

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

Main telephone number

Other telephone number



Include country code.

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House? Yes No

* Registration number

* Business name

* VAT number

* Legal status

If your business is registered, use its registered name.

Put "none" if you are not registered for VAT.

Continued from previous page...

* Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 19**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 19**NON INDIVIDUAL APPLICANTS**

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

Non Individual Applicant's Name

Name

OXFORD PROGRAMS LIMITED

Details

Registered number (where applicable)

6045196

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

Continued from previous page...

PRIVATE LIMITED COMPANY. NOTE THAT THE TRADING NAME IS 'OXFORD ROYALE ACADEMY' AS PER WEBSITE AT WWW.OXFORD-ROYALE.CO.UK. HEAD OFFICE IS LOCATED AT ST. CATHERINE'S COLLEGE (SEE BELOW).

Address

Building number or name	ST CATHERINE'S COLLEGE
Street	MANOR ROAD
District	OXFORD
City or town	OXFORD
County or administrative area	OXFORDSHIRE
Postcode	OX13UJ
Country	United Kingdom

Contact Details

E-mail	
Telephone number	
Other telephone number	

Add another applicant

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

YARNTON MANOR ESTATE IS LOCATED TOWARDS THE END OF CHURCH LANE, IN THE VILLAGE OF YARNTON. THE ESTATE IS A LARGE, BEAUTIFUL EXPANSE DATING BACK TO NORMAN TIMES, AND LOCATED RIGHT NEXT TO THE CHURCH IN YARNTON. WE RECOMMEND VISITING WWW.YARNTONMANOR.COM FOR A VISUAL INSPECTION OF THE MAIN MANOR HOUSE.

OVER THE COURSE OF THE SUMMER WE PLAN TO RUN A NUMBER OF EVENTS FOR WHICH A PREMISES LICENCE IS REQUIRED.

WE WOULD LIKE TO APPLY FOR THREE ASPECTS OF THE ESTATE TO BE LICENCED:

Continued from previous page...

1. "YARNTON MANOR" - THIS IS A SIZEABLE 17th CENTURY MANOR HOUSE, CONSISTING OF FOUR FLOORS (INCLUDING THE BASEMENT). THIS IS THE MAIN FOCUS OF THE ESTATE.

2. "THE BARN" - A STAND ALONE OLD GRANARY BARN, CONSISTING OF MAIN ROOM + CINEMA ROOM + SEVERAL SMALLER CONFERENCE ROOMS.

3. THE GARDENS/LAND - HERITAGE LISTED GARDENS, PLUS AGRICULTURAL LANDS OF AROUND 30 ACRES

THERE ARE OTHER BUILDINGS ON THE ESTATE, SUCH AS 32 CHURCH LANE, DASHWOOD HOUSE, APPLE LOFT, THE ORANGERY, 36+38+40 CHURCH LANE, AND THE MANOR FARM APARTMENTS. HOWEVER NONE OF THESE ARE RELEVANT PARTICULARLY TO THIS APPLICATION. THE BUILDINGS MAY BE USED FOR ACCOMMODATION PURPOSES (E.G. FOR PEOPLE STAYING OVER AFTER EVENTS).

THE CLEARST AND EASIEST WAY TO GET AN OVERVIEW OF THE PREMISES IS TO VISIT THE INTERACTIVE MAP, BY CLICKING THE BUTTON WHICH SAYS "INTERACTIVE MAP" AT THE FOLLOWING WEB ADDRESS:

<https://www.oxford-royale.co.uk/international-study-centre/Yarnton-Manor-Map/story.html>

FOR ANY EVENTS INVOLVING THE SALE OF ALCOHOL, THESE WILL BE RESTRICTED TO:

- WITHIN THE MANOR HOUSE

- WITH THE BARN

- IN THE GARDENS CLOSE TO THE MANOR HOUSE (E.G. COCKTAIL BAR ON A SUNNY DAY).

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

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PROVISION OF PLAYS

Will you be providing plays?

Yes

No

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PROVISION OF FILMS

Will you be providing films?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Continued from previous page...

THURSDAY

Start End
Start End

FRIDAY

Start End
Start End

SATURDAY

Start End
Start End

SUNDAY

Start End
Start End

Will the exhibition of films take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

WE ALREADY HAVE IN PLACE A LICENCE FOR THE SHOWING OF FILMS FROM MPLC - MOTION PICTURE LICENSING COMPANY. THIS IS AN UMBRELLA LICENCE THAT OUR COMPANY USES FOR THE SHOWING OF FILMS ACROSS 7 SITES IN OXFORD THROUGHOUT THE SUMMER.

FOR THE PURPOSES OF THIS APPLICATION, WE WOULD ONLY NEED CLEARANCE FOR SHOWING OCCASIONAL FILMS ON AN AD-HOC BASIS (E.G. 2-3 WEDDINGS (OR SIMILAR SORTS OF EVENTS) PER ANNUM.

SHOULD YOU NEED ANY CLARIFICATION PLEASE DON'T HESITATE TO ASK.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

DURING THE SUMMER MONTHS WE ANTICIPATE SHOWING FILMS REGULARLY BOTH INDOORS AND OUTDOORS FOR OUR STUDENTS. HOWEVER THESE SHOULD BE COVERED BY THE MPLC LICENCE.

THIS SUMMER WE ARE HOSTING THREE PARTICULAR EVENTS AT WHICH FILMS MAY BE SHOWN:

- AUGUST WEDDING 8TH AUGUST
- AUGUST WINTERWELL FESTIVAL 29TH AUGUST
- AUGUST STAFF PARTY 15TH AUGUST

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

SATURDAY

Start	<input type="text" value="19:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="19:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the performance of live music take place indoors or outdoors or both? Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Indoors Outdoors Both

State 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.

FOR MOST DAYS IN THE YEAR THERE WILL BE NO AMPLIFIED MUSIC EITHER INSIDE OR OUTSIDE.

FOR A LIMITED NUMBER OF NIGHTS IN THE YEAR, THERE WILL BE AMPLIFIED MUSIC.

- INSIDE THE BUILDINGS
- OUTSIDE ON THE LAWNS
- BOTH OF THE ABOVE

THE ONLY DATES THAT WE CURRENTLY HAVE BOOKED IN THE DIARY FOR AMPLIFIED MUSIC ARE AS FOLLOWS:

- AUGUST 8TH - WEDDING (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 15TH - STAFF PARTY (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 29TH - WINTERWELL FESTIVAL (MUSIC WILL BE OVER BY MIDNIGHT OUTDOORS, AND BY 3AM INDOORS).

ADDITIONAL DATES MIGHT BE ADDED AS BOOKINGS ARE TAKEN IN OUR OFFICES, SUBJECT TO THIS LICENCE APPLICATION.

NOTE THAT WE HAVE SEPARATELY APPLIED FOR 5 X TEN LICENCES FOR OUR SUMMER SCHOOLS, WHICH WILL TAKE PLACE IN JUNE, JULY AND AUGUST - THESE WILL HAVE BEEN FILED BY JAMIE CHERRINGTON WHO IS THE COMPANY'S EVENTS MANAGER.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

AS IT STANDS, WE'RE EXPECTING SUMMER TO BE BUSIER THAN OTHER TIMES DURING THE YEAR. BUT AS STATED ABOVE, WE ONLY HAVE THE THREE NIGHTS CURRENTLY SCHEDULED FOR THIS SUMMER.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

29TH AUGUST, FOR THE WINTERWELL FESTIVAL, IT IS POSSIBLE FILMS MIGHT GO ON A BIT LATER.

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PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

Yes

No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes

No

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PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

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.

Continued from previous page...

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PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start 19:00

End 00:00

FRIDAY

Start

End

Start 19:00

End 00:00

SATURDAY

Start

End

Start 19:00

End 00:00

SUNDAY

Start

End

Start 19:00

End 00:00

Will the playing of recorded music take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State 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.

AS MENTIONED IN THE PREVIOUS SECTION, WE CURRENTLY HAVE ONLY 3 EVENTS AT WHICH RECORDED MUSIC IN THE FORM OF DJs WILL PLAY.

Continued from previous page...

RECORDED MUSIC WILL ALSO BE AN ACTIVITY MENTIONED ON THE VARIOUS TENs SUBMITTED SEPARATELY BY JAMIE CHERRINGTON.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SUMMER IS USUALLY A BUSIER TIME FOR US THAN OTHER TIMES IN THE YEAR.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

Start

Start

End

End

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.

TUESDAY

Start

Start

End

End

Continued from previous page...

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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.

Will the sale of alcohol be for consumption:

On the premises Off the premises Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

Continued from previous page...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	13:00	End	03:00

SATURDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	13:00	End	03:00

SUNDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

AS STATED PREVIOUSLY, WE ONLY HAVE A SMALL NUMBER OF EVENTS PLANNED IN FOR THIS SUMMER; PLEASE SEE EARLIER SHEET.

FOR THESE THREE ONE-OFF EVENTS, WE WILL BE SERVING ALCOHOL UNTIL AROUND 3AM.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

FOR ONE OF THE EVENTS WE HAVE A LIFE DRAWING CLASS SCHEDULED.

SOME OF THE FILMS BEING SHOWN WILL BE 15+ OR 18+ RATED; ALTHOUGH WE WILL ENSURE CHILDREN ARE NOT ADMITTED.

Section 17 of 19

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SEE PREVIOUS PAGES. WE WILL NEED TO SELL ALCHOL AT THE THREE EVENTS IN AUGUST, AND POSSIBLY MORE EVENTS ADDED IN THE FUTURE.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor

Continued from previous page...

- APPROPRIATE SIGNAGE
- ADEQUATE ACCESS TO WATER & TOILETS
- ELECTRICAL EQUIPMENT RECENTLY PAT TESTED
- CORDONING OFF AREAS WHICH ARE OUT OF BOUNDS
- STAFF TO WEAR HIGH VISIBILITY JACKETS / CARRY ID

d) The prevention of public nuisance

- SOUND MONITORING TECHNOLOGY FOR ALL EVENTS INVOLVING AMPLIFIED MUSIC
- STAFF MEMBER TO PATROL VICINITY WITH SOUND-MONITORING DEVICE TO KEEP LEVELS ACCEPTABLE
- PERSONAL LETTERS TO BE WRITTEN TO ALL THE INHABITANTS OF CHURCH LANE TO GIVE THEM ADVANCE WARNING OF ANY EVENTS THAT THEY MIGHT BE ABLE TO HEAR
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE

e) The protection of children from harm

- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE
- APPROPRIATE SIGNAGE
- PREVENTION OF CHILDREN FROM DRINKING ALCOHOL THROUGH TRAINING/ID CHECKS

NOTE THAT WE ARE NOT EXPECTING MANY CHILDREN TO ATTEND THE 3 EVENTS MENTIONED.

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PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card. Premises Licence Fees are determined by the non domestic rateable value of the premises. To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00

Continued from previous page...

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

THE MANOR IS CURRENTLY NOT OPEN TO THE PUBLIC UNLESS BY PRIOR ARRANGEMENT.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

- WORKING CLOSELY WITH THE COUNCIL TO ENSURE STANDARD ARE SUFFICIENT
- RISK ASSESSMENT AHEAD OF TIME, AND IMPLEMENTATION OF CONTROL MEASURES AS APPROPRIATE
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- SENSITIVE APPROACH TO LOCAL RESIDENTS AND OTHERS AFFECTED
- OVER 20 YEARS' COMBINED EXPERIENCE OF THE DIRECTORS IN MANAGING EVENTS SUCCESSFULLY
- LEVERAGING THE EXISTING HIGH STANDARDS OF HEALTH AND SAFETY IN PLACE AT YARNTON MANOR ESTATE
- ENSURING ANY CHILDREN ATTENDING EVENTS ARE WITH PARENTS OR OTHERWISE SUPERVISED
- STRICT MANAGEMENT OF ACCESS/EGRESS
- FIRE RISK ASSESSMENT OF THE ESTATE RECENTLY RENEWED (JUNE 2015)
- EXTERNAL ROSPA HEALTH AND SAFETY APPROVED SITE

b) The prevention of crime and disorder

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- WRIST BAND IDENTIFICATION SYSTEMS
- UP TO DATE ROSTA OF ATTENDEES
- WORKING WITH THE POLICE AS APPROPRIATE

c) Public safety

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- HEALTH AND SAFETY STAFF ON SITE
- SJA/PARAMEDICA/EQUIVALENT ON SITE

Continued from previous page...

Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

* Fee amount (£)

315.00

DECLARATION

* I/we understand 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.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

WILLIAM R HUMPHREYS

* Capacity

DIRECTOR

* Date

03 / 06 / 2015

dd mm yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/cherwell/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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 A

Consent of individual to being specified as premises supervisor

I Casey Small
Of 26 The Park, Cumnor, OX2 9QS

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

by William Humphreys

relating to a premises licence N/A

for Oxford Programs Limited, Church Lane, Oxfordshire, OX5 1PY

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

William Humphreys

concerning the supply of alcohol at Yarnton Manor Estate, Church Lane, Oxfordshire, OX5 1PY

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number : LP7001784

Expiry: 12/04/16

Personal licence issuing authority

**Reading Borough Council
Civic Offices
Bridge Street
Reading
RG1 2LU**

Signed

**Name Casey Small
Dated 11/06/15**

Charlotte Johnson

From: William Humphreys < >
Sent: 04 June 2015 14:16
To: Licensing
Subject: Re: Application confirmation for Premises licence

Hi Charlotte

Thank you for your assistance on the phone earlier, it was most useful. Please find below a revised list of our requirements further to our conversation. Some of the times are as we went through on the phone, and others I have adjusted after speaking to the relevant people. Can you please check through and adjust our application accordingly?

Showing of Films

- Indoors from 5pm to 2am, 7 days a week
- Outdoors from 5pm to 11pm, 7 days a week

For the 29th August we might wish to show outdoor movies until 2am, as part of the Winterwell Festival, but will notify both yourself, and the police (Laura Morris of TVP) at least 14 days before the event.

We also have the MPLC Umbrella Licence, which allows us to show DVDs, and other Media (i.e. it covers the copyright side of things).

We understand from what you said this morning that we will be covered for either commercial (for-fee) showing of films, or the without-charge showing of films. Please confirm this is correct.

General Serving of Food and Drink

We are already covered for the general selling of food & drink between 5am and 11pm, 7 days a week. Please confirm. Normal food hygiene regulations would apply.

Late Night Refreshment (Meaning Food)

We would like to apply for the serving/selling of food late at night at the following times:

- Thursday 11pm - 3am
- Friday 11pm - 3am
- Saturday 11pm - 3am
- Sunday 11pm - 3am

Winterwell Festival on 29th August will require late night refreshment until 3am

Selling of Alcoholic Beverages

We would like to apply to serve/sell alcoholic beverages at the following times:

- Thursday 1pm - 3am
- Friday 1pm - 3am
- Saturday 1pm - 3am
- Sunday 1pm - 12am

Winterwell Festival on 29th August will require alcoholic drinks to be served to guests until 3am.

I will ask the DPS person to send over the consent form ASAP.

- | | | |
|--------------------|----------------------|-------------|
| Indoor Live | Thurs, Fri, Sat, Sun | 1pm to 3am |
| Indoor Recorded | Thurs, Fri, Sat, Sun | 1pm to 3am |
| Outdoor Live | Thurs, Fri, Sat, Sun | 1pm to 12am |
| • Outdoor Recorded | Thurs, Fri, Sat, Sun | 1pm to 12am |

TENs

As discussed on the phone, given we have three important events on 8th, 15th and 29th August, we will likely submit TENs for these independently of the application for a premises licence. You said that although one of our staff Jamie Cherrington has already submitted 5 TENs for other events during the summer, it would be OK for me or my secretary to submit additional ones up to a maximum of 5 per person and max 12 per premises. We will proceed on this basis unless you instruct otherwise.

Hopefully this is all the information you require in order to be able to process the application - do call me on the mobile or office if you have any questions.

William

WILLIAM HUMPHREYS
Director

Tel: .
Fax: .



On 4 June 2015 at 09:01, Licensing <

wrote:

Hello,

Thank you for your email.

The Consultation is 28 Days starting the day after we receive it if it is by post or the day we receive it if it is electronic.

I can see from our online payment system that you have paid so I can accept this as the start of consultation meaning the end of consultation is the 1st of July.

Please ensure that this date is put on your site notices, which must be on light blue paper, I have attached a copy in case you don't have them. Please also ensure that you put an advert in the local paper saying that you are applying for a license, most people send the paper a copy of the blue notice which they then shrink down.

If you require any further assistance please contact us. I shall start processing your application

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?
 Yes No Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

Main telephone number Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:
 Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House? Yes No

* Registration number

* Business name If your business is registered, use its registered name.

* VAT number Put "none" if you are not registered for VAT.

* Legal status

Continued from previous page...

PRIVATE LIMITED COMPANY. NOTE THAT THE TRADING NAME IS 'OXFORD ROYALE ACADEMY' AS PER WEBSITE AT WWW.OXFORD-ROYALE.CO.UK. HEAD OFFICE IS LOCATED AT ST. CATHERINE'S COLLEGE (SEE BELOW).

Address

Building number or name	ST CATHERINE'S COLLEGE
Street	MANOR ROAD
District	OXFORD
City or town	OXFORD
County or administrative area	OXFORDSHIRE
Postcode	OX13UJ
Country	United Kingdom

Contact Details

E-mail	
Telephone number	
Other telephone number	

Add another applicant

Section 5 of 19

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

YARNTON MANOR ESTATE IS LOCATED TOWARDS THE END OF CHURCH LANE, IN THE VILLAGE OF YARNTON. THE ESTATE IS A LARGE, BEAUTIFUL EXPANSE DATING BACK TO NORMAN TIMES, AND LOCATED RIGHT NEXT TO THE CHURCH IN YARNTON. WE RECOMMEND VISITING WWW.YARNTONMANOR.COM FOR A VISUAL INSPECTION OF THE MAIN MANOR HOUSE.

OVER THE COURSE OF THE SUMMER WE PLAN TO RUN A NUMBER OF EVENTS FOR WHICH A PREMISES LICENCE IS REQUIRED.

WE WOULD LIKE TO APPLY FOR THREE ASPECTS OF THE ESTATE TO BE LICENCED:

Continued from previous page...

1. "YARNTON MANOR" - THIS IS A SIZEABLE 17th CENTURY MANOR HOUSE, CONSISTING OF FOUR FLOORS (INCLUDING THE BASEMENT). THIS IS THE MAIN FOCUS OF THE ESTATE.

2. "THE BARN" - A STAND ALONE OLD GRANARY BARN, CONSISTING OF MAIN ROOM + CINEMA ROOM + SEVERAL SMALLER CONFERENCE ROOMS.

3. THE GARDENS/LAND - HERITAGE LISTED GARDENS, PLUS AGRICULTURAL LANDS OF AROUND 30 ACRES

THERE ARE OTHER BUILDINGS ON THE ESTATE, SUCH AS 32 CHURCH LANE, DASHWOOD HOUSE, APPLE LOFT, THE ORANGERY, 36+38+40 CHURCH LANE, AND THE MANOR FARM APARTMENTS. HOWEVER NONE OF THESE ARE RELEVANT PARTICULARLY TO THIS APPLICATION. THE BUILDINGS MAY BE USED FOR ACCOMMODATION PURPOSES (E.G. FOR PEOPLE STAYING OVER AFTER EVENTS).

THE CLEAREST AND EASIEST WAY TO GET AN OVERVIEW OF THE PREMISES IS TO VISIT THE INTERACTIVE MAP, BY CLICKING THE BUTTON WHICH SAYS "INTERACTIVE MAP" AT THE FOLLOWING WEB ADDRESS:

<https://www.oxford-royale.co.uk/international-study-centre/Yarnton-Manor-Map/story.html>

FOR ANY EVENTS INVOLVING THE SALE OF ALCOHOL, THESE WILL BE RESTRICTED TO:

- WITHIN THE MANOR HOUSE
- WITH THE BARN
- IN THE GARDENS CLOSE TO THE MANOR HOUSE (E.G. COCKTAIL BAR ON A SUNNY DAY).

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

Section 6 of 19

PROVISION OF PLAYS

Will you be providing plays?

Yes

No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

Yes

No

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.

Standard Days And Timings

MONDAY

Start

End Outdoors

Start

End Indoors

TUESDAY

Start

End Outdoors

Start

End Indoors

WEDNESDAY

Start

End Outdoors

Start

End Indoors

Continued from previous page...

THURSDAY

Start End Outdoors

Start End Indoors

FRIDAY

Start End Outdoors

Start End Indoors

SATURDAY

Start End Outdoors

Start End Indoors

SUNDAY

Start End Outdoors

Start End Indoors

Will the exhibition of films take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

WE ALREADY HAVE IN PLACE A LICENCE FOR THE SHOWING OF FILMS FROM MPLC - MOTION PICTURE LICENSING COMPANY. THIS IS AN UMBRELLA LICENCE THAT OUR COMPANY USES FOR THE SHOWING OF FILMS ACROSS 7 SITES IN OXFORD THROUGHOUT THE SUMMER.

FOR THE PURPOSES OF THIS APPLICATION, WE WOULD ONLY NEED CLEARANCE FOR SHOWING OCCASIONAL FILMS ON AN AD-HOC BASIS (E.G. 2-3 WEDDINGS (OR SIMILAR SORTS OF EVENTS) PER ANNUM.

SHOULD YOU NEED ANY CLARIFICATION PLEASE DON'T HESITATE TO ASK.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

DURING THE SUMMER MONTHS WE ANTICIPATE SHOWING FILMS REGULARLY BOTH INDOORS AND OUTDOORS FOR OUR STUDENTS. HOWEVER THESE SHOULD BE COVERED BY THE MPLC LICENCE.

THIS SUMMER WE ARE HOSTING THREE PARTICULAR EVENTS AT WHICH FILMS MAY BE SHOWN:

- AUGUST WEDDING 8TH AUGUST
- AUGUST WINTERWELL FESTIVAL 29TH AUGUST
- AUGUST STAFF PARTY 15TH AUGUST

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

29TH AUGUST, FOR THE WINTERWELL FESTIVAL, IT IS POSSIBLE FILMS MIGHT GO ON A BIT LATER.

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

Yes

No

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes

No

Section 10 of 19

PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start 13:00

End 00:00 Outdoors

Start 13:00

End 03:00 Indoors

SUNDAY

Start 13:00

End 00:00 Outdoors

Start 13:00

End 03:00 Indoors

Will the performance of live music take place indoors or outdoors or both? Indoors Outdoors Both Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

FOR MOST DAYS IN THE YEAR THERE WILL BE NO AMPLIFIED MUSIC EITHER INSIDE OR OUTSIDE.

FOR A LIMITED NUMBER OF NIGHTS IN THE YEAR, THERE WILL BE AMPLIFIED MUSIC.

- INSIDE THE BUILDINGS
- OUTSIDE ON THE LAWNS
- BOTH OF THE ABOVE

THE ONLY DATES THAT WE CURRENTLY HAVE BOOKED IN THE DIARY FOR AMPLIFIED MUSIC ARE AS FOLLOWS:

- AUGUST 8TH - WEDDING (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 15TH - STAFF PARTY (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 29TH - WINTERWELL FESTIVAL (MUSIC WILL BE OVER BY MIDNIGHT OUTDOORS, AND BY 3AM INDOORS).

ADDITIONAL DATES MIGHT BE ADDED AS BOOKINGS ARE TAKEN IN OUR OFFICES, SUBJECT TO THIS LICENCE APPLICATION.

NOTE THAT WE HAVE SEPARATELY APPLIED FOR 5 X TEN LICENCES FOR OUR SUMMER SCHOOLS, WHICH WILL TAKE PLACE IN JUNE, JULY AND AUGUST - THESE WILL HAVE BEEN FILED BY JAMIE CHERRINGTON WHO IS THE COMPANY'S EVENTS MANAGER.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

AS IT STANDS, WE'RE EXPECTING SUMMER TO BE BUSIER THAN OTHER TIMES DURING THE YEAR. BUT AS STATED ABOVE, WE ONLY HAVE THE THREE NIGHTS CURRENTLY SCHEDULED FOR THIS SUMMER.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start 13:00

End 00:00 Outdoors

Start 13:00

End 03:00 Indoors

FRIDAY

Start 13:00

End 00:00 Outdoors

Start 13:00

End 03:00 Indoors

SATURDAY

Start 13:00

End 00:00 Outdoors

Start 13:00

End 03:00 Indoors

SUNDAY

Start 13:00

End 00:00 Outdoors

Start 13:00

End 03:00 Indoors

Will the playing of recorded music take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State 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.

AS MENTIONED IN THE PREVIOUS SECTION, WE CURRENTLY HAVE ONLY 3 EVENTS AT WHICH RECORDED MUSIC IN THE FORM OF DJs WILL PLAY.

Continued from previous page...

RECORDED MUSIC WILL ALSO BE AN ACTIVITY MENTIONED ON THE VARIOUS TENS SUBMITTED SEPARATELY BY JAMIE CHERRINGTON.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SUMMER IS USUALLY A BUSIER TIME FOR US THAN OTHER TIMES IN THE YEAR.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes No

Section 13 of 19

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

Section 14 of 19

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

Continued from previous page...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

AS STATED PREVIOUSLY, WE ONLY HAVE A SMALL NUMBER OF EVENTS PLANNED IN FOR THIS SUMMER; PLEASE SEE EARLIER SHEET.

FOR THESE THREE ONE-OFF EVENTS, WE WILL BE SERVING ALCOHOL UNTIL AROUND 3AM.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

Section 15 of 19

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

On the premises

Off the premises

Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

Continued from previous page...

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SEE PREVIOUS PAGES. WE WILL NEED TO SELL ALCHOL AT THE THREE EVENTS IN AUGUST, AND POSSIBLY MORE EVENTS ADDED IN THE FUTURE.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Casey

Family name

Small

Enter the contact's address

Building number or name

Street

District

City or town

administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor

Continued from previous page...

As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 19

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

FOR ONE OF THE EVENTS WE HAVE A LIFE DRAWING CLASS SCHEDULED.

SOME OF THE FILMS BEING SHOWN WILL BE 15+ OR 18+ RATED; ALTHOUGH WE WILL ENSURE CHILDREN ARE NOT ADMITTED.

Section 17 of 19

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

THE MANOR IS CURRENTLY NOT OPEN TO THE PUBLIC UNLESS BY PRIOR ARRANGEMENT.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 19

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

- WORKING CLOSELY WITH THE COUNCIL TO ENSURE STANDARD ARE SUFFICIENT
- RISK ASSESSMENT AHEAD OF TIME, AND IMPLEMENTATION OF CONTROL MEASURES AS APPROPRIATE
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- SENSITIVE APPROACH TO LOCAL RESIDENTS AND OTHERS AFFECTED
- OVER 20 YEARS' COMBINED EXPERIENCE OF THE DIRECTORS IN MANAGING EVENTS SUCCESSFULLY
- LEVERAGING THE EXISTING HIGH STANDARDS OF HEALTH AND SAFETY IN PLACE AT YARNTON MANOR ESTATE
- ENSURING ANY CHILDREN ATTENDING EVENTS ARE WITH PARENTS OR OTHERWISE SUPERVISED
- STRICT MANAGEMENT OF ACCESS/EGRESS
- FIRE RISK ASSESSMENT OF THE ESTATE RECENTLY RENEWED (JUNE 2015)
- EXTERNAL ROSPA HEALTH AND SAFETY APPROVED SITE

b) The prevention of crime and disorder

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- WRIST BAND IDENTIFICATION SYSTEMS
- UP TO DATE ROSTA OF ATTENDEES
- WORKING WITH THE POLICE AS APPROPRIATE

c) Public safety

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- HEALTH AND SAFETY STAFF ON SITE
- SJA/PARAMEDICA/EQUIVALENT ON SITE

Continued from previous page...

- APPROPRIATE SIGNAGE
- ADEQUATE ACCESS TO WATER & TOILETS
- ELECTRICAL EQUIPMENT RECENTLY PAT TESTED
- CORDONING OFF AREAS WHICH ARE OUT OF BOUNDS
- STAFF TO WEAR HIGH VISIBILITY JACKETS / CARRY ID

d) The prevention of public nuisance

- SOUND MONITORING TECHNOLOGY FOR ALL EVENTS INVOLVING AMPLIFIED MUSIC
- STAFF MEMBER TO PATROL VICINITY WITH SOUND-MONITORING DEVICE TO KEEP LEVELS ACCEPTABLE
- PERSONAL LETTERS TO BE WRITTEN TO ALL THE INHABITANTS OF CHURCH LANE TO GIVE THEM ADVANCE WARNING OF ANY EVENTS THAT THEY MIGHT BE ABLE TO HEAR
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE

e) The protection of children from harm

- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE
- APPROPRIATE SIGNAGE
- PREVENTION OF CHILDREN FROM DRINKING ALCOHOL THROUGH TRAINING/ID CHECKS

NOTE THAT WE ARE NOT EXPECTING MANY CHILDREN TO ATTEND THE 3 EVENTS MENTIONED.

Section 19 of 19

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card. Premises Licence Fees are determined by the non domestic rateable value of the premises. To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00

Continued from previous page...

Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

* Fee amount (£)

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

DECLARATION

* I/we understand 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.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

Date (dd/mm/yyyy)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/cherwell/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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

OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

< Previous 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 Next >

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Yes No

Applicant Details

* First name WILLIAM

* Family name HUMPHREYS

* E-mail

Main telephone number

Include country code

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House? Yes No

* Registration number 6045196

* Business name OXFORD PROGRAMS LIMITED

* VAT number - 880 2776 03

* Legal status Private Limited Company

If your business is registered, use its registered name.

Put "none" if you are not registered for VAT

04 JUN 2015

Continued from previous page...

* Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

Section 2 of 19

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 19

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 19

NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

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

Continued from previous page...

1. "YARNTON MANOR" - THIS IS A SIZEABLE 17th CENTURY MANOR HOUSE, CONSISTING OF FOUR FLOORS (INCLUDING THE BASEMENT). THIS IS THE MAIN FOCUS OF THE ESTATE.

2. "THE BARN" - A STAND ALONE OLD GRANARY BARN, CONSISTING OF MAIN ROOM + CINEMA ROOM + SEVERAL SMALLER CONFERENCE ROOMS.

3. THE GARDENS/LAND - HERITAGE LISTED GARDENS, PLUS AGRICULTURAL LANDS OF AROUND 30 ACRES

THERE ARE OTHER BUILDINGS ON THE ESTATE, SUCH AS 32 CHURCH LANE, DASHWOOD HOUSE, APPLE LOFT, THE ORANGERY, 36+38+40 CHURCH LANE, AND THE MANOR FARM APARTMENTS. HOWEVER NONE OF THESE ARE RELEVANT PARTICULARLY TO THIS APPLICATION. THE BUILDINGS MAY BE USED FOR ACCOMMODATION PURPOSES (E.G. FOR PEOPLE STAYING OVER AFTER EVENTS).

THE CLEAREST AND EASIEST WAY TO GET AN OVERVIEW OF THE PREMISES IS TO VISIT THE INTERACTIVE MAP, BY CLICKING THE BUTTON WHICH SAYS "INTERACTIVE MAP" AT THE FOLLOWING WEB ADDRESS:

<https://www.oxford-royale.co.uk/international-study-centre/Yarnton-Manor-Map/story.html>

FOR ANY EVENTS INVOLVING THE SALE OF ALCOHOL, THESE WILL BE RESTRICTED TO:

- WITHIN THE MANOR HOUSE
- WITH THE BARN
- IN THE GARDENS CLOSE TO THE MANOR HOUSE (E.G. COCKTAIL BAR ON A SUNNY DAY).

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

Section 6 of 19

PROVISION OF PLAYS

Will you be providing plays?

- Yes No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

- Yes No

Standard Days And Timings

MONDAY

Start

Start

End

End

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.

TUESDAY

Start

Start

End

End

WEDNESDAY

Start

Start

End

End

Continued from previous page...

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="19:00"/>	End	<input type="text" value="22:00"/>

FRIDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="19:00"/>	End	<input type="text" value="22:00"/>

SATURDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="19:00"/>	End	<input type="text" value="22:00"/>

SUNDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="19:00"/>	End	<input type="text" value="22:00"/>

Will the exhibition of films take place indoors or outdoors or both?

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Indoors Outdoors Both

State 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.

WE ALREADY HAVE IN PLACE A LICENCE FOR THE SHOWING OF FILMS FROM MPLC - MOTION PICTURE LICENSING COMPANY. THIS IS AN UMBRELLA LICENCE THAT OUR COMPANY USES FOR THE SHOWING OF FILMS ACROSS 7 SITES IN OXFORD THROUGHOUT THE SUMMER.

FOR THE PURPOSES OF THIS APPLICATION, WE WOULD ONLY NEED CLEARANCE FOR SHOWING OCCASIONAL FILMS ON AN AD-HOC BASIS (E.G. 2-3 WEDDINGS (OR SIMILAR SORTS OF EVENTS) PER ANNUM.

SHOULD YOU NEED ANY CLARIFICATION PLEASE DON'T HESITATE TO ASK.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

DURING THE SUMMER MONTHS WE ANTICIPATE SHOWING FILMS REGULARLY BOTH INDOORS AND OUTDOORS FOR OUR STUDENTS. HOWEVER THESE SHOULD BE COVERED BY THE MPLC LICENCE.

THIS SUMMER WE ARE HOSTING THREE PARTICULAR EVENTS AT WHICH FILMS MAY BE SHOWN:

- AUGUST WEDDING 8TH AUGUST
- AUGUST WINTERWELL FESTIVAL 29TH AUGUST
- AUGUST STAFF PARTY 15TH AUGUST

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the performance of live music take place indoors or outdoors or both? Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Indoors Outdoors Both

State 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.

FOR MOST DAYS IN THE YEAR THERE WILL BE NO AMPLIFIED MUSIC EITHER INSIDE OR OUTSIDE.

FOR A LIMITED NUMBER OF NIGHTS IN THE YEAR, THERE WILL BE AMPLIFIED MUSIC.

- INSIDE THE BUILDINGS
- OUTSIDE ON THE LAWNS
- BOTH OF THE ABOVE

THE ONLY DATES THAT WE CURRENTLY HAVE BOOKED IN THE DIARY FOR AMPLIFIED MUSIC ARE AS FOLLOWS:

- AUGUST 8TH - WEDDING (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 15TH - STAFF PARTY (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 29TH - WINTERWELL FESTIVAL (MUSIC WILL BE OVER BY MIDNIGHT OUTDOORS, AND BY 3AM INDOORS).

ADDITIONAL DATES MIGHT BE ADDED AS BOOKINGS ARE TAKEN IN OUR OFFICES, SUBJECT TO THIS LICENCE APPLICATION.

NOTE THAT WE HAVE SEPARATELY APPLIED FOR 5 X TEN LICENCES FOR OUR SUMMER SCHOOLS, WHICH WILL TAKE PLACE IN JUNE, JULY AND AUGUST - THESE WILL HAVE BEEN FILED BY JAMIE CHERRINGTON WHO IS THE COMPANY'S EVENTS MANAGER.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

AS IT STANDS, WE'RE EXPECTING SUMMER TO BE BUSIER THAN OTHER TIMES DURING THE YEAR. BUT AS STATED ABOVE, WE ONLY HAVE THE THREE NIGHTS CURRENTLY SCHEDULED FOR THIS SUMMER.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

29TH AUGUST, FOR THE WINTERWELL FESTIVAL, IT IS POSSIBLE FILMS MIGHT GO ON A BIT LATER.

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

Yes

No

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes

No

Section 10 of 19

PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

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.

Continued from previous page...

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start 19:00

End 00:00

FRIDAY

Start

End

Start 19:00

End 00:00

SATURDAY

Start

End

Start 19:00

End 00:00

SUNDAY

Start

End

Start 19:00

End 00:00

Will the playing of recorded music take place indoors or outdoors or both?

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

Indoors Outdoors Both

State 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.

AS MENTIONED IN THE PREVIOUS SECTION, WE CURRENTLY HAVE ONLY 3 EVENTS AT WHICH RECORDED MUSIC IN THE FORM OF DJs WILL PLAY.

Continued from previous page...

RECORDED MUSIC WILL ALSO BE AN ACTIVITY MENTIONED ON THE VARIOUS TENs SUBMITTED SEPARATELY BY JAMIE CHERRINGTON.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SUMMER IS USUALLY A BUSIER TIME FOR US THAN OTHER TIMES IN THE YEAR.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes No

Section 13 of 19

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

Section 14 of 19

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

Continued from previous page...

Section 15 of 19

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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.

Will the sale of alcohol be for consumption:

On the premises Off the premises Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

Continued from previous page...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	13:00	End	03:00

SATURDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	13:00	End	03:00

SUNDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

AS STATED PREVIOUSLY, WE ONLY HAVE A SMALL NUMBER OF EVENTS PLANNED IN FOR THIS SUMMER; PLEASE SEE EARLIER SHEET.

FOR THESE THREE ONE-OFF EVENTS, WE WILL BE SERVING ALCOHOL UNTIL AROUND 3AM.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 19

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

FOR ONE OF THE EVENTS WE HAVE A LIFE DRAWING CLASS SCHEDULED.

SOME OF THE FILMS BEING SHOWN WILL BE 15+ OR 18+ RATED; ALTHOUGH WE WILL ENSURE CHILDREN ARE NOT ADMITTED.

Section 17 of 19

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SEE PREVIOUS PAGES. WE WILL NEED TO SELL ALCHOL AT THE THREE EVENTS IN AUGUST, AND POSSIBLY MORE EVENTS ADDED IN THE FUTURE.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor

Continued from previous page...

- APPROPRIATE SIGNAGE
- ADEQUATE ACCESS TO WATER & TOILETS
- ELECTRICAL EQUIPMENT RECENTLY PAT TESTED
- CORDONING OFF AREAS WHICH ARE OUT OF BOUNDS
- STAFF TO WEAR HIGH VISIBILITY JACKETS / CARRY ID

d) The prevention of public nuisance

- SOUND MONITORING TECHNOLOGY FOR ALL EVENTS INVOLVING AMPLIFIED MUSIC
- STAFF MEMBER TO PATROL VICINITY WITH SOUND-MONITORING DEVICE TO KEEP LEVELS ACCEPTABLE
- PERSONAL LETTERS TO BE WRITTEN TO ALL THE INHABITANTS OF CHURCH LANE TO GIVE THEM ADVANCE WARNING OF ANY EVENTS THAT THEY MIGHT BE ABLE TO HEAR
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE

e) The protection of children from harm

- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE
- APPROPRIATE SIGNAGE
- PREVENTION OF CHILDREN FROM DRINKING ALCOHOL THROUGH TRAINING/ID CHECKS

NOTE THAT WE ARE NOT EXPECTING MANY CHILDREN TO ATTEND THE 3 EVENTS MENTIONED.

Section 19 of 19

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00

Continued from previous page...

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

THE MANOR IS CURRENTLY NOT OPEN TO THE PUBLIC UNLESS BY PRIOR ARRANGEMENT.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 19

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

- WORKING CLOSELY WITH THE COUNCIL TO ENSURE STANDARD ARE SUFFICIENT
- RISK ASSESSMENT AHEAD OF TIME, AND IMPLEMENTATION OF CONTROL MEASURES AS APPROPRIATE
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- SENSITIVE APPROACH TO LOCAL RESIDENTS AND OTHERS AFFECTED
- OVER 20 YEARS' COMBINED EXPERIENCE OF THE DIRECTORS IN MANAGING EVENTS SUCCESSFULLY
- LEVERAGING THE EXISTING HIGH STANDARDS OF HEALTH AND SAFETY IN PLACE AT YARNTON MANOR ESTATE
- ENSURING ANY CHILDREN ATTENDING EVENTS ARE WITH PARENTS OR OTHERWISE SUPERVISED
- STRICT MANAGEMENT OF ACCESS/EGRESS
- FIRE RISK ASSESSMENT OF THE ESTATE RECENTLY RENEWED (JUNE 2015)
- EXTERNAL ROSPA HEALTH AND SAFETY APPROVED SITE

b) The prevention of crime and disorder

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- WRIST BAND IDENTIFICATION SYSTEMS
- UP TO DATE ROSTA OF ATTENDEES
- WORKING WITH THE POLICE AS APPROPRIATE

c) Public safety

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- HEALTH AND SAFETY STAFF ON SITE
- SJA/PARAMEDICA/EQUIVALENT ON SITE

Continued from previous page...

Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

* Fee amount (£)

315.00

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

DECLARATION

* I/we understand 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.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

Date (dd/mm/yyyy)

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/cherwell/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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 A

Consent of individual to being specified as premises supervisor

I Casey Small
Of 26 The Park, Cumnor, OX2 9QS

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

by William Humphreys

relating to a premises licence N/A

for Oxford Programs Limited, Church Lane, Oxfordshire, OX5 1PY

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

William Humphreys

concerning the supply of alcohol at Yarnton Manor Estate, Church Lane, Oxfordshire, OX5 1PY

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number : LP7001784

Expiry: 12/04/16

Personal licence issuing authority

Reading Borough Council
Civic Offices
Bridge Street
Reading
RG1 2LU

Signed

Name Casey Small

Dated 11/06/15

Charlotte Johnson

From: William Humphreys <william@oxford-royale.co.uk>
Sent: 04 June 2015 14:16
To: Licensing
Subject: Re: Application confirmation for Premises licence

Hi Charlotte

Thank you for your assistance on the phone earlier, it was most useful. Please find below a revised list of our requirements further to our conversation. Some of the times are as we went through on the phone, and others I have adjusted after speaking to the relevant people. Can you please check through and adjust our application accordingly?

Showing of Films

- Indoors from 5pm to 2am, 7 days a week
- Outdoors from 5pm to 11pm, 7 days a week

For the 29th August we might wish to show outdoor movies until 2am, as part of the Winterwell Festival, but will notify both yourself, and the police (Laura Morris of TVP) at least 14 days before the event.

We also have the MPLC Umbrella Licence, which allows us to show DVDs, and other Media (i.e. it covers the copyright side of things).

We understand from what you said this morning that we will be covered for either commercial (for-fee) showing of films, or the without-charge showing of films. Please confirm this is correct.

General Serving of Food and Drink

We are already covered for the general selling of food & drink between 5am and 11pm, 7 days a week. Please confirm. Normal food hygiene regulations would apply.

Late Night Refreshment (Meaning Food)

We would like to apply for the serving/selling of food late at night at the following times:

- Thursday 11pm - 3am
- Friday 11pm - 3am
- Saturday 11pm - 3am
- Sunday 11pm - 3am

Winterwell Festival on 29th August will require late night refreshment until 3am

Selling of Alcoholic Beverages

We would like to apply to serve/sell alcoholic beverages at the following times:

- Thursday 1pm - 3am
- Friday 1pm - 3am
- Saturday 1pm - 3am
- Sunday 1pm - 12am

Winterwell Festival on 29th August will require alcoholic drinks to be served to guests until 3am

I will ask the DPS person to send over the consent form ASAP

- | | | |
|-------------------|----------------------|-------------|
| Indoor Live | Thurs, Fri, Sat, Sun | 1pm to 3am |
| • Indoor Recorded | Thurs, Fri, Sat, Sun | 1pm to 3am |
| Outdoor Live | Thurs, Fri, Sat, Sun | 1pm to 12am |
| Outdoor Recorded | Thurs, Fri, Sat, Sun | 1pm to 12am |

TENs

As discussed on the phone, given we have three important events on 8th, 15th and 29th August, we will likely submit TENs for these independently of the application for a premises licence. You said that although one of our staff Jamie Cherrington has already submitted 5 TENs for other events during the summer, it would be OK for me or my secretary to submit additional ones up to a maximum of 5 per person and max 12 per premises. We will proceed on this basis unless you instruct otherwise.

Hopefully this is all the information you require in order to be able to process the application - do call me on the mobile or office if you have any questions.

William

WILLIAM HUMPHREYS
Director

Tel: -
Fax: -



On 4 June 2015 at 09:01, Licensing <

wrote:

Hello,

Thank you for your email

The Consultation is 28 Days starting the day after we receive it if it is by post or the day we receive it if it is electronic.

I can see from our online payment system that you have paid so I can accept this as the start of consultation meaning the end of consultation is the 1st of July.

Please ensure that this date is put on your site notices, which must be on light blue paper, I have attached a copy in case you don't have them. Please also ensure that you put an advert in the local paper saying that you are applying for a license, most people send the paper a copy of the blue notice which they then shrink down.

If you require any further assistance please contact us. I shall start processing your application

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes

No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

WILLIAM

* Family name

HUMPHREYS

* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House?

Yes

No

* Registration number

6045196

* Business name

OXFORD PROGRAMS LIMITED

If your business is registered, use its registered name.

* VAT number

Put "none" if you are not registered for VAT.

* Legal status

Private Limited Company

Continued from previous page...

* Your position in the business DIRECTOR

Home country United Kingdom

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

* Building number or name 14

* Street KING STREET

District

* City or town BRISTOL

County or administrative area

* Postcode BS14EF

* Country United Kingdom

Section 2 of 19

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name YARNTON MANOR

Street CHURCH LANE

District

City or town YARNTON

County or administrative area OXFORDSHIRE

Postcode OX5 1PY

Country United Kingdom

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 19

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 19

NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

OXFORD PROGRAMS LIMITED

Details

Registered number (where applicable)

6045196

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

Continued from previous page...

PRIVATE LIMITED COMPANY. NOTE THAT THE TRADING NAME IS 'OXFORD ROYALE ACADEMY' AS PER WEBSITE AT WWW.OXFORD-ROYALE.CO.UK. HEAD OFFICE IS LOCATED AT ST. CATHERINE'S COLLEGE (SEE BELOW).

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

Section 5 of 19

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

YARNTON MANOR ESTATE IS LOCATED TOWARDS THE END OF CHURCH LANE, IN THE VILLAGE OF YARNTON. THE ESTATE IS A LARGE, BEAUTIFUL EXPANSE DATING BACK TO NORMAN TIMES, AND LOCATED RIGHT NEXT TO THE CHURCH IN YARNTON. WE RECOMMEND VISITING WWW.YARNTONMANOR.COM FOR A VISUAL INSPECTION OF THE MAIN MANOR HOUSE.

OVER THE COURSE OF THE SUMMER WE PLAN TO RUN A NUMBER OF EVENTS FOR WHICH A PREMISES LICENCE IS REQUIRED.

WE WOULD LIKE TO APPLY FOR THREE ASPECTS OF THE ESTATE TO BE LICENCED:

Continued from previous page...

1. "YARNTON MANOR" - THIS IS A SIZEABLE 17th CENTURY MANOR HOUSE, CONSISTING OF FOUR FLOORS (INCLUDING THE BASEMENT). THIS IS THE MAIN FOCUS OF THE ESTATE.

2. "THE BARN" - A STAND ALONE OLD GRANARY BARN, CONSISTING OF MAIN ROOM + CINEMA ROOM + SEVERAL SMALLER CONFERENCE ROOMS.

3. THE GARDENS/LAND - HERITAGE LISTED GARDENS, PLUS AGRICULTURAL LANDS OF AROUND 30 ACRES

THERE ARE OTHER BUILDINGS ON THE ESTATE, SUCH AS 32 CHURCH LANE, DASHWOOD HOUSE, APPLE LOFT, THE ORANGERY, 36+38+40 CHURCH LANE, AND THE MANOR FARM APARTMENTS. HOWEVER NONE OF THESE ARE RELEVANT PARTICULARLY TO THIS APPLICATION. THE BUILDINGS MAY BE USED FOR ACCOMMODATION PURPOSES (E.G. FOR PEOPLE STAYING OVER AFTER EVENTS).

THE CLAREST AND EASIEST WAY TO GET AN OVERVIEW OF THE PREMISES IS TO VISIT THE INTERACTIVE MAP, BY CLICKING THE BUTTON WHICH SAYS "INTERACTIVE MAP" AT THE FOLLOWING WEB ADDRESS:

<https://www.oxford-royale.co.uk/international-study-centre/Yarnton-Manor-Map/story.html>

FOR ANY EVENTS INVOLVING THE SALE OF ALCOHOL, THESE WILL BE RESTRICTED TO:

- WITHIN THE MANOR HOUSE
- WITH THE BARN
- IN THE GARDENS CLOSE TO THE MANOR HOUSE (E.G. COCKTAIL BAR ON A SUNNY DAY).

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

Section 6 of 19

PROVISION OF PLAYS

Will you be providing plays?

- Yes No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

- Yes No

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.

Standard Days And Timings

MONDAY

Start End Outdoors

Start End Indoors

TUESDAY

Start End Outdoors

Start End Indoors

WEDNESDAY

Start End Outdoors

Start End Indoors

Continued from previous page...

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the exhibition of films take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

WE ALREADY HAVE IN PLACE A LICENCE FOR THE SHOWING OF FILMS FROM MPLC - MOTION PICTURE LICENSING COMPANY. THIS IS AN UMBRELLA LICENCE THAT OUR COMPANY USES FOR THE SHOWING OF FILMS ACROSS 7 SITES IN OXFORD THROUGHOUT THE SUMMER.

FOR THE PURPOSES OF THIS APPLICATION, WE WOULD ONLY NEED CLEARANCE FOR SHOWING OCCASIONAL FILMS ON AN AD-HOC BASIS (E.G. 2-3 WEDDINGS (OR SIMILAR SORTS OF EVENTS) PER ANNUM.

SHOULD YOU NEED ANY CLARIFICATION PLEASE DON'T HESITATE TO ASK.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

DURING THE SUMMER MONTHS WE ANTICIPATE SHOWING FILMS REGULARLY BOTH INDOORS AND OUTDOORS FOR OUR STUDENTS. HOWEVER THESE SHOULD BE COVERED BY THE MPLC LICENCE.

THIS SUMMER WE ARE HOSTING THREE PARTICULAR EVENTS AT WHICH FILMS MAY BE SHOWN:

- AUGUST WEDDING 8TH AUGUST
- AUGUST WINTERWELL FESTIVAL 29TH AUGUST
- AUGUST STAFF PARTY 15TH AUGUST

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

29TH AUGUST, FOR THE WINTERWELL FESTIVAL, IT IS POSSIBLE FILMS MIGHT GO ON A BIT LATER.

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

Yes No

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 19

PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start End
Start End

SUNDAY

Start End
Start End

Will the performance of live music take place indoors or outdoors or both? Indoors Outdoors Both Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

FOR MOST DAYS IN THE YEAR THERE WILL BE NO AMPLIFIED MUSIC EITHER INSIDE OR OUTSIDE.

FOR A LIMITED NUMBER OF NIGHTS IN THE YEAR, THERE WILL BE AMPLIFIED MUSIC.

- INSIDE THE BUILDINGS
- OUTSIDE ON THE LAWNS
- BOTH OF THE ABOVE

THE ONLY DATES THAT WE CURRENTLY HAVE BOOKED IN THE DIARY FOR AMPLIFIED MUSIC ARE AS FOLLOWS:

- AUGUST 8TH - WEDDING (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 15TH - STAFF PARTY (MUSIC WILL BE OVER BY AROUND MIDNIGHT)
- AUGUST 29TH - WINTERWELL FESTIVAL (MUSIC WILL BE OVER BY MIDNIGHT OUTDOORS, AND BY 3AM INDOORS).

ADDITIONAL DATES MIGHT BE ADDED AS BOOKINGS ARE TAKEN IN OUR OFFICES, SUBJECT TO THIS LICENCE APPLICATION.

NOTE THAT WE HAVE SEPARATELY APPLIED FOR 5 X TEN LICENCES FOR OUR SUMMER SCHOOLS, WHICH WILL TAKE PLACE IN JUNE, JULY AND AUGUST - THESE WILL HAVE BEEN FILED BY JAMIE CHERRINGTON WHO IS THE COMPANY'S EVENTS MANAGER.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

AS IT STANDS, WE'RE EXPECTING SUMMER TO BE BUSIER THAN OTHER TIMES DURING THE YEAR. BUT AS STATED ABOVE, WE ONLY HAVE THE THREE NIGHTS CURRENTLY SCHEDULED FOR THIS SUMMER.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

Indoors

Outdoors

Both

State 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.

AS MENTIONED IN THE PREVIOUS SECTION, WE CURRENTLY HAVE ONLY 3 EVENTS AT WHICH RECORDED MUSIC IN THE FORM OF DJs WILL PLAY.

Continued from previous page...

RECORDED MUSIC WILL ALSO BE AN ACTIVITY MENTIONED ON THE VARIOUS TENS SUBMITTED SEPARATELY BY JAMIE CHERRINGTON.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SUMMER IS USUALLY A BUSIER TIME FOR US THAN OTHER TIMES IN THE YEAR.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes No

Section 13 of 19

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

Section 14 of 19

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

Continued from previous page...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

AS STATED PREVIOUSLY, WE ONLY HAVE A SMALL NUMBER OF EVENTS PLANNED IN FOR THIS SUMMER; PLEASE SEE EARLIER SHEET.

FOR THESE THREE ONE-OFF EVENTS, WE WILL BE SERVING ALCOHOL UNTIL AROUND 3AM.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

Section 15 of 19

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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.

Will the sale of alcohol be for consumption:

On the premises Off the premises Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

Continued from previous page...

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

SEE PREVIOUS PAGES. WE WILL NEED TO SELL ALCHOL AT THE THREE EVENTS IN AUGUST, AND POSSIBLY MORE EVENTS ADDED IN THE FUTURE.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Enter the contact's address

Building number or name

Street

District

City or town

administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor

Continued from previous page...

As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 19

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

FOR ONE OF THE EVENTS WE HAVE A LIFE DRAWING CLASS SCHEDULED.

SOME OF THE FILMS BEING SHOWN WILL BE 15+ OR 18+ RATED; ALTHOUGH WE WILL ENSURE CHILDREN ARE NOT ADMITTED.

Section 17 of 19

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

THE MANOR IS CURRENTLY NOT OPEN TO THE PUBLIC UNLESS BY PRIOR ARRANGEMENT.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 19

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

- WORKING CLOSELY WITH THE COUNCIL TO ENSURE STANDARD ARE SUFFICIENT
- RISK ASSESSMENT AHEAD OF TIME, AND IMPLEMENTATION OF CONTROL MEASURES AS APPROPRIATE
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- SENSITIVE APPROACH TO LOCAL RESIDENTS AND OTHERS AFFECTED
- OVER 20 YEARS' COMBINED EXPERIENCE OF THE DIRECTORS IN MANAGING EVENTS SUCCESSFULLY
- LEVERAGING THE EXISTING HIGH STANDARDS OF HEALTH AND SAFETY IN PLACE AT YARNTON MANOR ESTATE
- ENSURING ANY CHILDREN ATTENDING EVENTS ARE WITH PARENTS OR OTHERWISE SUPERVISED
- STRICT MANAGEMENT OF ACCESS/EGRESS
- FIRE RISK ASSESSMENT OF THE ESTATE RECENTLY RENEWED (JUNE 2015)
- EXTERNAL ROSPA HEALTH AND SAFETY APPROVED SITE

b) The prevention of crime and disorder

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- WRIST BAND IDENTIFICATION SYSTEMS
- UP TO DATE ROSTA OF ATTENDEES
- WORKING WITH THE POLICE AS APPROPRIATE

c) Public safety

- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- HEALTH AND SAFETY STAFF ON SITE
- SJA/PARAMEDICA/EQUIVALENT ON SITE

Continued from previous page...

- APPROPRIATE SIGNAGE
- ADEQUATE ACCESS TO WATER & TOILETS
- ELECTRICAL EQUIPMENT RECENTLY PAT TESTED
- CORDONING OFF AREAS WHICH ARE OUT OF BOUNDS
- STAFF TO WEAR HIGH VISIBILITY JACKETS / CARRY ID

d) The prevention of public nuisance

- SOUND MONITORING TECHNOLOGY FOR ALL EVENTS INVOLVING AMPLIFIED MUSIC
- STAFF MEMBER TO PATROL VICINITY WITH SOUND-MONITORING DEVICE TO KEEP LEVELS ACCEPTABLE
- PERSONAL LETTERS TO BE WRITTEN TO ALL THE INHABITANTS OF CHURCH LANE TO GIVE THEM ADVANCE WARNING OF ANY EVENTS THAT THEY MIGHT BE ABLE TO HEAR
- GOOD LEVELS OF SECURITY AND STEWARDING AT ALL TIMES
- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE

e) The protection of children from harm

- RISK ASSESSMENT, AND IMPLEMENTATION OF CONTROL MEASURES
- APPOINTMENT OF EVENTS PROFESSIONALS WITH MANY YEARS' EXPERIENCE
- APPROPRIATE SIGNAGE
- PREVENTION OF CHILDREN FROM DRINKING ALCOHOL THROUGH TRAINING/ID CHECKS

NOTE THAT WE ARE NOT EXPECTING MANY CHILDREN TO ATTEND THE 3 EVENTS MENTIONED.

Section 19 of 19

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card. Premises Licence Fees are determined by the non domestic rateable value of the premises. To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00

Continued from previous page...

Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

* Fee amount (£)

315.00

DECLARATION

* I/we understand 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.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

WILLIAM R HUMPHREYS

* Capacity

DIRECTOR

* Date

03 / 06 / 2015

dd

mm

yyyy

Add another signatory

Once you're finished you need to do the following:

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Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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

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Applicant reference number	<input type="text"/>
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Oxford Royale Academy
inspirational cultural and academic courses

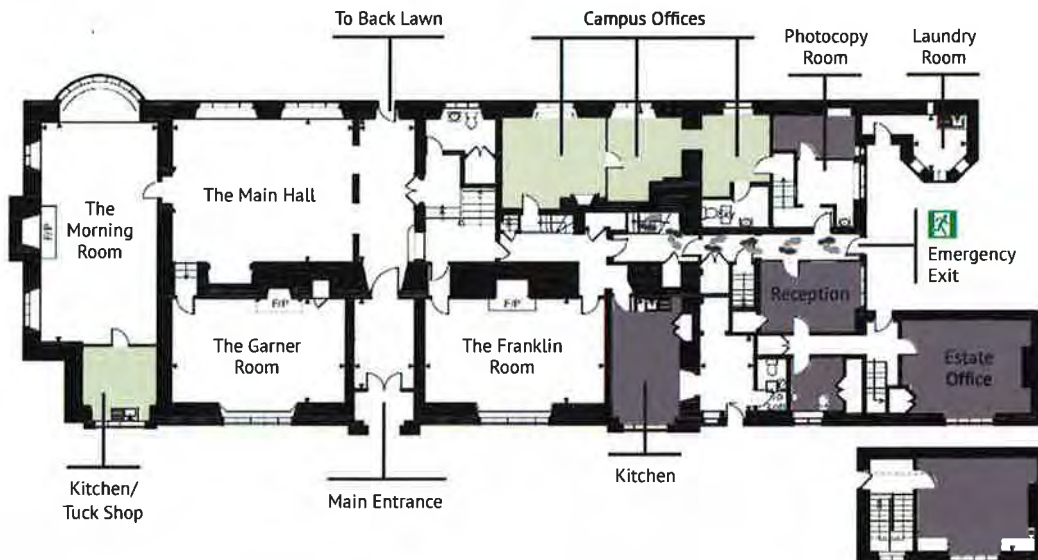
Yarnton Manor and The Barn



Floor Plans



Yarnton Manor

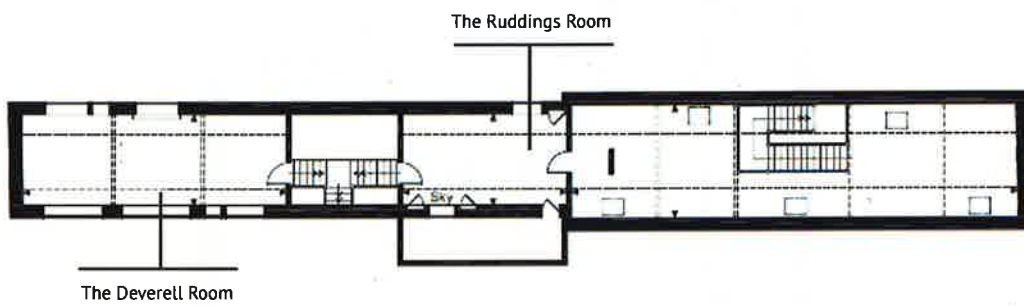
Ground Floor



-  *Light gray:* non-student areas
-  *Dark gray:* non-campus staff areas

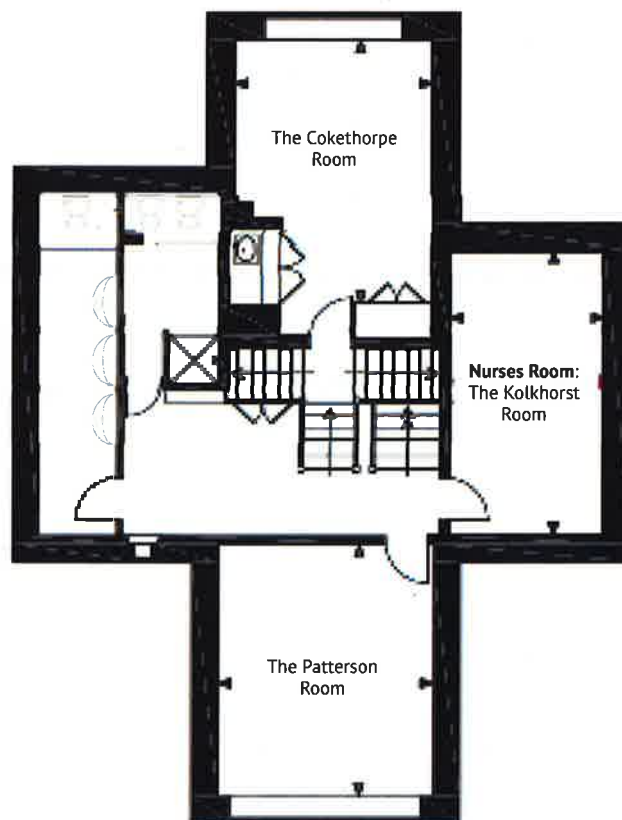
The Barn

Second Floor



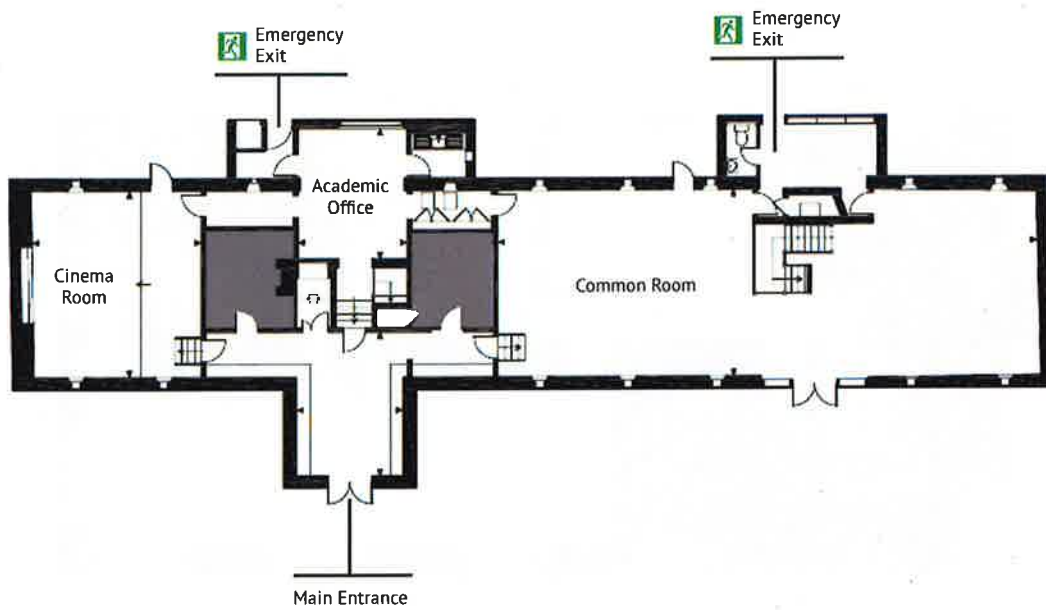
The Barn


First Floor



The Barn

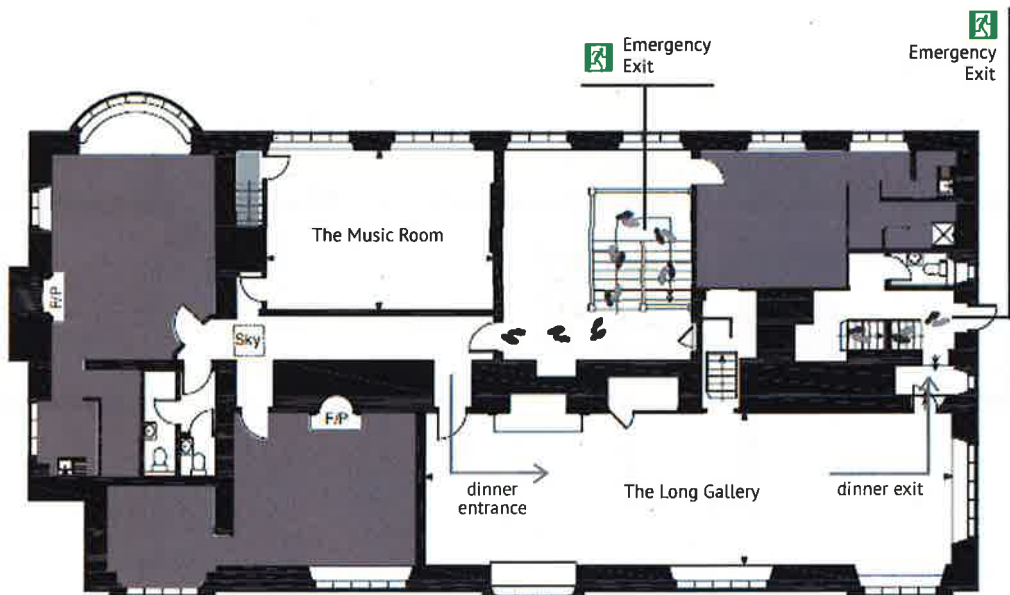
Ground Floor




 *Dark gray:* non-campus staff areas

Yarnton Manor

First Floor



 *Dark gray:* non-campus staff areas



The Morning Room



The Long Gallery



The Barn



The Music Room



The Franklin Room



Stained glass in the Franklin Room



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www.oxford-royale.co.uk

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History of the Manor

Yarnton Manor is a beautiful manor house on the outskirts of Oxford, dating to the early 17th century. It was built in 1611 by Sir Thomas Spencer, who also built the neighbouring Yarnton House. The Spencers were a family of considerable wealth and influence, and Yarnton Manor was at the time one of the most impressive houses in the county. You can see the various Spencer coats of arms in the manor as well as the chapel, where you can also find the dramatic tombs of Sir Thomas' father Sir William Spencer and his grandson Sir Thomas Spencer. During the English Civil War, the Spencers were supporters of King Charles I and Yarnton Manor was used as a hospital for 800 army soldiers.

On June 3rd 1644 King Charles made a dramatic night-time escape from a besieged Oxford and his route took him along Church Lane past the front gates of Yarnton Manor. The Spencers were among the royalist families who enabled the escape, which allowed the king to evade captivity by Parliamentarian forces for another two years.

As the Spencers were on the losing side of the Civil War, their fortunes and indeed the manor suffered. In 1660 the Manor was restored and the new king, Charles II granted the Spencers lands to repair the damage that the war had inflicted on the manor.

The last Spencer to live in Yarnton Manor was Lady Jane Spencer, who was a celebrated pianist and composer. Her husband, Sir Robert Spencer, was the 1st Baronet of Radcliffe, Camora in Oxford as well as to the university's leading hospital, Lady Jane is depicted on the great tomb of her husband, Sir Thomas, in the chapel, along with her husband, her son and her four daughters.

After Lady Spencer's death, the manor was divided between her daughters and with no single owner, the manor went to ruin. The Dowager and Katherine Spencer bought a share of the manor and took much of the stone to improve the other properties they owned in the area.

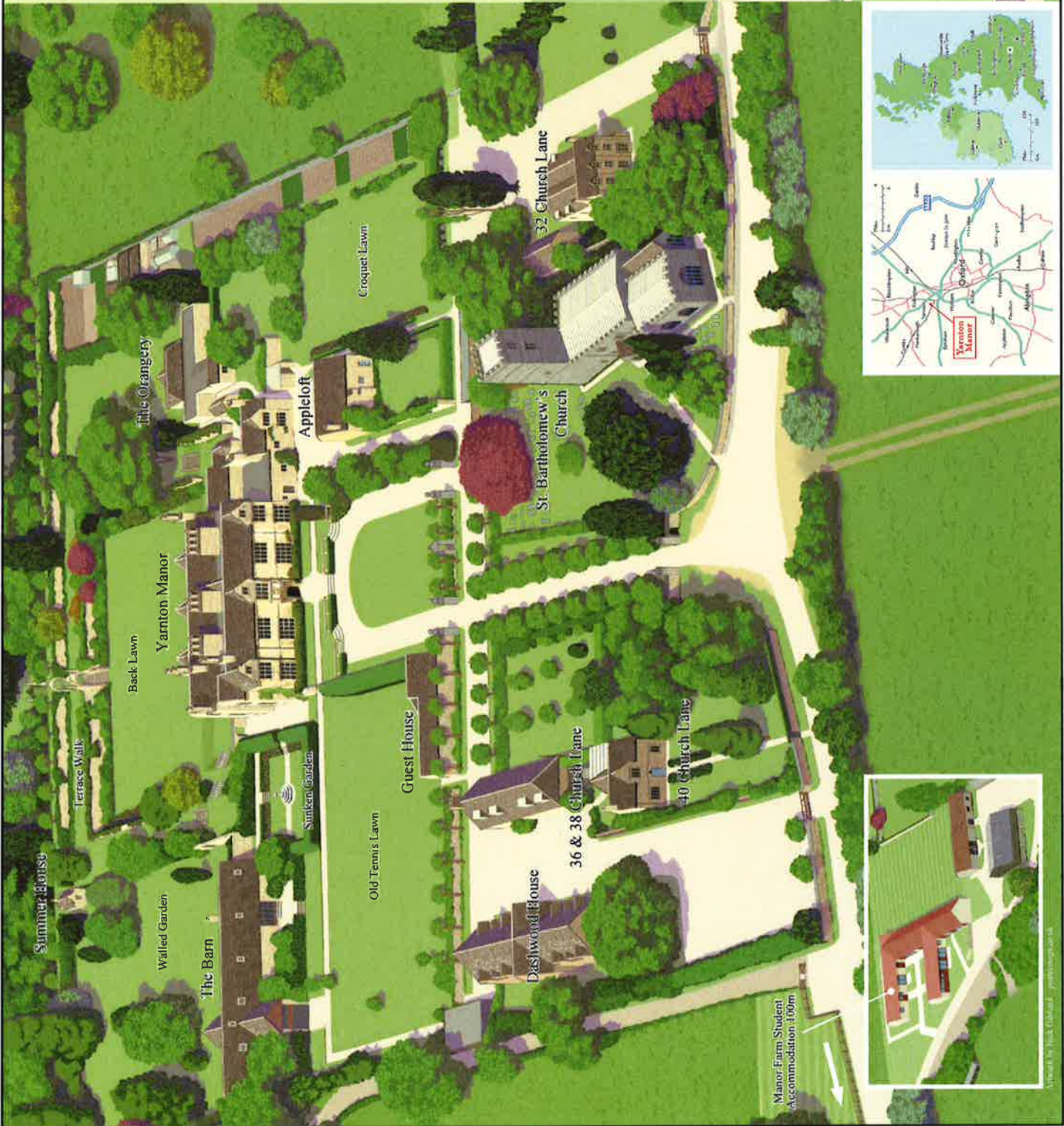
Yarnton Manor was bought by Henry Robert Franklin in 1895. Franklin's ownership was for a number of years shared with the architect, Thomas George, who also restored the Middleton College, other works in and around Oxford. Garner's highly praised restoration of the Manor was done with immense sympathy to the existing building, preserving historical features such as the marble panels at the top of the main staircase and the Spencer arms in the Long Gallery, which still retain their original panelling. His initials can be seen in the stained glass window in the Franklin room overlooking the main driveway.

In the 20th century, the manor came into the hands of the family of George Kolbheit, an Oxford professor with extensive literary connections. It was during this time that Eric Maude, who would later become known as the Booker prize-winning author of The Sea, The Sea, visited the manor as a part of a touring theatre group. Kolbheit's daughter, the pianist and composer, Elizabeth Kolbheit, married the poet, Robert Frost, and who advised it greatly. Following Kolbheit's death the Manor was used for academic institutions such as a boarding school and a university research centre and is now a study centre for international students.

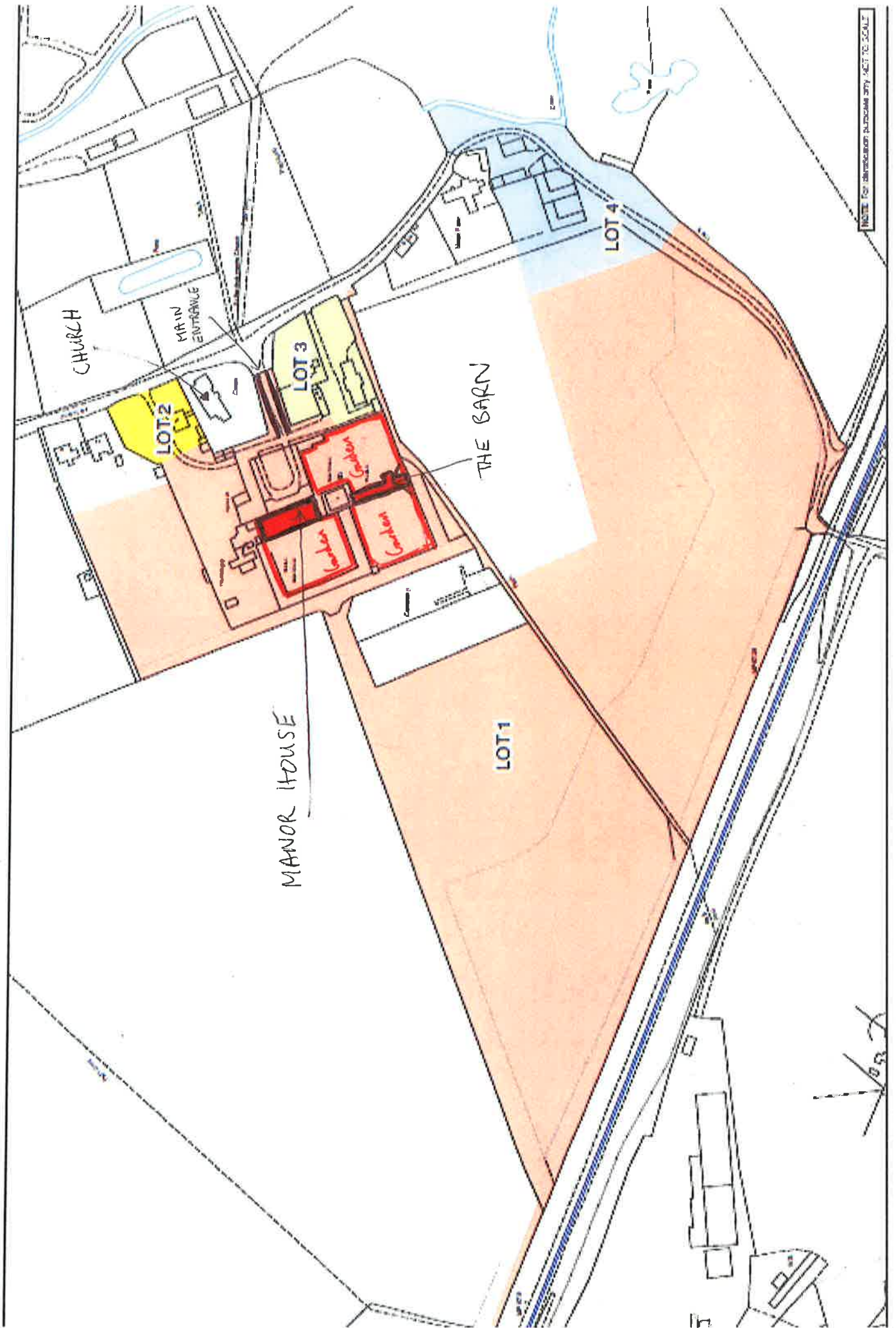
Yarnton Manor

- built in 1611 -

Church Lane
OX5 1PY
Oxfordshire
England
estate@yarntonmanor.com



Manor Farm Student Accommodation 100m



CHURCH

LOT 2

MANOR HOUSE

LOT 3

THE BARN

LOT 1

LOT 4

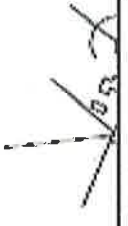
Garden

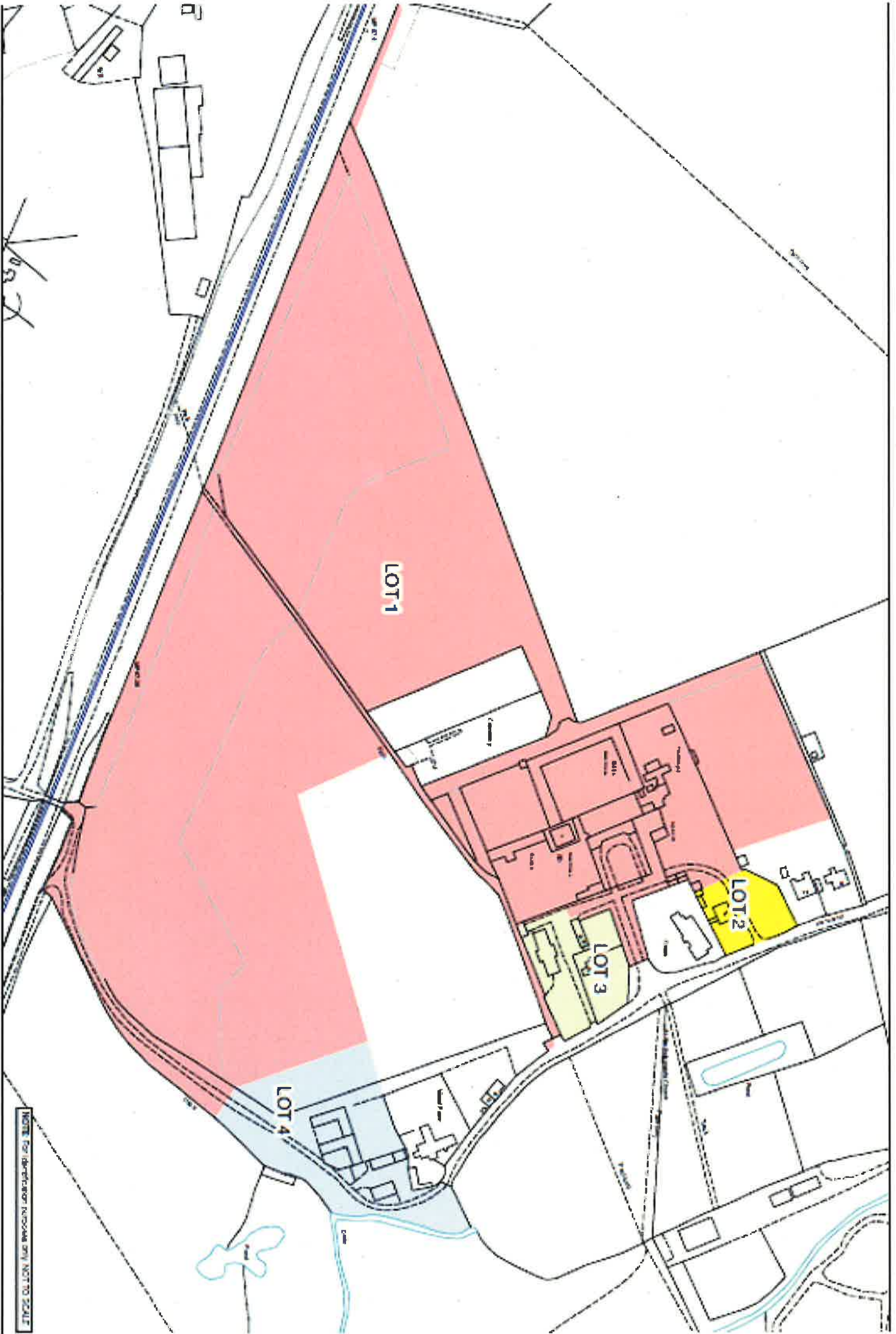
Garden

VETERINARY

MAIN ENTRANCE

NOTE: FOR INFORMATION PURPOSES ONLY. NOT TO SCALE.





LOT 1

LOT 2

LOT 3

LOT 4

NOTE: FOR REFERENCE PURPOSES ONLY, NOT TO SCALE

**Notice of Application for a Premises Licence under Section 17 of
the Licensing Act 2003.**

Name of Applicant OXFORD PROGRAMS LIMITED OX51PY
Address of Premises YARNTON MANOR, CHURCH LANE, YARNTON/
or Description of Site _____

It is proposed to Licence these Premises for

(Brief details of application/variation) We are applying for a premises
licence under Section 17 of the Licensing Act 2003 so we might
be able to offer the sale of alcoholic beverages, late night
refreshment, music (live/recorded) and the showing of films (indoor/
outdoor inflatable screen). Events to include weddings, music festival(s) for the public
and other similar activities.

Representations can be made in writing by MONDAY 6 JULY 2015
(insert date = 28 consecutive days after display).

Please write to the address below

The Licensing Authority
Cherwell District Council
Bodicote House
Bodicote
Banbury
Oxfordshire OX15 4AA

Tel: 01295 753744
Fax: 01295 221878
E-Mail: licensing@cherwell-dc.gov.uk
Web: www.cherwell.gov.uk

Full details of the application can be inspected **by appointment** at the
address above.

**It is an offence knowingly or recklessly to make a false statement
in connection with an application and the maximum fine for which
a person is liable on summary conviction of the offence is not
exceeding £5,000.**

This notice must be on pale blue paper not less than A4 in size. It must
be printed legibly in black ink or typed in black not less than font 16.

