

Volunteer briefing – Licensing

Licensing Objectives

The Festival is a licensed event under the terms of the Licensing Act 2003. The legislation provides a clear focus on the promotion of four statutory objectives which must be upheld:

The prevention of crime and disorder:

The stewards cover all areas of the festival monitoring the behaviour of customers including drunkenness, the use of drugs or acting anti-socially and will manage any issues appropriately. They are also a visible presence to deter crime and act as a point of contact for the public.

Bar staff must not sell alcohol to intoxicated people and call for assistance of the stewards if necessary. Some of our stewards are SIA badged.

The festival organiser, bar managers, stewards, site team and other members of the organising team are always in contact via the radio so can call for help if required.

Public safety:

Risk assessments have been done ahead of the festival and managers carry out regular health and safety checks to ensure the site remains safe to the public and staff at all times. We calculate the capacity of the site based on space, exits and toilets in advance and monitor attendance / departure using clickers at the Entrance. The Chief Steward monitors the numbers and conditions and if we decide that overcrowding could occur a one-in-one out procedure is introduced.

Fire risks are reduced by ensuring that rubbish is not allowed to accumulate, and that the (outdoor) skip is situated away from the buildings.

We employ qualified first aiders to cover when the festival is open to the public.

The prevention of public nuisance:

We do not use amplified music. Background music may be provided inside the buildings and we ensure that the volume is kept to a reasonable level to avoid a nuisance to local residents.

During the festival the stewards monitor the queue (when there is one) and ensure people waiting to get into the festival do not cause a nuisance. They will also prevent anyone leaving with an open container of alcohol.

During the festival we do regular litter picks to ensure the site remains clean and tidy. We also provide rubbish bins and bin bags for customers to put rubbish in. After each public session is over, we do a very thorough litter pick to make sure we do not leave any litter behind.

The protection of children from harm.

We allow children who are accompanied by an adult into the festival until 8pm. The conditions of child entry are advertised on our festival website, including that under 18s are not allowed near the bars or tombola. In the evening the festival tends to get busier and people move inside where it is warmer, changing the atmosphere so it is less appropriate for children.

The age of any person who appears to be under 25 will be checked on entry. The forms of proof of age that are acceptable to us are a passport, a photocard driving licence, Military ID card or identification carrying the PASS logo showing the person's date of birth. If the entrance team or steward is satisfied that the young-looking person is over 18 then they an Age Verified wristband will be close fitted. This shows staff at the glasses point, bars and tombola that the person's age has already been checked, and that they should not be refused service on the grounds of age.

If the person is under 18, or appears under 18 and cannot prove their age, and is not accompanied by an adult then they are not permitted entry.

Permission to sell alcohol

The Licensee (Designated Premises Supervisor) holds a Personal Alcohol Licence and the legal right to supply and sell alcohol for consumption ON the premises according to the permission and conditions in the Premises Licence between the hours of public opening;

Wednesday 13:00 to 23:00

Thursday 12:00 to 23:00

Friday 12:00 to 23:00

Saturday 12:00 to 23:00

This permission is also delegated to all volunteers as they may end up working at one of the bars and a list of workers is signed off by the Licensee.

A copy of the Premises Licence is displayed in the Church.

Note that we are NOT allowed to sell alcohol to take-away (OFF licence). We do not sell alcohol in bottles, although customers may take home closed bottle prizes won on the tombola.