

Committee: **Licensing Sub Committee**

Date: **Thursday 14 April 2011**

Time: **9.30 am**

Venue **Bodicote House, Bodicote, Banbury, OX15 4AA**

Membership

Councillor Fred Blackwell

Councillor Tony Ilott

Councillor G A Reynolds

AGENDA

1. Constitution of the Sub Committee

The Membership of the Sub-Committee for this meeting will be Councillors Blackwell, Ilott and Reynolds.

Please contact Natasha Clark (01295 221589) to tender apologies.

Note: Declaration of Interests: Any Member with a prejudicial interest will not be able to participate in the hearing, and should therefore notify the Head of Legal and Democratic Services in advance so that arrangements may be made for an alternate Member to attend.

2. Premise License Determination Hearing (Pages 1 - 196)

Report of Head of Safer Communities, Urban and Rural Services

Summary

To provide an outline of an application for the grant of a Premises Licence in relation to The Old Rectory, Finmere, Buckinghamshire and detail the representations received from Responsible Authorities and Interested Parties that has resulted in the need for a hearing to determine the application.

Recommendations

There is no recommendation. In considering the representations received and what is appropriate for the promotion of the licensing objectives, the options open to the Sub-Committee are, in broad terms:

- (1) approve the application for the grant of a premises licence as submitted.
- (2) reject the application for the grant of premises licence in whole or part.
- (3) place conditions on the grant of premises licence and/or require changes to the details of the permissions sought.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

The agenda, reports and associated documents for the above hearing together with the Licensing Hearing Procedure are available at Bodicote House, Bodicote, Banbury, Oxfordshire OX15 4AA or on the Council's web site www.cherwell-dc.gov.uk;

The Council and its Committees and Sub-Committees are required to consider the implications of the Crime and Disorder Act 1998 and the Human Rights Act 1998 when exercising their functions.

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or (01295) 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item. The definition of personal and prejudicial interests is set out in the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

Personal Interest: Members must declare the interest but may stay in the room, debate and vote on the issue.

Prejudicial Interest: Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Legal and Democratic Services natasha.clark@cherwell-dc.gov.uk (01295) 221589

Ian Davies
Interim Chief Executive

Published on Wednesday 6 April 2011

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Licensing Sub-Committee

Premise Licence Determination Hearing

14 April 2011

Report of Head of Safer Communities, Urban & Rural Services

PURPOSE OF REPORT

To provide an outline of an application to for the grant of a Premises Licence in relation to The Old Rectory, Finmere, Buckinghamshire and detail the representations received from Responsible Authorities and Interested Parties that has resulted in the need for a hearing to determine the application.

This report is public

Recommendations

There is no recommendation. In considering the representations received and what is appropriate for the promotion of the licensing objectives, the options open to the Sub-Committee are, in broad terms:

- (1) approve the application for the grant of a premises licence as submitted
- (2) reject the application for the grant of premises licence in whole or part
- (3) place conditions on the grant of premises licence and/or require changes to the details of the permissions sought.

Executive Summary

Introduction

- 1.1 On 25 February 2011, the Licensing Authority received an application for the grant of a premises licence to permit regulated entertainment in the forms of live music and the performance of dance at The Old Rectory, Finmere.
- 1.2 The Licensing Act 2003 provides a clear focus on the promotion of four statutory objectives which must be addressed when licensing functions are undertaken:
- 1.3 The licensing objectives are:
 - The prevention of crime and disorder.
 - Public safety.

- The prevention of public nuisance.
- The protection of children from harm.

The Guidance issued under Section 182 of the Licensing Act 2003 states:

Each objective is of equal importance. It is important to note that there are no other licensing objectives, so that these four objectives are paramount considerations at all times. But the legislation also supports a number of other key aims and purposes. These are vitally important and should be principal aims for everyone involved in licensing work. They include:

- *the necessary protection of local residents, whose lives can be blighted by disturbance and anti-social behaviour associated with the behaviour of some people visiting licensed premises of entertainment;*
- *the introduction of better and more proportionate regulation to give business greater freedom and flexibility to meet customers' expectations;*
- *greater choice for consumers, including tourists, about where, when and how they spend their leisure time;*
- *the encouragement of more family friendly premises where younger children can be free to go with the family;*
- *the further development within communities of our rich culture of live music, dancing and theatre, both in rural areas and in our towns and cities.*

- 1.4 For the Licensing Authority to accept a representation as relevant, it must firstly address one or all of the four licensing objectives and the likely effect of the grant of the premises licence upon the promotion of those objectives. The licensing authority must then determine whether or not the representation may be deemed frivolous, vexatious or repetitious and that they have been received within the relevant timescales. The licensing authority can take whole or part of a representation and deem it as relevant, therefore excluding the irrelevant part from the proceedings.
- 1.5 During the consultation period the Licensing Authority received representations from a number of Interested Parties living in the vicinity of the premises. The representations made were both opposing and supporting the application. Full details of all relevant representations received are included at paragraph 2 of this report.
- 1.6 On 1 March 2011, the Licensing Authority received a copy of correspondence sent to the applicant from the Planning Department at Cherwell District Council advising of potential planning permissions that may be required. The correspondence was sent for information only, and is not a formal representation. A copy of the correspondence is attached at Appendix 2.
- 1.7 On 7 March 2011, the Licensing Authority received notification of a request from Rob Lowther, Manager of the Anti-Social Behaviour Team at Cherwell District Council, for further details from the applicant to enable a formal response to be collated. A copy of this request is attached at Appendix 3
- 1.8 A formal representation was received from the Anti-Social Behaviour Team on

22 March 2011. A copy of the representation is attached at Appendix 4.

- 1.9 A response to the application was received by the Licensing Authority from Oxfordshire Fire Service on 23 March 2011 advising that they had no concerns about the application. A copy of their response is attached at Appendix 6.
- 1.10 A response to the application was received by the Licensing Authority from Thames Valley Police on 16 March 2011 advising that they had no concerns about the application. A copy of their response is attached at Appendix 7.

Proposals

- 1.11 The applicant has proposed to provide regulated entertainment in the forms of live music and the performance of dance at the following times:
 - Saturday, 7.30pm to 9.30pm, inclusive
- 1.12 The proposal is for activities to take place outdoors only
- 1.13 The application is for a time limited event and will be valid only for the 25 June 2011

Background Information

- 2.1 The provision of regulated entertainment under the Licensing Act 2003 includes a performance of live music and a performance of dance where the entertainment takes place in the presence of an audience and is provided for the purpose of entertaining that audience.
- 2.2 The Old Rectory at Finmere has applied to provide live music and the performance of dance for a limited time period, between 7.30pm and 9.30pm only on 25 June 2011.
- 2.3 The applicant has provided the following information as part of their application to describe the nature of the premises to be used:

The event will take place in the garden and fields adjoining The Old Rectory, Finmere. A band stand will be erected in the garden and will overlook a field in which the spectators will be seated/stand. The band will change in a tent in the garden. Certain cars will park in other adjoining fields (see traffic plan). Tea and buns will be available for sale for early arrivals.
- 2.4 A full copy of the application, including the traffic management plan and plans of the location to be licensed submitted by the applicant is attached at Appendix 1.
- 2.5 During the consultation period for the application, modifications were made to the event management and traffic plans following advice given to the applicant by Mr Rob Lowther of Cherwell District Council's Anti-Social Behaviour Team. Full details of all these modifications are attached at Appendix 5.

- 2.6 On 11 March 2011, the applicants for the premises licence addressed a meeting of Finmere Parish Council with regard to the nature and logistics of the event to be held on 25 June 2011. A copy of the presentation given by Mr Steve Duffy at the meeting has been supplied by the applicant in support of their application and is attached to this report at Appendix 5.
- 2.7 In addition, the applicant has also supplied copies of an internal brief from the Ministry of Defence explaining the purpose of Armed Forces Day 2011. This briefing note is attached to the report at Appendix 8.
- 2.8 On 25 March 2011, the Licensing Authority received further supporting documents from the applicant. These included an amendment to the Traffic Management Plan, an event risk Assessment and a First Aid Risk Assessment. All three documents are attached respectively at Appendices 9, 10 and 11.
- 2.9 The full Event Plan submitted by the applicant is attached at Appendix 12.
- 2.10 During the consultation period, 223 representations were received in respect of this application. 166 of these representations have been deemed relevant, with 161 of these representations opposing the grant of the licence and 5 in support of the application.
- 2.11 The representations that have been discounted were due to duplication, being unsubstantiated as the author could not be identified or were received out of the relevant timescales.
- 2.12 A full list of all relevant representations opposing the application received by the Licensing Authority during the consultation period is accompanied by the representations in full and attached at Appendix 13.
- 2.13 On 25 March 2011, a petition was received by the Licensing Authority opposing the application. The petition detailed 161 names in total. However, 48 names have been discounted from the total number of representations received for the following reasons:
- 40 of the names upon the petition had already submitted individual representations and therefore their names were discounted from the petition to avoid duplication
 - 3 of the names on the petition had been signed pro persona and not by the individual concerned
 - 5 of the names were illegible and therefore the Licensing Authority was unable to confirm who was making the representations
- 2.14 The petition therefore includes 113 of the 161 relevant representations received opposing the application. The petition is detailed, in full, at Appendix 13.
- 2.15 14 representations were received by the Licensing Authority during the consultation period in support of the application. 9 of the names formed a petition that was illegible and therefore had to be discounted. As a result, 5 relevant representations in support of the application are detailed at Appendix 14.

Key Issues for Consideration/Reasons for Decision and Options

3.1 The Licensing Act 2003 states that all licensing matters must promote the four Licensing Objectives, they are:

- The prevention of crime and disorder;
- Public safety;
- The prevention of public nuisance; and
- The protection of children from harm

3.2 Representations received have stated concerns in relation to potential issues in respect of the prevention of public nuisance and the protection of public safety. Paragraph 3.3 details how the applicant intends to promote the four licensing objectives in general in addition to specifically related to promotion of the prevention of public nuisance objective and the promotion of the protection of public safety objective. These measures are in addition to those outlined above and detailed in Appendices 5, 10, 11 and 12.

3.3

Objective

Applicants response

General

The event organisers will provide stewards at the entrances. No alcohol will be sold. A member of the planning committee who will be present throughout is a serving policeman. The majority of the tickets will be pre-sold. The band is a military band and many of the audience will be ex servicemen and women and therefore aware of drug abuse.

Prevention of public nuisance

Litter will be cleared. The premises are some distance from the houses in the village. There will be no food or drink sales at the event except for tea and buns. External areas will be clear by 23.30 as the band will have finished by 22.00. There will be no amplified music.

Protection of Public Safety

The number of attendees will be controlled by numbered ticket sales. First aid will be on site. The event will take place in daylight. Risk assessment of the premises has begun.

3.4 The relevant sections of the Guidance and Licensing Authority Policy issued under the Licensing Act 2003, which are applicable to the representations for this case are as follows:

GUIDANCE ISSUED UNDER SECTION 182 OF THE LICENSING ACT 2003, OCTOBER 2010:

Pages 82 – 85	Sections 10.11 – 10.18	Imposed Conditions, Proportionality, Duplication with other statutory provisions
Page 85	Sections 10.19 – 10.21	Hours of Trading
Pages 21 – 23	Sections 2.19 – 2.31	Public Safety
Pages 23 – 25	Sections 2.32 – 2.40	Public Nuisance

Pages 140 – 144	Annex D	Part 3. Conditions relating to the promotion of public safety
Pages 144 – 145	Annex D	Part 4. Conditions relating to the prevention of public nuisance

CHERWELL DISTRICT COUNCIL STATEMENT OF LICENSING POLICY:

Pages 12-14	Policies LH1 – LH8	Sections 5.1 – 5.7	Licensing Hours
Pages 19-21	Policies LA4 – LA6	Sections 7.3.1 – 7.3.10	General Prevention of Public Nuisance including Addressing Local Concerns and Management and control
Pages 32 -	Policies OS1 – OS18	Sections 8.1.1 – 8.5.3	Operating Schedules including addressing Public Safety and Public Nuisance

The following options have been identified. The approach in the recommendations is believed to be the best way forward

- Option One** Approve the application for the grant of a premises licence as submitted
- Option Two** Reject the application for the grant of premises licence in whole or part
- Option Three** Place conditions on the grant of premises licence and/or require changes to the details of the permissions sought.

Consultations

Full consultation in accordance with the requirements of the Licensing Act 2003 was carried out for a period of 28 days ending at midnight on 25 March 1011

Implications

- Financial:** There are no financial implications of this report
Comments checked by Denise Taylor, Service Accountant, 01295 221982
- Legal:** The decision must comply with relevant legislation and Council Policy.
All parties have a right of Appeal to the Magistrates Court against the decision
Comments checked by Paul Manning, Solicitor, 01295 221691
- Risk Management:** There is a risk that if policy and legislation has not been correctly followed, any resulting appeal could be successful.
Comments checked by Claire Taylor, Corporate Strategy and Performance Manager, 01295 221563

Wards Affected

Fringford Ward

Document Information

Appendix No	Title
1	Application for a premises licence to be granted under the Licensing Act 2003 in respect of The Old Rectory, Finmere
2	Copy of correspondence from Planning Authority
3	Request for information from Rob Lowther, Manager of the Anti-Social Behaviour Team at Cherwell District Council
4	Representation from the Anti-Social Behaviour Team at Cherwell District Council
5	Modifications made to event management and traffic plans during consultation period
6	Response to application from Oxfordshire Fire Service
7	Response to application from Thames Valley Police
8	Defence Internal Brief issued by the Ministry of Defence.
9	Amendment to Traffic Management Plan
10	Risk Assessment
11	First Aid Risk Assessment
12	Event Plan
13	Relevant Representations opposing application
14	Relevant Representations supporting the application
Background Papers	
Members have been issued with copies of the Guidance, the Statement of Licensing Policy and the Council's pool of conditions and are asked to bring them with them to the meeting.	
Report Author	Claire Bold, Licensing Team Leader
Contact Information	01295 753741 claire.bold@cherwell-dc.gov.uk

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**Headquarters Scots Guards**

Wellington Barracks, Birdcage Walk, London SW1E 6HQ

Telephone	020-7414-3333	Military	(9)4631-3333
Switchboard	020-7930-4466	Switchboard	(9)4631-4466
Fax	020-7414-3445	Fax	(9)4631-3445

Website www.army.mod.uk/scotsguards
E-Mail DINF-FtGds-SG-RegtAdjt@mod.uk

**Urban and Rural Services (Licensing)**

Cherwell District Council

Bodicote House

Bodicote

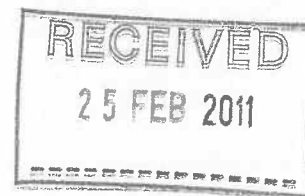
BANBURY

Oxfordshire

OX15 4AA



Reference: CRSG/A 33A

21st February 2011

Dear Sir or Madam

Re: REGIMENTAL BAND CONCERT FINMERE 25TH JUNE 2011

We are enclosing our application for a Premises License for the above concert to be held at the Old Rectory, Finmere, Oxfordshire for your consideration.

In the first instance, please would you address any queries you may have with this application to Mr Charley Grimston, CNC House, Finmere, Buckingham, MK18 4AR who is dealing with this application as the Chair of the organising committee.

Yours faithfully

A W FOSTER
 Lieutenant Colonel (Retd)
 Regimental Adjutant

Copy to:

Planning and Development Services, Cherwell District Council
 Anti Social Behaviour Team, Cherwell District Council
 Public Protection Team, Cherwell District Council
 Licensing Officer, Thames Valley Police
 Oxfordshire Fire and Rescue Service
 Children Safeguarding Team, Oxfordshire County Council
 Oxfordshire County Council Trading Standards Service

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.

THE COUNCIL'S FUND SCOTS GRANTS

I/We apply for a premises licence under section 17
of #

(Insert name(s) of applicant)
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 THE OLD RECTORY, FINNELL, BUCKINGHAM	
Post town	Post code MK16 4AR

Telephone number at premises (if any)	01295-849001.
---------------------------------------	---------------

Non-domestic rateable value of premises	£ NIL
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Band A

Part 2 - Applicant details

Please state whether you are applying for a premises licence as

- | | | |
|---|-------------------------------------|-----------------------------|
| | Please tick ✓ yes | |
| a) an individual or individuals* | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual* | | |
| i. as a limited company | <input type="checkbox"/> | please complete section (B) |
| ii. as a partnership | <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 | <input checked="" type="checkbox"/> | please complete section (B) |
| f) a health service body | <input type="checkbox"/> | please complete section (B) |
| g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital | <input type="checkbox"/> | please complete section (B) |
| h) the chief officer of police of a police force in England and Wales | <input type="checkbox"/> | please complete section (B) |

*If you are applying as a person described in (a) or (b) please confirm:

- | | | |
|---|-------------------|--------------------------|
| • I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or | Please tick ✓ yes | <input type="checkbox"/> |
| • I am making the application pursuant to a | | |
| ○ statutory function | | <input type="checkbox"/> |
| ○ a function discharged by virtue of Her Majesty's prerogative | | <input type="checkbox"/> |

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr Mrs Miss Ms Other title (for example, Rev)

Surname

First Names

I am 18 years old or over

Please tick ✓ yes

Current postal address if different from premises address

Post Town

Postcode

Daytime contact telephone number

E-mail address (optional)

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr Mrs Miss Ms Other title (for example, Rev)

Surname

First Names

I am 18 years old or over

Please tick ✓ yes

Current postal 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	THE COLONEL'S FUNDS SCOTS GUARDS
Address	HEAD QUARTERS SCOTS GUARDS, WELLINGTON BARRACKS BIRCHAGE WALK LONDON SW1E 6HY.
Registered number (where applicable)	ENGLISH & WELSH CHARITY No 249900 SCOTTISH CHARITY No: SC038277.
Description of applicant (for example partnership, company, unincorporated association etc)	CHARITY
Telephone number (if any)	0207 414 3331
E-mail address (optional)	

Part 3 – Operating Schedule

When do you want the premises licence to start?

Day	Month	Year
25	06	2011

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

Day	Month	Year
25	06	2011

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

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

THE EVENT WILL TAKE PLACE IN THE GARDEN AND FIELDS ADJOINING THE OLD RECTORY, FINNERE. A BAND STAND WILL BE ERECTED IN THE GARDEN AND WILL OVERLOOK A FIELD IN WHICH THE SPECTATORS WILL BE SEATED / STAND. THE BAND WILL CHANGE IN A TENT IN THE GARDEN. CERTAIN CARS WILL PARK IN OTHER ADJOINING FIELDS (SEE TRAFFIC PLAN). TEA & BUNS WILL BE AVAILABLE FOR EARLY ARRIVALS.

What licensable activities do you intend to carry on from the premises?
 (Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Please tick ✓ yes

Provision of regulated entertainment:

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 entertainment facilities for:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

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

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

In all cases complete boxes N, O and P

*Pages 7-10
 reviewed
 as N/A*

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick ✓ (please read guidance note 2)	Indoors	
				Outdoors	✓
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 3). GATES WILL OPEN AT 1700 HRS. BAND WILL PERFORM FROM 1930 TO 2130 WITH A BREAK OF 30 MINUTES. THE BAND IS A MILITARY BRASS BAND ACCOMPANIED BY PIPES & DRUMS		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4) NIL		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times from those listed in the column on the left, please list (please read guidance note 5)		
Sat	1930	2130			
	1930	2130			
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick ✓ (please read guidance note 2)	Indoors		
Day	Start	Finish		Outdoors		
Mon			Please give further details here (please read guidance note 3).	Both		
Tue						
Wed				State any seasonal variations for playing recorded music (please read guidance note 4)		
Thur						
			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times from those listed in the column on the left, please list (please read guidance note 5)			
Fri						
Sat						
Sun						

G

Performance of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick ✓ (please read guidance note 2)	Indoors	
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
Mon			Please give further details here (please read guidance note 3). BAND DURING THE PERFORMANCE, A TEAM OF HIGHLAND DANCERS WILL PERFORM ON A STAGE AT THE FRONT. THIS WILL TAKE APPROX 20 MINUTES.		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)		
Sat	1930	2130			
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			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 2)	Indoors	
				Outdoors	
			Please give further details here (please read guidance note 3).	Both	
Mon				State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)	
Tue					
Wed			Non standard timings. Where you intend to use the premises for entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)		
Thur					
Fri					
Sat					
Sun					

Pages 15-18 removed AS N/A

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the sale of alcohol be for consumption - please tick ✓ (please read guidance note 7)	On the premises	
Day	Start	Finish		Off the premises	
Mon			State and seasonal variations for the supply of alcohol (please read guidance note 4).	Both	
Tue					
Wed					
Thur			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times from those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name.....

Address.....

.....

Postcode

Personal Licence Number (if known)

Issuing Licensing Authority (if known)

N

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)

N/A

0

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)		
Day	Start	Finish			
Mon			NIL		
Tue					
Wed					
Thur				Non standard timings. Where you intend to use 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 5)	
Fri					
Sat	1700	2200			NIL
	1700	2200			
Sun					

P

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)

THE EVENT ORGANISERS WILL PROVIDE STEWARDS AT ALL ENTRANCES. NO ALCOHOL WILL BE SOLD. A MEMBER OF PLANNING COMMITTEE WHO WILL BE PRESENT THROUGHOUT IS A SERVING POLICEMAN. THE MAJORITY OF THE TICKETS WILL BE PRE SOLD. THE BAND IS A MILITARY BAND AND MANY OF THE AUDIENCE WILL BE SERVICEMEN & WOMEN AND THEREFORE AWARE OF DRUG ABUSE.

- b) The prevention of crime and disorder

STEWARDS WILL BE BRIEFED PRIOR TO THE EVENT AND IT IS HOPED WILL BE SERVING SOLDIERS. THE ABSENCE OF A BAR TO SELL ALCOHOL WILL LIMIT DRINKING OPPORTUNITIES. (CD7) CAPACITY LIMIT WILL BE AGREED WITH THE POLICE AND/OR FIRE SERVICE.

- c) Public safety

THE NUMBER OF ATTENDEES WILL BE CONTROLLED BY NUMBERED TICKET SALES. FIRST AID WILL BE ON SITE. THE EVENT WILL TAKE PLACE IN DAYLIGHT. RISK ASSESSMENT OF THE PREMISES HAS BEEN.

- d) The prevention of public nuisance

LITTER WILL BE CLEANED. THE PREMISES ARE SOME DISTANCE FROM THE HOUSES IN THE VILLAGE. THERE WILL BE NO FOOD OR DRINK SALES AT THE EVENT, EXCEPT TEA & BUNS. EXTERNAL AREAS WILL BE CLEAN BY 2330 AS THE BAND WILL HAVE FINISHED BY 2200. THERE WILL BE (M) AMPLIFIED MUSIC.

e) The protection of children from harm

THE DANCING IS PRECISION HIGHLAND DANCING BY 10-12 PEOPLE. NO ONE WILL BE INVITED TO JOIN THEM. FEW YOUNG PEOPLE ARE EXPECTED AT THE EVENT AND WILL ONLY BE ADMITTED BY TICKET & WHEN ACCOMPANIED BY AN ADULT.

CHECKLIST:

Please tick ✓ yes

- I have made or enclosed payment of the fee N/A
- I have enclosed the plan of the premises ✓
- I have sent copies of this application and the plan to the responsible authorities and other where applicable ✓
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable 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 ✓

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent. (See guidance note 11). **If signing on behalf of the applicant please state in what capacity**

Signature *Aut*

Date *18/2/14*

Capacity *EVENT CHAIR*

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

GCM GRIMSTON
THE OLD RECTORY
FINNELL

Post town BUCKINGHAM

Post code MK18 4AZ

Telephone number (if any)

01285- 849001

If you would prefer us to correspond with you by e-mail your e-mail address (optional)

charley.grimston@cncasset.co.uk

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. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day, e.g. Christmas Eve.
6. 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.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. 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, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

Traffic Plan: Scots Guards Colonels Concert

Event Date: 25th June 2011

Venue: The Old Rectory, Finmere, Oxfordshire

**Prepared by:
Event Management Team**

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1 Overview

The Colonels Concert is a “one off” unique event to be held in the gardens and grounds of the Old Rectory, Finmere, Oxfordshire the home of Charley and Katherine Grimston. It is marketed as a high end village fete affair with some very impressive acts on the bill. To allow the event team to consolidate the event and work within the geographical, physical and event licensing parameters a limit of 1,100 attendees, crew and performers has been self-imposed. The Concert, will take the form of a static concert performance from the Regimental Band of Her Majesty’s Scots Guards, Pipes & Drums of the Scots Guards Association and the Caledonia Achushla Highland Dance company. This is a non profit making event and all proceeds will go to the Colonel’s Fund Scots Guards (Registered Charity no 249000) within the confines of a public military event and includes fund raising activity for other local charities.

The Concert Management Team will provide a Traffic Management plan, stewarding in the car parks, on site ticket validation and ticket sales, combined with key off site Traffic Management points outlined in this document.

1.1 Proposed Event

The event will operate within the current license which allows for 1,100 visitors, artists, and staff. This will be broken down as 1000 day visitors on Saturday. The balance will consist of staff, crew, artists, production, and anyone else involved with the running of the event.

1.2 Site Description and Access Points

The Old Rectory is a former 18th Century vicarage sitting within a landscaped garden and rustic meadow bounded by identifiable perimeter fencing and hedgerows. The house and gardens sits within the village of Finmere, Oxfordshire.

Access is available from the, from the West in Valley Road

1.3 Overview of Road Layout in Proximity to the Site

Although ringed by main “A” roads, A4421 and A421. The site is not serviced directly by any through routes. This is an advantage as the local traffic around the site is minimal. The closet motorway intersection is junction 10 M40 accessed via the A43.

2 Event Traffic

2.1 Expected Traffic Levels and Arrival Times

There will be very little increased traffic levels in the local area associated with the build up and breakdown of the event site.

Increases in traffic will be expected on public ingress and egress at the site for the following times:-

Saturday 25th June – 10:00 till 14.00 and 16.30 till 22.30

Traffic levels outside of these times will still be greater than would be expected without the event. The levels expected will not, however, have any significant impact on the road network.

The total number of vehicles expected on site will be 450. To facilitate 1000 day visitors on Saturday 25 VIP vehicles, 4 military and the remaining will be site crew, production and other vehicles.

2.2 Access Routes Site

VIP, day visitors and disabled visitors can access the site at GATE 1.

Production and Artist traffic will access the site via GATE 1. & MAIN GATE

Pedestrian event guests will have access to the site using GATE 1

Pedestrians will be allowed to use any of the access routes, except the MAIN GATE and will be checked on entrance. However due to the site layout, the vast majority will be expected through GATE 1 which is the main reason for prohibiting public vehicle access through this gate.

Any coaches arriving on site will be required to use the same route as cars and will be directed a drop off point in the vicinity of GATE 1 and then proceed out of the village to Westbury A422 and return to park in a designated hard standing at Woodman's Yard via Water Stratford and Tingewick.

2.3 Vehicle Labelling System

There will be 5 vehicle labels issued for the event; one for each of the following

Production

Artist

Crew

Residents

VIP

These will be used to ensure vehicles accessing the site are using the correct access routes, and also to identify vehicles with special access permissions.

2.4 Pre/Post Event Traffic

The site will be open for build of the event from 0900hrs 22nd June and will complete its final day of strike on the 27th June.

Due to the nature of this music event, the only large vehicles to arrive on site will be the marquee Company and the temporary staging vehicles that will be arriving on site

in an orderly fashion and will be directed to THE OLD RECTORY. The production office will have overall traffic management responsibility.

There will be organised arrivals of the equipment during the week preceding the event but this should have minimal impact on the surrounding road network and local resident access to the village. .

3 Ingress Operations

3.1 Disabled

Visitors requiring accessible parking for the event will be directed to GATE 1.

3.2 Campervans

Campervans are not anticipated and **no camping will be allowed**. Should any of the audience arrive in a campervan for the purpose of this event the vehicle will be treated as a motor car.

3.3 Rail and Ride

There are no anticipated rail and ride arrangements.

3.4 Coach Packages

At present, there are no plans to sell or offer any coach packages.

3.5 Motorbikes

Motorbikes will be required to access the site in the same manner as all other public traffic. There is currently no provision for any hard-standing car parking for motorbikes anywhere on the site. They will, therefore, be parked with the public vehicles.

3.6 VIP, Production and Artist

VIP accessed via GATE 1 with a VIP car pass. From here they will be directed to a reserved parking area. Access to the VIP, hospitality & backstage areas will take place on foot.

Production and Artist vehicles will be allowed access from any entrance prior to the site opening to the public, thereafter they will be directed to use GATE 1 Production and artist parking and compound will be situated at GATE 1. Entry will be strictly by pass only.

3.7 Crew Parking

Crew vehicles will only be able to access the site from GATE 1. Only essential tradesman/technical vehicles will be permitted to park on site. Access will be granted with a Crew vehicle pass.

3.8 Pickup and Drop Off and Taxi Operation

There is no provision for pick up and drop off, taxi operation or designated rank.

3.9 Residents

There is no anticipated vehicular access into the estate for residents of the village during the public performance. It is essential that disruption to normal domestic activity within the curtilages of the village is kept to an absolute minimum. There is no charge for parking and off road parking is provided at the INNER CAR PARK situated at the junction of VALLEY ROAD/THE OLD BUCKINGHAM ROAD & THE OUTER CAR PARK situated off the OLD ROMAN ROAD. Approach routes as designated to the venue for vehicle and pedestrian entrances will be monitored.

4 Access Routes

4.1 Public North

None – Re directed to TINGEWICK

4.2 Public East

Via OLD ROMAN ROAD

4.3 Public South

A421

4.4 Public West

From WESTBURY

4.5 Special Access Routes for Reserved Parking or Coaches

None required

4.6 Emergency Services Routes

MAIN GATE is the dedicated emergency access route. No other traffic will be using this entrance and the road will be marshalled by Stewards. The Stewards will be in radio contact, and will be able to clear the entrance of traffic very quickly if an emergency vehicle needed unrestricted access.

4.7 Pedestrian Routes

Pedestrians will be allowed access to the site from any of the gates other than the MAIN ENTRANCE.

Pedestrians will be ticket checked or sold a ticket just inside GATE 1. At the funnelled pedestrian entry point at the SOUTH EAST corner of the viewing field, Stewards will direct guests to walk towards the house. Stewards will be on hand within the perimeter of the audience viewing area.

It is anticipated that entrance will be by pre sold ticket. In the event of ticket sales falling short of expectation, there will be 2 on site box offices situated at GATE 1. paddock and the SOUTH EAST Pedestrian entrance to the audience viewing area.

4.8 Local Access Routes

Event traffic

5 Egress Operation

5.1 Egress Routes During Peak Ingress

Egress routes for the site will be via VALLEY ROAD. Stewards will as far as is reasonably practicable ensure the safety of any pedestrians along that route, and also ensure that they can clear the route should it be required for any emergency service.

5.2 Post Event Egress Routes

The Egress route will be via GATE 1 for the OUTER CARPARK & the FIELD GATES from the INNER CARPARK onto the A4421

5.3 Any Special Arrangements Required

Production/Artist vehicle passes will be issued to any persons deemed to require one. Production & Crew will not leave site unless there is an emergency during the time guests are on-site.

6 Tickets Accreditation, Checks and Sales

6.1 Public Vehicle and Occupant Checks

There will be no personal ticket checks whilst visitors remain in their vehicles. This is to ensure that there is minimal queuing of traffic.

6.2 VIP Vehicle and Occupant Checks

VIP vehicles will be directed to access the site via GATE 1. They will then access the VIP car park within the Paddock.

6.3 Pedestrian checks

The majority of pedestrians are expected to access the site via GATE 1. Where tickets will be checked with minimum disruption to other road users and no event vehicle and foot traffic.

7 Pedestrian Safety/Access

Clearly sign posted and designated. Stewards in fluorescent tabards in attendance, 2 way radio communication.

7.1 Pedestrian Routes on Site

Clearly sign posted and designated. Stewards in fluorescent tabards in attendance
5 MPH speed limit

8 Car Parking Operation

8.1 Description of Areas and Access

INNER CAR PARK, OUTER CAR PARK, CONTINGENCY PARKING &
WOODMAN'S YARD

8.2 Capacities of Car Parks

There will be capacity for 700 vehicles to include any disabled vehicle or VIP requirements at the INNER & OUTER CAR PARKS. .

The INNER CAR PARK has access for 700 vehicles. The OUTER CAR PARK has a capacity of 100 vehicles.

With the expectation that there will be 550 vehicles on site, there are 300 excess parking spaces available on site compared to the maximum number of vehicles. This is excluding contingency parking.

8.3 Parking Plan

Public access to the site will be open from 1700 on Saturday 25th June 2011.

There will be sufficient stewards to park the various sections of vehicles simultaneously to avoid queues affecting the local road network.

9 Emergency Services

9.1 Police

Details of police provisions on site in terms of traffic management or any special arrangements in place – **To follow**

9.2 Fire

Details of the fire service operation for access and special requirements in terms of the traffic plan – To Follow (No on site presence anticipated, Fire Service to be informed and supplied with copy of TMP)

9.3 Medical

Details of requirements in terms of Ambulance movement and including any emergency casualty evacuation – To Follow (St. John Ambulance resence on site throughout public performance).

9.4 Access routes

The emergency services are expected to use MAIN GATE as an emergency access route. This route is wide enough and will be monitored throughout the time the site is open to the public by Stewards.

Access for medical services into the viewing Area will be on foot

Air Ambulance Emergency Landing Zone – The Village Cricket Field.

10 Lighting

10.1 Car Parks

Car parks will not be lit. It is anticipated all public vehicles will be clear of the site by dusk. Vehicle parking is at the owners' risk.

10.2 Access Points

All access points from the public highway to the car parks and from the car parks to the venue will be lit clearly marked but not lit. In out-lying areas Stewards will carry torches.

10.3 Pedestrian Routes

Pedestrian routes will not be lit. In areas where pedestrians and vehicles are expected to be in close proximity to each other, there will be increased stewarding.

11 Maintaining Routes to and from Site

11.1 Vehicle Recovery and Tow Away

No service will be provided by the organisers. All staff will have the ability to contact the AA or RAC, should it be required, and will be asked to be as helpful as possible in these situations. Any costs incurred will, however, be burdened by whomsoever requires the services provided.

11.2 Road Cleaning

In the event of inclement weather, where there is an accumulation of earth and mud from the car parks and event site on the public highways that is so great that it poses a hazard to other road users, provisions for road clearance will be made.

12 Traffic Management

12.1 Local Highways

Due to the nature of the event and the volume of traffic, there is no TM required.

12.2 Highways Agency

Due to the nature of the event and the volume of traffic, there is no TM required.

12.3 Temporary Traffic Regulation Orders - Road closures, One Way, Speed Restrictions

Due to the nature of the event and the volume of traffic, there is no TM required.

12.4 No Waiting Restrictions

Due to the nature of the event and the volume of traffic, there is no requirement for TM and there will be no restriction on local residents parking outside their homes. Stewards will discourage event guests parking on the highway and direct vehicles to one of the designated car parks. All guests will receive tickets and accompanying information that includes local community considerations and directions to designated parking areas. Stewards will be briefed not to interfere with local domestic traffic and activity.

12.5 Cone Plans

Will be limited to the immediate approaches to the designated GATES where assessed as necessary.

13 Signage Plan

Main ROADS – A42, WATER STRATFORD, TIGEWICK

13.1 Route Signage

MAIN GATE, GATE 1, GATE 2, WOODMAN'S YARD, JNT VALLEY ROAD/MERE ROAD, B BANBURY/BUCKINGHAM ROAD, RED LION PH.

14 Contingency Planning

14.1 Parking Areas

There is there is ample room for parking on anticipated numbers of pedestrian to vehicle ratio. Should the weather adversely affect the parking area, the boundaries of the car park can be extended to Contingency parking on TINGEWICK ROAD.

14.2 Parking Access

The car parks will be laid out in such a manner as to ensure that the cars can access the car parks in the most inclement weather. They will drive to the parking areas.

14.3 Routes Outside the Site

Any diversion routes which would be operable would involve directing traffic from one signed inbound route to another.

There is no requirement for diversion routes through the village.

15 Notes

15.1 Health and safety

Details of any relevant health and safety documents – Event Risk Assessment

16 Appendix

16.1 Plans of Site – SEE PREMISES APPLICATION

Planning, Housing and Economy

John Hoad Strategic Director Planning, Housing and Economy
 Head of Development Control & Major Developments

Regimental Adjutant
 Headquarters Scots Guards
 Wellington Barracks
 Birdcage Walk
 LONDON. SW1E 6HQ

Cherwell

DISTRICT COUNCIL
 North Oxfordshire

Bodicote House
 Bodicote • Banbury
 Oxfordshire • OX15 4AA
 Telephone 01295 252535
 Textphone 01295 221572
 DX 24224 (Banbury)
<http://www.cherwell-dc.gov.uk>

Please ask for **Bob Duxbury**
 Direct Dial 01295 221821

Our ref **PL5/50**
 Fax 01295 221856

Your ref **CRSG/A 33A**
 Email Bob.duxbury@cherwell-dc.gov.uk

01 March 2011

Dear Sir

Re: Regimental Band Concert Finmere 25th June 2011

I write with reference to your application for a premises licence made to the Licensing Authority. A copy of the application was received in this office on 25 February 2011.

Based on the information submitted, planning permission will be required for the Band stand, 1 toilet block and the Sponsors, VIP and Staff Band Marquee as the structures are on land within the curtilage of a building.

The General Permitted Development Order, Part 4, Temporary Buildings and Uses, Class B, states that development is not permitted by Class B if the land in question is within the curtilage of a building.

I trust this letter is of assistance, but must stress that it cannot constitute a formal determination under the 'Town and Country Planning Act 1990', and that it contains only informal, officer advice, which cannot prejudice any subsequent decision of the Local Planning Authority. The proposal can only be fully evaluated through the submission of a planning application.

I will send a copy of this letter to the Licensing Authority.

Yours faithfully

Robert Duxbury
 Team Leader Development Control

cc: Urban and Rural Services - Licensing



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**Cherwell District Council
Safer Communities and Community Development
Anti-social Behaviour Units Licensing Consultation Response.**

Licensing Act 2003: Application for a premises license.

Premises:

The Old Rectory Finmere Buckingham MK18 4AR

History:

As a new application we have no previous history relating to the operation of the site under the provisions of a Premises License. The site has however benefitted from a Temporary Event Notice and the events have taken place without significant public nuisance.

Recommendation:

The application indicates that the event capacity will be 1,000 customers and that attendance will be regulated by ticket sales. Concern has been raised locally over the potential for road traffic to cause disruption to the village of Finmere on the day of the event. In order to keep audience traffic to an absolute minimum I would recommend that all tickets are pre sold and that the event promotional material includes the advice that there will be no ticket sales 'on the gate'.

At point 2.2 in the Traffic Plan accompanying the event users of GATE 1 are identified as VIP, *day visitors*, and disabled visitors. The term '*day visitors*' is not defined elsewhere in the plan and this term requires clarification.

The location of the coach drop off point mentioned in the same paragraph requires further clarification.

No mention of GATE 2 and the proposals for its use are made in this section. This requires clarification particular as GATE 2 is accessed via Mere Lane which is a narrow and in parts un made road way. It is questionable whether this route is suitable for tow way traffic.

At paragraph 8.2 the capacity of the INNER & OUTER CAR PARKS is stated as 700 vehicles. In the next line of text the capacity of the INNER CAR PARK is quoted as being 700 vehicles with the OUTER CAR PARK having a quoted capacity of 100 vehicles giving at total capacity of 800. Whilst it is accepted that both totals exceed the anticipated total number of audience vehicles these numbers do require clarification.

Although the event is not large in size due to its location it is recommended that a Safety Advisory Group Meeting takes place 56 days before the event.

**Rob Lowther
Anti Social Behaviour Manager
07 March 2011**

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**Cherwell District Council
Safer Communities and Community Development
Anti-social Behaviour Units Licensing Consultation Response.**

Licensing Act 2003: Application for a premises license.

Premises:

The Old Rectory Finmere Buckingham MK18 4AR

Comments:

Further to my comments and observations of 07 March 2011 and attached as (i) on 21 March 2011 I received Email from the applicant with three attachments. The Email is attached as (ii) and the attachments are attached as (iii) – (v). These documents are described as follows:-

(iii) Transcript of a presentation to Finmere Parish Council on 11 March 2011 made by Steve Duffy Esq. on behalf of the applicant.

(iv) Revised Traffic Management Plan (not version marked)

(v) Letter supporting the application from the applicant.

In my initial assessment of this application I expressed the view that concern had been expressed locally in relation to the volume of traffic the event would attract to the village of Finmere. I made the recommendation that the event should be ticketed in advance with no tickets being available for purchase on the day of the event. This recommendation was made with a view to removing the need for ticket checks and sales to be made at the point of arrival and there by speeding up the passage to vehicles from the highway on to the event site.

The applicants have accepted this recommendation and the requirement should be conditional to any premises license granted.

The term 'day visitors' has been removed from the traffic management plan.

The location of the 'Coach Drop Off Point' mentioned in the previous version of the Traffic Management Pan has been defined as being 'outside Finmere Primary School' with vehicles being directed to leave the village via Westbury. The location chosen has sufficient space to accommodate a coach without interfering with the traffic flow along Mere Road. The applicants do however indicate that the event will not be sold on a package basis however there is nothing to prevent a group of individuals or indeed a company purchasing event tickets and arranging to travel to the event by coach. I would therefore recommend that a condition be attached to any premises license issued such that:

The access routes to the site shall be stewarded in such a manner that, without interfering with the flow of traffic, any coaches arriving at the site will be directed to the designated drop off point to unload before being directed away fro Finmere to the approved coach parking area.

At the end of the evening any groups arriving by coach shall be marshalled within the vent site before being directed to join their transport collectively.

Concern was expressed over the ability of Mere Lane to handle two way traffic and the applicant indicates in his Email that Mere Lane and 'Gate 2' will not now be used for event traffic.

Having considered the routing for both vehicles and pedestrian traffic described within the amended traffic management plan a revised site plan is needed clearly showing the routes to be used by both types of traffic. If a premises license is granted then a condition must be included as follows:

A definitive scaled and gridded site plan shall be prepared showing pedestrian and vehicle access routes to and from the site and within the event site. The plan must be submitted to the Licensing Authority for approval 56 days prior to the event taking place.

The capacities of the two car parks have been revised and based on the applicants' occupancy figures there will be sufficient space to accommodate the anticipated audiences' vehicles.

To ensure that all agencies are aware of the event, its location and profile the applicant shall be required to attend a Safety Advisory Group Meeting, 56 days prior to the event.

This requirement should be a condition of any premises license issued.

Rob Lowther
Anti Social Behaviour Manager
22 March 2011

A copy of this report is sent to the applicant(s) or their agents and to the Licensing Authority for the Cherwell District Council Area. Should you wish to discuss the contents of this report and its recommendations please contact Rob Lowther on 01295 221623 or rob.lowther@cherwell-dc.gov.uk.

**PLEASE CONFIRM IN WRITING THAT YOU HAVE RECEIVED THIS DOCUMENT,
THAT YOU AGREE THE RECOMMENDED CONDITIONS OR THAT YOU INTEND
TO CHALLENGE THE RESOPONSIBLE AUTHORITIES RECOMENDATION**

Correspondence must be addressed to Safer Communities, Urban & Rural, The Licensing Authority, Cherwell District Council, Bodicote House, Bodicote Banbury OX15 4AA

Traffic Plan: Scots Guards Colonels Concert

Event Date: 25th June 2011

Venue: The Old Rectory, Finmere, Oxfordshire

**Prepared by:
Event Management Team**

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 - 16.2 **Traffic Movement Survey**

1 Overview

The Colonels Concert is a “one off” unique event to be held in the gardens and grounds of the Old Rectory, Finmere, Oxfordshire the home of Charley and Katherine Grimston. It is marketed as a high end village fete affair with some very impressive acts on the bill. To allow the event team to consolidate the event and work within the geographical, physical and event licensing parameters a limit of 1,100 attendees, crew and performers has been self-imposed. The Concert which will take the form of a static musical concert performance from the Regimental Band of the Scots Guards, Pipes & Drums of the Scots Guards Association and the Caledonia Achushla Highland dance Company. This is a non profit making event and all proceeds will go to the Colonel’s Fund Scots Guards (Registered Charity no 249000) within the confines of a public military event and includes fund raising activity for other local charities.

Tickets will be pre-sold and the promotional material will state that the tickets will not be sold on the gate.

The Concert Management Team will provide a Traffic Management plan, stewarding in the car parks, on site ticket validation, combined with key off site Traffic Management points outlined in this document.

1.1 Proposed Event

The event will operate within the current license which allows for 1,100 visitors, artists, and staff. This is a 1 day event and the audience will be limited 1000 maximum on the Saturday. The balance will consist of staff, crew, artists, production, and anyone else involved with the running of the event.

1.2 Site Description and Access Points

The Old Rectory is a former 18th Century parsonage sitting within a landscaped garden and rustic meadow bounded by identifiable perimeter fencing and hedgerows. The house sits within the village of Finmere, Oxfordshire.

Access is available from Valley Road

1.3 Overview of Road Layout in Proximity to the Site

Although ringed by main “A” roads, A4421 and A421. The site is not serviced directly by any through routes. This is an advantage as the local traffic around the site is minimal. The closest motorway intersection is junction 10 M40 accessed via the A43.

2 Event Traffic

2.1 Expected Traffic Levels and Arrival Times

There will be very little increased traffic levels in the local area associated with the build up and breakdown of the event site.

Increases in traffic will be expected on public ingress and egress at the site for the following times:-

Saturday 25th June

Concert Staff

10:00 till 14.00 – Light traffic associated with arrival of performers and production crew for the day’s event.

10.00am till 12.00pm 15 vehicles

12.00pm till 2.00pm 30 vehicles

Audience

16.30 till 19.00hrs – Arrival of spectators. Our estimate is that 900 persons will arrive in 375 cars approximately with 100 coming from the village not in cars.

9.30pm till 10.15 pm – Departure of spectators

Traffic levels outside of these times will be marginally more than would be expected without the event. The levels expected will not, however, have any significant impact on the road network.

The total number of vehicles expected on the site of the Old Rectory is estimated to be 170 including 125 in the Outer Car Park.

The remainder of the expected number of cars will park in the Inner Car Park and the overflow car park. We estimate the car parking spaces for visitors amount to 900 including the Outer Car Park.

2.2 Access Routes Site

VIP and disabled visitors can access the site at GATE 1.

Production and Artist traffic will access the site via GATE 1.

Pedestrian event guests will have access to the site using GATE 1 except for those in the overflow car park who will access via Gate 2.

Pedestrians will be allowed to use any of the access routes. However due to the site layout, the majority will be expected through GATE 1.

The Outer Car park will be filled via Gate 1 with cars parking facing back the way they arrived. Vehicle access through Gate1 will be carefully controlled by the stewards to avoid bottlenecks. Stewards will have radio communications and there will be a central command post with multiple communication facilities situated near Gate 1.

Any coaches arriving for the event will be required to use the same route as cars and will be directed to a drop off point outside the Finmere Primary School and then proceed out of the village to Westbury A422 and return to park in a designated hard standing at Woodman's Yard via Westbury, Water Stratford and Tingewick.

2.3 Vehicle Labelling System

There will be 5 vehicle labels issued for the event; one for each of the following

- Production
- Artist
- Crew
- Residents
- VIP

These will be used to ensure vehicles accessing the site are using the correct access routes, and also to identify vehicles with special access permissions.

2.4 Pre/Post Event Traffic

The site will be open for build of the event from 0900hrs 22nd June and will complete its final day of strike on the 27th June.

Due to the nature of this music event, the only large vehicles to arrive on site will be the marquee hire Company and the temporary staging vehicles that will be arriving on site in an orderly fashion and will be directed to THE OLD RECTORY. It should be noted however that these vehicles will arrive prior to Saturday 25th June and will disembark their goods away from the roads. The production office will have overall traffic management responsibility.

There will be organised arrivals of the equipment during the week preceding the event and, due to the limited number of suppliers vehicles, this should have minimal impact on the surrounding road network and local resident access to the village.

3 Ingress Operations

3.1 Disabled

Visitors requiring accessible parking for the event will be directed to GATE 1.

3.2 Campervans

Campervans are not anticipated and **no camping will be allowed**. Should any of the audience arrive in a campervan for the purpose of this event the vehicle will be treated as a motor car.

3.3 Rail and Ride

There are no anticipated rail and ride arrangements.

3.4 Coach Packages

At present, there are no plans to sell or offer any coach packages.

3.5 Motorbikes

Motorbikes will be required to access the site in the same manner as all other public traffic. There is currently no provision for any hard-standing car parking for motorbikes anywhere on the site. They will, therefore, be parked with the public vehicles.

3.6 VIP, Production and Artist

VIPs will obtain access via GATE 1 with a VIP car pass. From here they will be directed to a reserved parking area. Access to the VIP, hospitality & backstage areas will take place on foot.

Production and Artist vehicles will be allowed access from any entrance prior to the site opening to the public, thereafter they will be directed to use GATE 1. Production and artist parking and compound will be situated at GATE 1. Entry will be strictly by pass only.

3.7 Crew Parking

Crew will only be able to access the site from GATE 1. Only essential tradesman/technical vehicles will be permitted to park on site. Access will be granted with a Crew vehicle pass.

3.8 Pickup and Drop Off and Taxi Operation

There is no provision for pick up and drop off, taxi operation or designated rank.

3.9 Residents

There is no vehicular access into the site for residents of the village before, during or after the public performance. It is essential that disruption to normal domestic activity within the curtilages of the village is kept to an absolute minimum. There is no charge for parking and off road parking is provided at the INNER CAR PARK situated at the junction of VALLEY Road/THE OLD BUCKINGHAM ROAD & THE OUTER CAR PARK situated on site and accessed from Mere Road and Valley Road. Approach routes as designated to the venue for vehicle and pedestrian entrances will be monitored.

4 Access Routes

4.1 Public North

None – Re directed to TINGEWICK

4.2 Public East

Via roundabout on A421 to the Inner Car Park.

4.3 Public South

A421

4.4 Public West

From WESTBURY to INNER AND/OR OUTER CAR PARK

4.5 Special Access Routes for Reserved Parking or Coaches

None required

4.6 Emergency Services Routes

St John Ambulance or similar will be in attendance.

MAIN GATE is the dedicated emergency access route. No other traffic will be using this entrance and the road will be marshalled by Stewards. The Stewards will be in radio contact, and will be able to clear the entrance of traffic very quickly if an emergency vehicle needed unrestricted access.

4.7 Pedestrian Routes

Pedestrians will be allowed access to the site from any of the gates other than the MAIN ENTRANCE.

Pedestrians will leave the Inner Car Park and proceed to the site using two routes. One uses the footpath between the Banbury Road and Fulwell Road, thence walking to Gate 1 along Fulwell Road and Valley Road using verges and pavements.

The other pedestrian route is to use Valley Road, joining it at the south end and proceeding to Gate 1.

The Inner Car Park is scheduled for 250 cars and 2.4 persons per car. During the period from 1700 – 1915 hours, by using both pedestrian routes, this means 2.4 persons groups leaving the Inner Car Park every minute.

The Outer Car Park is on land adjacent to the viewing area so no village roads will be used to access the site. These persons will go direct to the south east corner of the viewing area. For the Outer Car Park there is an option to open a second entrance to the viewing area at its South West corner.

The overflow car park persons will approach Gate 2 on foot via Buckinghamshire and Mere Lane.

One hundred villagers are expected to attend who will walk from their homes using routes known to them.

Summary

Car Park	Cars	Persons	
Inner	250	600	
Outer	125	300	
Overflow	0	0	
Villagers	0	100	
Total	375	1,000	

Pedestrians will be ticket checked well inside GATE 1 at the funnelled pedestrian entry point at the SOUTH EAST corner of the viewing field from whence Stewards will direct guests to walk towards the house. Stewards will be on hand within the perimeter of the audience viewing area.

Entrance will be by pre sold ticket.

4.8 Local Access Routes

Event traffic

5 Egress Operation

5.1 Egress Routes During Peak Ingress

Egress routes for the site will be via VALLEY ROAD. Stewards will as far as is reasonably practicable ensure the safety of any pedestrians along that route, and also ensure that they can clear the route should it be required for any emergency service.

5.2 Post Event Egress Routes

The egress route will be via GATE 1 for the OUTER CARPARK & the FIELD GATES from the INNER CARPARK onto the A4421

5.3 Any Special Arrangements Required

Production/Artist vehicle passes will be issued to any persons deemed to require one.
Production & Crew will not leave site

6 Tickets Accreditation, Checks and Sales

6.1 Public Vehicle and Occupant Checks

There will be no personal ticket checks whilst visitors remain in their vehicles. This is to ensure that there is minimal queuing of traffic.

6.2 VIP Vehicle and Occupant Checks

VIP vehicles will be directed to access the site via GATE 1. They will then access the VIP car park within the Paddock.

6.3 Pedestrian checks

The majority of pedestrians are expected to access the site via GATE 1. Tickets will be checked well inside at the South East Corner of the viewing field.

7 Pedestrian Safety/Access

Clearly sign posted and designated. Stewards in fluorescent tabards in attendance

7.1 Pedestrian Routes on Site

Clearly sign posted and designated. Stewards in attendance
5 MPH speed limit

8 Car Parking Operation

8.1 Description of Areas and Access

INNER CAR PARK, OUTER CAR PARK, CONTINGENCY PARKING &
WOODMAN'S YARD

8.2 Capacities of Car Parks

There will be capacity for up to 900 vehicles to include any disabled vehicle or VIP requirements at the INNER & OUTER CAR PARKS and overflow. This is significantly more than the number of cars expected (375).

The INNER CAR PARK has capacity for 300 vehicles. The OUTER CAR PARK has a capacity of 125 vehicles.

With the expectation that there will be approx 375 audience vehicles on site, there are 525 excess parking spaces available compared to the maximum number of vehicles expected.

8.3 Parking Plan

Public access to the site will be open from 1700 on Saturday 25th June 2011.

There will be sufficient stewards to park the various sections of vehicles simultaneously to avoid queues affecting the local road network.

9 Emergency Services

9.1 Police

Details of police provisions on site in terms of traffic management or any special arrangements in place – **To follow**

9.2 Fire

Details of the fire service operation for access and special requirements in terms of the traffic plan – To Follow (No on site presence anticipated, Fire Service to be informed and supplied with copy of TMP)

9.3 Medical

Details of requirements in terms of Ambulance movement and including any emergency casualty evacuation – To Follow (St. John Ambulance presence on site throughout public performance).

9.4 Access routes

The emergency services are expected to use MAIN GATE as an emergency access route. This route is wide enough and will be monitored throughout the time the site is open to the public by Stewards.

Access for medical services into the viewing Area will be on foot

Air Ambulance Emergency Landing Zone – The Village Cricket Field.

10 Lighting

10.1 Car Parks

Car parks will not be lit. It is anticipated all public vehicles will be clear of the site by dusk. Vehicle parking is at the owners' risk.

10.2 Access Points

All access points from the public highway to the car parks, and from the car parks to the venue will be lit clearly marked but not lit. In out-lying areas Stewards will carry torches.

10.3 Pedestrian Routes

Pedestrian routes will not be lit. In areas where pedestrians and vehicles are expected to be in close proximity to each other, there will be increased stewarding.

11 Maintaining Routes to and from Site

11.1 Vehicle Recovery and Tow Away

No service will be provided by the organisers. All staff will have the ability to contact the AA or RAC, should it be required, and will be asked to be as helpful as possible in these situations. Any costs incurred will, however, be borne by whomsoever requires the services provided.

11.2 Road Cleaning

In the event of inclement weather, where there is an accumulation of earth and mud from the car parks and event site on the public highways that is so great that it poses a hazard to other road users, provisions for road clearance will be made.

12 Traffic Management

12.1 Local Highways

Due to the nature of the event and the volume of traffic, there is no TM required.

12.2 Highways Agency

Due to the nature of the event and the volume of traffic, there is no TM required.

12.3 Temporary Traffic Regulation Orders - Road closures, One Way, Speed Restrictions

Due to the nature of the event and the volume of traffic, there is no TM required.

12.4 No Waiting Restrictions

Due to the nature of the event and the volume of traffic, there is no requirement for TM and there will be no restriction on local residents parking outside their homes. Stewards will discourage event guests parking on the highway and direct vehicles to one of the designated car parks. All guests will receive tickets and accompanying information that includes local community considerations and directions to designated

parking areas. Stewards will be briefed not to interfere with local domestic traffic and activity.

12.5 Cone Plans

Will be limited to the immediate approaches to the designated GATES where assessed as necessary.

13 Signage Plan

Main ROADS – A421, WATER STRATFORD, TINGEWICK

13.1 Route Signage

MAIN GATE, GATE 1, WOODMAN'S YARD, JNT VALLEY ROAD/MERE ROAD, BANBURY/BUCKINGHAM ROAD, RED LION PH.

14 Contingency Planning

14.1 Parking Areas

There is ample room for parking on anticipated numbers of pedestrian to vehicle ratio. Should the weather adversely affect the parking area, the boundaries of the car park can be extended to overflow parking on TINGEWICK ROAD.

14.2 Parking Access

The car parks will be laid out in such a manner as to ensure that the cars can access the car parks in the most inclement weather. They will drive to the parking areas.

14.3 Routes Outside the Site

Any diversion routes which would be operable would involve directing traffic from one signed inbound route to another.

There is no requirement for diversion routes through the village.

15 Notes

15.1 Health and safety

Details of any relevant health and safety documents – Event Risk Assessment

16 Appendix

16.1 Plans of Site

16.2 Traffic Movement Survey

Traffic Movement and Flow Survey

A survey of traffic movement was taken at Gate 1 on Saturday 19th March between 1615 hours and 1815 hours. The results of actual vehicle movements are below.

	North up Valley Road	South down Valley Road	East along Mere Road	Total Cars
1 st 30 Minutes	19	10	6	35
2 nd 30 Minutes	13	7	2	22
3 rd 30 Minutes	7	3	2	12
4 th 30 Minutes	16	13	2	31
Total Cars	55	33	12	100

1. During this two hour period, groups of villagers were walking down the middle of the road across the junction without any concern. The largest group numbered 7 persons was at 1825 hours travelling North up Valley Road before returning some time later.
2. Not all vehicles passed Gate 1 although they were included in the survey.
3. Average vehicle speeds were low.
4. There were no agricultural vehicles or commercial vehicles other than a Light Commercial Van. This is included in the figures above.
5. Weather conditions were dry with full visibility.

Conclusions

1. There is likely to be less than 1 vehicle movement of non-concert traffic per minute at Gate 1 during the Ingress period.
2. Villagers are well used to walking down the middle of the roads without fear from vehicles.

**CNC House
Valley Road
Finmere
Buckingham MK18 4AR**

Cherwell District Council
Bodicote House
Banbury
Oxon
OX15 4AA

20th March 2011

Dear Sirs

Armed Forces Day Band Concert Finmere
Saturday 25th June 2011

I write in support of the above event which has been sanctioned by the Ministry of Defence as a Public/Military Event to take place on Armed Forces Day 2011.

I understand the license application:

1. is for a single event on 25th June 2011 and that no application has been made for a further event.
2. is being made by an organisation that holds events like these in different parts of the UK from time to time and that there is no history of public nuisance, crime and disorder, diminution of public safety and that children are prevented from harmful acts.
3. is for charity and not for profit.
4. is small by the applicant's normal standards.
5. does not include the sale of alcohol.
6. is for an event on private land.
7. is being made on Armed Forces Day and that this is the only event in Oxfordshire on that day. There are a range of community led events throughout the country on this day.
8. is for an upper limit of 1,000 people and is easily contained in the area provided.

Furthermore, I understand that the serving and retired personnel of the applicant have approaching and possibly exceeding one thousand years of experience of upholding standards in public life, maintaining law and order and working in a controlled environment. Furthermore, uniformed soldiers will be present throughout the event and during the concert.

From discussions with interested visitors and their associations, an event on Armed Forces day will attract serving and retired servicemen and women whose attire will typically be formal (jacket, shirt with collar and tie, medals, regimental badges). They are used to discipline, to orders, to obeying the rules and the law, and to doing what they are asked to do thus reinforcing the four licensing objectives.

The tickets will be sold to named individuals, mostly through ex servicemen's organisations such as the Royal British Legion. Children under the age of 16 will only be allowed when accompanied by an adult again supporting the Children from Harm objective.

It is hoped that many children will attend and that schools will be encouraged to send pupils (particularly from their music departments) so that they can understand better how music benefits society and even aspire to a career in music. This should assist Oxfordshire County Council in their educational objectives.

Previous concerts

September 2010 Finmere

To date there have been no complaints about public nuisance (particularly noise levels), public safety in the village during or following an evening charity concert for St Michaels and All Angels Finmere given by the Stowe School Big Band and the Scots Guards Association Pipes and Drums in September 2010. This is the same Pipe Band that is playing on June 25th.

On that occasion, cars parked at the Old Rectory fields and other members of the audience not in cars walked home along the roads. The format of the evening was the same having no licence for the sale of alcohol and bring your own food and wine. There were no stewards or instructions on how to behave at the event or afterwards on the way home.

The whole organisation and administration of this Armed Forces Day event will be run by serving and retired personnel of high rank, well trained for their job function on the day/evening through their military service and briefed for the occasion to perform to the operating standards required for the premises including understanding drugs policies, the age restrictions in force, preventing public nuisance, preventing crime and disorder.

Other charities

Provision for other charities to supply tea, coffee and home made cakes has been made in the original application.

St Michael and All Angels, Finmere will be supplying tea and cakes from the Church for the benefit of the audience and have been offered space on the site as well.

Connections to the Household Division

The concert will maintain a long association with the Guards as there is a First World War battle cross of Captain Symes Thomson, Grenadier Guards, killed in action in 1914, hanging in the tower. Captain Symes Thomson was brought up in the village.

In terms of specific proposals for the four licensing objectives:

Prevention of Crime and Disorder

1. There is no alcohol on sale as mentioned elsewhere.
2. Children under 16 must be accompanied by an adult.
3. There are several people present on the site with CRB clearance.
4. No-one will be able to leave the site with alcohol in empty containers or with empty bottles.
5. Bottle and refuse bins will be provided in prominent locations to allow visitors to deposit rubbish and empty bottles in suitable containers.
6. The maximum number of persons allowed at the site will be eleven hundred.
7. During the performance, seating will be provided for three hundred people near the stage with the remainder bringing their own.
8. The premises will support local crime prevention initiatives and there will be serving policemen on site. The Police Superintendent in Bicester has been briefed and a request has been made for a uniformed Special Constable and / or a Police Community Support Officer presence.
9. The premises will open at 1700 hours. The performance starts at 1930 and finishes during daylight at 2130 hours. All attendees should have dispersed from the village by 2215 hours.
10. The music programme being played, being mainly military, does not encourage the unruly type of person to attend/misbehave and enjoyment of this type of music traditionally has not increased with alcohol consumption.
11. Drugs. This type of event is unlikely to encourage attendance by recreational drug users or the suppliers of illegal substances as defined under the Misuse of Drugs Act 1971. In the event of a casual disclosure a report will be made to the authorities in compliance with Common Law.
12. Local licensed premises will be informed of the event and Neighbourhood Watch co-ordinators will be informed via the "ringmaster" System that the event is taking place.
13. Supervisors.
Supervisors:
 - a. Will prevent the admission (which is by pre-sold ticket) and ensure the departure from the premises of anyone believed to be drunk or disorderly, without causing further disorder.
 - b. Will search and exclude those suspected of carrying illegal drugs or offensive weapons.
 - c. Will maintain order along with the police mentioned above.
 - d. Will be connected to the Control Room by short range radio with mobile telephone as a back up.
 - e. Who are designated as traffic supervisors will wear "High Visibility Clothing"
 - f. Will all receive clear verbal and written orders delivered in an operational military manner and will have a clear understanding of their responsibilities.

14. There will be no erotic dancing, striptease or nudity. There will be no invited audience participation in the Highland Dancing nor will there be any physical contact with performing dancers.
15. There is no onsite camping or accommodation.
16. Adequate arrangements will be made for disabled people to view the performance from flat ground and to be close the invalid toilet facilities.
17. Access for emergency vehicles is described in the transport plan.
18. First Aid will be provided by the Red Cross/St John's Ambulance or similar.

Public Safety

1. As this is an outside event, adequate exits exist for disabled people to leave the site. Refer to the map of the event.
2. Emergency entrances are described in the Traffic Management Plan
3. Emergency lighting. The event takes place in daylight four days after the longest day. There is no provision for emergency lighting other than that held on the site First Aid vehicle.
4. First Aid Provision. St John or the Red Cross or similar will be onsite throughout the event opening hours (1700 to 2200). Emergency medivac route, access and heli landing pad have been identified. The Police, Ambulance and Fire Service have been notified and the Traffic Plan including site map provided.
5. Number of attendees. There is an audience limit of 1,000.
6. Seating. 300 will buy a seat with their ticket and the remainder will be notified that they should bring their own. The 700 will be organised by a team of ex servicemen and women of high rank and great experience including in organisation, management, health and safety, fire risk assessment, diplomacy, crowd control, nuisance abatement and the taking and giving of orders.
7. Guests will be well organised, well disbursed, aware of the controlled environment they are in and will be expected to behave from the start until departure in an orderly, acceptable fashion.

Public Nuisance

Noise and Vibration

1. The music programme starts at 1930 and ends at 2130.
2. The premises are arranged to minimise the risk of noise nuisance to nearby properties. The Pipes and Drums played from the same physical location in September 2010 in Finmere's church charity fund raiser. There were no reports or complaints to the Parochial Church Council or to the Parish Council or to Cherwell District Council of any public nuisance from the noise of the band or any other aspect.
3. There will be a PA system for the Director of Music to describe the tunes being played. This will not be used after 10pm unless an emergency has arisen.
4. All the music will be harmonious acoustic music with no amplification.

Queue management and dispersal procedures

1. All queue management and dispersal procedures will be managed in such a way that prevents noisy or rowdy behaviour and this will minimise disturbance or nuisance to neighbours.
2. There will be no sales of tickets on site advertised. Checking of tickets will be done after the cars have parked and will be at the South East corner of the viewing field some 75 m from Gate 1.
3. All visitors will be instructed to leave the site immediately the performance ends and not be permitted to stay. This will be done through the exercise of pro-active measures so as to cause the minimum disturbance or nuisance to neighbours and to make the minimum impact upon the neighbourhood in relation to potential nuisance, antisocial behaviour, crime and disorder.
4. Stewards will enforce good behaviour where necessary.
5. The absence of purchased alcohol will substantially reduce the risk of unruly behaviour.
6. Serving soldiers are subject to military discipline at public military events and in any event would not wish to lower their unit's reputation. Retired service people's behaviour follows the same pattern.
7. All ticket holders will be provided with an information pack that will include provisions for litter disposal, pedestrian movement within the village, notice to leave quietly, not to sound vehicle horns and actions in the event of wet weather.
8. There is a comprehensive traffic management plan. This is with Cherwell DC.
9. Vehicle breakdown on the Highway. Provisions for recovery will be made by the vehicle owner via National/Local breakdown services. Where safe to do so, any broken down vehicle causing an obstruction within the limits of the village will be manually moved with the agreement of the vehicle keeper. Any vehicle broken down on a Highway (BDV) will be dealt with via the police fast roads policy and breakdown services.

Hours

1. The musical performance ends at 2130. The music programme has been arranged by one of the UK's top seven serving military conductors who will conduct the evening. The programme is timed for 45 minutes with a 30 minute break followed by a further 45 minutes.
2. Guests will be away from the confines of the village by 2215.

Noxious smells.

1. This is an outdoors event with no suppliers of fast food on the premises and none will be asked to provide a fast food service in the village.
2. No cooking will be allowed on the site by guests.

Litter clearance

1. Rubbish collection points have already been mentioned.
2. Stewards on the viewing site will conduct rubbish patrols all evening to ensure there is no flying litter.

3. Site rubbish clearance including the village streets will take place on Sunday 26th.

Light Pollution

1. There will be no glare from artificial light.

Protection of Children from Harm

1. Restricting access to adult entertainment. Not applicable as none of the entertainment content places any child at risk of morale danger or corruption.
2. Provision of children's areas. Not applicable as this is a dry event and children under 16 will be accompanied by an adult.
3. Criminal Records Bureau checks of staff looking after children. There is no provision as children are accompanied. Lost children will be taken to Event Control. There will be holders of current CRB licenses on site, licensed for Oxfordshire Education Authority and Independent Schools.
4. Proof of age card. Not applicable as no alcohol can be purchased on site.
5. Prevention of access to gaming machines. None on site.
6. Limit on the hours during which children can be present on site. Not applicable, the event is taking place within reasonable social and domestic hours.
7. Requirement to be accompanied by an adult. No child under 16 years will be allowed on site.

Yours sincerely

Charley Grimston

Presentation
Colonels Concert Charity Event
Armed Forces Day 25th June 2011
Finmere Parish Council
11th March 2011

Good evening ladies and gentlemen thank you for inviting me to your meeting this evening. Can I begin by telling you a little about myself?

I served 12 years with the 2nd Battalion Scots Guards and have been Pipe Major of the Scots Guards Association Pipes & Drums since 2004. My youngest son Robert (18) is serving with the 1st Battalion Scots Guards and spent last summer serving in Helmund Province. I will be performing in the proposed concert and am a member of the organising committee. I am a serving Police Officer with Thames Valley Police and as the Detective Inspector for Cherwell Local Policing Area have direct responsibility for crime management issues in your village. I first became involved in the idea of holding a concert here while I was helping to raise charitable funds for your Church appeal last September at the Old Rectory. I suggested to Charley Grimston that the grounds of his home provided a natural outdoor arena for a full band concert, never expecting that the Regimental Band would ever be made available to perform such an event. You can imagine my surprise when Charley informed me that the band was available, willing and the Regiment had agreed!

The aim of the power point presentation that I am delivering this evening is to give you sufficient information on which to base an informed, considered decision, allay your concerns and very much include the wider residents of the village in the proposed event. The presentation begins with a very quick recent history of the regiment, mission statement (including link to AFD), explanation of the Colonels Fund and its relevance to soldiering in the 21st century, the performance, and finishes with 4 slides covering the licensing provisions.

I have formal training and professional knowledge of the general provisions within the licensing objectives – General, Prevention of Crime & Disorder, Public Safety, Prevention of Public Nuisance and Protecting Children from harm. However I must make it clear am not here representing Thames Valley Police. I am here in the capacity of a private citizen who is giving up his time voluntarily for a cause that I passionately support along with Charley & Katharine, ALL the other performers, production committee, and crew. Who also have given up their time ability and experience freely. This is not a commercial venture, it relies on the good will of everyone concerned, commercial and individual sponsorship. To make this a commercial venture the audience numbers would need to be considerably more and the geography of the location simply does not lend itself to that size of event.

- Visual gallery/montage of Recent SG deployments – Reg Band, Pipes & Drums, Highald Dancers
- Audio – Theme to Gladiators (SG Regt Band), 79th farewell to Gibraltar (Band pipes), Regimental Marches (band & Pipes)

SLIDE 1.

“Mission Statement”

Show Support for the Armed Forces on National Armed Forces Day

- Practically through attendance and charitable donation
- Boost public support and appreciation for all those who serve and have served in Her Majesties Forces, visibly showing the Armed Forces and veterans they are valued, enjoying the respect and consideration of the community

Charitable Aims

- Provide direct support to the wounded and families of those killed in action.
- Encourage business to support military charities through sponsorship.
- Maintain sufficient funds within this service charity to pay for its increasing needs during a time of national financial austerity and reduction in service support.

Benefit the Local Community

- Opportunity to see and hear music from one of the world's finest military bands and Championship winning Pipes, Drums & Highland dancers
- Possibly the most prestigious Armed Forces Day event in Oxfordshire
- Give aspiration to students of music and dance
- Benefit local Charitable organisations
- Encourage involvement and integration between the services and local community

SLIDE 2

REGULATED ENTERTAINMENT LICENSING

Objective 1. Prevention of Crime & Disorder

The anticipated demographic make up of the expected audience would suggest the bulk age group is to be 30 to 70, compliant and unlikely to engage in deliberate criminal activity or public nuisance.

- **Drugs policies/notices** – This event is unlikely to attendees engaged in recreational substance misuse or the commercial supply of illegal substances as defined Under the Misuse of Drugs Act 1971. In the unlikely event of a casual disclosure a report will be made to the authorities in compliance with Common law
- **Membership of local Pubwatch Scheme** Not applicable. local Licensed premises will be informed of event and Neighbourhood watch co-ordinators will be informed via “ringmaster” system the event is taking place
- **Age Restrictions** All children below the age of 16 to be accompanied by an adult. (proof of age not required)
- **Bottle bans** Not applicable this is a dry event
- **#Law Enforcement.** Local Bicester Sector Inspector briefed. Request for Uniformed Special Constable and or Police Community Support Officer presence.

SLIDE 3

Objective 3. Public safety

- **Provisions of emergency lighting** There is no provision outside of lighting equipment held on site emergency vehicle (onsite First Aid). This event will take place and conclude during the hours of day light.
- **Accommodation Limit.** No on-site accommodation, no visitor camping.
- **First Aid Provision.** St. John Ambulance or other voluntary First Aid organisation to be on-site throughout the time the event is open to the public. Emergency medivac route, access and heli landing zone identified. Police, Ambulance and Fire Service notified and Traffic Plan including site map provided.
- **Number of attendees.** Audience limit of 1000.

SLIDE 4

Objective 4. The Prevention of Public Nuisance

- **Secondary glazing/soundproofing.** Not applicable.
- **Keeping music to reasonable level.** Non-amplified live acoustic music.
- **Litter Clearance.** Rubbish collection points provided on-site and provisions made for on site collection and clearance by volunteers and refuse collector.
- **Controlling noxious odours cooking etc...** Not applicable, no provision for on site concessions.
- **Not using external areas after certain time.** Public expected to be clear of site by 22.30hrs (10.30pm). Any site clearance, break down will take place during daylight hours.
- **Restricted hours that amplified music can take place.** No amplified music performance. Public address system will not be used after 10.00pm unless in the event of an emergency.
- **Keeping doors and windows closed while licensing being used.** Not applicable this is an outdoor event being undertaken during reasonable hours.
- **Notice asking patrons to leave quietly.** All ticket holders will be provided with an information pack that will include provisions for litter disposal, pedestrian movement within the village, notice to leave quietly, not to sound vehicle horns unnecessarily, actions in the event of wet weather.
- **#Traffic Plan.** Comprehensive Traffic plan, Stewards, no validation or selling tickets to persons in vehicle, off site or at entrances. Information packs giving specific parking instructions. On site vehicle removal (if necessary) will be provided by event organising team to include car parks.
- **#Vehicle breakdown on highway.** Provisions to be made by vehicle owners via National/local breakdown services. Where safe to do so any broken down vehicle causing an obstruction within the limits of the village will be manually moved at the agreement of the vehicle keeper. Any vehicle broken down on a Highway (BDV) will be dealt with via the police fast roads policy and breakdown services.

Not required under application for Premise Licence

SLIDE 5

Objective 5. The Protection of Children from Harm

- **Restricting access to adult entertainment.** Not applicable, none of the content places any child at risk of morale danger or corruption.
- **Provision of children's area.** Not applicable (dry event) Children under age of 16 years to be accompanied by an adult.
- **Criminal Records Bureau (CRB) checks of staff looking after children.** No provision as children accompanied. Lost children will be taken to Event Control. (Both myself and my wife hold current CRB checks through Oxfordshire Education Authority & Independent Schools). Other volunteers on site not named in this document hold similar accreditation.
- **Proof of Age card.** Not applicable, no alcohol can be purchased on site
- **Prevention of access to gaming machines.** Not applicable
- **A limit on the hours during which children can be present on site.** Not applicable, the event is taking place within reasonable social and domestic hours.
- **Requirement to be accompanied by an Adult.** No child under 16 years to be allowed on site un-accompanied.

SLIDE 6

Scots Guards Band – Colonel's Fund Concert
The Rectory, Finmere, Bucks - 25 June 2011

- | | | | |
|----|-------------|------------------|--------------------|
| 1. | March | Sarafand | Willcocks |
| 2. | Overture | Poet and Peasant | Suppe |
| 3. | Selection | James Bond | Barry arr Stirling |
| 4. | Cornet Solo | Share My Yolk | Webb arr Bosanko |
- Cornet Soloist – **WOII Band Sergeant Major Ralph Brill** - Scots Guards Band

5. Pipes and Drums The 'Craggs of Tumbledown' Riddell arr Gray

Pipe Set: Battle of the Somme, Skye boat Song, Itchy Fingers,
Glasgow City Police

Argyll Broadswords: Pieadbroch of Donald Dhu, Aspen Bank, Orange
& Blue, Braes O'Mar, High Road to Linton, Fairy Dance, Jock Wilson's
Ball, Kilt is my delight, Cock O' the North

Combined Amazing Grace arr Fairbairn

Featuring the Scots Guards Association Pipes and Drums
Pipe Major Steve Duffy

6. Film Theme from 'The Gael' arr MacDermott
Interval – 30 Minutes

- | | | | |
|----|---------------------|------------------------|-----------------|
| 1. | Big Band | Children of Sanchez | |
| | Chuck Mangione | | |
| 2. | Old Scottish Melody | Auld Lang Syne | Burns arr Wiley |
| 3. | Saxophone Solo | What a Wonderful World | arr Saucedo |

Saxophone Soloist – **Sergeant Tony Furzey** - Scots Guards Band

4. Band and Pipes 79ths Farewell to Gibraltar McKay arr

Pipe Set: Highland Wedding, Maggie Cameron, Thompson's Dirk

Pipe Suite: Steam Train to Mallaig McKinnon arr Duffy

Combined Highland Cathedral Michael Korb

Featuring the Scots Guards Association Pipes and Drums
Pipe Major Steve Duffy

5. Finale with Pipes 'Here's to the Heroes' Barry arr Jones
- Evening Hymn/Last Post Abide with Me arr MacDermott

Lone Piper
Regimental March
March Off

Sleep 'Dearie' Sleep
Hielan' Laddie
The Black Bear

Traditional
Traditional
Traditional

National Anthem

God Save the Queen

arr Brown

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Oxfordshire County Council
 Fire and Rescue Service
 West Cherwell Area Office
 Cope Road
 Banbury
 Oxon OX16 2EY

A W Foster
 Wellington Barracks
 Birdcage walk
 London
 SW1E 6HQ



Telephone: 01295 759030
 Fax: 01295 275451

Malcolm Jones
 Fire Risk Manager - West Cherwell

My Reference
 628/000/010/BB/JH

Your Reference

Date
 19th March 2011

This matter is being dealt with by Brian Butler

Direct Line 01295 759033

Email: brian.butler@oxfordshire.gov.uk

Dear Sir/Madam

**Licensing Act 2003
 No Adverse Comments from Fire Authority**

Name of Applicant	The Scotts Guards
Premises / Location	The Old Rectory Finmere Buckingham
Type of Licence	Application for a premises license

Based upon the information you have provided in connection with your application for a premises licence for the above named premises, and on the understanding that a full risk assessment (see paragraph below) will be/has been undertaken and any necessary actions carried out to resolve any identified shortcomings, **it is confirmed that the Oxfordshire Fire and Rescue Service have no adverse comments to make.**

In the meantime you are reminded that it is your responsibility to ensure an adequate degree of fire safety in your premises to ensure appropriate and reasonable levels of public safety.

Your attention is drawn to the legal requirement contained in the Regulatory Reform (Fire Safety) Order 2005 (see attached note) for the responsible person to make a suitable and sufficient assessment of the risks to which relevant persons are exposed.

Should you wish to discuss this matter, please do not hesitate to contact the Officer indicated.

Yours faithfully

Station Manager Brian Butler



INVESTOR IN PEOPLE

S:\Service Delivery\WestCherwell Area\Letters\2011\07
 Bicester\628000010 TheOldRectory LIC.doc



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Shaded sections, where possible, to be completed **BEFORE** being allocated to the individual undertaking the assessment. The rest to be completed by the officer undertaking the assessment. Attach AL 3 to the application form.



THAMES VALLEY POLICE

Premise Licence Application, Police Response

To be completed **BEFORE** :

24/03/11

Triage Categorisation

A/B/C

Name of premises		Address And phone number(s)	Name of applicant (individual or company)	Company name if different to applicant
The Old Rectory Regimental Band Concert		Finmere Buckingham MK18 4AR	The Colonels Fund Scots Gaurds	
Date application received & allocated to officer		TVP licensing officer dealing with application	Licensing Authority dealing with application	Inspector
Received				
Allocated				

Applicants correspondence address if different to premises	Date assessment process began	Date(s) contact made between licensing and applicant or other:		Other person acting on behalf of applicant
		Date	Persons	
Mr Charley Grimston 01285 849001				
	Date Responded 16/3/11			

*** Thames Valley Police have no objections or representations in regard to this application**

***delete as appropriate**

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MINISTRY OF DEFENCE

Defence Internal Brief

SERIAL: 2011DIB/13

DATE: 8 March 2011

ISSUE: **Armed Forces Day 2011**
 AUDIENCE: **All Service and Civilian Personnel**
 TIMING: **Routine**
 ACTION: **To be briefed for Information Only**



KEY POINTS:

- **This year Armed Forces Day (AFD) will be held on Saturday 25 June. Now in its third year, the aim of AFD is to boost public support and appreciation of all those who serve and have served in HM Armed Forces (serving personnel, veterans and cadets).**
- **The city of Edinburgh has been chosen to host the 2011 national event for AFD, and as with previous years, this will be complemented by a variety of community-led events in towns and cities across the UK.**
- **At a time of national financial austerity and reductions in Service manpower, AFD is a chance for the public to show their support and ensure that our Armed Forces get the recognition and gratitude they deserve.**
- **Further information on Service involvement, how Units can contribute and general involvement can be found in DIN 2010DIN09-008.**
- **Details of events planned at Edinburgh and elsewhere, as well as how you can show your support, are available on the AFD website: <http://www.armedforcesday.org.uk/>.**

DETAIL:

1. The aim of AFD, which is now in its third year, is to boost public support and appreciation of all those who serve and have served in HM Armed Forces. It provides an opportunity for the UK public to recognise the contribution that the Armed Forces (serving personnel, veterans and cadets) make and have made to the nation, and for the Armed Forces and veterans to know that they are valued and enjoy the respect and support of both the Government and the nation.

Commanders at all levels, especially those with public outreach responsibilities, are encouraged to engage with their contacts in the local community to foster maximum involvement in AFD activities to raise the profile of the Armed Forces. However,

given the current operational tempo and resource restrictions, it will be important to avoid activities that add significantly to the level of commitment for serving personnel. It is therefore intended to build on the success of the previous years' AFD, which were based on community-led events in towns and cities across the country, with a national event providing the focus for media engagement. Edinburgh has been selected as the host venue for the 2011 national event.

2. The national event in Edinburgh will provide a focus for national media coverage. However, there will be a range of other community-led events throughout the country; further details can be obtained from:

<http://www.armedforcesday.org.uk/>. The website will be continually updated with event listings as AFD draws closer.

3. Some of the activities to mark AFD this year include:

- **Fly the Flag for Our Armed Forces**

The Devolved Administrations in Scotland, Wales and Northern Ireland, together with the Regional Governments in England and every local authority in the UK, the Channel Islands and the Isle of Man will be again invited to fly an AFD flag ('Fly the Flag for our Armed Forces') during the week preceding AFD. In 2010 every local authority in Wales, England and Scotland and nearly all in Northern Ireland flew an Armed Forces Day flag. Flags will also be available to members of the public through Zephyr Flags www.zephyr-tvc.com.

- **Uniform at Work Day**

It is intended to hold a 'Uniform at Work Day' on Wednesday 22 June 2011. This would apply to all Service personnel who normally do not wear their uniform when on duty and it would involve encouraging all Reserve Forces personnel to wear uniform to work on 22 June 2011, where this is compatible with 2008DIN01-200 and local security considerations (see [JSP 440, Part 7, Section 1, Chapter 7](#)).

- **Wear Your Veterans Badge to Work**

In parallel with 'Uniform at Work Day', veterans employed at MOD Establishments are encouraged to wear their H.M. Armed Forces Veterans Badge on Wednesday 22 June. Promoting this concept will encourage others who are eligible to apply for their Veterans Badge and raise awareness in the workplace of the valuable contribution veterans continue to make after leaving the Armed Forces. More information and details of how to apply for the H.M. Armed Forces Veterans Badge can be found at www.veterans-uk.info.

Overseas activities and Defence organisations

4. The main purpose of AFD is to raise awareness of the Armed Forces among the British public and the focus for 2011 is to build on the success of the 2010 AFD activities in local communities across the country. Overseas Units and Defence organisations are encouraged to lay on events where they are able to do so, but only to the extent that they can identify funding from within their current budgets and the normal rules governing financial management and propriety.

TRAFFIC PLAN VERSION 4
ENDORSEMENT TO PARA 16.2
SUB PARA 5 "SURVEY"

The following should be inserted:

5. No horses, mounted or dismounted passed by Gate 1 or the junction of Mere Road and Valley Road.

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The Colonel's Fund Scots Guards Saturday 25th June 2011

Risk Assessment

Operation description
Persons at risk

Protection to 3rd Parties
Audience, Artistes, production crew, volunteers

Assessment date:
Location: Old Rectory Finmere

HAZARD	Assessment			CONTROL MEASURES TO REDUCE THE RISK	Re-assessment		
	S	L	R		S	L	R
Injury to visitor	2	3	8	Pre performance H&S briefing -Visitors informed on arrival of arrangements in place for emergency evacuation, assembly points, location of welfare and FA facilities. No go areas – backstage, stage surrounding boundaries. Visitor information pack.			
Injury to contractors	3	3	10	Competence assessment conducted by appointed contractors in compliance with activity engaged. Contractors to ensure adequate skills, training and relevant experience to carry out work. Contractors to carry own personal liability insurance, safe system of work, sufficient risk assessment of own activity.			
Injury to Artiste	2	3	4	Pre event H&S briefing to identified Artiste managers- Director Music, Pipe Major, Dance Principal. Pre performance brief - Arrangements in place for emergency evacuation, assembly points, location of welfare and FA facilities. No go areas – surrounding boundaries.			
Injury to volunteer/production crew	2	3	4	Pre performance H&S briefing. Arrangements in place for emergency evacuation, assembly points, location of welfare and FA facilities. No go areas – surrounding boundaries. Copy of event plan, individual role/responsibility brief.			
Slips/trips/falls				Plan route, avoid obstacles, ensure safe access/egress, do not run, and carry excessively heavy loads. Comply with instructions of stewards. Cables run in tidy manner. First Aid on site.			
Electrocution	4	1	4	Only current PAT tested equipment to be used. Check any electrical item for damage prior to use. Keep electrical equipment clean and dry.			

Severity (S)	Likelihood (L)	Multiply likelihood and severity
Catastrophic=5	Likely=5	
Death=4	Probable=4	
Major Injury=3	Possible=3	
Minor Injury=2	Unlikely=2	
No Injury=1	Very Unlikely=1	

Risk Ratings=

Risk Ratings (R)	
20 - 25	Very High Risk
12 - 20	High Risk
8 - 11	Medium Risk
1 - 7	Low Risk

Risk Assessment

Operation description
Persons at risk

Protection to 3rd Parties
Audience, Artistes, production Crew, volunteers

Assessment date:

Location: Old Rectory Finmere

HAZARD	Assessment			CONTROL MEASURES TO REDUCE THE RISK	Re-assessment		
	S	L	R		S	L	R
Fire	4	3	11	No smoking on site. Suitable Fire extinguishers to be available. No naked flames to be used by audience, artistes or crew. Waste disposal facilities provided.			
Overhead structure	4	3	8	Constructed in accordance with industry standards. Quality assurance conducted by designated contractor.			
Temporary structure	4	3	8	Constructed in accordance with industry standards. Quality assurance conducted by designated contractor.			
Traffic Collisions	4	3	7	Access/egress routes signed and controlled by stewards. Hi-vis vests to be worn at all times.			
Broken down vehicles	1	3	3	Responsibility of owner/keeper.			
Personal possessions and stored items				Audience to retain all personal items, not to leave any item unattended. No unauthorised access to backstage areas.			

Severity (S)	Likelihood (L)
Catastrophic=5	Likely=5
Death=4	Probable=4
Major Injury=3	Possible=3
Minor Injury=2	Unlikely=2
No Injury=1	Very Unlikely=1

Risk Ratings=

Risk Ratings (R)
20 - 25
12 - 20
8 - 11
1 - 7

Very High Risk
High Risk
Medium Risk
Low Risk

Risk Assessment

Operation description
Persons at risk

Protection to 3rd Parties
Audience, Artistes, production Crew, volunteers

Assessment date:

Location: Old rectory Finnmere

HAZARD	Assessment			CONTROL MEASURES TO REDUCE THE RISK	Re-assessment		
	S	L	R		S	L	R
Pedestrian traffic	4	2	7	Access/egress routes signed and controlled by stewards. Hi-vis vests to be worn at all times. Information pack supplied with pre-paid ticket. First Aid on site.			
Parking of vehicles	2	3	7	Vehicles directed by stewards and parked IN/OUT TIDAL FLOW. Hi-vis vests worn at all times. Information pack supplied with pre paid ticket. No validation of tickets, information given at any choke point.			
Crowd Control/Evacuation	5	3	10	Pre event brief and operation order supplied to all key personnel, stewards and production crew. Hi-vis vests to be worn at all times. Announcement via PA system. Loud Hailer announcement. Audience information pack with pre-paid ticket.			
Bomb Scare/explosion	5	1	15	Pre event brief and operation order supplied to all key personnel. Orderly and calm evacuation of all or part of site via Steward instruction. PA Announcements. Loud Hailer. Inform Emergency services.			
Suspicious package	5	1	12	Determine why suspicious. Inform Event Manager & Safety Officer. Clear immediate area if necessary.			
Environmental Hazard	1	1	1	No toxic/contamination substances associated with event. No risk to the water table or drains or watercourses. Waste collection points, litter clearance as part of post event break down, de-rig.			

Severity (S)	Likelihood (L)	
Catastrophic=5	Likely=5	Multiply likelihood and severity
Death=4	Probable=4	
Major Injury=3	Possible=3	
Minor Injury=2	Unlikely=2	
No Injury=1	Very Unlikely=1	

Risk Ratings =

Risk Ratings (R)	
20 - 25	Very High Risk
12 - 20	High Risk
8 - 11	Medium Risk
1 - 7	Low Risk

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FIRST AID RISK ASSESSMENT

Had a quote from another service provider? Compare it with ours >> QUOTE COMPARE << We will try to beat it!

Home - Company - First Aid Cover - Contact Us - Vacancies - Fleet - Pts - Links - Area - Risk Assessment - Email



Risk Assessment Tool

The following form is for guidance only. Medical Despatch will carry out a full risk assessment, free of charge, on request and provide an appropriate quote based on the industry recognised formula provided by The Health And Safety Executive - The Event Safety Guide. HMSO.

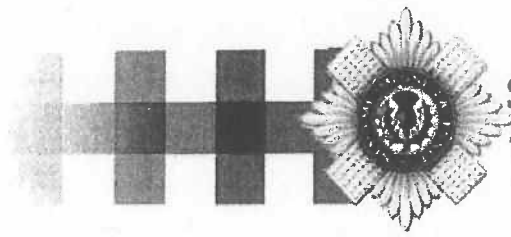
By using the form below you may obtain an estimated Risk Assessment total which will give an indication as to the level of cover required. Choose the options that best matches your event from each of the following sections A - K.

Risk:	Details:	
(A) Type of Event	Sports Event Track and Field	<input type="checkbox"/>
	Equestrian Event	<input type="checkbox"/>
	Boxing/Martial Arts	<input type="checkbox"/>
	Classical Performance	<input checked="" type="checkbox"/>
	Public Exhibition	<input type="checkbox"/>
	Pop/Rock Concert	<input type="checkbox"/>
	Dance Event	<input type="checkbox"/>
	Agricultural/County Show	<input type="checkbox"/>
	Marine	<input type="checkbox"/>
	Motorcycle Display	<input type="checkbox"/>
	Aviation	<input type="checkbox"/>
	Motor sport	<input type="checkbox"/>
	State Occasions	<input type="checkbox"/>
	VIP visits/summit	<input type="checkbox"/>
	Music Festival	<input type="checkbox"/>
(B) Venue/Location of Event	Bonfire/Pyrotechnic display	<input type="checkbox"/>
	New Year Celebration	<input type="checkbox"/>
	Indoor	<input type="checkbox"/>
	Stadium	<input type="checkbox"/>
	Outdoor in confined location e.g. park	<input checked="" type="checkbox"/>
	Other Outdoor, e.g. festival	<input type="checkbox"/>
	Widespread/public location in streets	<input type="checkbox"/>
(C) Standing/Seated	Temporary outdoor structures	<input type="checkbox"/>
	Includes overnight camping	<input type="checkbox"/>
	Seated	<input type="checkbox"/>
(D) Audience profile	Mixed	<input checked="" type="checkbox"/>
	Standing	<input type="checkbox"/>
	Full mix, in family groups	<input checked="" type="checkbox"/>
	Full mix, not in family groups	<input type="checkbox"/>
(E) Past history	Predominately young adults	<input type="checkbox"/>
	Predominately children and teenagers	<input type="checkbox"/>
	Predominately elderly	<input type="checkbox"/>
	Good data, low casualty rate previously (Less than 1%)	<input checked="" type="checkbox"/>
	Good data, medium casualty rate previously (1%-2%)	<input type="checkbox"/>
(F) Expected numbers	Good data, high casualty rate previously (more than 2%)	<input type="checkbox"/>
	First event, no data	<input type="checkbox"/>
	Less than 1000	<input checked="" type="checkbox"/>
	Less than 3000	<input type="checkbox"/>
	Less than 5000	<input type="checkbox"/>
	Less than 10,000	<input type="checkbox"/>
	Less than 20,000	<input type="checkbox"/>

	Less than 30,000	<input type="checkbox"/>
	Less than 40,000	<input type="checkbox"/>
	Less than 60,000	<input type="checkbox"/>
	Less than 80,000	<input type="checkbox"/>
	Less than 100,000	<input type="checkbox"/>
	Less than 200,000	<input type="checkbox"/>
	Less than 300,000	<input type="checkbox"/>
(G) Expected queuing	Less than 4 hours	<input checked="" type="checkbox"/>
	More than 4 hours	<input type="checkbox"/>
	More than 12 hours	<input type="checkbox"/>
(H) Time of year (outdoor events)	Summer	<input checked="" type="checkbox"/>
	Autumn	<input type="checkbox"/>
	Winter	<input type="checkbox"/>
	Spring	<input type="checkbox"/>
(I) Proximity to definitive care (A&E)	Less than 30 mins by road	<input checked="" type="checkbox"/>
	More than 30 mins by road	<input type="checkbox"/>
(J) Profile of definitive care	Choice of A&E departments	<input checked="" type="checkbox"/>
	Large A&E departments	<input type="checkbox"/>
	Small A&E departments	<input type="checkbox"/>
(K) Additional hazard's	Carnival	<input type="checkbox"/>
	Helicopters	<input type="checkbox"/>
	Motor Sports	<input type="checkbox"/>
	Parachute Display	<input type="checkbox"/>
	Street Theatre	<input type="checkbox"/>

Your Score: 12

SCORE	AMBULANCE	FIRST AIDERS	AMBULANCE PERSONNEL	NURSE	DOCTOR	NHS AMBULANCE OFFICER	SUPPORT UNIT
10-20	0	2-4	0	0	0	0	0
21-25	1	6	2	0	0	Visit	0
26-30	1	8	2	0	0	Visit	0
31-35	2	12	8	2	1	1	0
36-40	3	20	10	4	2	1	1
41-50	4	40	12	6	3	2	1
51-60	4	60	12	8	4	2	1



SCOTS GUARDS
THE COLONEL'S FUND

Registered Charity no 249900 | Scottish Charity no 38227

EVENT PLAN

“Colonels Fund Concert in the Park”

Presented by
The Scots Guards Organising Team

The Old Rectory, Finmere

ARMED FORCES DAY

25th June 2011

1. Introduction.....
2. General Information.....
3. Licence Type.....
4. Personal Licence Holder
5. Event Manager
6. Safety officer
7. Other Key Staff
8. Crowd management, stewarding guide
9. Passes & permits
10. Facilities for people with disabilities
11. Communication
12. Barriers
13. Temporary Structures
14. Stages
15. Electricity systems
16. Emergency Lighting circuits
17. Sound & Noise
18. Fire Safety
19. Emergency procedures and major incidents
 - Fire in any area
 - Bomb Threat
 - Suspicious packages
 - Serious Crowd disorder
 - Inclement weather
 - Evacuation
20. Traffic management
21. Medical/first aid provision
22. Lost Children
23. Sanitary accommodation
24. Waste Disposal
25. Fire safety
26. Sound & Noise
25. Itinerary
26. Build schedule
27. Appendices
 - 1. Event Risk Assessment
 - 2. Event method statement
 - 3. Radio allocation
 - 4. Electric certificates
 - 5. Power supply risk assessment
 - 6. Artistes risk assessment

1. Introduction

On the 25th June 2011 in the grounds of the Old Rectory Finmere there will be a military band Concert performing on layered stage from 19.30hrs until 21.30hrs. To complement the musical activity animation will be provided by Highland Dancers for certain pieces throughout the performance. This is an acoustic event planned to coincide with National Armed Forces Day. All proceeds will go to Charity.

2. General Information

Name of Event "The Colonel's Fund Concert"

Date of Event Saturday 25th June 2011

Venue The Old Rectory, Finmere Oxfordshire

Grid ref

Event times Gate opens 17.00hrs. Performance 19.30hrs till 21.30hrs

Cost

Estimated attendance 1000 by pre paid ticket

Audience profile

The audience profile is expected to be mid 30's onwards with family groups.

3. Licence Type

4. Personal Licence Holder

5. Event Manager

6. Safety Officer

Safe working practice will be adhered to during the fit up, Event de-rig in accordance with the Health & safety at Work Act 1974. The Management of Health & Safety at Work regulations of 1993 (amended 1999) and the event Safety Guide (purple guide HSG195) and safety guidance for Street Arts, Carnival, procession and large scale performances.

7. Other Key staff

NAME	LOCATION	RESPONSIBILITY

8. Crowd Management, stewarding and guarding

DAY	TIME	STEWARD	RESPONSIBILITY	COMMENT

9. Passes & Permits

There will be artiste, production crew and staff passes. Stewards will check passes on entry to dressing rooms and performance areas.

10. Facilities for people with disabilities

The needs of others in the planning and implementation of this event are a high priority. There will be persons on site with child protection training and CRB checked. Suitable access and egress points will be provided for people with disabilities.

Disabled parking will be available at Gate 1. Outer car park.

12. Communication

Communication will be by two way radio with a command/event management centre with multi channel facility.

The emergency channel shall be kept clear of normal traffic. Should an incident require the Event Manager to talk to a particular location or individual without interruption a channel switch instruction will be issued to the correspondent. On resolution all parties instructed to switch back to normal operation channel.

There will be a PA system for emergency announcements.

13. Barriers

14. Temporary structures

15. Stages

**** will provide hand over certificates. The provision of stages will be overseen by

16. Electrical System

A qualified electrician will set up as all electrical systems as necessary and he will be on site throughout the event.

17. Installation Certificates. Temporary installation certificates provided where necessary by contractors.

18. Emergency lighting circuits

There is daylight for the whole period of the event. The lavatories will be lit by the mains/generator.

19. Emergency procedures and major incident

Fire in any area

- Move people away from the fire in a calm and polite manner using announcement from PA or loud hailer using script for evacuation.
- Communicate by radio or in person the exact location of the fire to the event manager and safety officer use the code word "JACK FROST" and state location clearly. The event Manager & Safety Officer will call the Fire Service stating the location of the fire.
- Stewards on emergency (red routes) will be informed and if necessary a response team will be dispatched to walk emergency vehicles onto site and assist with crowd control.
- Tackle fire using appropriate methods ONLY if it is safe to do so and you have received fire safety training. **DO NOT TAKE RISKS**
- The event safety team will assess the implication on the continuation of the event and log of the incident will be made.
- **NO SMOKING ON SITE**
- In the event of a major incident primacy will be passed to the emergency services.

BOMB THREAT

Upon receipt of a bomb threat communicate directly to the event manager and safety officer using the code word "WARREN" and give exact location or nature of threat. Try to remember wording, background noise, accent, coded messages. Event Manager and safety officer will liaise directly with the police, assess the risk and determine what immediate action should be taken.

Suspicious packages

If a suspicious package is reported, pass this information to the Event Manager and safety officer stating exact location. Stewards will be deployed to clear the immediate area while risk assessed.

Evacuation may be necessary, police will be called and stewards will assist.

Crowd disorder

Stewards will inform Event manager. If necessary police will be called giving nature and location of disorder.

Inclement weather

The Event Manager will assess weather conditions with regard to crowd safety, site structures and electricity. In the event of inclement weather appropriate action to ensure crowd/artist safety will be implemented. This may include cancellation of the event if there are severe weather conditions. Inclement weather will also be monitored during the build phase. Special arrangements for working at height are in place.

Evacuation

It may be necessary to evacuate the whole or part of the site. The Event manager and Safety officer in consultation with the management team and emergency services will make this decision. Emergency services will take primacy. Stewards will be briefed and an announcement will be made and repeated over the PA and loud hailer systems using the following script:

ATTENTION PLEASE> ATTENTION PLEASE. FOR YOUR OWN SAFETY IT IS NECESSARY TO EVACUTE (NAME AREA TO BE CLEARED).

IT MAY BE NECESSARY TO INSTRUCT PEOPLE NOT TO RETURN TO THEIR VEHICLES AND TO LEAVE ON FOOT TO AN AREA DESIGNATED AND DIRECTED BY STEWARDS.

It may be necessary not to use one or more of the egress routes, this will be announced during evacuation address.

Stewards will calmly and politely assist in the evacuation. The area will be checked and handed over to emergency services. And a log will be made of the incident. The site is not large and the crowd numbers are not great. It should be possible to calmly evacuate a crowd of 1000 in approximately 4.5 minutes.

Staff rendezvous points

The RV for staff will be the backstage area, if this is not possible the.....

Emergency services OUTER RV POINT

Emergency services INNER RV POINT

RV for emergency services will be OUTER.....

INNER.....

20. Traffic Management

Please refer to traffic management plan attached

21. Medical First Aid provision

TBA

22. Lost Children - Information & Welfare

All children lost on site will NOT be removed from site by any person. Identified stewards will wait with the child and make local enquires to ascertain the

whereabouts' of the responsible adult. In the event of the adult not being identified or suspicion over the identity of the adult the Event Manager and Safety Officer will be informed and a decision to inform the police made. The child will be taken to the Event Command/control post.

Policy for stewards: (in accordance with the Children's Act 1989)

If you are approached by a parent/guardian

- Reassure parent/guardian and inform them of procedure
- Ask for a detailed description; name, age, height, build, clothing, distinguishing features, area last seen, circumstances, time
- Ascertain if child with any person relative, friend, group
- Ascertain where family/group has been during event

If you are approached by lost child

- Reassure the child, tell them your name and who you are
- Ask the child their name and family name if possible
- Report child to the Event Manager and safety Officer but do not give out details over any insecure radio network. If in doubt request switch to emergency channel. Use code word "MOTHER GOOSE"
- Find out where child last saw parent/guardian
- Remain with the child in the area you find them. If not collected after a reasonable time take to the Event Control/command post. **DO NOT REMOVE THE CHILD FROM THE SITE.**
- **Do not give out any description or child name in any public announcement.**
- **Remember child protection, use common sense and do not put yourself at risk of accusation. Do not take child to an area where you will be alone with the child, request additional steward to assist making sure there are two people dealing with one child. Do not use any inappropriate language or behaviour in the presence of the child.**

Refreshments & food – An evening meal in the form of ***** will be provided for Artistes, Production Crew, Staff at ****hrs at Bottled water will be available throughout the event.

DO NOT FORGET TO REPORT A CHILD HAS BEEN RE-UNITED WITH A PARENT GUARDIAN SUDDENLY TURN UP.

23. Sanitary accommodation

Event will provide ** multi sex port-a- loos located at. Backstage facilities will be at ****

24. Waste disposal

Removal of Waste produced by the Event

Will be undertaken by contractors and production crew

Normal Refuse from the site foot print

The event will not disrupt the normal refuse collection service in the area of the foot print.

25. Fire Safety

The Fire Service has been alerted to the event. *Their reference 628/00/010/BB/JH*

A Full Fire risk assessment has to be made see- Regulatory reform (Fire Safety) Order 2005

Natural fire breaks are to be identified.

Appropriate fire extinguishers will be distributed around the site and all stewards briefed with their location.

26. Sound & Noise

Noise abatement and pollution (Noise Pollution Act)

- **Neighbours have been informed**
- **Local residents have been informed**
- **Local Parish Council Consultation meeting held –presentation given to all interested parties**
- **Reasonable steps taken to prevent excessive noise on entry and departure. No rowdy or boisterous conversation expected on departure.**
- **Non amplified stage**
- **Noise NOT expected to exceed what might be considered reasonable and would NOT demonstrably effect quality of Life and will NOT be regular and prolonged. No exposure to any un-pleasant, damaging, or irritating noise above a certain level –harmful to human, wildlife or the environment in some way.**
- **None of the planned music has repetitive thumping or pulsating beats associated with amplified “rave” or festival music.**
- **The time parameters are restricted to a short 6hr window, does not start early or go on excessively into the night.**
- **Audience will receive information pack that includes resident sympathy instructions: Not to sound car horns un-necessarily at anytime, enter and leave quietly.**

All reasonable steps have been taken to inform neighbours what the event entails.

27. Itinerary

28. Build Schedule

Please refer to attached schedule

29. Appendices

1. Event Risk Assessment
2. Event Method Statement
3. First Aid Score Sheet

30. Co-ordinating Instructions

RELEVANT REPRESENTATIONS AGAINST APPLICATION FOR PREMISES LICENCE

Iain Helstrip	MK18 4AS
John & Barbara Taylor	MK18 4AR
Mr & Mrs WDW Smith	MK18 4AS
Mr and Mrs J Nicol	MK18 4AG
Chris and Andi Padbury	MK18 4AW
Jonathan Davis	MK18 4BE
Mr Robert Pope	MK18 4BE
Mr TJ and Mrs JR Pallett	MK18 4BG
Dr J and Dr M Mitchell	MK18 4AG
Mr and Mrs Angood	MK18 4AG
Mr and Mrs Paoli	MK18 4AG
Lance Baber and Kerrie Flaus	MK18 4DH
Lyn Randall	MK18 5DX
Jonathan Newman	MK18 4AP
Mrs A Bilbo	MK18 4AW
Patrick Hammerton	MK18 4AG
Peter and Joan Grimwade	MK18 4AT
Alan Cochrane	MK18 4BG
Roger and Jane Woodbridge	MK18 4AS
Joan Taylor	MK18 4AS
Mrs EM Wood	MK18 4BQ
Mr BV Wood	MK18 4BQ
Clive Birch	MK18 4AL
John and Barbara Cunningham	MK18 4AW
Patricia Hansom and Jonathan Greenough	MK18 4AT
Neil and Siobhan Corns	MK18 4AL
Dr Adrian and Mrs Anna Wood	MK18 4AD
Mr Frederick Lovejoy	MK18 4DH
Mr Stephen and Mrs Susan Trice	MK18 4AT
Mr RW and Mrs PJ Stephen	MK18 4AS
Mr M Kerford-Byrnes	MK18 4AJ
Mr H Jonos	MK18 4BW
Miss S Fuchs	MK18 4BW
Mr EJ Lane	MK18 4BW
Mrs J Lane	MK18 4BW
Mr P Webber	MK18 4BW
Mr M Govan	MK18 4BW
Mrs F Govan	MK18 4BW
Mrs M Dayer	MK18 4BW
Mr JL Dayer	MK18 4BW
Mr D Sweeney	MK18 4BW
Mrs A Sweeney	MK18 4BW
Miss A Sweeney	MK18 4BW
Mr RA Hook	MK18 4AS
Mrs Val Bennett	MK18 4AS
Miss Tina Doo	MK18 4AS
Mrs Nicky Helstrip	MK18 4AS
Ms C Applegate	MK18 4BE
Mr M Lambert	MK18 4BG
Mrs Lambert	MK18 4BG
Mr James Herman	MK18 4AT
Mrs S Harris	MK18 4AT
Mrs Ann Styles	MK18 4BG
Mr C Coggins	MK18 4BG

Mrs P Shear	MK18 4AL
Mrs Lynne Cooley	MK18 4DH
Mr Alan Maidment	MK18 4AT
Mrs Kirsten Maidment	MK18 4AT
Mrs B Moore	MK18 4AD
Mr J Moore	MK18 4AD
Mr M Stringer	MK18 4AD
Mrs AJ Stringer	MK18 4AD
Mrs E Jones	MK18 4AD
Mrs M Andreassen	MK18 4AD
Mr D Bowwing	MK18 4AD
Mr Simon Moss	MK18 4AD
Mrs Illa Moss	MK18 4AD
Miss Helen Dobson	MK18 4AD
Mr P Goss	MK18 4AD
Mr Vincent Rose	MK18 4BQ
Mrs Carol Rose	MK18 4BQ
Mr Peter Dix	MK18 4BQ
Mr Thomas Miller	MK18 4BQ
Miss Phobe Watkins	MK18 4BQ
Mrs Sandra Miller	MK18 4BQ
Mr Shane Bagby	MK18 4BQ
Mrs Helen Bagby	MK18 4BQ
Mr Joel Deleon	MK18 4BQ
Mrs Maria Pearson	MK18 4BQ
Mr Stuart Pearson	MK18 4BQ
Mr A Hirst	MK18 4BQ
Ms Fiona Darling	MK18 4BQ
Mrs Charlotte Goodrich	MK18 4AS
Mrs Phippa Everest	MK18 4AS
Mrs Kate Tompkins	MK18 4AS
Mr Paul Tompkins	MK18 4AS
Mrs Rita Lovejoy	MK18 4DH
Mrs Sheila Harkness	MK18 4AT
Mr Kev Stone	MK18 4BG
Mrs Sarah Stone	MK18 4BG
Ms Jacqueline Chelin	MK18 4BG
Mr Steven Wood	MK18 4AD
Mrs Kim Wood	MK18 4AD
Mrs Jane Freeman	MK18 4BG
Mr Monty White	MK18 4AW
Mrs Anne Streeton	MK18 4AW
Mr Les Brenner	MK18 4AW
Mr KC Jansz	MK18 4AR
Mr W Davis	MK18 4AP
Mrs S Tewbridson	MK18 4AP
Mr J Newman	MK18 4AP
Mr B Gibson	MK18 4AP
Mrs J Gibson	MK18 4AP
Mr P Conquest	MK18 4AR
Mrs S Barnes	MK18 4AR
Mr BC Bilbo	MK18 4AW
Mrs PA White	MK18 4AR
Mr C Tyack	MK18 4AW
Mrs C Jansz	MK18 4AR
Mrs J Furey	MK18 4AR

Mr B Furey	MK18 4AR
Mr I Tipper	MK18 4AP
Mr M Roberts	MK18 4AW
Mr D Hastings Barnes	MK18 4RP
Mr J Davenport	MK18 4AR
Mr M Morgan	MK18 4AR
Mr L Goodman	MK18 4AW
Ms C Agutter	MK18 4AW
Mrs D Newell	MK18 4AW
Mrs HM Sinclair	MK18 4AR
Mr GR Sinclair	MK18 4AR
Mr D Speicer	MK18 4AR
Mrs J Rush	MK18 4AR
Mrs J Hodgkinson	MK18 4AR
Mr P Hodgkinson	MK18 4AR
Mr C Miheu	MK18 4AR
Mr B Ferrey	MK18 4AR
Mr J Taylor	MK18 4AR
Mrs Claire Goodman	MK18 4AW
Mr Andrew Newell	MK18 4AW
Mr Tyler Malone	MK18 4AW
Ms R Holinska	MK18 4AW
Mrs Jackie Roberts	MK18 4AW
Miss K Bird	MK18 4AP
Mr V Coleman	MK18 4AP
Mr N Ridgway	MK18 4AP
Mr R Poncia	MK18 4AP
Mrs C Poncia	MK18 4AP
Mrs L Davenport	MK18 4AR
A Plunkett	MK18 4AP
Mrs D McEune	MK18 4AP
Mr A Wood	MK18 4AR

Stacey Walsham

From: John Taylor (john@jtay.co.uk) [jtay@btinternet.com]
Sent: 15 March 2011 00:01
To: Licensing
Subject: Premises License Application: The Old Rectory, Finmere - 25 June 2011

Head of Urban and Rural Licensing, The Licensing Authority,
 Cherwell District Council,
 Bodicote House, Bodicote, Banbury
 OX15 4AA

14 March 2011

Dear Sirs,

Premises License Application: The Old Rectory, Finmere - 25 June 2011

We understand that an application for a license for The Old Rectory, Finmere has been submitted for 25th June 2011 in order to stage a 'charitable event' for the Colonel's Fund of the Scots Guards.

We are totally opposed to this event being held in Finmere - a village location is highly inappropriate.

Our primary concerns are that the proposed event is likely to compromise Public Safety and will cause a Public Nuisance.

- **Safety** – With over 1,000 expected attendees the number of vehicles involved will be between 250 and 500. There is very limited parking at The Old Rectory and any spaces there are likely to be taken up by contractors, The Scots Guards, etc.

We understand that other parking arrangements have been made in a field at the junction of Valley Road and the Old Banbury Road – this will involve the attendees walking down Valley Road, past the junction with Mere Road to the village green. Finmere has very few pavements and, due to on-street parking which reduces road widths to a single lane; this route is highly dangerous at the best of times.

It is likely, particularly if there is inclement weather, that the attendees will park on the verges and grass in the village centre causing further danger, nuisance, annoyance and disruption. The roads in Finmere are too narrow for any additional on-street parking and only just allow the passage of agricultural and public safety vehicles at the best of times.

- **Nuisance** – Apart from the nuisance caused by having to accommodate up to 500 vehicles in the village there will be a other significant nuisances.

The Old Rectory is situated low down, beside the stream, in Finmere Village – it is near the Church and at the focus of a natural megaphone. Any noise there is naturally amplified and causes significant nuisance throughout the village and beyond. This was exemplified by a previous family wedding at The Old Rectory – imagine the effect of 1,000 attendees and a military band!

We understand that the proposed event will not be 'fully catered for' and involves an alfresco picnic. The 1,000 people will be expected to bring most or all of their own food. The street cleaning in Finmere is limited – usually about once a month. Any litter deposited by the charitable event attendees is likely to stay on the ground or have to be picked up by residents – that is unless it is cleared by The Scots Guards!

In summary, We fully support the Scots Guard charity but, for the reasons given, Finmere is an unsuitable location for this event and a license should not be granted.

John & Barbara Taylor

Belmont, Mere Road, FINMERE,
 Oxfordshire, MK18 4AR

08001

Stacey Walsham

From: Iain Helstrip [iainhelstrip113@btinternet.com]
Sent: 15 March 2011 16:12
To: Licensing
Subject: Premises Licence the Old Rectory Finmere

From:-
Mallows,
Fulwell Road,
Finmere,
BUCKINGHAM.
MK18 4AS

To:-
Attention of Head of Urban & Rural,
The licensing Authority,
Cherwell District Council.

Dear Sir or Madam,

I wish to oppose the granting of a premises licence for an event at the Old Rectory, Finmere on 25 June 2011. The grounds for my objecting are detailed below.

- Firstly, the plans as presented at the public meeting on Friday 11 March, clearly demonstrated that insufficient planning and thought had gone into the sighting of the car parks and the proposal for attendees to walk from these car parks down the roads to the proposed venue. There are no footpaths in Finmere, and this therefore will endanger the general public.
- The roads in the village are narrow, and are quite unsuited to the additional vehicle traffic that such an event will attract, especially given the point above further endangering the public as well as being a public nuisance.
- The proposal to have the bus and coach drop off in the lay by opposite the school, will become a public nuisance blocking the road.
- The proposed tidal flow of coach and bus traffic down Fulwell Road, is an accident waiting to happen and will be a public nuisance and could well endanger children who frequently pedal cycle on the roads in the village.
- Whilst I appreciate many people like the sounds of bag pipes, and military bands. I do not (my taste is more towards Leonard Cohen) and therefore the noise will represent a public nuisance to me.

I would therefore urge you not to grant permission for this event to take place in our village.

Yours faithfully,

IAIN HELSTRIP

Stacey Walsham

From: Jim Nicol [jim.nicol@dsl.pipex.com]
Sent: 16 March 2011 12:35
To: Licensing
Subject: Event Licence - The Old Rectory, Finmere. 25 June 2011

Mr J Nicol
Alchester
Mere Lane
Finmere
MK18 4AG

Tel (01280) 848301

16/03/2011

Head of Urban & Rural
The Licencing Authority
Cherwell District Council
Bodicote House
Banbury
OX15 4AA

PREMISES LICENCE APPLICATION – THE OLD RECTORY, FINMERE

I write in opposition to the Premises Licence Application by The Old Rectory, Finmere for an event to be held on 25 June 2011.

While having some sympathy with the aims of the event, it is being held to benefit a single organisation, The Colonel's Fund of the Scot's Guards, whose only connection with Finmere would appear to be the owner of the premises at which the event would be held. It has been stated that the event would be beneficial to "local charities" but it is difficult to see how this would come about as, according to the organiser's representative who attended a local meeting to discuss the proposal, none of the proceeds of the event will be going anywhere other than The Colonel's Fund. As an ex serviceman I prefer to donate to charities with a wider beneficial effect such as Help for Heroes, the RAF Benevolent Fund, SSAFA and of course the British Legion poppy appeal and if my life is to be subject to upheaval I would be more amenable to it if the beneficiaries were a charity such as those.

The event is to take the form of a brass band concert and bagpipe music with Scottish dancing. I am no great lover of music and particularly dislike the droning sound of bagpipes. My wife and I like to spend summer evenings quietly enjoying the peace and quiet of our garden. The proposed venue is at one end of a valley which runs along behind Mere Road funnelling the noise almost in a straight line to my house in Mere Lane, a distance of some 400 metres or so. It is hard to see that peaceful enjoyment of my property will be at all possible during the concert.

The proposed traffic plan, based incidentally on a local map which is outdated and doesn't show many of the residences to be affected, describes 2 car parks, 1 at the top end of Valley Road and the other in a field at the bottom of Mere Lane. It was stated at the meeting mentioned above that approximately 700 cars could be accomodated at the Valley Road site and up to 150 at the Mere Lane site. Later in the meeting it became apparent that one of the owners of the two fields comprising the Valley Road site had withdrawn his consent, reducing the capacity by half; the

Stacey Walsham

From: David Smith [wdwsmith.32@googlemail.com]
Sent: 16 March 2011 12:41
To: Licensing
Cc: Kerford-Byrnes Mike; Councillor Barry Wood
Subject: Premises Licence Application Finmere

Head of Urban and Rural,
The Licensing Authority, Cherwell District Council.

We write to lodge our objections to the proposed Charity Concert at the Old Rectory, Finmere on 25th. June, 2011. We would, however, like to make it quite clear that we do not have any objection whatsoever to the excellent Charity proposed.

1) Car parking is quite inadequate for the proposed 800 vehicles and particularly now in view of the fact that Mr. H. Thornhill has decided to withdraw his permission for parking of 400 cars on his land in Banbury Road. Mr. Grimstone's paddock which is entered in Valley Road is extremely rough and floods easily after rainfall as all the water from Fulwell Road (including the Mere Pond and stream) and Water Stratford Road enters from a newly built culvert into a totally blocked stream which has not been cleared of rubbish and silt for very many years. The suggested exit for cars into Mere Lane is totally unsuitable. At present there is not any vehicular exit and to create a suitable one, if permissible, would be difficult with such a steep ascent to reach the lane. The lane is only a dirt track which is kept in useable condition by the residents and such vast numbers of vehicles would cause considerable damage and great inconvenience on the day to those people living there.

2) Finmere is only a small rural village with narrow roads and is often difficult to navigate on any ordinary Saturday. There are not any footpaths on most of the roads and residents walking with children, prams, elderly people and dogs would be put in great danger and inconvenience with large volumes of traffic. Many houses do not have garages and it is necessary for a considerable number of cars to remain on the roadside. Furthermore many coaches disgorging up to 60 people will cause another serious problem as there is only one small drop off place and that is used by residents at the weekend.

3) With a population of only just over 330 people we consider that such an event in this tiny village would be totally wrong in view of the disruption it will cause to all the residents. There are many much more suitable venues locally where it would be welcomed and no doubt well supported

Mr. & Mrs. W.D.W. Smith, Chippings, Fulwell Road, Finmere, MK18 4AS.

organiser had no warning of this and had had no time to plan the alternative. It is possible that the Mere Lane field could be assigned more use. Even so the use of Mere Lane by 150 vehicles in a "tidal flow system", that is all going down the lane at the start of the concert and then all going back up again at the end, is problematical in the extreme. Mere Lane is an unmade bridleway which is in poor condition and is also very narrow at the bottom end where it is proposed the traffic turns off the lane into the field, exact location unknown as there is no existing access, and the surface is even less durable than at the top. The surface is patched by the residents to try and maintain it's useability. A single concentrated occurrence of at least 300 traffic movements is without doubt going to cause significant damage and adversely affect the residents' use of the lane which they try hard to protect.

In the dry summer months the dust raised by even a single vehicle is considerable, the very thought of the nuisance caused by a stream of cars going down the lane in the late afternoon and then a queue trying to get out at the top at the end of the day fills me with dread. Of even greater concern is the junction of Mere Lane with Mere Road. Mere Road is the Traffic Authority's preferred route into the village and the junction is on a corner with very poor sightlines totally unsuited to high density traffic of the order of 150 vehicles in a continuous stream such as at the end of a public event. It is worthy of note that a proposed development at Tingewick House which included access from a converted stable block on to Mere Lane was refused by Bucks County Council planners on traffic grounds and was subsequently modified to remove this access.

In summary I am strongly opposed to this event being allowed. It is of no benefit to the village of Finmere, it will compromise my right to peaceful enjoyment of my property, it will damage the surface of Mere Lane causing considerable public nuisance in so doing and there is a high probability of a traffic accident at the junction of Mere Lane and Mere Road.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J Nicol', written in a cursive style with a long horizontal stroke extending to the right.

J Nicol

Stacey Walsham

From: Andi Padbury [andi.padbury@yahoo.co.uk]
Sent: 18 March 2011 17:04
To: Licensing
Subject: Premises Licence Application

Dear Sir / Madam

Premises Licence Application - The Old Rectory, Fimmere

I am writing to ask you to refuse the above application for June 25th. Although I fully approve of the charity it supports, I strongly believe that Fimmere is not the appropriate place to hold this event.

From information received about the event, and from a presentation given by a member of the Colonel's Fund for Scots Guards, there are a number of issues that I would like to raise.

1. Car Parking. I believe that some cars (approx 150) are being parked on a field that sits in the heart of the village. This means that these cars will have to travel into the village to get to the field. As there are virtually no footpaths in the village, this extra number of cars will raise real safety issues, not just for adults, but also for all the children and horses that use these roads regularly to walk through the village.

We were told that cars would exit this field by Mere Lane. This is simply not sensible as anyone who has walked this extremely narrow, old lane will be able to see for themselves. 150 cars travelling this lane would be impossible, especially if wet as the field becomes a bog in the area near Mere Lane.

It was also mentioned that some cars (currently approx 300) will park in a field at the top of Valley Road. This means that these people will have to walk down Valley Road to the The Old Rectory, to gain access to the ground. Not only is this along part of the road that the extra 150 cars are going to be travelling, but the top end of Valley Road (where they will have to start their walk) is very narrow. As there are few garages along that road, people park their cars on the road. There is no footpath. And it is impossible to get side by side, a parked car, a travelling car and a pedestrian. This means that (regardless of any work by stewards) every time a person walks down the road, it will hold up the traffic travelling. The safety problems would be immense.

And we are unable to establish where the extra few hundred cars will park. In the village ?? Again no footpaths and cars parked in roads.

There was also talk of coaches. We were told that these would park at the bottom of Chinnals Close. If this is the case, these people would be disembarking the coach very close to where all the traffic will be turning into the field to park. Safety ?? Then we were told they would park in front of the school. Again these people will have to walk through the village along the same road as the traffic on its way to the field. And then I believe the coaches will be driving through all these people to get out of the village. Safety ??

Public Nuisance

Although we were told that this event would finish about 9.00 / 9.30pm, this is very late to have a large band playing virtually in the middle of the village. I would imagine it would take at least 30 to 40 minutes for people to return to their cars, parked in various places, and then at least an hour for all cars to leave the village. Given that on a normal Saturday night you may see 2-3 cars an hour go through the village at this time of night, the nuisance caused by this extra '700' cars will be unbearable.

As I mentioned at the beginning, I am not at all against that Charity. In fact, it was suggested at the Village Meeting that this event be held at Finmere Air Field, much more appropriate where people could support the event without causing any public safety to the village.

I therefore ask that you refuse this licence.

kind regards

Andi Padbury

08006

Stacey Walsham

From: Chris Padbury [chris.padbury@yahoo.co.uk]
Sent: 22 March 2011 10:54
To: Licensing
Subject: Premises Licence Application

Dear Sir/Madam,

Premises Licence Application - The Old Rectory, Finmere, 25th June 2011.

I write this letter to respectfully request you to refuse this application. I am fully in favour of the charity that the event supports but in my opinion the proposed venue is a totally unsuitable place to hold the event.

Given information that was presented to residents of the village by a representative of the Colonel's Fund for Scots Guards and other information received about the event I would make the following points.

Public nuisance

It seems that the event is scheduled to finish around 9.30pm. This is very late for a large band to be playing in the open air in what is virtually the centre of the village. Once the event itself has finished I estimate that it would take around 45 minutes for those attending to leave the venue and return to their cars which will be parked in various locations around and in the village. It would then take a further hour for all the vehicles to clear the village. With something in the region of 700 cars & possibly some coaches starting up and moving through the village it is not hard to imagine the disturbance & nuisance this will cause.

Car Parking & related safety issues

The proposal is that there will be various 'car parks' in the village. In one of those car parks it is proposed that approx. 150 vehicles will be accommodated. This particular car park is situated right in the heart of the village. It will mean that those 150 vehicles will need to travel into the village to reach the car park. This number of vehicles will raise serious safety issues as there are virtually no footpaths in the village and the roads are narrow & twisting. This will cause issues not only for pedestrians, adults & children, but also for any horseriders who regularly use these roads to walk through the village. We were informed at the public meeting that the 150 vehicles from this car park would exit via Mere Lane. Anyone who has walked this lane would tell you that this is simply not sensible as it is narrow, twisting and has an un-made surface. If weather conditions are adverse the field in which this car park is situated becomes boggy and it would be likely that the cars parked there could well become 'stranded'.

One other proposed site for a car park for a further 300 approx cars is situated at the top of Valley Road. This would mean that the people parking there would have to walk down valley Road to get to the venue. The top end of Valley Road is narrow and is a 'T' junction with the old Banbury road. This will not only be used by the people

walking to the venue from this particular car park, but will also be part of the route that the 150 vehicles using the other car park will travel. Not many of the properties on this part of Valley Road have a garage and, therefore, the residents have to park their cars on the road. There is no footpath. As I'm sure you will gather the potential for an extremely dangerous situation to develop on this part of Valley Road is enormous. Even with 'stewards' the safety problems are immense.

We have been unable to establish where the extra few hundred cars will park, but wherever it is it will only add to the seriousness for potential safety issues. All roads through the village are narrow, twisting and some with blind corners. Village residents' cars are often parked on these roads. There are few footpaths.

If there are to be coaches in addition to cars and we are told this is possible, this raises further safety issues. Originally, we were told that the coaches would park at the bottom of Chinalls Close which is virtually by the entrance to the venue and the proposed 150 vehicle car park. Passangers disembarking the coaches at this point would only add to the potential for disaster. We are now told that the coaches would drop off their passangers at the front of the village school. However, this would entail the people walking through the village along the same route as the traffic approaching the venue's car park. The coaches would then have to drive out of the village adding to the problems.

To sum up, I stress that I have no objection to the charity itself but I do have very serious concerns regarding the suitability of this particular venue for an event of this type, size & scope. I therefore respectfully ask that you refuse this application for licence.

Yours faithfully,

Chris Padbury

08007

Stacey Walsham

From: JONATHAN DAVIS [jonathan973davis@btinternet.com]
Sent: 19 March 2011 17:24
To: Licensing
Subject: Fw: SCOTS GUARD BAND CONCERT (FINMERE): 25 JUN 11

Jonathan Davis
077 3895 3410

----- Forwarded Message -----

From: JONATHAN DAVIS <jonathan973davis@btinternet.com>
To: licensing@cherwell-dc-gov.uk
Sent: Saturday, 19 March, 2011 17:22:59
Subject: Fw: SCOTS GUARD BAND CONCERT (FINMERE): 25 JUN 11

Dear Sir or Madam,

I should like to express my support for the proposed Scots Guards Band concert to be held in Finmere on Saturday 25 June 2011.

On hearing of the proposed concert I sought out the organiser, Mr Grimston, and went to meet him, I had not met him before. We talked through his plans and I raised some of the concerns that I had heard being aired by those against the project.

I specifically discussed: parking, traffic, litter, noise and drunkenness. Mr Grimston answered all my questions openly and honestly. Where my concerns were valid he agreed to address them.

Parking / traffic. Mr Grimston has organised offsite, edge of village parking within easy walk of the venue. Vehicular movement through the village will be limited to VIP and sponsor vehicles. There is alternative vehicular access which does not involve driving through the village. It is my understanding that this will be used for the majority of vehicles that need to access the actual venue. Edge of village parking has been organised with access that, again, does not require driving through the village. It is also my understanding that the parking facilities will be well signposted and marshalled by members of the Scots Guards who are giving up their time free of charge.

Litter. I pointed out that there were concerns about people dropping litter walking to and from the venue. The organiser accepted this and agreed to put in place a team of litter pickers.

Noise. The concert starts at 7.30pm and is scheduled to end at 9.30pm. Whilst the band can be loud there is no amplification so what noise there is should not be intrusive at all during the concert. There should be no noise at all after 9.30.

Drunkenness. I put this to Mr Grimston. I am satisfied that the type of audience attracted to a Regimental Band Concert is not likely to be the type to get very drunk and cause trouble. The target market is mature people and families who want to be entertained by one of the best Regimental Bands in the world accompanied by all the pomp and circumstance that comes with a concert by a band from the Household Division.

I could not attend the meeting held last week as I was not at home but have received mixed feedback concerning the events that took place which included a circular from Finmere Parish Council where it states 'at a well attended public meeting...' and door to door canvassing by those against the concert.

I take issue with these actions on two grounds:

1. The well attended meeting consisted of approx 40 villagers. The 1991 census shows a population of approx 300. There has been considerable development in the village since then; it would be reasonable to estimate the total population to be approx 500.

The attendance at the meeting probably represents less than 10% of those living in the village. Despite wide circulation advising of the meeting the turnout at shows a very large majority in the village have no strong feelings about the concert.

2. I had a representative of the 'no' campaign call on my door today. A few simple questions showed that he was completely unaware of the facts, the information given was both inaccurate and alarmist.

When I asked about parking the response was that he thought the fields identified by Mr Grimston were unavailable. He spoke about 500 cars driving through, and parking in, the village. The representative then asked me to sign a petition which I declined to do.

My concern is that if the representative of the 'no' campaign was so poorly informed and villagers based their decision on the information he provided, the petition is fundamentally flawed and is not a true reflection of the feeling of the villagers.

I can see no reason for opposing this event and urge you to allow it to go ahead. It will be an outstanding event on behalf of a truly worth while cause.

If you would like to discuss this with me, please feel free to contact on my mobile.

Yours sincerely,

Jonathan Davis
077 3895 3410

08008

Stacey Walsham

From: Rob Pope [rob@pope.nildram.co.uk]**Sent:** 21 March 2011 18:32**To:** Licensing**Subject:** Premises Licence Application for a Charity Concert, The Old Rectory Finmere, 25th June 1011**To:**

The Head of Urban and Rural Services
The Licensing Authority
Cherwell District Council
Bodicote House
Banbury
OX15 4AA

Dear Sir

Re: Premises Licence Application for a Charity Concert, The Old Rectory Finmere, 25th June 1011

As a local resident I wish to express my opposition to this proposed event. The village infrastructure and amenities are not capable of sustaining an event of the planned size, which if allowed to go ahead would attract risk to public safety and at least cause nuisance. There are many alternative venues in the local area that would be suitable.

Your faithfully,

Mr. Robert Pope
2, Kings Lodge
Old Banbury Road
Finmere
MK18 4BE

08009

The Head of Urban and Rural
The Licensing Authority
Cherwell District Council,
Bodicote House,
Bodicote
Banbury OX15 4AA.

T.J. and Mrs J.R. Pallett,
Pine House,
18 Valley Road,
Finnere,
Buckingham.
MK18 4BG.



17.03.2011

Dear Sir / M/s.

We are writing with regard to the Premises Licence Application for a charity event to be held at The Old Rectory, Finnere on 25 June 2011.


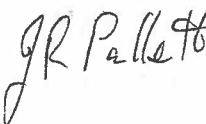
In no way do we object to the proposed visit of the Scots Guards to our village, in fact we would be most honoured and wish to compliment and support them on their objective to raise funds for such an honourable and worthy cause.

However, our prime concern for any village activity of this size is with the movement of possibly hundreds of vehicles and of the safety of our parishioners. Therefore we strongly feel that the proposed venue is not suitable.

However, we suggest that a far more satisfactory site which is worth investigating is an area on the adjacent old airfield where the parking and movement of vehicles would be more sensible and much safer.

We were informed at the recent village meeting held on Friday 11 March 2011 that if another site was put forward and accepted, the Scots Guards would then make a considerable charge for their attendance. This we find hard to comprehend as if they are willing to give their services free of charge for such a worthwhile cause on one site in this area why not if a safer location was approved within the locality would not this generous offer still hold good. If this is the case might we suggest that the Colonel be asked to reconsider this ruling.

Yours sincerely,


T.J. and J.R. Pallett 

08010

The residents of Mere Lane, south side
Little Tingewick
MK18 4AG

RECEIVED

22 MAR 2011

FAO Head of Urban and Rural
The Licensing Authority
Cherwell District Council
Bodicote House
Bodicote
Banbury
OX15 4AA

Friday 18th March 2011

Dear Sir or Madam,

RE: Premises Licence Application for The Old Rectory, Finmere, event date 25 June 2011

Whilst in full sympathy with the cause for which the above event is being planned, we, the residents of Mere Lane, South Side, would like to register our strong objections to the chosen venue of the Old Rectory, Finmere.

The proposed use of Mere Lane for access to one of the Old Rectory's fields, to be used as a car park – the plan refers to it as the 'Outer Car Park' – is ridiculous in the extreme. This could mean as many as 300 vehicles driving down the lane to get to or from the field. Mere Lane is not suitable for such heavy traffic for the following reasons (we have attached photos of the lane to illustrate our points):

- For most of its length, Mere Lane is single width.
- It is a no-through road that dwindles down to footpath and fields and is principally used by walkers and horse riders.
- The lane does not have a made-up surface, is full of potholes and can be extremely dusty/muddy, depending on the weather. We, the residents, do a little maintenance work on the lane, but it is not maintained by BCC (Buckinghamshire County Council) or CDC (Cherwell District Council). Any significant volume of traffic would churn up the surface and leave it in need of considerable repair work.
- The access into the field would involve putting in a full-width gate, which might set a precedent for more traffic use. Incidentally, would this require planning permission?
- We also doubt that the field will be suitable for parking, as the land here is boggy most of the year round. Vehicles could easily get stuck.
- A few years ago, BCC turned down a planning application from the developer of the Tingewick House site to create a new access onto the south side of Mere Lane for one of the houses he was building/renovating. The access was not allowed because of the lane's unsuitability to any increase in traffic.
- With this volume of traffic, we, the residents, would have severely restricted access to and from our homes and our children would be unable to play in the lane as they usually do.

In the wider picture, the whole village would suffer with such a large influx of day trippers. The village population is approximately 436. The concert is hoping to draw an audience of around 1,100.

The other proposed car park site, whilst on the edge of the village, could mean some 700 people walking down Valley Road to get to the event site. Valley Road is narrow, with no pavement, and residents need to park cars on the road, restricting it even more. Local traffic uses the road in both directions, making it dangerous for a large volume of pedestrians.

The use of the car parks is not mandatory, so Finmere could easily become a victim of excess on-road parking, causing a public nuisance. There could also be coaches coming up and down Mere Road and Valley Road, which include blind corners and bottlenecks.

We understand that there will be no use of amplification for the concert, but with a full military band playing, the noise will still be considerable, taking in the location of the venue. Of course, whilst some people might enjoy this type of music, it can be abhorrent to others. In the middle of summer at a weekend, when the residents wish to use their gardens, it would be a very public nuisance. The disruption to village life would not just be on the day itself, but also for days before and after the event, with lorries delivering and removing staging, toilets and all the other paraphernalia involved with this kind of event.

Finally, we are aware that The Old Rectory has applied for a premises licence in the past to hold wedding receptions - the application was withdrawn on the understanding that it would be refused. We are therefore extremely concerned that once a licence has been granted it would set a precedent for other events to be held at the Old Rectory on a regular basis; once a door has been opened it can be very difficult to close.

Yours faithfully,

G Angood. MR Angood

Mrs Glenys Angood and Mr Maurice Angood, Arabia, Mere Lane

Eva Paoli Jan Paoli

Mrs Eva Paoli and Mr Jan Paoli, Stop Gap, Mere Lane

L. Nicol

Mrs Lucie Nicol and Mr Jim Nicol, Alchester, Mere Lane

Michael Mitchell John Mitchell

Dr Michaela Mitchell and Dr John Mitchell, The Thatched Cottage, Mere Lane

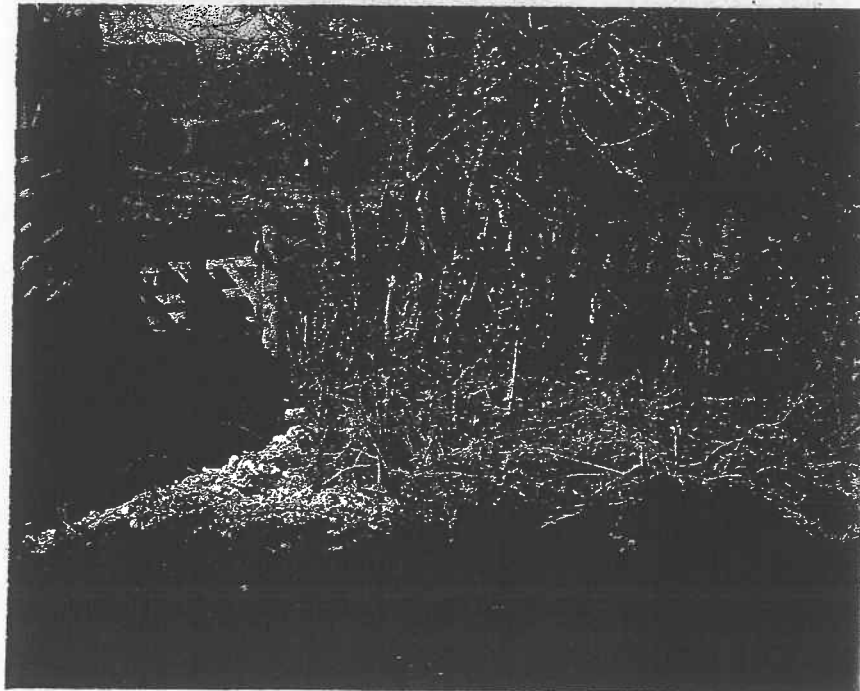


Potholes
in the lane
at its
widest point.
Residents
fill them in.



Here lane
dwindles
to footpath.
This is not
a road in
the usual
sense!

Existing gate
to 'outer
car park'
- single
width for
horse riders
& walkers



To
Head of Urban and Rural
The Licensing Authority
Cherwell District Council
Bodicote House
Bodicote
Banbury, OX15 4AA

RECEIVED

22 MAR 2011

Arabia, Mere Lane,
Little Tingewick
Buckingham
Bucks
MK18 4AG

20th March 2011

Dear Sir/ Madam

I am writing to inform you of my total objection to the Premises Licence Application at the Old Rectory, Finmere, event date 25th June 2011.

Mere Lane, which is noted as the access /exit point for one of the car parks, is completely unsuitable for this use. Most of it's length is single track with many potholes in the stone and dirt surface. The visibility where it joins Mere Road is very poor. The number of cars using the car park would disrupt the use of the lane for the residents of the eight houses.

The other proposed car park will involve 500 to 1000 people walking down Valley road to the site entrance. Valley road is narrow with no pathway and is used by residents cars and through traffic. This would constitute a hazard to public safety.

The noise of a full military band playing on a Saturday in the height of summer when the villagers would be enjoying their gardens in the serenity of a village atmosphere would surely be a Public Nuisance.

The big worry for the residents of Finmere is that granting a licence would set a precedent for the site to be used on a regular commercial basis which would make life intolerable for the entire village.

Yours Faithfully

M.R. Angood

The Thatched Cottage,
Little Tingewick,
Buckinghamshire,
MK18 4AG.



Email: jrdm1365@hotmail.com

21st March 2011.

Head of Urban and Rural,
The Licensing Authority,
Cherwell District Council,
Bodicote House,
Bodicote,
Banbury,
OX15 4AA.



Dear Sir / Madam,

We, as Interested Parties, are very concerned about the application for an events license from Mr Grimstone at the "Old Rectory", Finmere. Setting aside the problems for the rest of the village, the idea of using Mere Lane as access to the proposed car park for the event is not a good one.

Mere Lane is a very narrow and steep unsurfaced road which is unsuitable for heavy traffic. It is very slippery in the wet and it is easy to skid on the loose surface in the dry. If this plan were implemented we are sure that some vehicles would be unable to tackle the steep and slippery incline. This would cause an obstruction as there is no verge onto which a broken down or stuck vehicle could be moved to. The proposed "outer car park" is extremely boggy and we envisage great difficulties in getting parked cars out at all. The lane is not Council maintained and the residents' attempts to keep the lane in good order would doubtless be undermined by the usage which Mr Grimstone suggests.

In addition we are concerned about safety on the lane. Mere Lane is a no through road and most of the houses have no gates. Our children are used to running in and out with no fear of traffic and all the children play happily in the lane. If a gate were to be installed at the bottom of the lane it would no longer be a no through road and we fear that in addition to the huge volume of traffic using the lane in connection with the proposed event, the nature of the lane would be irrevocably changed.

More generally, we have great concerns about toilet provision and litter collection, neither of which have been adequately addressed in the proposals. The event attempts to circumvent licensing procedures by declaring itself "dry". However ticket holders are, we

believe, intended to bring picnics which will most certainly not be abstentious, requiring adequate toilet facilities and potential for unruly behaviour and littering.

In summary, we suggest that Mr Grimstones plans are ill conceived and we request that the Premises License Application at the Old Rectory should be rejected.

Yours faithfully,

Two handwritten signatures in black ink. The signature on the left is written in a cursive style and appears to read 'John Mitchell'. The signature on the right is more stylized and appears to read 'Michaela Mitchell'.

Drs John and Michaela Mitchell

08013

Stacey Walsham

From: Lance Baber [lance@juststuf.com]
Sent: 22 March 2011 09:53
To: Licensing
Subject: Premises Licence Application at The Old Rectory - 25 June 2011

Dear Sir

I write on behalf of myself and my partner, Kerrie Flaus, residents at The Squirrels, Mere Lane, Finmere, following the recent parish council meeting, called to discuss the above event.

Whilst I think I can safely say that the village was fully supportive of the Scots Guards charity event, it was equally clear that the choice of location, when a good number of more suitable local venues could have been approached, was not. The event representative suggested that the Scots Guard band would only play the Charity event for free, if it was held at the Old Rectory, and I think that should tell you all you need to know about the specific agendas behind this application.

There are numerous issues that make Finmere inappropriate for such an event and the failing of an event/premises application in 2008 provides testament to that.

Although the event representative changed his story on three occasions, what was clear was that Mere Lane was to be used for access, whether that was one-way in, one-way out or both in and out. Either way the Lane is totally inappropriate for such vehicular traffic as it is an un-adopted, dirt road that is full of pot-holes with an incline, that when wet, is difficult to navigate. I also believe that the field, designated for parking and access, is also not suitable as it is not flat enough for cars and is very often wet. The dirt road will be damaged beyond its current very poor state and this access will be damaged to the detriment of the residents.

The lane and village is not suitable for numerous cars and this will cause a potential hazard for the many children that play in the lane and in the village, which again is not acceptable. It is also not acceptable, particularly as a designated field / car park has been withdrawn from the proposal, which incidentally made use of a map of the area that was over 30 years old and did not show all the houses down Mere Lane, for village residents to be inconvenienced by so much traffic, people, street parking etc on the day.

I understand from the organisers that all marshalling and clean-up operations will be handled by volunteers which, I believe, will result in haphazard control of traffic and people and potentially non-satisfactory clean-up operation which will leave us. I believe that this does not provide any real control of people and with so many people in the village the opportunity for petty and more serious crime is increased.

Lance Baber & Kerrie Flaus

The Squirrels
Mere Lane

22/03/2011

08014

Stacey Walsham

From: Lyn Randall [lyn.randall@tiscali.co.uk]
Sent: 22 March 2011 16:25
To: Licensing
Subject: Licence - Event date 25th June 2011

FAO Ms Natalie Barnes

Scots Guards Colonel's Concert
The Old Rectory, Finmere

The details of this application have come to our attention in the neighbouring Buckinghamshire village of Water Stratford (about 2miles from Finmere).

Whilst we have no particular concerns about the event itself, which is in a most laudable cause, the traffic plan provides for coaches to be directed through Water Stratford (point 2.2). We have misgivings because our village street, in which motor cars park, is narrow and has a tight narrow bend at the south end. It is for this reason that there is an official sign, where the Water Stratford Road turns off the A422, that states that the road is 'Unsuitable for heavy goods vehicles'.

There is no indication as to how many coaches might be involved but at 3.4 the Plan states that 'At present, there are no plans to sell or offer any coach packages.' This leaves matter open for any number of coaches eventually to be directed through Water Stratford. More than just a very few coaches through the village has the potential to cause problems and disturbance.

I make this submission so that you may take account of all relevant issues in considering this licence application.

L. Randall

Clerk to and member of the Water Stratford Village Meeting Committee
Farrier's Cottage MK18 5DX 01280 848205

08015

Stacey Walsham

From: Nathalie Dyson-Coope [jitbandnc@sky.com]
Sent: 22 March 2011 16:52
To: Licensing
Subject: Formal representation: Premises License Application for 'The Old Rectory', Finmere, Event
 Date 25th June 2011

I am writing to you regarding the Premises License Application at 'The Old Rectory', for an event the owners wish to hold on the 25th June 2011. I have grave reservations as to the suitability for the site to host such an event. I am making a formal representation to you to underline my total opposition to the event being held in this village location for the following reasons.

- The numbers expected to attend the event are between 500-1000 people. This will mean a similar number of vehicles passing through the village in a high concentration. I live opposite Finmere primary school, at 3 o'clock the roads in the village, Mere Road especially, become blocked with parents collecting their children. That number of vehicles is approximately 30-40 cars. This proposed event raises huge public safety and road safety concerns. The village infrastructure is simply not capable of supporting this volume of traffic.
- Almost all of the roads within the village do not have pavements. One of the proposed car parks is some distance from the venue and will require people to walk along the road. Combined with the very high levels of traffic I have mentioned, this again raises questions of public safety to both the residents of the village and guests of the event.
- Both of the proposed car parks are overlooked by residential housing. With the numbers of vehicles attending the event these will become a clear public nuisance to the local residents especially at the end of the event, late in the evening with everybody trying to leave at once.
- I am a home owner in Mere Road. My property backs onto one of the proposed sites for a 'car park'. This 'car park' is a field which has underground drainage running across it and overhead power lines spanning the field. Because this is a farmers field and the ground is unsuitable for large volumes of traffic and it's use as a car park, these amenities will need to be moved to prevent damage to domestic supplies in the area and secure public safety.
- The large number of people attending the event raises questions of security for residents of the village. Crime, disorder and anti social behaviour are more likely in areas where there is low levels of policing or security staff, non-existent or poor street lighting and no obvious security deterrents. More often than not, petit crime is not premeditated but opportunistic.
- The event intends to host a band. Noise pollution is a serious concern to the residents as this is a very quiet village and the event will run on late into the evening.

I hope much thought is taken over this decision and my points discussed. The village and it's residents will be severely disturbed if the proposals for this events licence are agreed to by the council.

Yours Sincerely

Jonathan Newman
 15 Town Close
 Mere Road
 Finmere
 MK18 4AP
 01280 848078

Mere Road,

OB016

Finnere,

Buckingham.

MK18 4AW

21st March, 2011

Head of Urban and Rural,
The Licensing Authority,
Chesham District Council,
Briarcliffe House,
Bodicote,
Banbury. OX15 4AA.



Dear Sir,

re: Premises Licence Application - Finnere
25th June, 2011

An admirable cause; however, anyone with any knowledge of this small village will realize this venue is wholly unsuitable for such an event.

The village roads are narrow, many without pavement or even grass verge, and any additional vehicular movement of this degree would create a serious public safety problem.

Yours faithfully,

Aunty Bilbo

(Mrs. A. Bilbo)

08017

Stacey Walsham

From: Pat Hammerton [pat@caai.net]**Sent:** 23 March 2011 08:41**To:** Licensing

To whom it may concern:

I write with reference to the application for a license to hold an event at the Old Rectory Finmere on Saturday 25th June 2011.

I am writing to you as I am concerned that the increase in traffic that this event will bring could put our community at risk specifically:

The main road junction on the borders of Finmere and Little Tingewick, where the Banbury Road, Mere Road, Mere Lane and the Red Lion Car park join the main road between Tingewick, Finmere and the bypass. This is already a dangerous junction with motor vehicles and motor bikes speeding round the sharp bend on the apex of this junction.

I and others have on several occasions raised the matter at both Finmere and Tingewick parish council meetings hoping to persuade them to put pressure on the highway authorities of Buckinghamshire and Oxfordshire to find a way to slow the traffic down, a roundabout has been suggested but to no avail. The buses to Bicester, Brackley and Buckingham also stop at this road junction, they are too big to go through Finmere village. So any increase in traffic even for a day is to be avoided. An additional safety issue is that on a typical summer Saturday afternoon, the village children are quite likely to be walking or cycling on the roads (few pavements), even one hundred extra cars and coaches trying to access a venue in the heart of the Finmere will put these kids at risk.

Whilst I support the charity the venue is unsuitable.

Yours faithfully
Patrick Hammerton

Patrick Hammerton, Fairview, Little Tingewick, Buckingham, MK18 4AG, Tel: +44 1280 847068,
Email:pat@caai.net

08018

Stacey Walsham

From: Peter & Joan Grimwade [pjpg2@btinternet.com]
Sent: 23 March 2011 10:46
To: Licensing
Subject: Premises Licence Application, The Old Rectory, Fin mere. 25th June 2011.

Dear Sir

We are opposed to the application of a Premises Licence for an event to be held at The Old Rectory, Finmere on Saturday 25th June 2011.

Finmere is a small village with only two roads which are narrow with blind bends and very limited pavements completely unsuitable for an event where it is anticipated that there will be up to 800 cars and over 10000 people attending.

The traffic plan submitted is inaccurate as it is out of date and does not show developments that have taken place over the last few years. These house will be badly affected by the number of cars and people through the village..

The traffic plan states that gate 2 is to be accessed via Mere Lane which is an unadopted,unsurfaced track forming the boundary between Oxfordshire and Buckinghamshire with no vehicular to the proposed car parking area. It is understood that the owner of the Old rectory proposes to make a gateway from the field to Mere Lane.Surely planning permission is required for this gateway to be made.

We understand that the Band and some people will be arriving by coach but there is confusion in the traffic plan as to where the drop off and pick up points will be. The roads are not wide enough to have coaches dropping passengers near the two entrance gates.

We are also concerned about public safety with so many cars and people using the narrow roads in the Village as there does not appear to be any police in attendance to control the crowds only Stewards within the car parks.

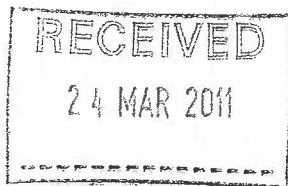
We ask the Licensing Committee to take into account our concerns and reject this application.

yours Faithfully

Peter and Joan Grimwade

Glebelands
Water Stratford Road
Finmere

08019



25 Valley Road
Finmere
Buckinghamshire
MK18 4BG
23rd March 2011

Dear Sir/Madam

Ref: Premises Licence Application
25th June 2011
The Old Rectory Finmere

As residents of Finmere whose home is virtually opposite the entrance to the the Old Rectory we write as a family to express our strongest opposition to the granting of a licence on the above date.

The reasons why we oppose the granting of this application are listed below but we must first clearly and categorically state we have no issue with the cause in whose case the event is being held (the Colonel's Fund of the Scots Guards) all our concerns are reserved for and relate to the unsuitability of the venue for the event.

The venue is unsuitable because it is entirely in the wrong location to host an event of the proposed size. Situated as it is in the middle of a rural environment serviced by minor roads with its entrance off a junction the venue is not suitable – the volume of traffic entering and leaving the event onto these roads will present risks to public safety.

The roads to the venue contain parked cars from the families whose homes are on Valley and Fulwell Road this means there are no unimpeded access routes which in turn will result in vehicle build ups causing noise and fume pollution. These pollutants will not disperse easily and the noise will reverberate because they will each occur in a low lying and sheltered area. As well as the public nuisance vehicles will cause entering and leaving site there will be further problems caused by noise and light pollution from the site itself. We know this will occur because we have suffered previously having been prevented from sleeping because of disturbance from the site; situated as it is such a short distance from ours and other homes in the locality.

Finally we have a right to the peaceful enjoyment of our property. The significant volumes of traffic movements both towards, on, around and then off site will create increased noise, light and fume pollution which will breach these rights.

The proposed venture is entirely unsuitable for the reasons stated above and we therefore repeat our firm opposition. We therefore strongly urge that the application is turned down.

From and on behalf of the Cochrane Family

Alan Cochrane

OBOZO

Head of Urban and Rural Services
The Licensing Authority
Cherwell District Council
Bodicote House
Bodicote
Banbury OX15 4AA

23rd March 2011

Dear Sir,



Premises License Application
The Old Rectory, Finmere
25th June 2011

Objection.

We the undersigned, wish to register our objection to the above application, on the following grounds,

1. Finmere cannot cope with the suggested traffic volumes associated with this application.
2. Safety of children and adults, as we have no footpaths to enable the residents to avoid the cars and coaches expected.
3. Safe and quick access for emergency services. [a previous application was turned down because of the lack of safe and adequate access
4. Extreme noise pollution, causing a nuisance.

Whilst we appreciate the charity cause, Finmere is most certainly NOT the place to hold such an event and other venues are better suited.

Yours sincerely,

R. Woodbridge . J. Woodbridge . J. Taylor

Roger Woodbridge
Jane Woodbridge
Joan Taylor

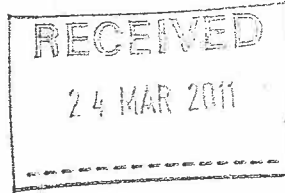
'Flueli' Fulwell Road Finmere MK18 4AS England
Tel:01280-847236 e mail:aileron@aileron.plus.com

08021

Mrs E M Wood
16 Chinalls Close
Finnere
Buckingham
MK18 4BQ

24 March 2011

Head of Urban and Rural Services,
The Licensing Authority,
Cherwell District Council,
Bodicote House,
Bodicote,
Banbury, OX15 4AA



Dear Sir

Re: Premises Licence Application for Event at Old Rectory, Finnere on 25 June 2011

I wish hereby to formally object to the above mentioned Premises Licence Application.

The grounds for my objection relate to non compliance of the application with three of the four licensing objectives, namely:

- a. Public Safety.
- b. Public Nuisance.
- c. Protection of Children from Harm.

I submit the following for consideration by the Licensing Sub Committee when the application comes before it for determination:

- a. Quantity 36 photographs of Finnere.
 - b. A Street Map of Finnere.
 - c. A 2008 Oxfordshire County Council (the Highways Authority) assessment of the nature and condition of the village roads in Finnere.
- I submit that this is a material consideration in the case, in relation to

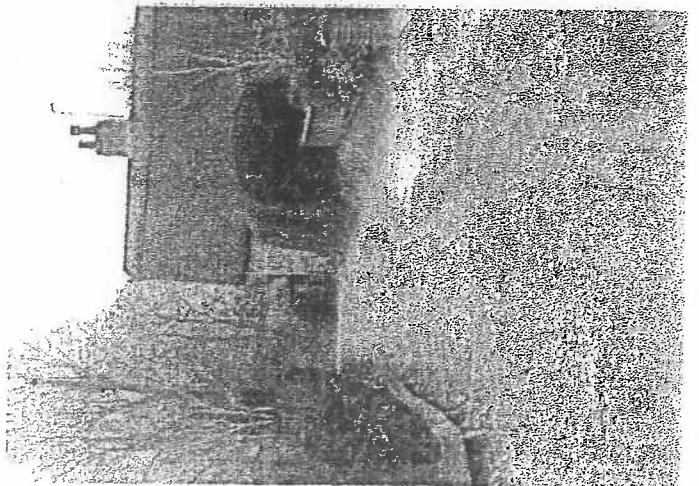
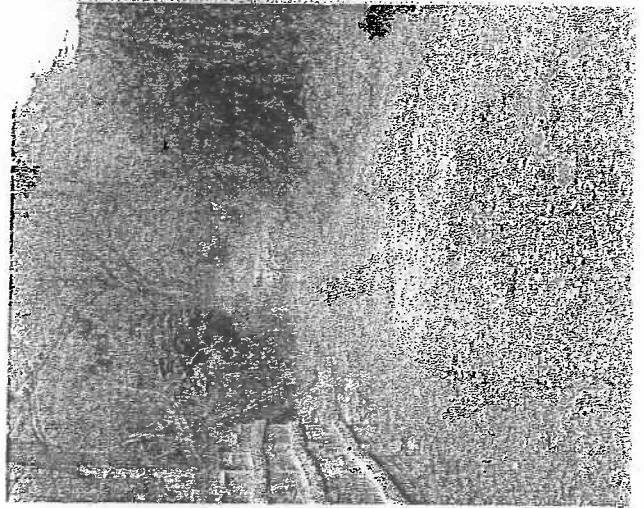
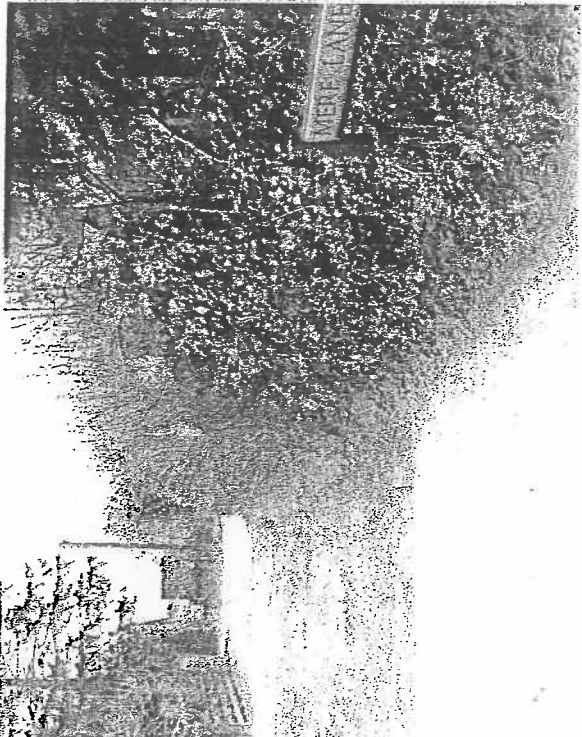
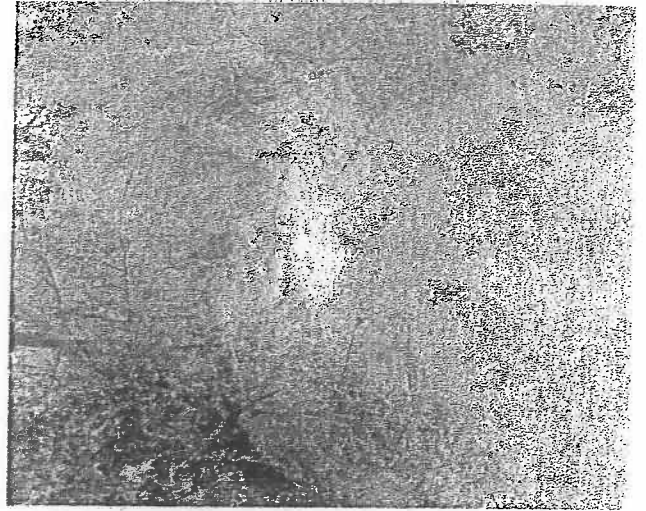
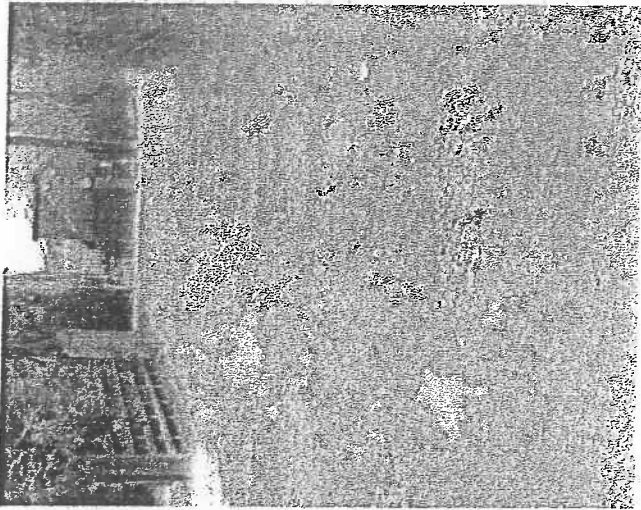
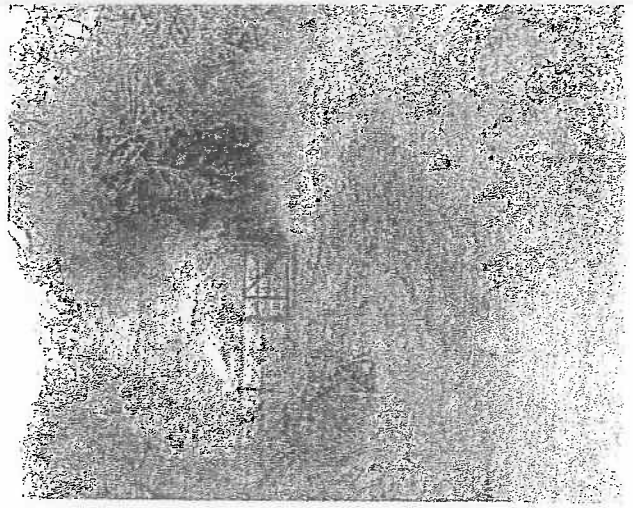
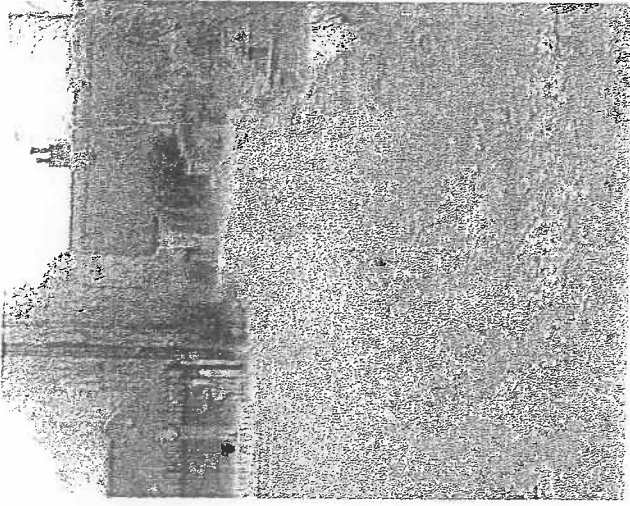
the Prevention of Danger to the Public, the Prevention of Public Nuisance and the Protection of Children from Harm. Furthermore, I cite the "Legal Status" advice for Licensing Authorities given on Page 12 of the Guidance Issued under Section 182 of the Licensing Act 2003, which clearly states that the Licensing Authority can give consideration to other scenarios or set of circumstances and may depart from the Guidance if they have reason to do so, as long as they are able to provide full reasons. The enormous risks to both event visitors and village residents alike posed by the quadrupling of vehicle movement numbers in the centre of a small rural community with an unsuitable road network, make it imperative that the opinion of the Highways Authority be taken into account. The Licensing Authority in promoting the licensing objectives, clearly has leeway to do this under the rules and indeed has a duty of care to take this approach in this case.

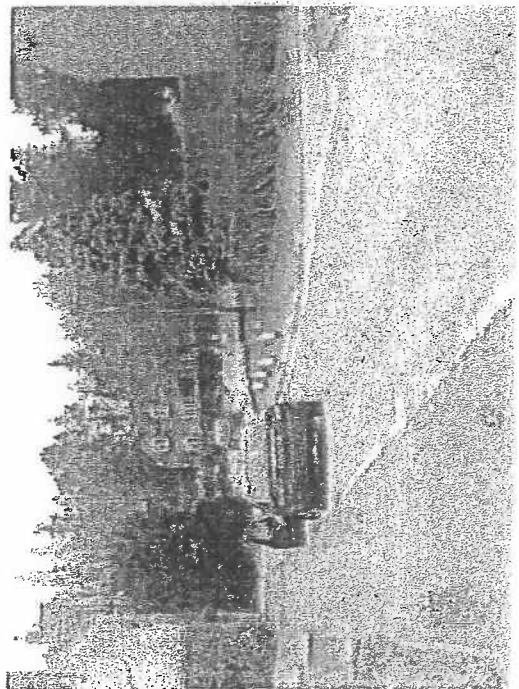
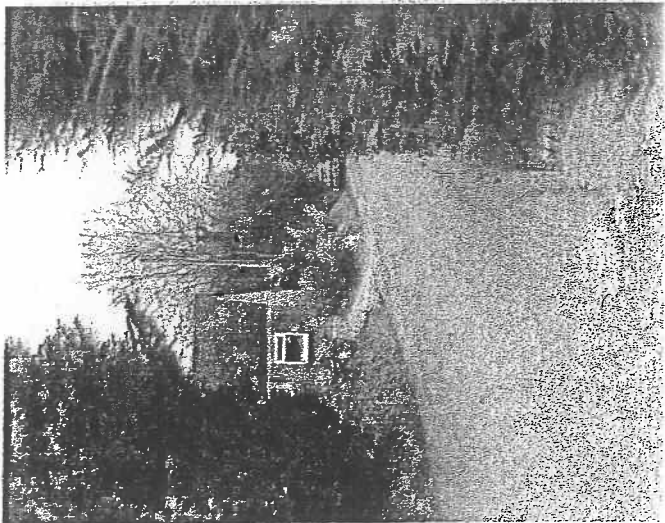
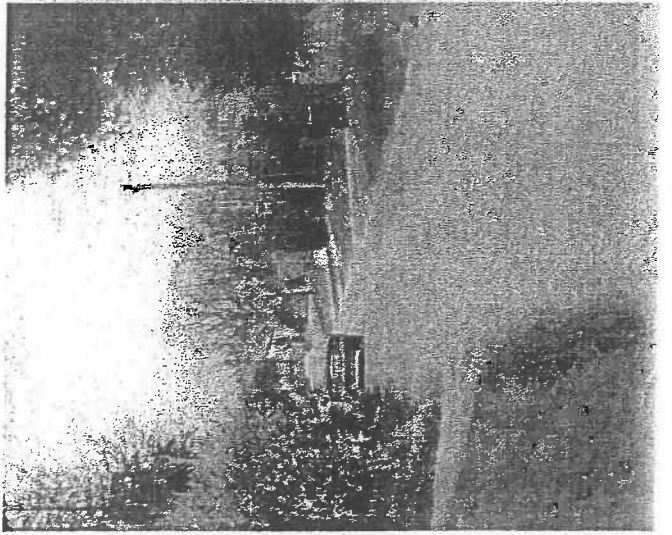
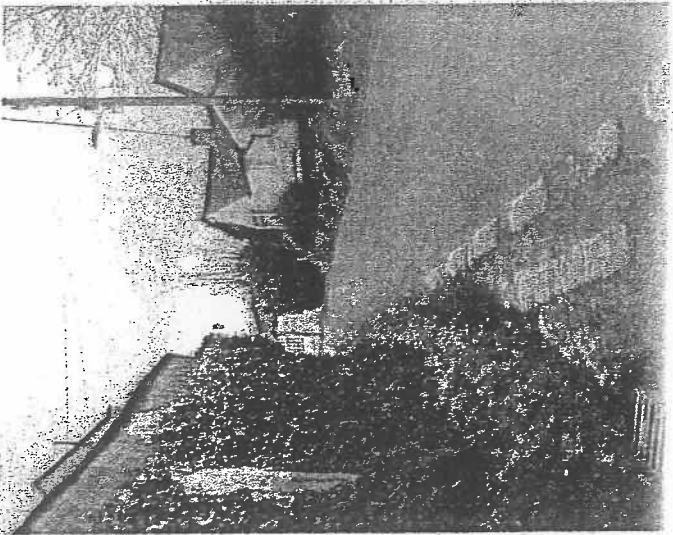
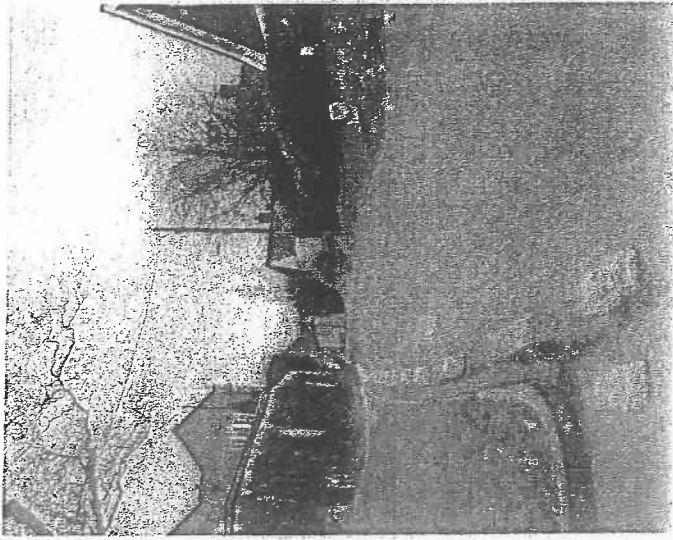
d. An extract from the Oxfordshire County Council website concerning Safety Advisory Groups. This clearly indicates that traffic congestion is considered a form of Public Nuisance.

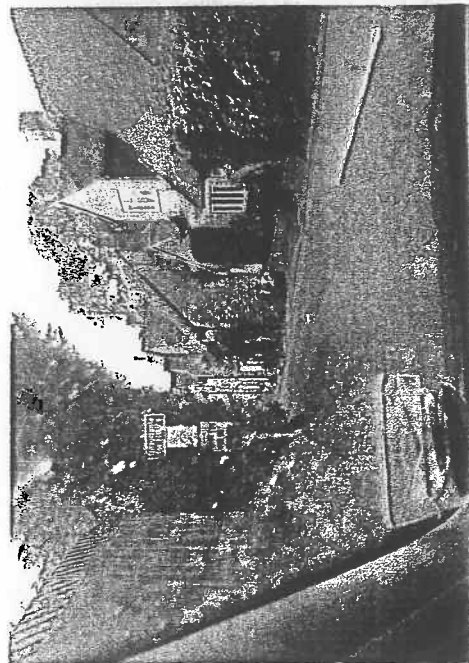
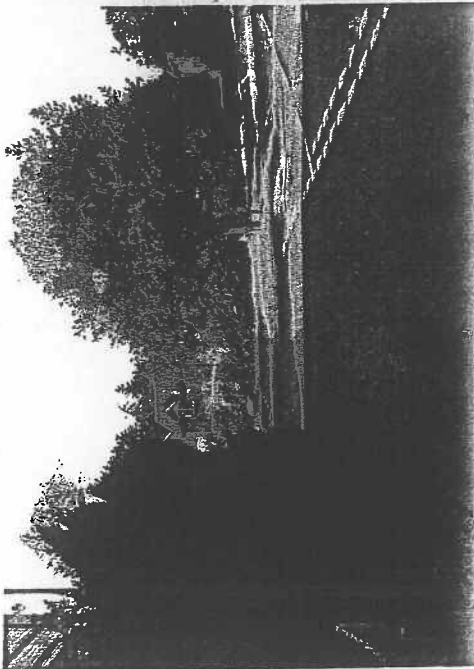
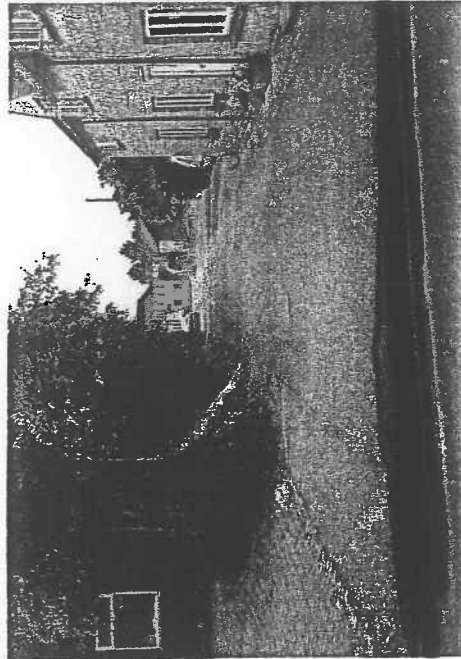
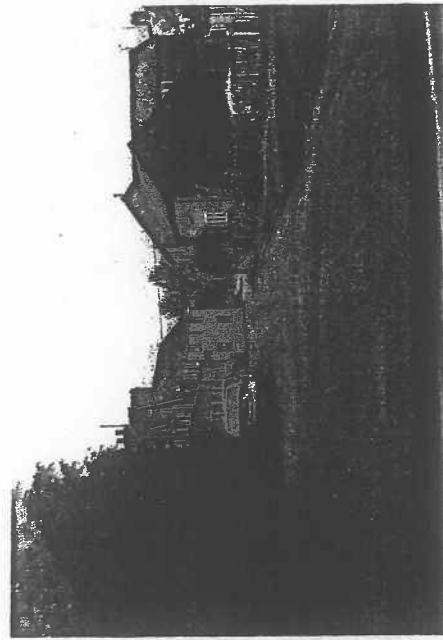
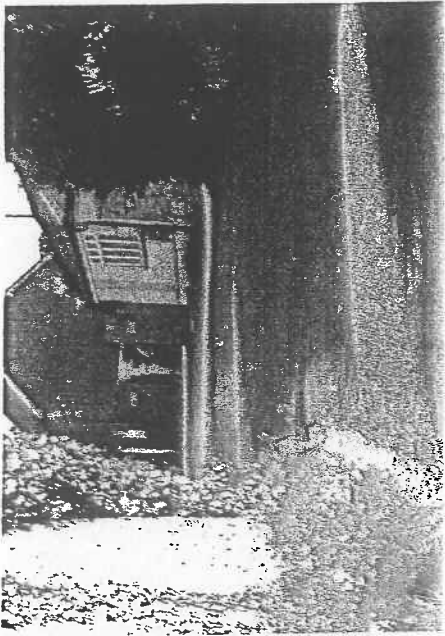
Yours Faithfully

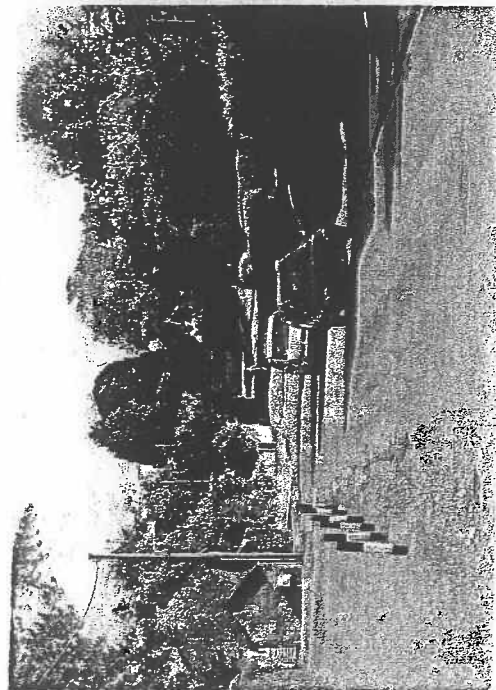
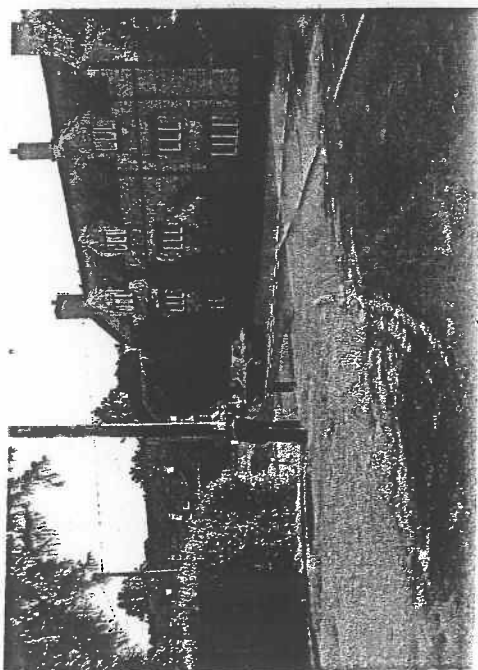
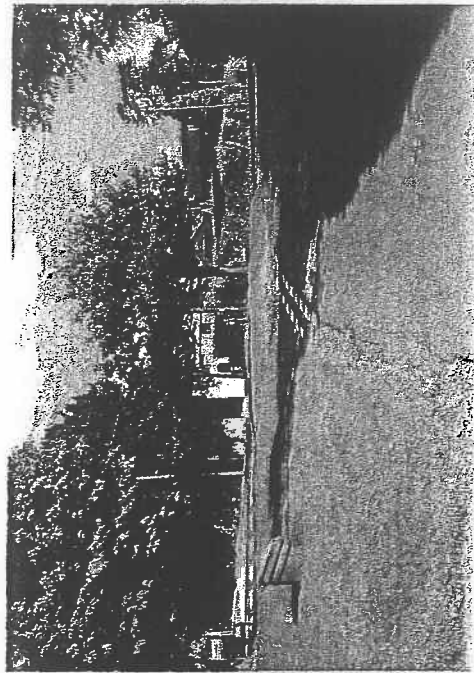
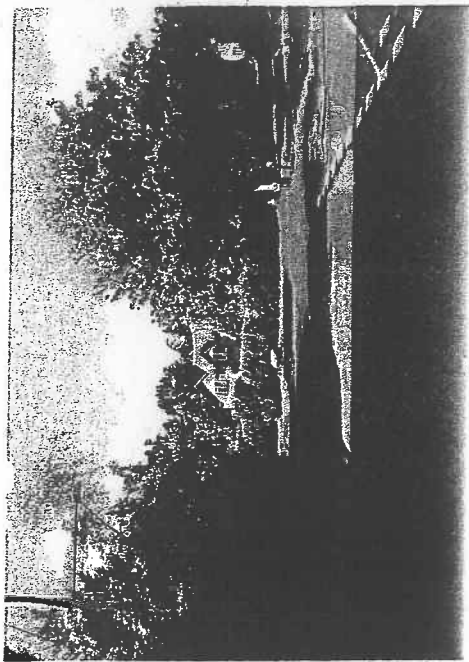
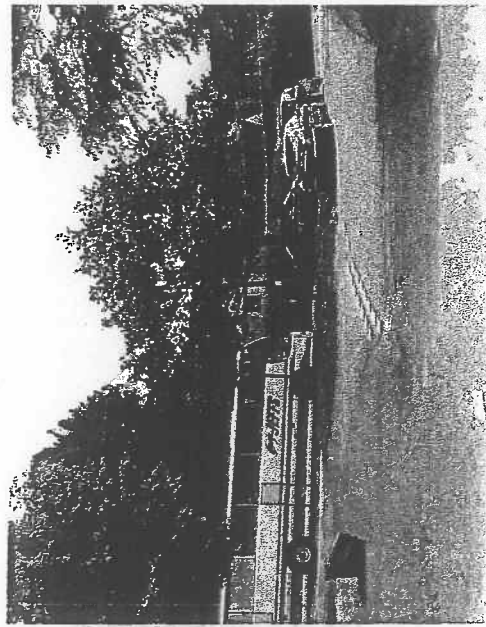
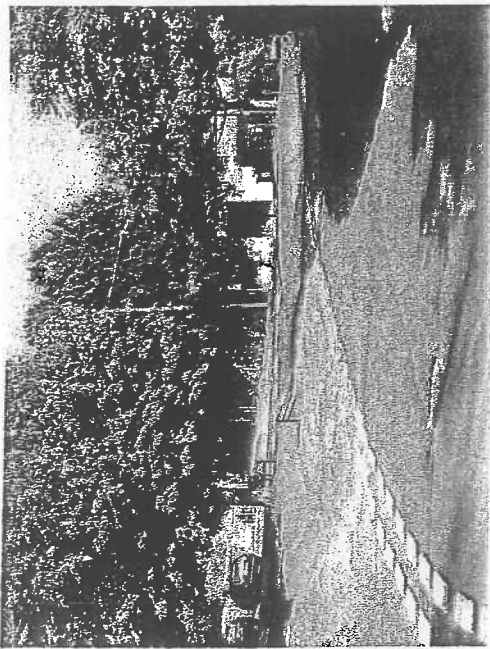
A handwritten signature in black ink, appearing to read "E M Wood". The signature is written in a cursive style with a period at the end.

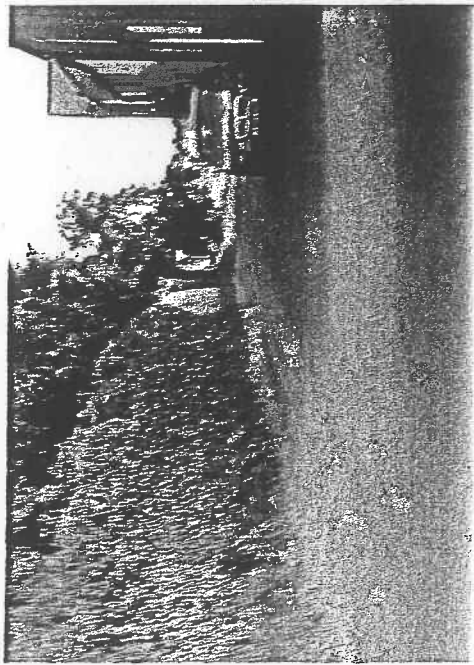
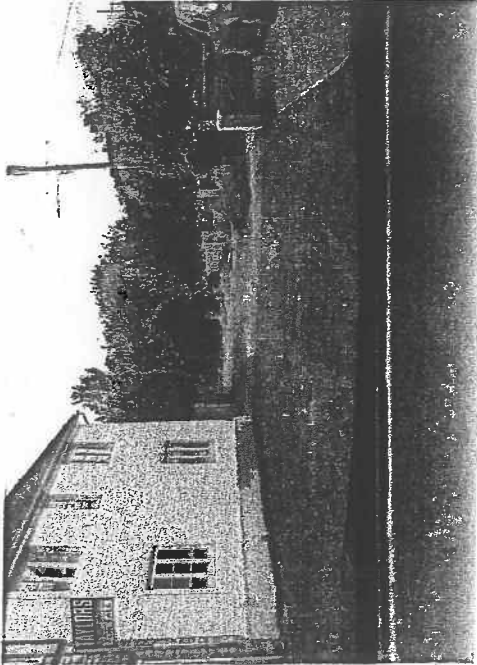
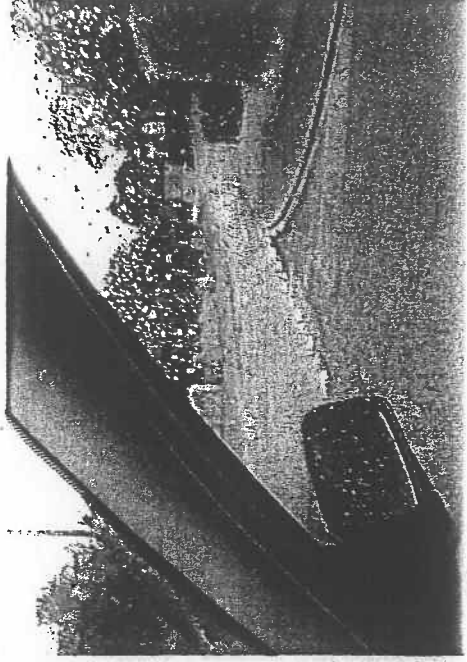
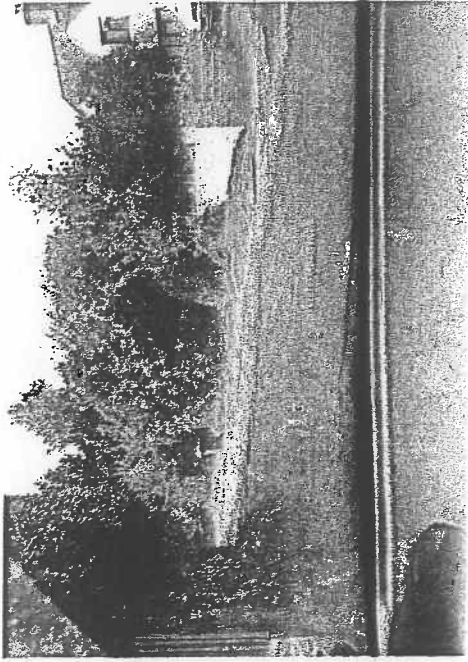
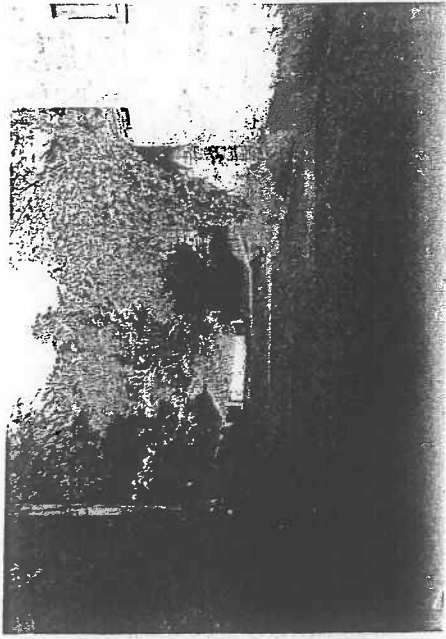
E M WOOD (Mrs)

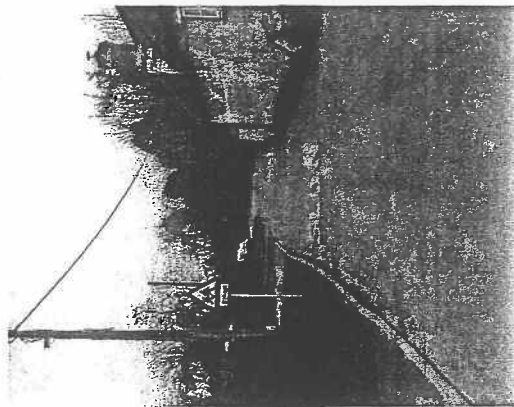
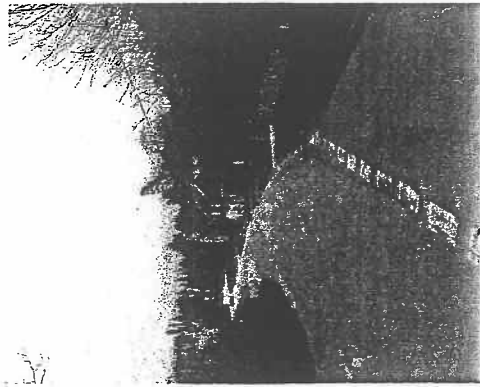
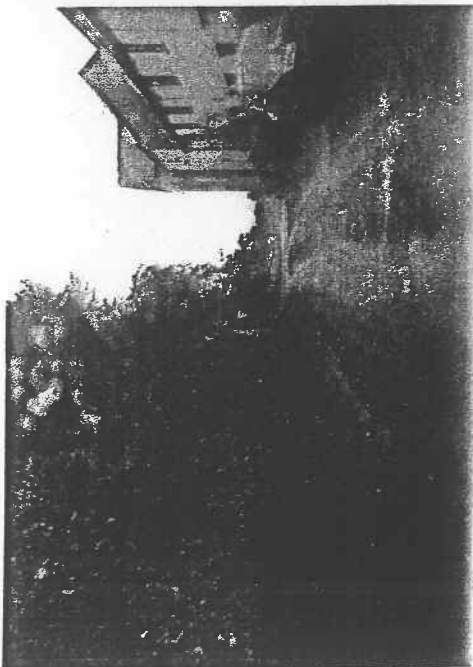
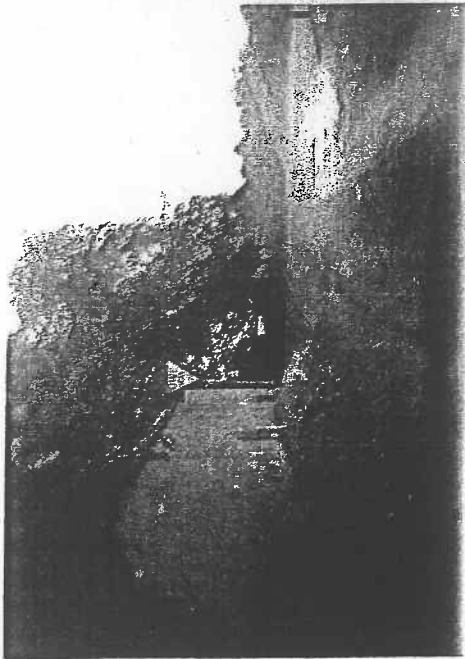
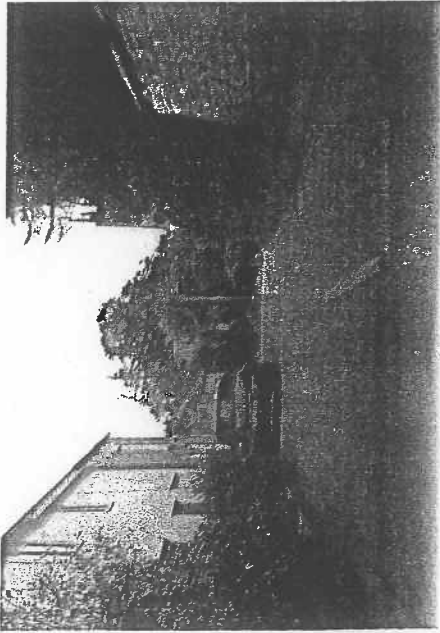


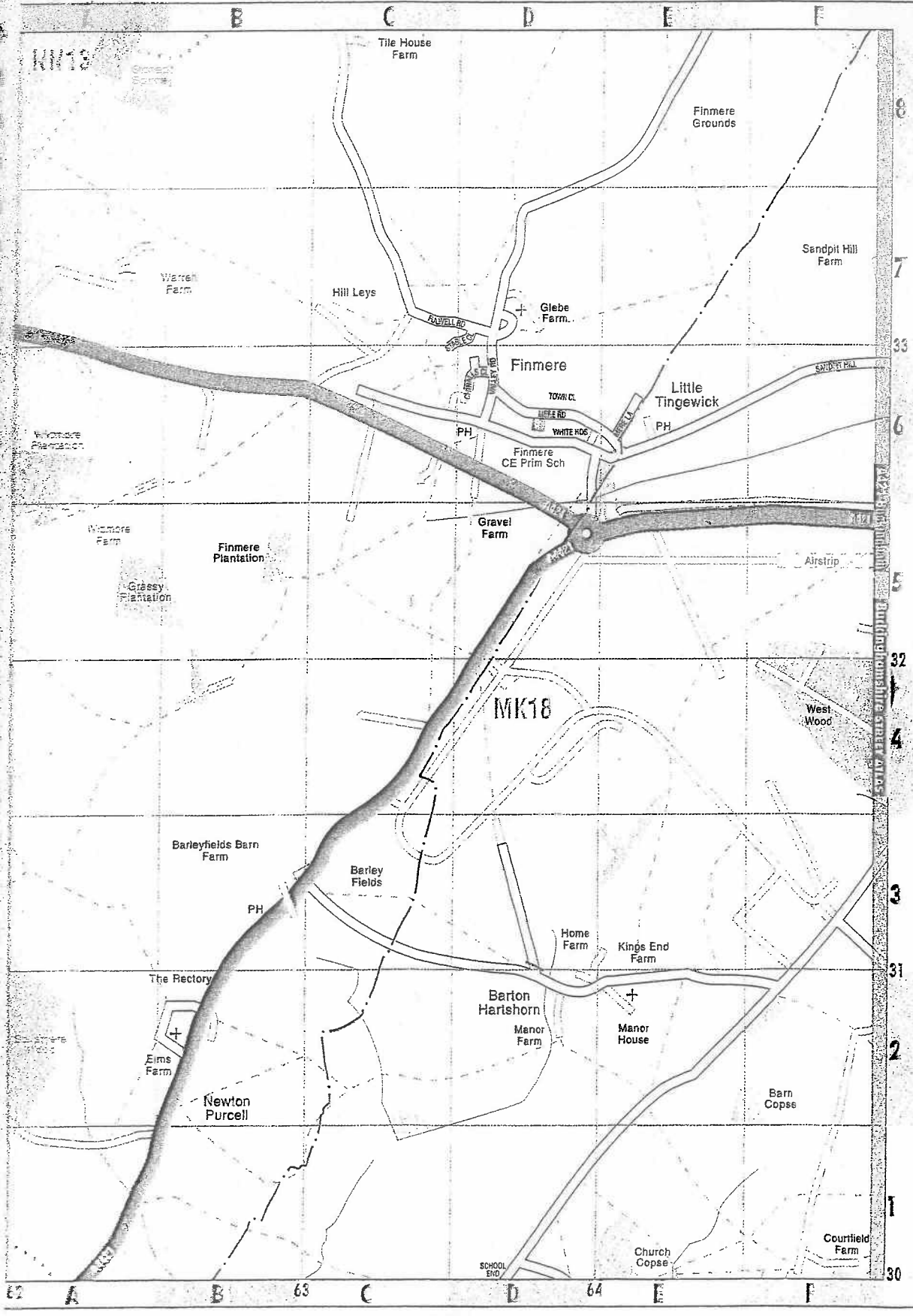












Caroline Martin
Cherwell District Council
Bodicote House
Bodicote
Banbury
OX15 4AA

Transport
Oxfordshire County Council
Environment & Economy
Speedwell House
Speedwell Street
Oxford OX1 1NE

Tel: 01865 815700
Fax: 01865 815085

Steve Howell
Head of Transport

15 January 2008

Your ref: 07/02631/F

Direct line: 01865 810438

Please ask for: Charlie Bevan

charlie.bevan@oxfordshire.gov.uk

Dear Caroline

The Old Rectory, Finmere

Thank you for your consultation on the above application which in brief proposes the construction of wedding and events venue to include dance hall, marquee and ancillary accommodation including car parking within the grounds of "The Old Rectory".

I have visited the site, and write with the Highway Authority's response to the proposals as currently detailed.

Sustainability

The site is situated in an unsustainable location, not well-served by public transport. Therefore the users of the facility are unlikely to travel to the site by means other than that of the private car.

Suitability of the Highway Network

The Highway Authority considers the local highway network to be inadequate to accommodate the additional vehicle movements that are likely to be generated by the proposals. The carriageways in close proximity to the site are narrow and tortuously aligned, lacking adequate footway provision.

Safety advisory groups

What is a safety advisory group?

Events that require licensing have to be assessed by a safety advisory group to make sure that they meet all necessary safety requirements. Safety advisory groups are made up of representatives from:

- Thames Valley Police
- Oxfordshire Fire and Rescue Service
- Oxfordshire Ambulance Service
- Oxfordshire County Council
- relevant district council (licensing officer and sometimes the emergency planning officer).

Does my event need a safety advisory group?

If the licensing officer decides the event needs licencing, they will recommend a safety advisory group (SAG) meeting to discuss your event.

Some small events may not be recommended for a SAG. On the other hand, there are events that do not require licensing that are still recommended to have a SAG meeting due to certain circumstances of the event, such as traffic issues or other safety issues not covered by the local authority licensing laws.

What do safety advisory groups do?

The safety advisory group's main functions are to advise the licensing authority (i.e. the district council) on appropriate conditions for licensed events, and advise organisers of both licensed and unlicensed events on:

- the prevention of crime and disorder
- the prevention of public nuisance (such as noise and traffic congestion)
- public safety
- the protection of children from harm.

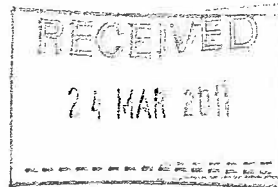
Depending on the nature of the event, the licensing authority (who is responsible for organising the SAG meetings) can call on other agencies for specialist advice if required.

08022

Mr B V Wood
16 Chinalls Close
Finnere
Buckingham
MK18 4BQ

24 March 2011

Head of Urban and Rural Services,
The Licensing Authority,
Cherwell District Council,
Bodicote House,
Bodicote,
Banbury, OX15 4AA



Dear Sir

Re: Premises Licence Application for Event at Old Rectory, Finnere on 25 June 2011

I wish to lodge objection to the above mentioned Premises Licence Application because there are overarching detrimental impacts that this "one off" event will have on village life. There is enormous cause for concern in respect of three of the four fundamental licensing objectives detailed in the Licensing Act 2003. These are notably risks relating to Public Safety, Public Nuisance and Protection of Children from Harm and cannot be sufficiently mitigated to allow this application to proceed.

Too, this particular licence runs contrary to the "Amended Guidance Issued under Section 182 of the Licensing Act 2003" (DCMS March 2003), in which the opening phrase in large bold type says "Our aim is to improve the quality of life for all.....". At Para 9.25 of the above mentioned Guidance, it also indicates that the Licensing Authority must promote the licensing objectives in the overall interests of the local community.

I understand that the Licensing Authority will be in receipt of many objections to this application from the local community and clearly therefore, they feel that the application does not meet the requirement to "improve the quality of life for all" and is not in their overall interest. The 160 plus letters of objection to this application is a very large number for a small village the size of Finnere and should not be discounted out of hand as unimportant. Indeed the above mentioned Guidance clearly indicates that weight should be given to the opinions and wishes

of the local community at large and should not pull against them. There are therefore sufficient grounds for a refusal.

I would be grateful if I can be notified of when the Licensing Hearing will take place, so that I can address the panel on these points

Yours Faithfully

A handwritten signature in black ink, appearing to read 'B V Wood', with a stylized flourish at the end.

B V WOOD

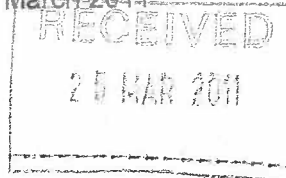


08023

King's Cote, Valley Road, Finmere, Oxon MK18 4AL (01280) 848847

Head of Urban and Rural Services
The Licensing Authority
Cherwell District Council
Bodicote House
Bodicote
Banbury OX15 4AA

22 March 2011



Dear Sir

Premises Licence Application
The Old Rectory, Finmere – 25 June 2011

As an ex-Serviceman and honorary life member of an Army corps institution, I wholeheartedly support sensible fund raising for wounded soldiers.

This application concerns such a fundraising event, in grounds owned by an ex-Guards officer in the centre of a small village, serviced by minor roads and lanes. It envisages up to 800 cars and 1100 people, and an open-air evening band, pipes, and dance concert.

As a resident of this village, I cannot support this application, since it is not sensible or safe to hold it in such a small village, with poor roads and many children.

There are suitable other venues in or near this area, with good road access and no danger to children, or likely nuisance for residents.

I appreciate that it is the Authority's task to determine the fitness of the venue. In this case, the venue cannot be dissociated from the village.

While it is not a planning matter, it is nonetheless the case that this venue has already been ruled unsuitable for public events by the highways authority.

There are therefore three issues. The first is the sheer scale of logistics in an unsustainable traffic environment. The second is the number of false assumptions and flaws in the application. The third is a previously failed attempt to obtain consent for a permanent event venue at the same location.

Finmere is a small village, with few footpaths, narrow roads, on-road parking, extensive horse and agricultural traffic, many young children, within a collective village road network already overburdened with substantial traffic movements.

In detail, it is proposed to park vehicles in two locations. The one adjoining the concert venue is invariably waterlogged, currently inaccessible and envisages a new gate via an unadopted, unsurfaced, narrow lane, running between homes not shown on the outdated application map, where children regularly play.

The other comprises two paddocks opposite a T-junction, which is the principal access to the village, and invariably one-way due to resident parking. One of these paddocks has since been withdrawn as a parking facility, since the owner was not told the numbers involved.

Disabled and other access is on a Y-junction, with a blind bend. Pedestrian access is via the village through road, where the traffic flow is at its greatest. Pedestrians will have to navigate three road junctions en route to the main gated access, and on their return after dark.

The application itself is flawed. It offers varying estimates of vehicles, and car parks. It includes an outdated map which does not show modern developments – on the lane to one car park and the road alongside the other.

The venue is itself unsuitable since it does not have sufficient car parking onsite. It is unsafe, in that its only small car park is an invariably waterlogged meadow. Access to the venue is off a busy, narrow road, and an unsurfaced lane, both dangerous to those attending.

The context in which this event occurs, of a venue which has already been turned down for regular, much smaller events, run on a commercial basis, calls into question the choice, and the suitability, of this venue, especially when others are available.

Public safety is the major issue, including the protection of children. There is also an issue of nuisance, with band, pipers and dance performers playing at night on an elevated location. The lack of assurance regarding consumption of alcohol onsite, and pedestrian safety and behaviour after the event are additional causes for concern.

On grounds of public safety and potential nuisance, the application itself is unsafe.

Finally, the Parish Council, representing villagers, held a public meeting, attended by over 100 adults, which called, with a single abstention from a Guardsman, for this application to be rejected and a different venue to be found. The venue owner failed to attend.

Every villager to whom I have spoken, or who spoke at that meeting, has voiced unquestionable support for the cause and every one has opposed this venue.

I share both views. Please reject this application.

Yours faithfully

Clive Birch mbe

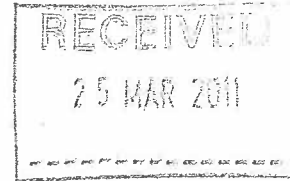


WOODLEA,
MERE ROAD, FINMERE,
NR. BUCKINGHAM, MK18 4AW

TEL:- 01280 847992

24th March, 2011.

Head of Urban and Rural Services,
The Licensing Authority,
Cherwell District Council,
Bodicote House,
Bodicote,
Banbury, OX15 4AA.
Oxon.



Dear Sir,

**Premises Licence Application, The Old Rectory, Finmere.
25th June, 2011.**

We wish to object to the above application.

Whilst being supportive of the Colonel's Fund of the Scots Guards the location is totally unsuitable and the estimated volumes of traffic will cause serious safety issues to the people of Finmere.

We live in the centre of Finmere village and therefore can claim to be an interested party.

It is understood that the Highways Authority are not consulted regarding Premises Licence applications, a situation which surely must cast doubt on aspects of road and pedestrian safety.

In 2007 the owners of The Old Rectory applied for planning permission to build a weddings venue. Following opposition from the Highways Authority of Oxfordshire County Council and the Planning Department of Cherwell District Council the application was withdrawn. The Highways Authority stated in a letter dated 15th January, 2008 that the proposed location was unsuitable in that the village road network is unable to absorb the volumes of cars which at that time were given as approximately 200 per event. The current application estimates vehicle numbers of up to 700 and 1,100 guests many of whom will be pedestrians from what is referred to as the Inner Car Park.

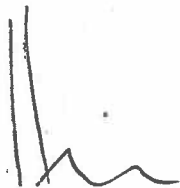
On grounds of safety this application is wholly untenable.

Finmere is a rural community and large agricultural vehicles pass through the village only with difficulty. The proposed event on 25th June will coincide with a busy time for local farmers and the vehicles and pedestrian traffic associated with the event will present a very real safety hazard.

The Parish Council called a public meeting on 11th March which was addressed by a representative of the Colonel's Fund. It became clear during the meeting that the Traffic Management Plan submitted with the Premises Licence application contains a number of contradictions and indeed car parking and coach drop-off points were changed during the course of the meeting; in short the plan is not credible.

The village of Finmere cannot safely accommodate the proposed event and we urge that the Premises Licence application be dismissed.

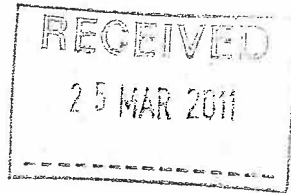
Yours faithfully,



John P. Cunningham



Mrs. Barbara A.J. Cunningham



Patricia Hansom
Jonathan Greenough
Cross Tree Cottage
Water Stratford Road
Finmere
Buckingham
MK18 4AT

22 March 2011

Reference :
Premises Licence Application – The Old Rectory, Finmere.
Event date : 25 June 2011

Dear Sir,

With reference to the above application, we would like to register our strong opposition to holding this event at the proposed location.

Whilst supporting the fund raising activities of such a worthwhile charity, our concern is about the unsuitability of the venue.

In 2007 an application was made to turn the location into a wedding and events venue. This generated strong local opposition, concerning noise, increased traffic with the associated public safety issues, and the intrusive and unsuitable nature of such a venue at the heart of a small, quiet village.

In addition to the many objections from the village residents, the Highway authority also considered the site to be 'unsustainable' and the highway network 'inadequate' for the additional traffic that would be present.

This is still the case, and there are many concerns relating to the large influx of vehicles, adequacy of parking, freedom of vehicle movement for village residents and the risks of accidents posed by large numbers of visitors walking from parking at the edge of the village towards the venue at the centre along narrow roads with no footpaths.

To hold such an event here would be severely detrimental to the village and we hope that the Premises Licence will not be granted.

Yours faithfully,

A handwritten signature in cursive script, appearing to read "Patricia Hansom".

A handwritten signature in cursive script, appearing to read "Jonathan Greenough".

Patricia Hansom
Jonathan Greenough

08026

Stacey Walsham

From: Neil Corns [neil@omega-motorsport.co.uk]
Sent: 24 March 2011 23:09
To: Licensing
Subject: Premises Licence Application, The Old Rectory, Finmere, 25th June 2011

Dear Sir,

We wish to oppose the application for a premises licence for an event planned at The Old Rectory, Finmere on the 25th June 2011. We wish to make it very clear that we do not, in any way oppose the charity concerned, The Colonel's Fund of the Scots Guards, we do however, think that the location is totally unsuitable. Having seen the traffic plan and attended a public meeting at the Village Hall on 11th March 2011, it would appear that there are many contradictions as to the routing of pedestrians and vehicles allied to the fact that some parking fields have now been withdrawn from use. Will that mean that all attending cars will park in the body of the village? If that is the case then surely our road infrastructure would not be able to cope with such a vehicular onslaught, making it wholly unsafe for pedestrians.

Two years ago, we had a situation where an application for the same venue was submitted to be used for a total of 250 to 300 people and it was turned down due to the unsuitable road network. So how can three times the volume of people warrant the granting of a licence.

We and many other people at the public meeting asked, why not use the airfield? Three main roads, concrete hard standing, lots of space and more people able to attend the event. Surely this alternative venue makes more sense from the perspective of public safety and public nuisance within the village and as more people would be able to attend such an alternative venue, this would equal more money for a very worthy cause, which we wholeheartedly support.

We would ask the Licensing Committee to look closely at the issues raised and re-visit the application made two years ago as the Highways Authority deemed the local road network to be totally unsuitable and inadequate to cope with the additional volume of traffic.

Yours faithfully,

Neil & Siobhan Corns
Residents of Finmere

08027

Stacey Walsham

From: Wood, Adrian [Adrian.Wood@iconplc.com]
Sent: 24 March 2011 23:08
To: Licensing
Cc: Anna Wood
Subject: Premises License application for the Old Rectory, Finmere

Dear Sir,

Re: Proposed Charity event at Finmere – 25 June 2011 - Premises License application for the Old Rectory.

We are writing to express our views on the above mentioned proposed event in our Village.

Whilst extremely supportive of our Armed Forces, and their welfare, we have grave concerns as to how the village infrastructure could cope with such an event, given the proposed location in the middle of our very rural village. Access to the site is limited and there would be major problems with parking in and around the village. The Traffic management Plan, complete with a map at least 30 years out of date, showed that parking arrangements are woefully inadequate. This will lead to uncontrolled parking around the village with attendant safety and manoeuvrability issues. The likely presence of large coaches in the village will only serve to exacerbate the problem. For vehicles that would be parking on the site, the access is via a very narrow, unadopted and largely unpaved road (Mere Lane). There will be risk of damage to the visiting vehicles. Furthermore, they is likely to be damage caused to the road surface (especially in the event of bad weather). As the lane is unadopted, the responsibility and cost of its repair would fall to the residents of Mere Lane - which is grossly unfair.

Whilst arrival times are likely to be staggered, the departures will all occur in a short period, late in the evening. Street lighting in our village is poor, and the movement of up to 1100 visitors with their vehicles after dark is a recipe for disaster.

We strongly urge you to consider refusing approval, and suggest moving the event to a location that is much more capable of handling the arrival and departure of such a large number of people, for what is, a very worthwhile endeavour. Thank you for considering the points that we raise.

Yours faithfully,

Dr Adrian Wood & Mrs Anna Wood
Magnolia House
2 Stable Close
Finmere
Oxfordshire. MK18 4AD.

ICON plc made the following annotations.

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Thank You,

ICON plc

South County Business Park

Leopardstown

Dublin 18

Ireland

Registered number: 145835

08028

Stacey Walsham

From: F LOVEJOY [fred.lovejoy@btinternet.com]
Sent: 24 March 2011 21:42
To: Licensing
Subject: Premises Licence Application

To:- Head of Urban and Rural, The Licensing Authority, Cherwell District Council
Re: Premises Licence Application at The Old Rectory, Finmere, Event date 25th June 2011.

As a resident of Mere Lane I am taking the opportunity of expressing my major concerns over the proposed use of Mere Lane on the day of this event as an access or exit to the outer car park. The Lane is simply unfit for purpose. It is an unadopted Lane not designed to take any form of traffic over most of its length. Even the part of the Lane that serves the houses is in a poor state and the residents do their best to maintain it but currently it has many potholes. The proposed level of traffic will simply compound the problem and make the poor surface even worse. Who would then make good any damage to the Lane surface following the event? Mere Lane is only a single car width track and is actually designated as a no through route.

The proposed level of traffic would be dangerous as it would have to pass very close to several houses where children frequently play. In addition there would be a public safety issue as inevitably people attending will wander into the Lane and would not be able to allow a car to pass without standing aside as it is so narrow in places. Who will be responsible should any accidents or injuries happen to members of the public if use of the Lane is allowed when it is clearly unfit for purpose? My wife recently fell in the Lane and broke her shoulder and this was entirely due to the poor surface of the Lane.

The village as a venue for this event simply does not work. Again public safety would be called into question as members of the public would need to walk through the village and would need to walk on the road as in alot of places there is no pavement. There would be major disruption to the normal activities of the people who live in the village. There would also be noise pollution issues with an event of this size in the village.

Also as I understand it granting of a Licence would make it possible then for numerous events to happen in the future. I believe that a request to use The Rectory as some form of events centre was turned down in the past and rightly so. Finmere is a relatively small village and is simply the wrong venue for events of this nature as it will not be able to cope. I attended a meeting recently held for the residents to give their views on the event and the granting of the Licence. Those attending made it very clear that they felt very strongly indeed that allowing this event to go ahead and the granting of the Licence would be wrong now and in the future. **Fred Lovejoy.**

Glebe House
Water Stratford Road
Finnere
Buckingham
MK18 4AT

Head of Urban and Rural Services
The Licensing Authority
Cherwell District Council
Bodicote House
Bodicote
Banbury
OX15 4AA

24th March 2011

Dear Sir/Madam

Premises Licence Application for 25th June 2011 - The Old Rectory Finnere

It is with regret that we feel that we must write to object to the licence application made for The Colonel's Fund of the Scots Guards charity event planned at the Old Rectory, Finnere on 25th June 2011.

We would like to stress that we support the charity and the undoubted good work undertaken by The Colonel's Fund, however, we cannot support the choice of venue for this event. We feel that the venue, being in the centre of Finnere, is wholly unsuitable for the volume of people and vehicles this will bring into our village and if granted this will compromise public safety and cause nuisance for the following reasons:

Volume of traffic

The licence application states that up to 1100 people may attend and at a public meeting a representative of the charity, Mr Steven Duffy stated that this could generate in excess of 700 vehicles. He also stated that there is the possibility of coaches bringing some attendees to the event; however the organisers had no control over this.

In 2008 the Highways Authority of Oxfordshire County Council objected to a planning application for an events venue at the same location stating "the local highway network is inadequate to accommodate the additional vehicle movements that are likely to be generated by the proposal. The carriageways in close proximity to the site are narrow and tortuously aligned, lacking adequate footway provision".

Given that the 2008 application was for a far lower volume of vehicles it must surely follow that the Highways Authority would view this application in a similar light and this must raise serious concerns about public safety, both in terms of the residents of Finnere and attendees of the event.

No vehicle access currently exists between Mere Lane and the Old Rectory field and a gate will need installing to facilitate this access point, and as such will require removal of part of the hedge, and excavation of the verge. Once this access is established there is the potential for on-going vehicle movements as a right of way could be established and this will alter and spoil the tranquillity of the environment for residents, walkers and horse riders who use the lane.

In summary, we feel that an event of the size proposed is wholly unsuitable for the village of Finmere and there are real concerns for public safety, and the creation of public nuisance. In the light of this we respectfully ask that the Licensing Committee reject this application.

Yours sincerely

Stephen and Susan Trice

08030

Stacey Walsham

From: Tricia Stephen [tricia.steve.millhouse@btinternet.com]
Sent: 25 March 2011 21:26
To: Licensing
Subject: PREMISES LICENCE AT THE OLD RECTORY - EVENT DATE 25TH JUNE 2011

25th March 2011

Head of Urban and Rural
 The Licensing Authority
 Cherwell District Council
 Bodicote House
 Bodicote
 Banbury OX15 4AA

Dear Sirs

We would like to present our objections to the application by Mr C Grimston to hold a Charity Event on 25th June 2011 at The Old Rectory, Finmere, Buckingham.

The Village of Finmere does not lend itself to such a large event as Mr Grimston is planning. At present he does not have enough parking facilities to accommodate the amount of cars that will be attending this event and the village roads are not wide enough for the volume of traffic he anticipates. He says he has space for 130 cars on his own land and plans to have an entrance in Mere Lane with an exit in Valley Road. Mere Lane is an unadopted road that does not have a proper road surface so would be unsuitable for 130 vehicles to access Mr Grimston's proposed parking area. At the end of the proposed event the exit in Valley Road will also be an exit for pedestrians who have parked their cars elsewhere. Our village has very few pavements so to have 130 cars leaving his proposed venue together with pedestrians walking in the road to their cars parked elsewhere would most certainly be a cause for concern where public safety is concerned.

We believe Mr Grimston is trying to find further parking for approximately 700 vehicles which gives an idea of the number of pedestrians that will be using the roads.

There will be some attendees to this venue that will not want to park in the other areas he will propose and will take the opportunity of parking in the village which has no parking restrictions. This will cause a great nuisance to those who live in the village. When there is a wedding at the church or a funeral, cars are parked on Valley Road and Fulwell Road and with the blind bend at the junction of these two roads there is a great danger of two vehicles meeting head on.

Although Mr Grimston has said his event will be a "dry" event, no alcohol being sold on site, attendees will obviously bring their own. The proposed event will start at 10.30 am and possibly finish at 10.30 pm which could mean that a lot of alcohol may be consumed during this time. This could lead to disturbances occurring at the venue and spilling out into the village which would be a public nuisance.

We would also like to point out that we have been informed that the map of the area that Mr Grimston has supplied to show where the event will be held and the suggested routes for vehicular access is very much out of date and does not show the layout of the village as it is now with the houses that have been built in recent years.

Although the Charity benefitting from this event is a very worthy cause, it is our opinion that the village of Finmere is unsuitable for such a large function.

Yours faithfully

Mr R W Stephen and Mrs P J Stephen

Hill Leys
Finmere
Buckingham MK18 4AJ
25 March 2011

Premises Licensing
Cherwell District Council

Please find below our comments on the Application for a Premises Licence at the Old Rectory, Finmere, on June 25 2011.

These comments have been created as a result of the views expressed at a public meeting held in the village on March 11 2011, and subsequent exchanges between eligible Parish Councillors.

The meeting was attended by a representative of the event organisers who discussed the application with over eighty attendees.

Following some detailed questioning, a number of facts emerged which influenced views and opinions. They are largely linked to the Traffic Management Plan (TMP).

The TMP states that parking will be off-road in two areas – the Inner Car park, on the edge of the village, and the Outer Car park, on a field adjacent to the concert area. The Inner Car park will comprise of two parcels of land, with one being designated as “overflow”. The anticipated capacity of the two Car parks is stated to be 700 vehicles, of which up to 150 will be accommodated in the Outer Car park. It therefore follows that the Inner Car park will be able to accommodate up to 550 vehicles in the two parcels of land.

Although the TMP indicates a capacity of 700 vehicles, the expectation of the organisers is that, with an audience of up to 1100, the number of vehicles to be parked is unlikely to exceed 450.

It emerged at the meeting that one of the parcels of land forming the Inner car park was now no longer available, and as a result there will only be off-road parking for a total of about 300 vehicles. It therefore follows that there will be a requirement to park up to 150 vehicles on the roads in the area of the event, assuming the above estimates are correct..

Finmere is an old, rural, community, with a road infrastructure originally built to support agricultural activities that were commonplace over 200 years ago. As a consequence many of the houses have no front garden at all – they open directly on to the narrow roads.

Farming is still a major activity in our community, albeit on a much more commercial scale than before, and the event is scheduled to be held at the time when the harvesting of the winter sown corn is at its height. The equipment in use is much larger than that for which the road infrastructure was originally intended. Even on a quiet day, the necessary progress of agricultural vehicles is often difficult.

The prospect of up to 150 additional vehicles being parked in a largely uncontrolled manner throughout the village at the time when large tractors, with even larger trailers, are trying to negotiate their way through, gives rise to a significant concern over the **safety of the public**, both villagers (who know their way around the area) and concert-goers (who do not).

It was also disclosed at the meeting that the vehicles directed to the Outer Car park would be routed down Mere Lane. Mere Lane is a very narrow, unadopted and largely unpaved road. Most of it is single track. There will be risks of damage to the visiting vehicles. Furthermore, they will have the ability to damage still further such road surface as is present. As the road is unadopted, the responsibility and cost of its repair would fall to the residents of Mere Lane. This is an unfair burden to impose on those unrelated to the event and that the cost of repairs would be a **considerable nuisance to all the residents of the road**. In addition, the passage of a large number of vehicles in a relatively short period of time, down a very narrow road is likely to endanger any pedestrian usage of Mere Lane. **Their safety would be at risk.**

It was revealed at the meeting that the set-down and pick-up location for coaches had been changed to the small layby at the school in Mere Road. This layby can only cater for one coach at a time. The organisers are not providing any coach packages for potential attendees but are unable to predict the number of coaches that will be arranged privately. We are therefore faced with the arrival and departure of an indeterminate number of coaches to and from the centre of our village, access to which is via Mere Road, which is both narrow and far from straight. This raises a number of issues. Firstly, the scheduling of the arrival of the coaches, which may necessitate some queueing at the edge of the village in order to prevent the blockage of Mere Road. Competent marshalling can address this. Secondly the coaches, having discharged their passengers, will then have to proceed through the village, negotiating residents vehicles parked outside their property (and any 'extra' vehicles parked in the village as a result of the inadequacy of the off-road parking), and park on land to the east of the village, passing through the village of Westbury and the settlement of Water Stratford, both of which are in Buckinghamshire. Westbury and Water Stratford were established in the same era as Finmere, and also suffer from very narrow winding roads and the difficulties posed by the passage of large vehicles. Finally these coaches will return at the end of the concert to pick up their passengers. This will be at dusk or shortly afterwards. There is the prospect of a number of coaches all seeking to collect their passengers at a single layby some 300 metres from the exit from the event in the semi darkness. Most of these passengers will be unfamiliar with the village and, with the additional traffic attributed to the departure of the 'on-road' parking, there is the distinct likelihood of **considerable nuisance to the village** by virtue of noise and the confusion of the exiting attendees.

Even at this late hour, modern harvesting methods mean that agricultural traffic is likely to be passing through the village at this time. In addition, given the lack of familiarity of the attendees with the village and the far from adequate lighting, **there is a risk to their safety.**

In addition, the meeting learned that all egress from the event will now be via the single gate in the centre of the village, at the Western end of the Outer Car park. The consequence is that approximately 150 vehicles and up to 1100 attendees will all be passing through this single gate into a poorly lit village in a very short space of time. Some may be in search of coaches, whose pickup arrangements have already been brought into question. Given that there is uncertainty as to the whereabouts of on-road car parking, and the lack of familiarity with the area by the majority of the attendees, there is considerable scope for confusion **and an attendant risk to their safety** especially when the light is poor or worse. **The nuisance to the village of the exodus of such a significant body of people and vehicles at that time of night has already been highlighted**

Finally, the representative of the Event organisers confirmed that alcohol would not be sold at the event, but admitted that there would be no constraints imposed. There would be no restrictions on the consumption of alcohol brought on to the site as part of a picnic. Whilst we have the expectation that the event will be incident-free, we are concerned that there is nothing in place to deal with any misbehaviour, that could manifest itself as **crime and disorder.**

At the end of the meeting, there was a unanimous vote which supported the charity and its objectives. There was a similar feeling that the location of this event in the centre of Finmere was simply unsustainable and the Parish Council were asked to represent these views to the Licensing Authority.

On behalf of the village of Finmere, we ask you to reject this Application for a Premises Licence, and cite in support of the request our concerns regarding Public Nuisance, Public Safety and, to a lesser extent, Crime and Disorder.

Mike Kerford-Byrnes
Chairman, Finmere Parish Council
24 March 2011

23rd March, 2011.

Head of Urban and Rural Services,
The Licensing Authority,
Cherwell District Council,
Bodicote House,
Bodicote,
Banbury, OX15 4AA



Dear Sir,

Premises Licence Application
The Old Rectory, Finmere.
25th June, 2011.

As residents of the village of Finmere or Little Tingewick and thereby "an interested party" we oppose the application for a Premises Licence for an event planned at The Old Rectory, Finmere on Saturday, 25th June, 2011.

The proposed event is to be staged by a charity, The Colonel's Fund of the Scots Guards. We wish to make very clear that we in no way oppose this cause, which has our wholehearted support.

The cause is indisputable but the location is totally unsuitable. Viable alternatives exist.

At a public meeting called by Finmere Parish Council on 11th March, 2011 public support for the charity was clearly expressed. The meeting was addressed by a representative of the charity but it was clear that the Traffic Plan submitted in support of the application contained numerous contradictions -- expected vehicle numbers, routes and car parking facilities.

Indeed, it was only after the Application and Traffic Plan had been submitted to your authority that owners of the fields designated for the Inner Car Park gave permission for their land to be used on 25th June.

In addition to the volume of cars associated with the event, the Traffic Plan states some visitors may arrive by coach and refers to the drop-off point on Valley Road, in the centre of the village, near Gate 1. During the public meeting, that point was changed from Valley Road to the layby on Mere Road, near Finmere School.

These contradictions raise questions as to the credibility of the Traffic Plan.

The Traffic Plan states that Gate 2 will be accessed via the Old Roman Road (more correctly, Mere Lane). Mere Lane is an unadopted, unsurfaced track which forms the county boundary between Oxfordshire and Buckinghamshire. To permit use of this lane for the event would be an intrusion on the amenity of residents in the immediate area. The width and surface condition of the lane make it totally unsuitable as an access route into the event area added to which any surface damage would need to be repaired at the expense of the residents. There is currently no vehicular access from Mere Lane into the proposed car parking area.

It was stated that food and drink would not be offered for sale at the event but there is nothing to stop visitors bringing picnics and alcohol onto the site. No controls have been mentioned, much less defined, to ensure that drink-related problems do not occur.

The Traffic Plan states the event will be marshalled by Stewards. The public meeting was told that Stewards have yet to be identified, which inevitably raises questions regarding their experience, availability and suitability, and the consequent potential risks to public safety.

In 2008, the Highways Authority of Oxfordshire County Council objected to a planning application for an events venue at the same location, stating "the local highway network is inadequate to accommodate the additional vehicle movements that are likely to be generated by the proposals. The carriageways in close proximity to the site are narrow and tortuously aligned, lacking adequate footway provision". That application, which drew such a strong reaction from the Highways Authority, and opposition from the village, was for a far smaller number of vehicles than is proposed in the current Premises Licence application. It was subsequently withdrawn, when the applicant was advised of the authority's objections.

We have very real concerns for public safety and public nuisance resulting from additional vehicle and pedestrian traffic that will be generated by the proposed event in what the Highways Authority has stated to be an unsuitable location.












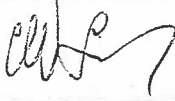

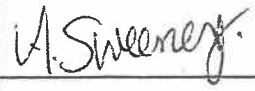
We ask that the Licensing Committee take account of these issues and the strength of public feeling and reject this application.

Yours faithfully,

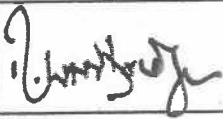
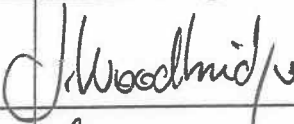
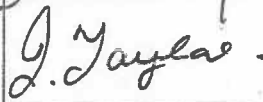

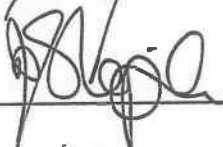


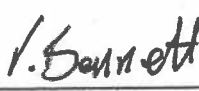





Residents as detailed on the attached lists

Copy:- Cllr. Barry Wood, Cherwell District Council
Mr. M. Kerford-Byrnes, Chairman, Fimmere Parish Council


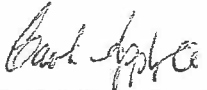
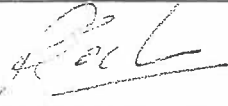

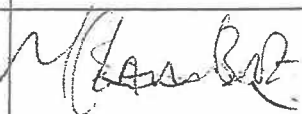

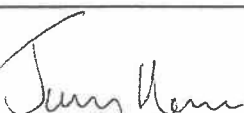
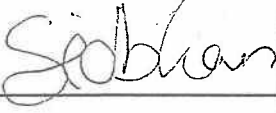

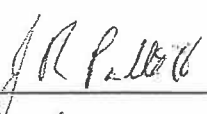
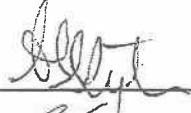

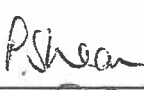
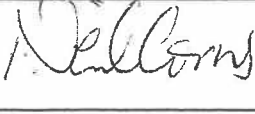
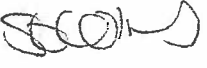
Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
District Council

Title	Name	Signature	Address	
MR	H Jones		Finmore House	MK18 4BW
MISS	S FUCHS		FINMERE HOUSE BANBURY RD. FINMERE	MK18 4BW
MR	E.S. LANE		TEME HOUSE BANBURY RD. FINMERE	MK18 4BW
MRS	J. LANE		TEME HOUSE BANBURY RD. FINMERE	MK18 4BW
MRS.	P. WEBBER		KUDLOW HOUSE. BANBURY RD. FINMERE	MK18 4BW
MR	M GOVAN		Rowan House BANBURY RD. FINMERE	MK18 4BW
MRS	F GOVAN		Rowan House BANBURY RD. FINMERE	MK18 4BW
MRS.	M. Dayer.		Willow House BANBURY RD. FINMERE	MK18 4BW
Mr	JL JAYER		Willow House BANBURY RD. FINMERE	MK18 4BW
W.	C. BIRCH		Kings Cote VALLEY RD. FINMERE	MK18 4AL
Mrs	C Birch		Kings Cote VALLEY RD. FINMERE	MK18 4AL
MR	D. SWEENEY		CATTISTOCK HOUSE. BANBURY RD. FINMERE	MK18 4BW
Mrs.	A. Sweeney		Cattistock House BANBURY RD. FINMERE	MK18 4BW
Miss	A. Sweeney		CATTISTOCK HOUSE BANBURY RD. FINMERE	MK18 4BW

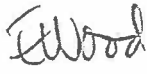

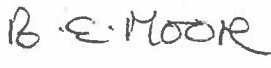



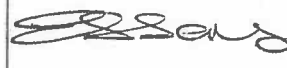
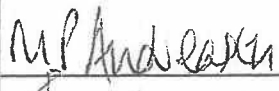
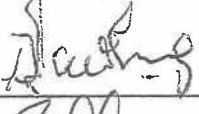

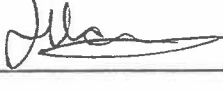

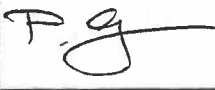
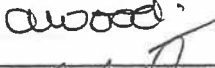

Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
District Council

Title	Name	Signature	Address
MR	N. WOODRIDGE		Fulwell, Fulwell Rd Finmere MK18 4AS
MRS	J. Woodridge		— " — MK18 4AS
MRS	J. Taylor		— " — MK18 4AS
MRS	N. ADAMS	M. Adams	Main St Mickbury
MR	DR STEPHEN		Fulwell Rd Finmere MK18 4AS
MRS	P. J STEPHEN		HEDGELANDS MK18 4AS FULLWELL ROAD, FINMERE.
MR	R A Hook		MOONSTONE FULWELL ROAD FINMERE MK18 4AS
MRS	ANN Hook		— " — MK18 4AS
MRS	VAL BENNETT		APPLEGRATH MK18 4AS FULWELL RD FINMERE FINMERE
MR	MICHAEL BENNETT		" — MK18 4AS
MISS	TINA DOW		HIGH ACRE, FULLWELL RD FINMERE BUCKS MK18 4AS
MR	CHRIS RAYNER		— " — MK18 4AS
MRS	NICKY HELST RIP		MALLOWS, FULLWELL RD FINMERE BUCKS MK18 4AS
MR	IAN HEWTRIP		— " — MK18 4AS


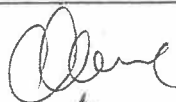

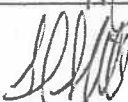



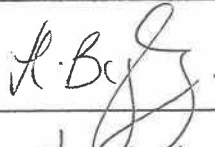

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District Council

Title	Name	Signature	Address
MR	ROB POPE		2 KINGS LODGE FINMERE MK18 4BE
MS	C. APLEGATE		2 KINGS LODGE FINMERE MK18 4BE
MR	J. COCHRANE		25 VALLEY RD MK18 FINMERE 4BG
MR	M. LAWSTER		27 VALLEY RD MK18 4BG FINMERE
MRS			" " MK18 4BG
Mr	JAMES HERMAN James Herman		CAOY TUTE HOUSE WATER STRATFORDS MK FINMERE, MK18 4AT
Mrs	S. Harris		" "
MR	T. J. PALLET		18 Valley Rd. FINMERE MK18 4BG
Mrs	J. R. PALLET		18 Valley Rd. Finmere. MK18 4BG
MRS	Ann Styler		22 Valley Rd Finmere MK18 4BG
MR	C COGGINS		20 Valley Road MK18 4BG
MRS	P. SHEAR		Express Cottage Valley Road Finmere MK18 4AL
MR	N CORNS		OAK TREE HOUSE VALLEY RD FINMERE BUCKS MK18 4AL
MRS	S.E. CORNS		" "



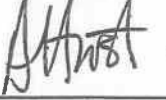
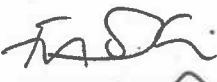


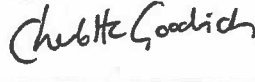

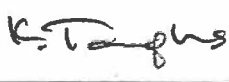

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District Council

Title	Name	Signature	Address
MRS	ELIZABETH WOOD		16 CHINKALS CLOSE, FINMERE. MK18 4BQ
MR	G WOOD		— 1) — MK18 4BQ
MRS	B. MOORE		3 STABLE CLOSE FINMERE, MK18 4AD
MR	I. MOORE		— DO — MK18 4AD
MR	M. STEWART		5 STABLE CLOSE FINMERE, MK18 4AD
MRS	A. J. STEWART		— DO — MK18 4AD
MRS.	E. JONES		7- STABLE CLOSE FINMERE, MK18 4AD
MRS	M. ANDREASON		10 STABLE CLOSE. FINMERE, MK18 4AD
MR.	D. BOWING		" MK18 4AD "
MR	SIMON MASS		8, STABLE CLOSE FINMERE, MK18 4AD
MRS	ILLA MASS		8 STABLE CLOSE FINMERE MK18 4AD
MISS	HELEN DEBSON		6 STABLE CLOSE. FINMERE, MK18 4AD
MR	P. QUINN		— DO — MK18 4AD
MRS	A. WOOD		2 STABLE CLOSE. FINMERE MK18 4AD
DR	A. WOOD.		2 STABLE CLOSE FINMERE. MK18 4AD

Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
 ----- District Council -----

Title	Name	Signature	Address
MR	VINCENT ROSE		1 CHINALLS CLOSE FINMORE, MK18 4BQ.
MRS	CAROL ROSE		" "
MR	PETER DIX		4 CHINALLS CLOSE FINMORE, MK18 4BQ
MR	THOMAS MILLER		5 CHINALLS CLOSE FINMORE, MK18 4BQ.
MISS	Phoebe Watkins		" "
Mrs	Sandra Miller		" "
MR	SHANE BAUSER		6 CHINALLS CLOSE FINMORE MK18 4BQ.
Mrs	Helen Beagby		6 chinalls Close MK18 4BQ
MR	Joel DeLeon		9 Chinalls Close MK18 4BQ


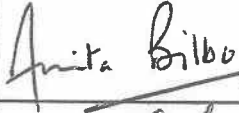
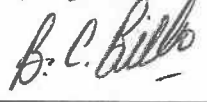





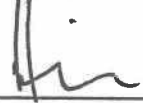

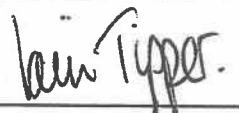
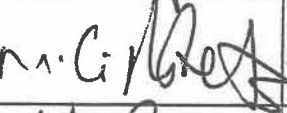
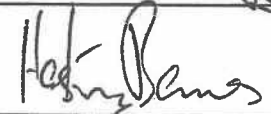

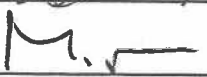
Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
District Council

Title	Name	Signature	Address
MRS	MARIA PEARSON		Stonewall House Fulwell Rd, Finmere MK18 4AS
Mr	Stuart PEARSON		Stonewall House Fulwell Rd, Finmere MK18 4AS
MR	A. HIRST		HUNTERS BROOK FULWELL RD. FINMERE, MK18 4AS
MS	Fraia Darlip		Hunter's Brook Fulwell Rd. FINMERE, MK18 4AS
Mr.	DAVID SMITH		CHIPPINGS, FINMERE, MK18 4AS
Mrs.	Beryl Smith		" "
Mrs.	Charlotte Goodrich		FALCONS HETHE, FULWELL ROAD, FINMERE, MK18 4AS
MRS	Charlotte Goodrich Philippa Everest		Barnick House, Fulwell Rd, Finmere MK18 4AS
Mr MRS	Kate Tompkins Paul Tompkins		THE MERE FULWELL RD FINMERE MK18 4AS
MR	PAUL TOMPKINS		" " MK18 4AS




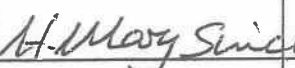

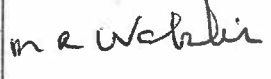
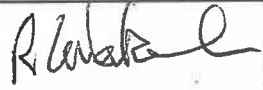
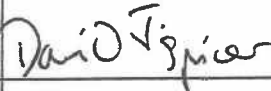







Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
District Council

Title	Name	Signature	Address
Dr	JOHN MITCHELL		THATCHED COTTAGE MERE LANE, LITTLE TINGEWICK MK18 4AG.
MRS	LUCIE NICOL	L. Nicol	ALCHESTER, MERE LANE LITTLE TINGEWICK, MK18 4AG,
MR	JAMES NICOL		AS ABOVE
MR	JOAN PAOLI		STOP GAP, MERE LANE LITTLE TINGEWICK MK18 4AG
Mrs	EVA PAOLI	Ev Paoli	AS ABOVE
MRS	Rita Kowjic	R Kowjic	THE OAKS MERE LANE FINMERE MK18 4DH
MR	FREDERICK LOWSON		AS ABOVE MK18 4DH
Mr.	Maurice Angood		Arabia, Mere Lane Little Tingewick MK18 4AG
MRS	ELENA ANGOOD		ARABIA mere lane LITTLE TINGEWICK MK18 4AG
MR	STEPHEN TRICE		GLEBE HOUSE WATERS, GARTFORD ROAD FINMERE MK18 4AT.
MRS	SUSAN TRICE	S. Trice	AS ABOVE
MR	PETER GRIMWADE		6182 RYDS WATER, GARTFORD ROAD FINMERE MK18 4AT
MRS	JOAN GRIMWADE		AS ABOVE
MRS	Sheila Harkness		The Old School Finmere MK18 4AT
MR	RUSSELL COLEY		HOLLY HOUSE MERE LANE MK18 4DH

Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
District Council

Title	Name	Signature	Address
MRS	BA TAYLOR		BENHURST MERE RD, MK18 4AR
MRS.	A.M. Bilbo		"HAZELHURST" MERE ROAD FINMERE MK18 4AW
MR.	B. C. BILBO		"HAZELHURST" MERE ROAD FINMERE, MK18 4AW.
MRS	P.A. WHITE		'DELTA GRAY', MERE RD FINMERE, BUCKINGHAM MK18 4AR
MR.	C. TACK		1 WHITE HSE, MERE RD FINMERE MK18 4AW.
Mrs.	C. JANSZ		ORCHARD COTTAGE MERE RD. MK18 4AR
MRS	J. FUREY		The Coach House Mere Rd, Finmere MK18 4AR.
MR	B. FUREY		THE COACH HOUSE MERE ROAD, FINMERE MK18 4AR.
MR.	JOHN CUNNINGHAM		WOODLEA, MERE ROAD, FINMERE, MK18 4AW.
MRS	B. CUNNINGHAM		Woodlea Mere Road Finmere MK18 4AW
Mr	I. TIPPER		10 TOWN CLOSE FINMERE MK18 4AR.
MR	M. ROBERTS		Hanbury Cottage - Mere Road Finmere MK18 4AW
MR	D. HASTINGS-BARNES		12 TOWN CLOSE FINMERE MK18 4AR
Mr	J. Daverspart		Chilton Hse MK18 4AR
Mr	M. Morgan		Arosta. MK18 4AR.

Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
District Council

Title	Name	Signature	Address
Mr	L Goodman		2 white houses mere Rd Finmere
Mrs	C Agutter		3 WHITE HOUSES MERE ROAD FINMERE
MRS	D NEWELL		WINDHAM HSE, MERE ROAD, FINMERE, MK18 4AW
Mrs.	HM Sinclair		Well End, Mere Rd, Finmere MK18 4AR
Mr	GR Sinclair		Well End, Mere Road Finmere, MK18 4AR
MRS	m WAKELIN		WATERLOO MERE RD, FINMERE, MK18 4AW.
MR	R. WAKELIN		— " —
MR	D. SPICER		THE COTTAGE MERE ROAD FINMERE MK18 4AR
MRS	J. RUSH		THE COTTAGE MERE ROAD FINMERE MK18 4AR
MRS	S. HODGKINSON		Mere Rd. Finmere MK18 4AW
Mr	P. Holykin.		" "
Mr	C MIHEU		Handlands Reach Mere Rd Finmere
MR	R. BLAKE		CAMSTONE, MERE ROAD, FINMERE, BUCKINGHAM MK18 4AW
MR	B. FERNEY		PLUM TREE COTTAGE, MERE ROAD MK18 4AW
MR	J TAYLOR		BOYBUNT MERE RD MK18 4AR

Signatories to letter dated 23rd March, 2011 to The Licensing Authority of Cherwell
District Council

Title	Name	Signature	Address + POSTCODE
MRS	CLAIRE GOODMAN		2, White Horses Mere Road MK18 4AW
MR	ANDREW NEWELL		Wyndham Road Mere Road MK18 4AW
MR.	TYLER MALONE		STONE COTTAGE, MORE RD FINMORE, BUCKINGHAM. MK18 4AR
MRS.	RADKA HOLINSKA		- 11 -
MRS	JACKIE ROBERTS.		MERE ROAD, FINMORE MK18 4AW ^{HAWTHORNE} COTT.
MISS	K BIRD		TOWN CLOSE MK18 4AP
MR	V. COLEMAN		TOWN CLOSE MK18 4AP
MR	N. RIDGWAY		23 TOWN CLOSE MK18 4AP
MR	R PONCIA		17 TOWN CLOSE MK18 4AP
MRS	C PONCIA		11 11
MS	N COOPE		15 TOWN CLOSE, MK18 4AP
MRS	L Davarpart		Chelton Hse MK18 4AR.
MR	A ALKINLEY		13 TOWN CLOSE MK18 4AP
MRS.	D. McEUNE.		9. TOWN CLOSE MK18 4AP
MR	A Wood		7 White Horses MK18 4AW

RELEVANT REPRESENTATIONS IN SUPPORT OF APPLICATION

Mr Andrew Foster, Lieutenant Colonel (Retd)
Elisabeth Beale and Edward Durand
R Beale
Buzzy Lepper
Armed Forces Day Instruction
Presentation to Finmere Parish Council

SW1E 6HQ

MK18 4AS

MK18 4AS



Headquarters Scots Guards
Wellington Barracks, Birdcage Walk, London SW1E 6HQ

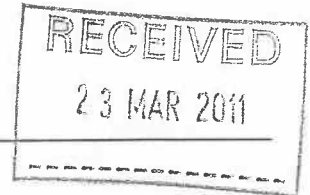
Telephone	020-7414-3333	Military	(9)4631-3333
Switchboard	020-7930-4466	Switchboard	(9)4631-4466
Fax	020-7414-3445	Fax	(9)4631-3445
Website	www.army.mod.uk/scotsguards		
E-Mail	DINF-FtGds-SG-RegtAdj@mod.uk		



Urban and Rural Services (Licensing)
Cherwell District Council
Bodicote House
Bodicote
BANBURY
Oxfordshire
OX15 4AA

Reference: CRSG/A 33A

21st March 2011



Dear Sir or Madam

Re: REGIMENTAL BAND CONCERT FINMERE 25TH JUNE 2011

It may be helpful to the Licensing Committee to have some background to our application.

As a regular unit in the Armed Forces, it is a continuing requirement that the Regiment (as whole or part of it) organises and/or participates in military and public military events throughout the UK.

The Regiment maintains its links with its former personnel through a number of means with the largest being a bi-annual regimental gathering where numbers attending normally exceed several thousand. These events have a licensed bar with music being provided by the Regimental Band and the Pipes and Drums. There has never been a complaint about Public Safety, Crime and Disorder, Public Nuisance or a failure to protect Children from Harm.

The event at Finmere, Oxfordshire on Armed Forces Day is intended to be similar in style and attract many local people from the Regiment as well as local ex-servicemen, serving soldiers and their families from the five Regular Units in Oxfordshire quite apart from civilians and their children.

We very much hope you will see fit to grant a Premises License. We would be disappointed if the numbers had to be halved under the TENS license as for financial reasons the number of children we could include would fall away substantially.

Raising money to support our wounded and the families of those killed through our Regimental charities is a vital part of our future and the opportunity to provide such a concert on Armed Forces Day in Oxfordshire is exceptional.

Yours faithfully

A W FOSTER
Lieutenant Colonel (Retd)
Regimental Adjutant

Claire Bold

From: Rob Lowther
Sent: 24 March 2011 15:25
To: 'tilehouseplants@fsmail.net'
Cc: Licensing
Subject: RE: Concert at Finmere 25th June 2011
Follow Up Flag: Follow up
Flag Status: Red

Thank you for your observations. I have forwarded them to our Licensing Department who are dealingt with the application.

Rob Lowther
ASB Manager.

From: Buzzy Lepper [mailto:tilehouseplants@fsmail.net]
Sent: 23 March 2011 10:13
To: Rob Lowther
Subject: Concert at Finmere 25th June 2011

Dear Sir,

I am writing with regard to a concert which is to take place in Finmere on 25th June of this year at The Old Rectory. I take this opportunity to voice the support for this concert which I understand is a one off event and which will prove to be a wonderful family occasion. No alcohol is on sale and all children under 16 are being accompanied so I see no reason for any crime related trouble. The event is being held during daylight hours and I understand that there is provision for first aid and there will be stewards on duty so I cannot see any risk to public safety. As the music is not amplified and the doo finishes at 9.30 pm I cannot see any reason for public nuisance.

In September 2010 a charity concert with the same Pipes and Drums band played at the Old Rectory and there were no problems with public safety, traffic problems and no reports of public nuisance from noise given to the Parochial Church Council or from anyone in the village. Neither were there any reports of public disorder from drunkenness or drugs. It was very well attended and those of us who were there had a very memorable evening and are looking forward to 25th June.

Yours faithfully,

Buzzy Lepper- Tile House Farm, Finmere MK18 4AS



MINISTRY OF DEFENCE

Defence Internal Brief

SERIAL: 2011DIB/13

DATE: 8 March 2011

ISSUE: Armed Forces Day 2011
AUDIENCE: All Service and Civilian Personnel
TIMING: Routine
ACTION: To be briefed for Information Only



KEY POINTS:

- This year Armed Forces Day (AFD) will be held on Saturday 25 June. Now in its third year, the aim of AFD is to boost public support and appreciation of all those who serve and have served in HM Armed Forces (serving personnel, veterans and cadets).
- The city of Edinburgh has been chosen to host the 2011 national event for AFD, and as with previous years, this will be complemented by a variety of community-led events in towns and cities across the UK.
- At a time of national financial austerity and reductions in Service manpower, AFD is a chance for the public to show their support and ensure that our Armed Forces get the recognition and gratitude they deserve.
- Further information on Service involvement, how Units can contribute and general involvement can be found in DIN 2010DIN09-008.
- Details of events planned at Edinburgh and elsewhere, as well as how you can show your support, are available on the AFD website: <http://www.armedforcesday.org.uk/>.

DETAIL:

1. The aim of AFD, which is now in its third year, is to boost public support and appreciation of all those who serve and have served in HM Armed Forces. It provides an opportunity for the UK public to recognise the contribution that the Armed Forces (serving personnel, veterans and cadets) make and have made to the nation, and for the Armed Forces and veterans to know that they are valued and enjoy the respect and support of both the Government and the nation.

Commanders at all levels, especially those with public outreach responsibilities, are encouraged to engage with their contacts in the local community to foster maximum involvement in AFD activities to raise the profile of the Armed Forces. However,

given the current operational tempo and resource restrictions, it will be important to avoid activities that add significantly to the level of commitment for serving personnel. It is therefore intended to build on the success of the previous years' AFD, which were based on community-led events in towns and cities across the country, with a national event providing the focus for media engagement. Edinburgh has been selected as the host venue for the 2011 national event.

2. The national event in Edinburgh will provide a focus for national media coverage. However, there will be a range of other community-led events throughout the country; further details can be obtained from: <http://www.armedforcesday.org.uk/>. The website will be continually updated with event listings as AFD draws closer.

3. Some of the activities to mark AFD this year include:

- **Fly the Flag for Our Armed Forces**

The Devolved Administrations in Scotland, Wales and Northern Ireland, together with the Regional Governments in England and every local authority in the UK, the Channel Islands and the Isle of Man will be again invited to fly an AFD flag ('Fly the Flag for our Armed Forces') during the week preceding AFD. In 2010 every local authority in Wales, England and Scotland and nearly all in Northern Ireland flew an Armed Forces Day flag. Flags will also be available to members of the public through Zephyr Flags www.zephyr-tvc.com.

- **Uniform at Work Day**

It is intended to hold a 'Uniform at Work Day' on Wednesday 22 June 2011. This would apply to all Service personnel who normally do not wear their uniform when on duty and it would involve encouraging all Reserve Forces personnel to wear uniform to work on 22 June 2011, where this is compatible with 2008DIN01-200 and local security considerations (see [JSP 440, Part 7, Section 1, Chapter 7](#)).

- **Wear Your Veterans Badge to Work**

In parallel with 'Uniform at Work Day', veterans employed at MOD Establishments are encouraged to wear their H.M. Armed Forces Veterans Badge on Wednesday 22 June. Promoting this concept will encourage others who are eligible to apply for their Veterans Badge and raise awareness in the workplace of the valuable contribution veterans continue to make after leaving the Armed Forces. More information and details of how to apply for the H.M. Armed Forces Veterans Badge can be found at www.veterans-uk.info.

Overseas activities and Defence organisations

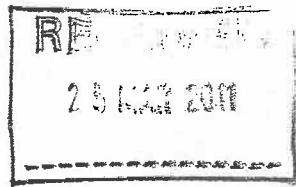
4. The main purpose of AFD is to raise awareness of the Armed Forces among the British public and the focus for 2011 is to build on the success of the 2010 AFD activities in local communities across the country. Overseas Units and Defence organisations are encouraged to lay on events where they are able to do so, but only to the extent that they can identify funding from within their current budgets and the normal rules governing financial management and propriety.

SUBJECT CONTACT:

FURTHER INFORMATION:

Defence Internal Briefs (DIBs) are released by the DMC Internal Communications Team. If you have any questions or feedback on the contents of this brief, please speak to the named subject contact identified above.

For past DIBs see [http://www.defence.gov.uk/dib/](#)



The Thatched House
Fulwell Road
Fimmere
MK18 4AS

25th March
2001

Dear Sir / Madam

I am writing with regards to the charity event which is set to take place June 25th in aid The colonels Fund of the Scots Guard, I am offering my support as a long standing villager in these times of trouble we should do all we can to support the boys and girls of our forces any small inconvenience on the part of the village is far outweighed by the debt of gratitude owed to our forces, may the weather stay fine and the good people of Fimmere see senses and enjoy the event with goodwill, and a sense of community and brother as

we who live in small villages used to
do.

yours

R. Beale

RECEIVED
25 MAR 2011

18 Town Close,
Mere Rd.,
Finmere.

25-03-11

To whom it concerns,

RE: Help for Heroes Concert: Finmere 25-06-11

I am writing this letter in an attempt to voice the opinion of my house-hold and of other villagers I have spoken to.

Frankly, I am appalled by those within this village who are opposing this event on the grounds of "inconvenience" and "disruptance" - It is to raise money for our troops!!! I fully support it myself & I wonder how many of these people would voice these complaints when faced with an injured member of the Army?

I feel that this event will cause Less disruptance than a wedding at the church causes - cars parked everywhere!

There is ample parking arranged for the event OUTSIDE the village, and the event itself is only a couple of hours long.

Good luck to the fund-raisers I say!

Yours Faithfully,

Elisabeth Beale & Edward Duard

**Presentation
Colonels Concert Charity Event
Armed Forces Day 25th June 2011
Finmere Parish Council
11th March 2011**



Good evening ladies and gentlemen thank you for inviting me to your meeting this evening. Can I begin by telling you a little about myself?

I served 12 years with the 2nd Battalion Scots Guards and have been Pipe Major of the Scots Guards Association Pipes & Drums since 2004. My youngest son Robert (18) is serving with the 1st Battalion Scots Guards and spent last summer serving in Helmund Province. I will be performing in the proposed concert and am a member of the organising committee. I am a serving Police Officer with Thames Valley Police and as the Detective Inspector for Cherwell Local Policing Area have direct responsibility for crime management issues in your village. I first became involved in the idea of holding a concert here while I was helping to raise charitable funds for your Church appeal last September at the Old Rectory. I suggested to Charley Grimston that the grounds of his home provided a natural outdoor arena for a full band concert, never expecting that the Regimental Band would ever be made available to perform such an event. You can imagine my surprise when Charley informed me that the band was available, willing and the Regiment had agreed!

The aim of the power point presentation that I am delivering this evening is to give you sufficient information on which to base an informed, considered decision, allay your concerns and very much include the wider residents of the village in the proposed event. The presentation begins with a very quick recent history of the regiment, mission statement (including link to AFD), explanation of the Colonels Fund and its relevance to soldiering in the 21st century, the performance, and finishes with 4 slides covering the licensing provisions.

I have formal training and professional knowledge of the general provisions within the licensing objectives – General, Prevention of Crime & Disorder, Public Safety, Prevention of Public Nuisance and Protecting Children from harm. However I must make it clear am not here representing Thames Valley Police. I am here in the capacity of a private citizen who is giving up his time voluntarily for a cause that I passionately support along with Charley & Katharine, ALL the other performers, production committee, and crew. Who also have given up their time ability and experience freely. This is not a commercial venture, it relies on the good will of everyone concerned, commercial and individual sponsorship. To make this a commercial venture the audience numbers would need to be considerably more and the geography of the location simply does not lend itself to that size of event.

- Visual gallery/montage of Recent SG deployments – Reg Band, Pipes & Drums, Highald Dancers
- Audio – Theme to Gladiators (SG Regt Band), 79th farewell to Gibraltar (Band pipes), Regimental Marches (band & Pipes)

SLIDE 1.

"Mission Statement"

Show Support for the Armed Forces on National Armed Forces Day

- Practically through attendance and charitable donation
- Boost public support and appreciation for all those who serve and have served in Her Majesties Forces, visibly showing the Armed Forces and veterans they are valued, enjoying the respect and consideration of the community

Charitable Aims

- Provide direct support to the wounded and families of those killed in action.
- Encourage business to support military charities through sponsorship.
- Maintain sufficient funds within this service charity to pay for its increasing needs during a time of national financial austerity and reduction in service support.

Benefit the Local Community

- Opportunity to see and hear music from one of the world's finest military bands and Championship winning Pipes, Drums & Highland dancers
- Possibly the most prestigious Armed Forces Day event in Oxfordshire
- Give aspiration to students of music and dance
- Benefit local Charitable organisations
- Encourage involvement and integration between the services and local community

SLIDE 2

REGULATED ENTERTAINMENT LICENSING

Objective 1. **Prevention of Crime & Disorder**

The anticipated demographic make up of the expected audience would suggest the bulk age group is to be 30 to 70, compliant and unlikely to engage in deliberate criminal activity or public nuisance.

- **Drugs policies/notices** – This event is unlikely to attendees engaged in recreational substance misuse or the commercial supply of illegal substances as defined Under the Misuse of Drugs Act 1971. In the unlikely event of a casual disclosure a report will be made to the authorities in compliance with Common law
- **Membership of local Pubwatch Scheme** Not applicable. local Licensed premises will be informed of event and Neighbourhood watch co-ordinators will be informed via “ringmaster” system the event is taking place
- **Age Restrictions** All children below the age of 16 to be accompanied by an adult. (proof of age not required)
- **Bottle bans** Not applicable this is a dry event
- **#Law Enforcement.** Local Bicester Sector Inspector briefed. Request for Uniformed Special Constable and or Police Community Support Officer presence.

SLIDE 3

Objective 3. **Public safety**

- **Provisions of emergency lighting** There is no provision outside of lighting equipment held on site emergency vehicle (onsite First Aid). This event will take place and conclude during the hours of day light.
- **Accommodation Limit.** No on-site accommodation, no visitor camping.
- **First Aid Provision.** St. John Ambulance or other voluntary First Aid organisation to be on-site throughout the time the event is open to the public. Emergency medivac route, access and heli landing zone identified. Police, Ambulance and Fire Service notified and Traffic Plan including site map provided.
- **Number of attendees.** Audience limit of 1000.

SLIDE 4

Objective 4. The Prevention of Public Nuisance

- **Secondary glazing/soundproofing.** Not applicable.
- **Keeping music to reasonable level.** Non-amplified live acoustic music.
- **Litter Clearance.** Rubbish collection points provided on-site and provisions made for on site collection and clearance by volunteers and refuse collector.
- **Controlling noxious odours cooking etc...** Not applicable, no provision for on site concessions.
- **Not using external areas after certain time.** Public expected to be clear of site by 22.30hrs (10.30pm). Any site clearance, break down will take place during daylight hours.
- **Restricted hours that amplified music can take place.** No amplified music performance. Public address system will not be used after 10.00pm unless in the event of an emergency.
- **Keeping doors and windows closed while licensing being used.** Not applicable this is an outdoor event being undertaken during reasonable hours.
- **Notice asking patrons to leave quietly.** All ticket holders will be provided with an information pack that will include provisions for litter disposal, pedestrian movement within the village, notice to leave quietly, not to sound vehicle horns unnecessarily, actions in the event of wet weather.
- **#Traffic Plan.** Comprehensive Traffic plan, Stewards, no validation or selling tickets to persons in vehicle, off site or at entrances. Information packs giving specific parking instructions. On site vehicle removal (if necessary) will be provided by event organising team to include car parks.
- **#Vehicle breakdown on highway.** Provisions to be made by vehicle owners via National/local breakdown services. Where safe to do so any broken down vehicle causing an obstruction within the limits of the village will be manually moved at the agreement of the vehicle keeper. Any vehicle broken down on a Highway (BDV) will be dealt with via the police fast roads policy and break down services.

Not required under application for Premise Licence

SLIDE 5

Objective 5. **The Protection of Children from Harm**

- **Restricting access to adult entertainment.** Not applicable, none of the content places any child at risk of morale danger or corruption.
- **Provision of children's area.** Not applicable (dry event) Children under age of 16 years to be accompanied by an adult.
- **Criminal Records Bureau (CRB) checks of staff looking after children.** No provision as children accompanied. Lost children will be taken to Event Control. (Both myself and my wife hold current CRB checks through Oxfordshire Education Authority & Independent Schools). Other volunteers on site not named in this document hold similar accreditation.
- **Proof of Age card.** Not applicable, no alcohol can be purchased on site
- **Prevention of access to gaming machines.** Not applicable
- **A limit on the hours during which children can be present on site.** Not applicable, the event is taking place within reasonable social and domestic hours.
- **Requirement to be accompanied by an Adult.** No child under 16 years to be allowed on site un-accompanied.

SLIDE 6

Scots Guards Band – Colonel's Fund Concert
The Rectory, Finmere, Bucks - 25 June 2011

- | | | | |
|----|-------------|------------------|--------------------|
| 1. | March | Sarafand | Willcocks |
| 2. | Overture | Poet and Peasant | Suppe |
| 3. | Selection | James Bond | Barry arr Stirling |
| 4. | Cornet Solo | Share My Yolk | Webb arr Eosanko |

Cornet Soloist – **WOII Band Sergeant Major Ralph Brill** - Scots Guards Band

5. Pipes and Drums The 'Craggs of Tumbledown' Riddell arr Gray

Pipe Set: Battle of the Somme, Skye boat Song, Itchy Fingers, Glasgow City Police

Argyll Broadsword: Pieadbroch of Donald Dhu, Aspen Bank, Orange & Blue, Braes O'Mar, High Road to Linton, Fairy Dance, Jock Wilson's Ball, Kilt is my delight, Cock O' the North

Combined Amazing Grace arr Fairbairn

Featuring the Scots Guards Association Pipes and Drums
Pipe Major Steve Duffy

6. Film Theme from 'The Gael' arr MacDermott

Interval – 30 Minutes

- | | | | |
|----|---------------------|------------------------|-----------------|
| 1. | Big Band | Children of Sanchez | |
| | Chuck Mangione | | |
| 2. | Old Scottish Melody | Auld Lang Syne | Burns arr Wiley |
| 3. | Saxophone Solo | What a Wonderful World | arr Saucedo |

Saxophone Soloist – **Sergeant Tony Furzey** - Scots Guards Band

4. Band and Pipes 79ths Farewell to Gibraltar McKay arr

Pipe Set: Highland Wedding, Maggie Cameron, Thompson's Dirk

Pipe Suite: Steam Train to Mallaig McKinnon arr Duffy

Combined Highland Cathedral Michael Korb

Featuring the Scots Guards Association Pipes and Drums
Pipe Major Steve Duffy

5. Finale with Pipes 'Here's to the Heroes' Barry arr Jones

Evening Hymn/Last Post Abide with Me arr MacDermott

Lone Piper
Regimental March
March Off

Sleep 'Dearie' Sleep
Hielan' Laddie
The Black Bear

Traditional
Traditional
Traditional

National Anthem

God Save the Queen

arr Brown