standard timings. Where you intend to use the premises to be open to the public at different times than those listed, please list <a href="#">(please read guidance note 5 (opens in a new tab))</a>			
			The event is to run on Saturday 5th September 2026 and thereafter it will run on a consecutive Saturday and Sunday from 10:00 - 20:00 for one weekend each year between May - September (dates to be confirmed with the Council on a yearly basis)			

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

**a) General – all four licensing objectives (b,c,d,e) ([please read guidance note 9 \(opens in a new tab\)](#))**

We will work with and take advice from the local authorities via the SAG to ensure the prevention of crime, disorder and to ensure the event takes place safely and successfully.

All staff members engaged in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard to age-restricted sales, challenge 25 and the refusal of sales to persons believed to be under the influence of alcohol or drugs.

All staff will receive training on the four licensing objectives and the ask for Angela campaign.

We will also have the following:

- Experienced Security team and full security management plan
- Medical team on site throughout the duration of event and full medical plan
- Challenge 25 policy and signage
- Full event management plan including lost child and vulnerable person procedures
- Controlled drinking procedures

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

We are using a highly recommended security team who have a wealth of experience with events of this nature and larger events, they have provided a full event security plan that details the security operation for the day.

The target clientele for this event is adults aged 35 - 70 and families. The site will have secure heras perimeter fencing, the event will be ticketed.

Security shall have the right to refuse entry to any unauthorised/disorderly person or any person not complying with the conditions of entry. Anyone who appears to be drunk or intoxicated shall not be allowed entry to the event site.

Heras fencing will be erected around the perimeter of the event as shown on the site plan and constantly monitored by security staff during the event.

All staff members engaged in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard to age-restricted sales, challenge 25 and the refusal of sales to persons believed to be under the influence of alcohol or drugs.

The challenge 25 proof of age scheme shall be operated at each bar, the only acceptable forms of identification will be government issued photographic identification cards, such as a driving licence and passport.

Each bar shall have a record of all refused sales of alcohol. The record will include the time of sale and description of the person refused.

No alcoholic drinks shall be permitted to leave the perimeter of the site. Customers will not be permitted to bring alcohol on site and may only consume alcohol which has been purchased from the premises

**c) Public safety**

For each event held under the license, an Event Safety Management Document (specific to the event) shall be completed, outlining the proposed management structure (including responsibilities and contact details), together with details of the organisation, control, monitoring and review mechanisms as identified by the event specific risk assessment.

The document shall be submitted to the Licensing Authority, Police and the SAG, at least 3 calendar months prior to the event.

The Licensing Authority and Police shall have an absolute power of veto where they are not satisfied with the measures proposed.

We have a full event management plan that sets out procedures in all areas for public safety, this includes a risk assessment to make us aware of any potential dangers to the public.

The event security team and medical team will be on site at all times during the event.

The event will have clear conditions of entry as follows – “No glass bottles, no alcohol shall be brought onto site, no illegal drugs or prohibited highs, no weapons of any kind, or anti-social behaviour will be tolerated, and the organisers reserve the right to refuse admission.”

The event manager will be on site to oversee the event build, live and break. His duties will include but not be limited to overseeing the following:

- Assessment of contractors and their safety documentation prior to their arrival on site
- The undertaking of site and task specific risk assessments
- Sign off Policy for temporary installations by contractors
- Protection of audience and staff from noise
- Adherence to food hygiene standards
- Safe installation and operation of generators and temporary power supplies
- Adequate provision of medical facilities on site as documented in the medical plan
- Appropriate provision of firefighting equipment throughout the site in accordance with Fire Safety Management Plan

**d) The prevention of public nuisance**

We will not encourage heavy drinking, customers who appear to be near to the limit will be refused service.

We have a full security team that are experienced in dealing with any nuisance behavior.

The event production manager will take noise measurement readings both within the perimeter fence and outside of the perimeter fence at the park boundaries to ensure noise levels are complied with at regular intervals

A resident contact telephone line to contact the site management team will be operated during the build, live and break periods of the event.

Communication will be sent to all ticket holders giving them walking routes from the main public transport stations that limit the use of smaller residential roads.

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

We have a lost child and vulnerable person procedure in the event management plan.

This is a family friendly event but we will still encourage adults to not leave children under the age of 16 unattended.

The event will have a strict challenge 25 policy for alcohol sales.

# Custom Process Configuration

## XML Specific

Application type

Licence Case Type

Licence Status

XML Template

CAPS Reference

## Payments request

CallingAppID

CallingAppRef

PaymentSourceCode

## Response response

PaymentAuthorisationCode

IncomeManagementReceiptNumber

Originators Reference

CardScheme

CardType

PaymentAmount

ResponseCode

ResponseDescription

Number of payment lines

## Payment 1

Receipt Number

DueDate

PaymentType

Pay Description

XML Description

PaymentDue

Paid

Payment Date

Fund

Reference

## Form Calculations

Title Casing

Sentence Casing

UPRN for address lookup

Boolean to hide this page

Field for email (Bath or Brom)

Field for fee array

WRS custodian initials

Enable Personal Licence La list

Enable Priv Pol

Section M Mand

DPSCon Form

DPS PLN

DPS DOB

Agent Email

Agent D Tel

Capacity

Personal Licence issuer code

## Other Custom Calculations

Calculation for licensable activities

Subject Line for Email Out

Body for Internal Email

Body for External Email

Start Date in XML format

End Date in XML Format

Hours the TEN covers

DOB

Customer Email Acknowledgment

Premise Activities Complete

Premise Activities Part 1

Premise Activities Part 2

Premise Address

TP Address

TP DOB

App Day Tel

App Email

App Address

App DOB

App 2 D Tel

App 2 Email

App 2 Add

App 2 DOB

Corr D Tel

Corr Add

Corr Email

Open Hours

App 3 D Tel

App 3 Email

Ext Pty Email

I am providing / attaching a the plan of the premises [\(See section 2.9 \(opens in a new tab\) of this guidance\)](#) **X**

Please upload your plan of the premises [Taste Of The Caribbean - Site Plan...](#)

The nominated Designated Premises Supervisor has completed the consent form contained within this application **X**

If suitable, you can upload the completed designated supervisor consent form

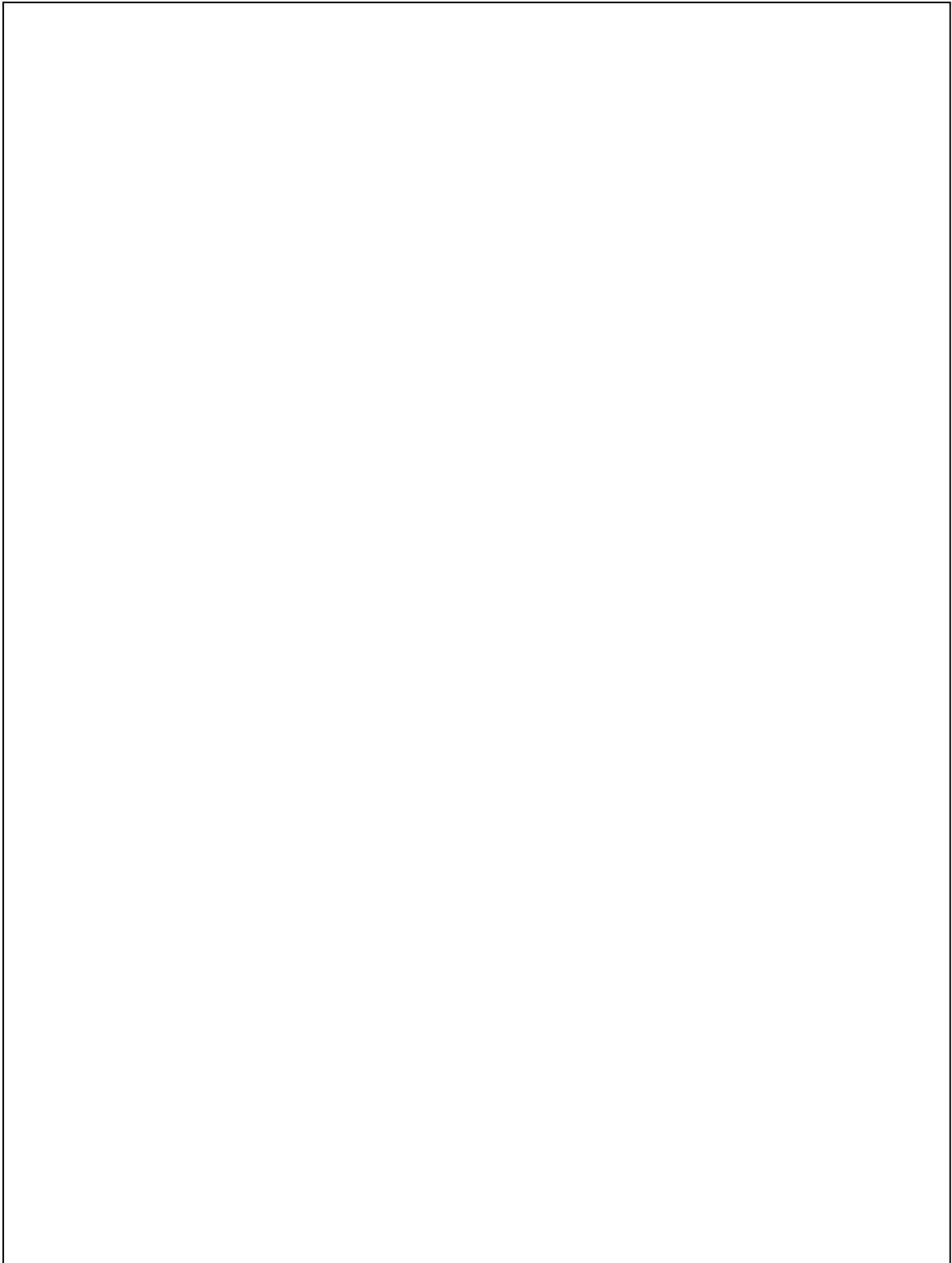
I am applying as an individual rather than a business / limited company and have provided proof of my entitlement to work in the UK (for information on what you can provide as evidence, [please reference our evidence guidance notes \(opens in a new tab\)](#))

Please upload proof of your entitlement to work in the UK (if you have not provided a share code)

I understand that if I do not comply with the above requirements my application will be rejected **X**

I understand that once my application has been formally accepted, I must advertise my application. Please note you should not arrange the advertising of your application until you have specifically received confirmation from the Licensing Authority that your application has been formally accepted and is being processed **X**

Use this page if there is any other information that you think we should know about.

A large, empty rectangular box with a thin black border, occupying most of the page below the instruction. It is intended for the user to provide any additional information they think is relevant.

**Declaration** ([please read guidance note 10 \(opens in a new tab\)](#))

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK.

The Designated Premises Supervisor named in this application form is entitled to work in the UK (and is not subject to conditions preventing them from doing work relating to a licensable activity) and I have seen a copy of their proof of entitlement to work, if appropriate.

A person commits an offence if they knowingly or recklessly makes a false statement in or in connection with an application for a premises licence.

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.

**Confirmation of applicant or applicant's solicitor or other duly authorised agent** ([please see guidance note 11 \(opens in a new tab\)](#)). If confirming on behalf of the applicant please state in what capacity.

Confirmation   
Name Damien Mcclean  
Date 06/05/2026  
Capacity (owner, director etc.) Event Manager

**For joint applications, confirmation of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** ([please see guidance note 12 \(opens in a new tab\)](#)). If confirming on behalf of the applicant please state in what capacity.

Confirmation   
Name  
Date  
Capacity (owner, director etc.)

**Contact name (where not previously given) and postal address for correspondence associated with this application** ([please see guidance note 11 \(opens in a new tab\)](#))

Name Damien Mcclean  
Address  
Postcode  
Telephone number (if any)  
Email address  
Confirm email address

# EARLHAM PARK SITE MAP KEY



COOKING DEMOS



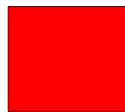
FOOD TRADER



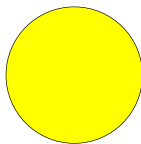
BAR



BOUNCY CASTLE



NON FOOD TRADER



FAIRGROUND RIDE



SECURITY



MEDICAL



EVENT CONTROL



TOILETS



STAGE



FREE KIDS ACTIVITIES



SECURITY BARRIERS



HERAS FENCING

University Village

Earlham Rd

Earlham Rd

River Yare

River Yare

