

**From:** [REDACTED]  
**Sent:** 16 April 2026 09:47  
**To:** Licensing EDDC  
**Subject:** Proposed Conditions. Dunkeswell Revfest.  
**Attachments:** Conditions for Dunkeswell Revfest.docx; How to spot a fake driving licence.docx; Fake Notes.pdf; Drugs Policy for Licensed Premises.pdf

**Categories:** [REDACTED]

Morning

Originally, I sent the conditions to the Applicant on the **2<sup>nd</sup> of April**. Subsequently, I have been on leave and returned today, 16<sup>th</sup>. I have phoned the applicant today at **0918 Hours** and my email was in his 'Spam Folder' which is not unusual. He stated that there is a Hearing on the **6<sup>th</sup> of May**. He has accepted the conditions that adhere to the four (4) Licensing Objectives, and he is fully aware of the process of SAG, EMP and NMP. The Police have no representations regarding this application.  
Have a good day.  
Kind regards.

Paul.

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**From:** Peter Jeanes <[REDACTED]>  
**Sent:** 16 April 2026 09:26  
**To:** BUTLER Paul 58167 [REDACTED]  
**Cc:** FLYNN David 12213 [REDACTED]; corporate <[corporate@keptevents.co.uk](mailto:corporate@keptevents.co.uk)>  
**Subject:** RE: Proposed Conditions. Dunkeswell Revfest.

Hello,






As discussed on the phone we are happy with all of the terms.

Many thanks



**Peter Jeanes**  
Circuit Manager  
Dunkeswell Raceway

 [Schedule a meeting](#)

 [p.jeanes@dw-kc.co.uk](mailto:p.jeanes@dw-kc.co.uk)  
 01404 891 450  
 07979 458 448  
 Raceway, Dunkeswell,  
Dunkeswell Aerodrome,  
Honiton EX14 4AH  
 [dunkeswellraceway.co.uk](http://dunkeswellraceway.co.uk)



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**From:** BUTLER Paul 58167 [REDACTED]  
**Sent:** Thursday 2 April 2026 16:41  
**To:** Peter Jeanes [REDACTED]  
**Cc:** FLYNN David 12213 [REDACTED]  
**Subject:** Proposed Conditions. Dunkeswell Revfest.

Peter

Thank you for phoning at **1020 Hours** on Thursday 2<sup>nd</sup> April 2026. You explained your plans and we discussed.

1. You have a Premises License (PL) for the main building and have done for some time without an incident.
2. This event is a one (1) day, and this year will be on Saturday 29<sup>th</sup> of August.
3. You will be the DPS.
4. *Rhino Security* will be providing SIAs for the event.
5. *Apex Medical* will be providing medical cover.
6. You have completed an EMP and you have an events Manager who you will forward this email to.
7. You know about the SAG process, and I have added this to the conditions.
8. The representation date is the **14<sup>th</sup> April**.

As spoken about please find some attached proposed conditions and other useful documents. Please have a look at the conditions and get back to me with any questions. Have a good easter.

Kind regards.

Paul.

58167 Paul Butler

Crime and Disorder

All staff engaged in licensable activity at the premises will receive training and information in relation to the following.

- The Challenge 25 scheme in operation at the premises, including the forms of identification that are acceptable.
- The hours and activities permitted by the premise's licence issued under the Licensing Act 2003 and conditions attached to the licence.
- How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).
- Recognising the signs of drunkenness.
- The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.
- Action to be taken in the event of an emergency, including reporting an incident to the emergency services.

Training shall be recorded in documentary form or electronically and shall be regularly refreshed at no greater than 12 Month intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.

An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details:

- i. Any incidents of disorder or of a violent or anti-social nature.
- ii. All crimes reported to the venue, or by the venue to the Police.
- iii. All ejections of patrons.
- iv. Any complaints received.
- v. Seizures of drugs or offensive weapons.
- vi. Any faults with the CCTV system.
- vii. Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

The logs shall be kept for at least 12 months following the date of entry and be made available for inspection and copying upon request of an authorised officer of a responsible authority.

The premises shall install operate and maintain a comprehensive digital colour CCTV system to the satisfaction of the Police and Local Authority.

All recordings will be stored for a minimum period of 28 days with date and time stamping.

The CCTV system will be capable of downloading images to a recognisable viewable format.

Public Nuisance

Clear and legible notices shall be prominently displayed at the exit requesting patrons to respect the needs of campers, residents and businesses and to leave the vicinity as quickly and quietly as possible.

No deliveries (in relation to licensable activities) to the premises shall take place between 2000 hours and 0800 hours.

Public Safety.

No customers carrying open bottles, cans or other receptacles containing alcoholic liquor shall be admitted to the site at any time that the premises are open to the public.

A logbook or recording system shall be kept upon the premise in which shall be entered particulars of inspections made; those required to be made by statute, and information compiled to comply with any public safety condition attached to the premises licence that requires the recording of such information. The logbook shall be kept available for inspection when required by persons authorised by the Licensing Act 2003 or authorised legislation.

The Premises License Holder (PLH) and DPS are responsible for managing the workplace hazards, environmental risks, and employee well-being. They will assess risks, implement controls and promote the four (4) Licensing Objectives.

Protection of Children from Harm.

There will be in place a written age verification policy in relation to the sale or supply of alcohol, which will specify a Challenge 25 proof of age requirement. This means that staff working at the premises must ask individuals who appear to be under 25 years of age, attempting to purchase alcohol, to produce identification. The only acceptable identification documents will be:

- viii. A photo driving licence
- ix. A passport
- x. An identification card carrying the PASS hologram
- xi. MOD Form 90 (ID Card).

Unless such identification is produced the sale of alcohol must be refused.

An alcohol sales refusal register or electronic register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:

- i. The date and time of the refusal
- ii. the reason for refusal
- iii. details of the person refusing the sale
- iv. description of the customer
- v. any other relevant observations.

The refusals register will be made available for inspection and copying on request of an authorised officer of a responsible authority. All entries must be made within 24 hours of the refusal.

Event.

The Premises will be permitted to operate one (1) ticketed event per year over a weekend. Maximum capacity three thousand (3000).

The organiser, for the event, must give at least three (3) months' notice to the local authority, residents (via social media and leaflet drop) and the Safety Advisory Group (SAG) of the proposed event.

The organiser, for the event, and DPS must attend at least one (1) SAG meeting held prior to the event.

The organiser, for the event, must complete a full Event Management Plan (EMP) prior to each event. The EMP must be approved by the SAG at least one (1) month prior to the event. Any changes requested to be made to the EMP after its approval by the SAG, must be approved by the Police and Licensing Authority.

A Noise Management Plan (NMP) will form part of the EMP and advise sort from a reputable noise management company, EH NDDC and performers.

Free Drink Spiking Test Kits will be available behind the bar, for anyone who suspects their drink may have been spiked. Posters advertising this will be on display.

There will be a strict NO GLASS policy throughout the entire festival site.

All drinks shall be served in plastic/paper/toughened glass or polycarbonate containers during the event.

The number of SIA licensed door supervisors employed shall be in accordance with the following ratio: A minimum of *two (2)* door supervisors will be employed for the first two (2) hundred customers and one door supervisor for every one hundred (100) thereafter.

All SIA licensed door supervisors shall wear distinctive clothing or insignia to clearly identify them as door supervisors.

The following details for each door supervisor will be contemporaneously entered into a register kept for that purpose:

- (i) Full name
- (ii) SIA licence/badge number, and registration number of any accreditation scheme recognised by the Licensing Authority (including expiry date of that registration or accreditation)
- (iii) The date and time they began their duty
- (iv) The date and time they completed their duty
- (v) The full details of any agency through which they have been allocated to work at the premises if appropriate

The register shall be available for inspection and copying at all reasonable times by an authorised officer of a responsible authority.

SIA licensed door supervisors engaged in searching persons shall be fully trained in the use of their powers to do so.

Where searches of persons are undertaken SIA licensed door supervisors of both sexes will be on duty.

The register shall be always kept at the premises and be so maintained as to enable an authorised officer to establish the particulars of all door supervisors engaged at the premises during the period of not less than 12 months prior to the request.

A written drugs policy shall be in place and operated at the premises. It must detail the actions taken to minimise the opportunity to use or supply illegal substances within the premises. The policy must be made available for inspection and copying upon request by an authorised officer of a responsible authority.

Where a drug safe is available on the premises to deposit finds there will be in place a clear policy for the handling and packaging of seized items.