

Land Adjacent to Bygrave Woods – LC/2701 – Review of current granted Licence
 Representations from Responsible Authorities
 APPENDIX D

Email address	Address	Text
<p>[REDACTED]</p>		<p>Re: The Licensing Act 2003 (as amended) Ref: Bygrave Plantation</p> <p>I write with reference to your notification concerning the review at the premises referenced above, dated 23rd December 2024.</p> <p>As you are aware Trading Standards are designated a responsible authority under the Licensing Act 2003. As such I can confirm on behalf of this department that our records show no reason for Trading Standards to make any representations in relation to this Variation.</p> <p>As a responsible authority I would take this opportunity to thank you for drawing this to our attention. If you have any queries or would like any clarification, please do not hesitate to contact me.</p> <p>Yours sincerely</p> <p>Sarah King</p>
<p>[REDACTED]</p>	<p>Farnham House, Six Hills Way, Stevenage, Hertfordshire, SG1 2FQ Postal Point CHO331</p>	<p>Thank you for sending through the documents for this licensing review request.</p> <p>In terms of firefighter access to the site, you'll have to forgive me here as I am not familiar with the site, but I note there are some concerns for access for larger vehicles given in the licence review including;</p> <p><i>'6. Traffic volumes are too great for the narrow, winding country lane through Bygrave' 'There is a constant flow of festival traffic (including lorries, camper vans, caravans and cars) down what is usually a quiet, largely single track, country lane with a number of blind bends. The road is not suitable for high volumes of traffic, especially large vehicles.'</i></p> <p>Presumably emergency vehicle access has been a topic of discussion perhaps at previous SAGs? Again I have not been involved thus far for this site so apologies. Has there been any concerns raised by members of the SAG for emergency vehicle access?</p>

<p>Chris Adshead (CSU North Herts)</p>	<p>PS Chris Adshead 2386 Community Safety Unit Sergeant North Herts</p>	<p>Subject: Variation to Premises Licence- Bygrave Plantation, 1 Caldecote, Newnham-LC/2701- SR/31658</p> <p>Dear Sirs,</p> <p>Please find below the police response to the application notification above – Newnham-LC/2701- SR/31658.</p> <p>The police will not be making formal representations in relation to either the application to amend the current license, or the application to revoke the existing one.</p> <p>We note that the residents and Parrish Council have both made representations, the grounds of which are largely underpinned by noise complaints (which fall under the remit of EH) - and ASB</p> <p>That said, we DO have concerns and would be happy to attend the hearing to outline them if the licensing authority committee, or the residents thought it appropriate.</p> <p>The rationale behind these are as follows.</p> <p>The ASB is largely relating to matters of public nuisance such as vehicle numbers (and the nature of driving) urination, defecation and the discarding of drugs paraphernalia in the surrounding area to the site (namely the village) which appear to have been noted and catalogued by the residents, but not been reported to the police in any great number as I have interrogated command and control systems and cannot find reports to police of such levels of ASB. Effectively, the residents and Parrish Council hold the evidence, not the police.</p> <p>However, it should be noted that had we been party to the level of ASB reportedly suffered by the residents, we may well have been making a representation along the same lines.</p> <p>It must therefore be assumed that these issues were monitored and logged by the residents who have not wanted to trouble / burden the police service at the time which, while commendable in its well-intentioned mind set, now appears to be counterproductive in terms of our ability to comment on them.</p>
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I agree that the uplift in vehicle numbers and the manor of driving are critical factors in determining public safety concerns and note that a comprehensive traffic management plan has not accompanied the application. However a condition exists on the current license for one to be effectively approved at SAG, and as such the police and other Responsible Authorities already hold a 'VETO' in that if they felt the TMP was insufficient they could prevent the event taking place without the need to go to review and therefore it would be inappropriate to raise objection on this basis.

Notwithstanding the above, it is our considered opinion that there would have needed to be a very thorough TMP produced for any license application to be properly considered, and unfortunately insufficient time has been allowed for any meaningful discussion around this given the Christmas break and the timing of the application which is most unfortunate.

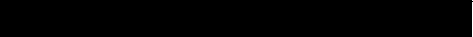

It is also only right to point out that obviously should there be any issues regarding any of the above a review of the license could also be held at that point and the police would certainly request a Review at the earliest opportunity should there be a need.

While it is not for the police to comment on the resident's or Parrish council's applications, it should be duly noted that the police not making a representation does not necessarily mean we believe that the amendments should be granted and we do have reservations (as laid out above) about the likely impact of this application being approved.

The numbers proposed will not only cause considerable strain on the local infrastructure and the private and family lives of the residents, but also potentially cause a significant increase in demand on local policing resources, and it is our opinion that any move to allow this application should be very carefully considered indeed in terms of the impact on policing.

I have consulted Inspector Lant, the Police Inspector responsible for Neighbourhood Policing in North Hertfordshire, who also has significant concerns regarding the potential impact of this licence application which in worst case scenario would lead to multiple events take place over a 12 month period with each event held over multiple days.

This creates an additional risk with regards the potential impact on finite police resources in North Hertfordshire and would inevitably result in an increase in calls for service to local police and require a response to reports of crime, ASB and potentially disorder.

		<p>Given that we appear to already not have reports of multiple instances, the uplift on top of this reporting would pose a considerable concern.</p> <p>I am not confident that those police resources will be able to safely cope with this increase without adversely impacting our ability to manage “daily business” demand.</p> <p>In closing, I would like to reiterate my willingness to attend the hearing and would gladly answer any questions the applicant or any other attendees at the hearing would have.</p>
	<p>William Thompson Graduate Planning Officer</p>	<p>Good morning,</p> <p>Regarding the Bygrave Plantation licensing review request (24/02921/GEN), the planning department has no objections to the proposal.</p> <p>Kind regards,</p>
	<p>James Beeson Senior Environmental Health Officer</p>	<p>From: James Beeson Sent: 24 December 2024 13:17 To: Licensing <Licensing@north-herts.gov.uk> Subject: FW: Re Application for Premises Licence Variation - Bygrave Plantation</p> <p>Hi,</p> <p>With respect to the premises licence variation application, please see email chain below. Therefore, on the grounds of public safety, provided that the conditions to which the applicant has agreed are added to the licence, I have no objections to the licence variation being granted.</p> <p>Regards James</p>

From: Gareth Gwynne-Smith [REDACTED]
Sent: 20 December 2024 16:15
To: James Beeson [REDACTED]
Cc: Alex Farr [REDACTED]
Subject: Re: Re Application for Premises Licence Variation - further to this afternoons telephone call.

Thank you James

As discussed they mirror the current conditions and I am happy to confirm acceptance

Gareth Gwynne - Smith

Managing Director

Mobile: [REDACTED]

Office: [REDACTED]

24hr Duty Phone: [REDACTED]

Address: The Old Laboratory, 59 North Street, Portslade, Brighton, BN41 1DH

Email: [REDACTED]

Web: www.securityandeventsolutions.co.uk

Company Registered No: 08436260

VAT Registered No: 158542196

On 20 Dec 2024, at 16:11, James Beeson [REDACTED] wrote:

Dear Gareth,

LICENSING ACT 2003

Location : Bygrave Wood, Land adjacent to 1 Caldecote Road, Newnham, Herts
SG7 5JX

Proposal : Variation to Premises license application

Our Environmental Health Commercial Team has been sent a copy of your application to vary a premises licence that was recently submitted to the Council's Licensing Team. I have considered the information you have supplied, in order to assess whether or not your application addresses the requirements of Section 4(2)(b) in respect of public safety, our Commercial Team would like to offer the proposed Conditions as stated below, Schedule 1, PS1 – PS7.

As discussed over the phone this afternoon, please can you email me back to confirm your agreement with these proposed Conditions as set out in Schedule 1 below. I am in the office up until the end of 24th December so please email me before then. The end of the Consultation period is 3rd^h January 2025.

Yours Sincerely
James

Schedule 1 : Proposed Conditions for Public Safety

Location : Bygrave Wood, Land adjacent to 1 Caldecote Road, Newnham, Herts
SG7 5JX

Proposal : Variation to Premises license application

PS1 – Event Management Plan

The premises licence holder shall submit a draft Event Management Plan to the Council's Environmental Health Officer no later than three (3) calendar months prior to the commencement of the event and a final management plan no later than twenty-eight (28) days prior to the commencement of the event build-up on site. The final EMP will form part of the operating schedule conditions of the licence.

In the event that the final EMP does not appear to adequately identify and mitigate the public safety risks of an event of this nature, the event will not proceed until such time that the EHO notifies the licensing authority in writing that they believe the EMP is adequate. This condition places no liability on the EHO for the safety of the event, it merely confirms that the EMP would be suitable for an event of this nature assuming that the event organisers implemented the content and continued to review the public safety risks throughout the event.

PS2 – Event Management Plan

Demonstrate that suitable arrangements are in place for operating a safe event in accordance to the timescales in PS1, or it shall not go ahead. To demonstrate suitable

arrangements for the management of a safe event, an event management plan shall be prepared that is not limited to, but includes the following:

- a) a scaled site plan, showing how each part of the licensed area will be used, identification of all structures, access routes and ingress/egress points.
- b) a table listing all areas and the spaces allocated to each;
- c) roles and responsibilities of all key personnel responsible for managing the event, including names and contact numbers plus back-up contacts in the event of their non-availability.
- d) risk assessments for all activities relating to the event;
- e) full details of security and stewarding arrangements, means for giving warning of an emergency, including the initiating and effecting of any evacuation, including from structures;
 1. detail of crowd management including capacities and how these will be monitored and evacuation times from each area of the site to allow for safe and quick evacuation in the event of an emergency
 2. details of all proposed safety barriers and fencing to be erected on site, including the positioning;
 3. details of proposed special effects (including fireworks, lasers, dry ice special lighting effects) and proposed safety arrangements associated with their use;
 4. details for managing all traffic and vehicle movements on site, including within parking areas, during the event build-up phase, during the event and during the site breakdown phase.
 5. management arrangements for site access and egress, including specific arrangements for emergency services;
 6. layout and facilities in any campsites and management arrangements for camping areas (including policies on camp-fires and barbecues);

7. smoking policy in the licensed area;
8. medical and first aid provision;
9. Details of electrical installations for the event, including generators. This should include how cable hazards will be avoided and measures to prevent members of the public from interfering with any parts of the electrical installations;
10. Provision of artificial lighting to all parts of the licensed area, including emergency lighting
11. Arrangements for the provision of sanitary accommodation (including toilets, washing facilities and washing-up facilities) plus methods for the disposal of waste water;
12. Arrangements for the management of sanitary accommodation during the event
13. Details of the water supply and network available at the event (BS 8551)

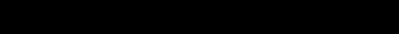
PS3 – Temporary Demountable Structures

The premises license holder shall submit a scaled plan showing the location of all proposed temporary demountable structures within the licensed area no later than twenty-eight (28) days prior to the commencement of the event build-up on site.

Details of these structures will include:

1. a plan to a suitable scale indicating the location of all such structures;
2. a description and type of each structure, for non-standard structures a detailed design statement should accompany the description;
3. the person(s) responsible is/are identified and their competency proven for the:
 - i) construction of each structure;
 - ii) 'sign-off' of each structure, including the format of the certificate (the term sign off refers to written documentation that states that the structure is safe and fit for the proposed purpose and identifies any limitations);

		<p>iii) for non-standard structures or designs those responsible for third party accreditation with regard to design and sign-off; iv) for monitoring the structure during the licensed period</p> <ol style="list-style-type: none"> 1. location and availability of the 'sign-off for use' completion certificates; 2. monitoring of structures in line with the risk assessment 3. details of the limitations placed upon the structure other than wind speed; 4. details of limiting wind speeds for each structure, the method of assessing the wind speed during the event and what action is to be taken at relevant speeds; <p><u>PS4 – Water management Plan</u> The premises licence holder is to provide a water management plan for their event to the Commercial Team (Environmental Health) no later than twenty-eight (28) days prior to the commencement of the event. This plan should contain, but not be limited to;</p> <ol style="list-style-type: none"> 1. The source of water (mains or private water supply) 2. A schematic of the water distribution network and drainage arrangements 3. Contingency arrangements for failure of supply 4. Drinking water testing arrangements 5. Calculation that the water supply is sufficient for activities onsite during peak demand 6. Assurance that any person responsible for commissioning or working on the water supply network is suitably competent. A suitably competent person is a member of “watersafe” or hold equivalent accreditation details 7. Assurance that any person responsible for commissioning or working on the water supply network provides water in accordance with BS 855, Provision and management of temporary water supplies and distribution networks. <p>Where water provision will be via mains water, the Premises Licence holder must inform the water undertaker at least twenty-eight (28) days prior to the commencement of the event.</p> <p><u>PS5 - High risk food traders</u> The Premises Licence Holder shall provide relevant information to the Commercial Team (Environmental Health) regarding the for high risk, open food</p>
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		<p>traders*. Information provided to North Hertfordshire District Council's Environmental Health Commercial Team shall be provided in the manner detailed below.</p> <ol style="list-style-type: none"> 1. Name of food trader 2. Registered name of food business 3. Registered address of food business (including postcode) 4. Food hygiene rating & Date awarded 5. Type of food sold 6. Inspecting Authority <p>(*High-risk, open food traders; food businesses that sell, prepare foods that are non-ambient stable (must be kept cold or hot for safety) and/or are unwrapped foods directly handled by staff.)</p> <p><u>PS6 – Multi-agency meetings</u> The premises licence holder will ensure that a schedule of multi-agency meetings are held on site before and during the event, and that a full multi-agency debrief is held as soon as possible, but no later than three (3) months after the event taking place each year as requested by the Safety Advisory Group.</p> <p><u>PS7 – Safety Officer</u> A competent (suitably experienced and qualified) safety officer be appointed for assisting in the planning, build and during the event.</p>
	<p>Alan Stone Senior Environmental Protection & Housing Officer</p>	<p>Dear Licensing,</p> <p>Further to the review of the this License, I have nothing to add in terms of noise disturbance. We will seek to ensure that any events held in the future are in accordance with the Code of Practise of Environmental Noise at Concerts as per the condition on the license as occurred in 2024. We seek to do this for all licenses/venues in North Herts Council area for outdoor venues.</p> <p>Regards, Alan Stone</p>