



Licensing Notes For: **Blackmore Gardens – Dance Venue**
Peacock Lawn – Children’s Festival (Regulated entertainment only)
(Sidmouth Folk Festival 2024)

Location: **Blackmore Drive, Sidmouth, Devon**

Name of Applicant: **Sidmouth FolkWeek Productions Ltd**

1. The Licence Holder must ensure that the Venue Manager receives all Health and Safety Data relevant to the premises, prior to the premises being open to the public.
2. The Licence Holder must ensure that radio contact between festival stewards and SIA Security staff is maintained during the hours that the premises are open to the public.
3. The Licence Holder must ensure that all festival stewards receive training in safety routines prior to premises being opened to the public.
4. The Licence Holder must ensure that trained stewards are on duty at all times that the premises are open to the public.
5. The Licence Holder must fully comply throughout the duration of the licence with the festival safety and other policies as submitted to the Licensing Authority with the application for the grant of the Premises Licence.
6. The Licence Holder must ensure that All security stewards are correctly registered with the Security Industry Authority.
7. All stewards when on duty will be clearly identified with high-vis vests. SIA trained stewards will wear orange vests, SFWP stewards will wear yellow. When going off duty stewards will remove any identifying clothing.
8. Stewards will not consume, or be under the influence, of alcohol or controlled substances whilst on duty.
9. SIA stewarding levels will be commensurate with the determined risk levels for the venue concerned based on evidence from 2019 in regard to public disorder. Exact numbers of SIA and SFWP stewarding staff to be defined and documented through consultative process with relevant authorities not later than 60 days prior to event commencement. To this end the Licence holders would wish to convene a "Safety Advisory Group" meeting with relevant authorities to explain our actions and take advice where necessary.
10. Alcohol sales (Blackmore Gardens) will cease 15 min before the close of the venue. (2330hrs)
11. No beverages, either alcoholic or non-alcoholic, should be sold in bottles. All bottled beverages are to be poured into glasses at the point of sale. All glasses will be plastic or toughened glass.
12. The License holder will ensure that children under 12 will either be accompanied by a responsible adult or signed in as appropriate to designated workshops and events.

13. The Licence Holder must ensure that alcohol is not purchased or consumed by under-age persons.
14. The Licence Holder must ensure that all vulnerable areas are fenced off with security fencing.
15. The Licence Holder must ensure that adequate lighting is provided throughout the premises during the hours that the premises are open to the public.
16. The Licence Holder must, throughout the duration of the licence, have regular contact with the Licensing Authority and the Devon and Cornwall Constabulary.
17. The Licence Holder must ensure the public are informed of emergency procedures prior to the commencement of all concerts and events.
18. The Licence Holder must ensure that the fire safety measures within which the premises are provided are maintained in good working order, and their adequacy must be determined on a regular basis, by the carrying out of a fire risk assessment as required by, and in accordance with the Regulatory Reform (Fire Safety) Order 2005.
19. The Licence Holder must ensure that an appropriate method for checking the number of people entering and leaving the premises is employed and steps will be taken so that, once the maximum occupancy is reached, no further persons are admitted.
20. The Licence Holder must ensure that all equipment is checked and appropriate safety certificates obtained.
21. The Licence Holder must ensure that noise levels are monitored and adjusted to comply with the levels as determined in consultation with the Environmental Health Officer responsible for the event.
22. The extent of the areas within which the various licensable activities will be permitted is as shown outlined in RED and as indicated by the legends on the plans submitted to and approved by the Licensing Authority. BLUE indicated Regulated Entertainment aspect of License.
23. A "Challenge 25" policy will be in operation throughout the event.