

31 May 2019 at 10.30 am

Council Chamber, Argyle Road, Sevenoaks  
Despatched: 16.05.19



# Licensing Hearing

**Membership: (Sub Group C)**  
Cllrs. Abraham, Esler and Pett\* (Substitute)

(Each Licensing Sub-Committee will contain three Members of the Licensing Committee. Any member of the Licensing Committee may act as a substitute on any of the Licensing Sub-Committees.)

## IMPORTANT INFORMATION

If an interested party (e.g. a parish or town council) has not made a "relevant representation" (section 18(6) and (7) of the Licensing Act 2003), it will not receive a notice of the hearing (Reg. 6(1) Hearings Regulations). The interested party will not, therefore be "a party to the hearing" (Reg. 2 Hearings Regulations). There will therefore be no right to address the hearing (Reg. 16 Hearings Regulations). The above also applies to a Member i.e. if s/he does not make a "relevant representation" s/he will not be a "party to the hearing" and has no right to address the hearing unless appointed by "a party to the hearing" to assist or represent that party.

Would you please note that all the reports/information listed on this agenda are available from Democratic Services on request (01732 227000). Alternatively you can make an appointment to view the information at the District Council Offices by contacting the Licensing Partnership Manager on 01732 227000.

## Agenda

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

	Pages	Contact
Apologies for Absence		
1. Appointment of Chairman		
2. Declarations of interest		
3. Report to Licensing Sub-Committee following receipt of representations in relation to an application for a New Premises Licence made under The Licensing Act 2003 For the Food Fest LTD At Lullingstone Castle, Lullingstone Lane, Eynsford, Kent DA4 0JA -19/00660/LAPRE (Eynsford)	(Pages 1 - 80)	Jessica Foley Tel: 01732227480

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or [democratic.services@sevenoaks.gov.uk](mailto:democratic.services@sevenoaks.gov.uk).

**REPORT TO LICENSING SUB-COMMITTEE FOLLOWING RECEIPT OF REPRESENTATIONS IN RELATION TO AN APPLICATION FOR A NEW PREMISES LICENCE MADE UNDER THE LICENSING ACT 2003 FOR THE FOOD FEST LTD AT LULLINGSTONE CASTLE, LULLINGSTONE LANE, EYNSFORD, KENT. DA4 OJA - 19/00660/LAPRE.**

**Licensing Sub-Committee - 31 May 2019**

Report of Chief Officer, Environmental and Operational Services -  
Richard Wilson

Status For Decision

Key Decision No

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**Executive Summary:** This report provides information to advise members of a New premises licence application under The Licensing Act 2003 in respect of The Food Fest Ltd, Lullingstone Castle, Lullingstone Lane, Eynsford, Kent. DA4 OJA

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**Contact Officer** Jessica Foley, Ext. 7480  
Michael Moss, Ext. 7364

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**Recommendation to Licensing Sub-Committee:**

Options available to members are:

- a) To grant the application in full on the terms and conditions contained in the operating schedule along with relevant mandatory conditions
  - b) To grant the application, modified to such an extent as considered appropriate in order to satisfy any relevant representations so as to adequately promote the licensing objectives
  - c) To exclude from the scope of the licence any of the licensable activities
  - d) To refuse to specify a person in the licence as the premises supervisor
  - e) To refuse the application in its entirety
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**Reason for recommendation:** Each application must be considered on its individual merits and in relation to the licensing objectives under the Licensing Act 2003. Members are asked to consider the options above in light of the individual circumstances of this application and representations and testimony received at hearing.

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## Agenda Item 3

### Introduction and Background

- 1 The procedure for Hearings of Sub-Committees of the Licensing Committee established in accordance with Section 9 of the Licensing Act 2003 is attached to the agenda.
- 2 On 21 February 2019 a new premises licence application was received from The Food Fest Ltd for a new time-limited premises licence for The Food Fest Ltd, Lullingstone Castle, Lullingstone Lane, Eynsford, Kent. DA4 0JA. This application was validated on 10 April 2019 and the consultation end date was 09 May 2019.
- 3 12 representations have been received from local residents, Charities and Businesses that have not been withdrawn. 6 objecting and 6 in support of the application. (Appendix C)
- 4 The application is to allow the following licensable activities on the premises.

#### The application is to:

Section E	To allow Live music outdoors on Saturday from 12:00 to 21:00 hours and Sunday from 12:00 to 18:00 hours.
Section M	To allow the supply of alcohol for consumption on the premises Saturday from 12:00 to 21:00 hours and Sunday from 12:00 to 18:00 hours.
Section O	To allow the premises to be open to the public Saturday from 11:00 to 21:00 hours and Sunday from 11:00 to 18:00 hours.

The licence is to apply from 1 June 2019 until 2 June 2019.

The applicant intends to take the actions detailed in the operating schedule (Appendix B) in order to promote the four licensing objectives detailed below if the proposed application is granted.

### Statutory Guidance

#### Revised Section 182 Guidance (April 2018)

#### Licensing objectives and aims

##### Paragraph 1.2

The legislation provides a clear focus on the promotion of four statutory objectives which must be addressed when licensing functions are undertaken.

Paragraph 1.3

The licensing objectives are:

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

Paragraph 1.4

Each objective is of equal importance. There are no other statutory licensing objectives, so that the promotion of the four objectives is a paramount consideration at all times.

**Consultation**

The regulations to the Licensing Act 2003 outline the requirements for the advertising of applications. These require the applicant to advertise the application:

- a. For a period of no less than 28 consecutive days starting on the day after the day on which the application was given to the relevant licensing authority to display a blue notice prominently at or on the premises to which the application relates where it can be conveniently read from the exterior of the premises. It was noted that the notice was displayed upon the premises for the 28 day consultation period which ended 9 May 2019.
- b. By publishing a notice in a local newspaper on at least one occasion within 10 working days of submitting the application.

Regulations also require that the applicant give a copy of the application to each responsible authority on the same day as the day upon which it is given to the licensing authority. As the application was electronic, the requirement to serve the application was met by the licensing authority.

There are no other statutory requirements for advertising of any application, however, details of all applications received along with the time limit for receipt of representations is posted on the Council website via the weekly premises tracker and the public and councillors have public access.

**Representations received from statutory consultees:**

Fire Safety	NO COMMENTS RECEIVED
Trading Standards	NO COMMENTS RECEIVED
Social Service	NO COMMENTS RECEIVED

## Agenda Item 3

Police	NO OBJECTIONS
Environmental Health and Safety	NO OBJECTIONS
Public Health Department	NO COMMENTS RECEIVED
Environmental Protection	NO OBJECTIONS
Development Control	NO COMMENTS RECEIVED

### **Representations received from interested parties:**

6 received from Local residents or Businesses and 6 from Charities or Businesses in Support of the application. (Appendix C).

### **Conclusions**

Without prejudice, the Officer would like to draw Members' attention to issues that they may wish to consider.

The decision is to be made with regard to the Licensing Act 2003, Secretary of State's Amended Guidance issued under Section 182 of the Act and the Council's Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from the Policy or Guidance the departure must be directed at the Licensing Objectives and such departure must be supported by clear and cogent reasons

**Mandatory conditions** - the following conditions will be added to the premises licence when it is issued.

#### **1. The supply of alcohol**

- Where a premises licence authorises the supply of alcohol, the licence must include the following conditions:-

No supply of alcohol may be made under the premises licence -

- (a) at a time where there is no designated premises supervisor in respect of the premises licence, or
- (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

- Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

**2. Mandatory conditions in force from 28 May 2014**

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1-
  - (a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
  - (b) "permitted price" is the price found by applying the formula—  $P = D + (D \times V)$

where -

- (i) P is the permitted price,
  - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
  - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
    - (i) the holder of the premises licence,
    - (ii) the designated premises supervisor (if any) in respect of such a licence, or
    - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
  - (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
  - (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

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4.

- (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

### 3. Mandatory Conditions in force from 01 October 2014

1.

- (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
  - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
    - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
    - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
  - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
  - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
  - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;



- (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 3.
- (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
  - (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
  - (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
    - (a) a holographic mark, or
    - (b) an ultraviolet feature.
4. The responsible person must ensure that—
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
    - (i) beer or cider: ½ pint;
    - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml;
  - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
  - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."

## Agenda Item 3

### Key Implications

#### Financial

None directly arising from this report.

#### Legal Implications and Risk Assessment Statement.

This Hearing is regulated by The Licensing Act 2003 (Hearings) Regulations 2005

The decision is to be made with regard to the Licensing Act 2003, Secretary of State's Guidance issued under Section 182 of the Act and the Council's Statement of Licensing Policy. Where the decision departs from the Policy or Guidance the departure must be directed solely at the attainment of the licensing objectives, and such departure must be supported by clear and cogent reasons.

#### Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

### Appendices

Appendix A - Plan of the Premises

Appendix B - Application including Operating Schedule

Appendix C - Representations from local residents, Charities and Businesses

Appendix D - Locality map

Appendix E - Event Management Plan

Appendix F - Reply to points raised

Appendix G -Means of escape report

### Background Papers

The Licensing Act 2003

**Richard Wilson**

**Chief Officer for Environmental & Operational Services**



Page 9

CAR PARKING  
LOCATION 1

FIRE  
EXIT1

Main Stage

4.9m

Pop Up Bar

24m

Food Stalls

39m

First Aid

Food Stalls

14m

45m diameter

Kids Zone

Acoustic Stage

Food Stalls

30m

Kids Rides

30m

house width 50m

Vintage Funfair

FIRE  
EXIT3

FIRE  
EXIT2

CAR PARKING  
LOCATION 2

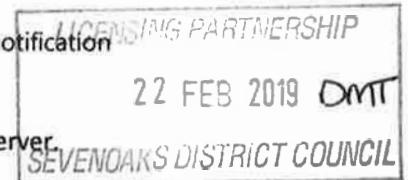
pendulum

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**Raine Daniels**

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**From:** Uniform\_Service\_Request\_Connector-Licensing@sevenoaks.gov.uk  
**Sent:** 21 February 2019 16:42  
**To:** Licensing  
**Subject:** Uniform LI Connector: New Licensing application notification



A new Uniform Licensing application has been created by the Licensing Connector server.

Application Reference Value: 19/00660/LAPRE Application Type: LAPRE Application CaseType: NEW Application  
Address: The Food Fest Ltd Lullingstone Castle Eynsford  
Created: 21/02/2019 00:00:00  
Message sent from host name WKIP-SOAP-15 by user LicensingConnectorService\_LIVE at 21/02/2019 16:41:40.

You have been sent this message because your address is defined as a contact address in the Uniform Licensing Connector configuration. Contact your Uniform systems administrator if you no longer wish to receive this message.

**Part 3 - Operating Schedule**

When do you want the premises licence to start?

01/06/2019

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

02/06/2019

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

2500

**General description of premises (please read guidance note 1)**

We are organising a community food festival & fundraiser for two incredible causes both based in Kent, Action for Children & Elenor.

We are also supporting local food & produce, farmers market, local businesses i.e restaurants.

As one of the charities are a children's charity and we are putting a fun day for families and children.

The event will be held at Lullingstone Castle, an English heritage site which is open to the public.

There will be a main bar selling alcohol and local vine yards selling their wine at a stall and other small stalls like wise owl cider a Kent based Cider brand.

Lullingstone is a English Heritage and they have visitors all over the summer coming to their world garden.

Our fundraiser will have one main stage which inclosed in the grounds supporting unsigned music acts in the Kent & London area .

There wiii a mini vintage funfair for the children which will be supervised by professional fairground staff.

We have 35 gourmet food trucks and stalls and as we are supporting people in produced in Kent this is a wonderful food festival for them to showcase their food and products.

Elenor & Action for Children will both a stall to help promote this charities and along with bucket collections.

We will have face painting, arts and crafts, garden games, tug of war for the children.

We will have a security team & medics tent to ensure everyones safety.

We will also have a lifeguard for the lake which will be closed off to children but we are taking every precaution necessary.

The main bar has six exlts which are opened at all times in case of fire risks.

We will be making the fire brigade award of our fundraiser.

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

*Please check all relevant boxes*

**Provision of regulated entertainment (please read guidance note 2)**

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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

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

**In all cases complete boxes N, O and P**

**E**

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both - please make selection with an "x"</b> (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	X
Mon			<b>Please give further details here</b> (please read guidance note 4)	Both	
Tue					
Wed					
Thur			<b>State any seasonal variations for performance of live music</b> (please read guidance note 5)		
Fri					
Sat	12pm	9pm	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sun	12pm	6pm			

**F**


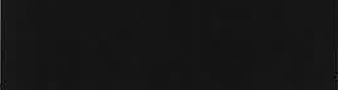
<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both - please make selection with an "x"</b> (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 4)	Both	
Tue					
Wed			<b>State any seasonal variations for playing recorded music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					



**M**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> <b>please make selection with an "x"</b> (please read guidance note 8).		On the premises	<b>X</b>
					Off the premises	
					Both	
Day	Start	Finish				
Mon						
Tue			<b>State any proposed seasonal variations for the supply of alcohol</b> (please read guidance note 5)			
Wed						
Thur						
Fri						
Sat	12pm	9pm	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)			
Sun	12pm	6pm				

**State the name and details of the individual whom you wish to specify on the licence as premises supervisor. (Please see declaration about the entitlement to work in the checklist at the end of the form):**

<b>Title</b>	Miss
<b>Surname</b>	Pyne
<b>First Name(s)</b>	Josie
<b>Date of Birth</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Personal Licence number (if known)</b>	18/00539/LAPER
<b>Issuing licensing authority (if known)</b>	Sevenoaks District Council.

Please print the 'Consent of individual to being specified as premises supervisor' form (shown on pages 19 and 20), and have the person specified above sign and confirm the details given.

**N**

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)

**O**

**Hours premises are open to the public**  
Standard days and timings  
(please read guidance note 7)

State any seasonal variation (please read guidance note 5)

Day	Start	Finish
Mon		
Tue		
Wed		
Thur		
Fri		
Sat	11:00	21:00
Sun	11:00	18:00

Non standard timings. Where you intend to use the premises to be open to the public at different times to those listed in the column on the left, please list (please read guidance note 6)

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

**a) General - all four licensing objectives (b,c,d,e) (please read guidance note 10)**

Experienced security team  
Life Guards for the lake area  
Medical Team  
Experienced management team and bar staff

**b) The prevention of crime and disorder**

We have a registered security experienced team in place to ensure the safety of the public.

**c) Public safety**

We have lifeguards for the lake along with security fencing and security guards to ensure the public's safety.

**d) The prevention of public nuisance**

Our event finishes early before pub closing time and our experienced security team will be ensuring noise is kept to a minimum.  
It's a family food based fundraiser for our community so the majority of people surrounding Lullingstone Castle are attending our event.

**e) The protection of children from harm**

This is a children's fundraiser so parents will be looking after their children and we have a medic team in case of any minor accidents. we have a child care team on site.

Please make selection with an "x"

I have enclosed the plan of the premises

I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable

I understand that I must now advertise my application

I understand that if I do not comply with the above requirements my application will be rejected

[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships.] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 5 - Declaration (please read guidance note 11)

Confirmation of applicant or applicant's solicitor or other duly authorised agent. (See guidance note 12) If confirming on behalf of the applicant please state in what capacity.

• [Applicable to all individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15).

Confirmation

Name  Date

Capacity

Please print the 'Consent of individual to being specified as premises supervisor form (shown on pages 19 and 20), and have the person specified above sign and confirm the details given.

For joint applications confirmation of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 13) If confirming on behalf of the applicant please state in what capacity.

Confirmation

Name  Date

Capacity

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

Name   
Address

Post Town

Postcode

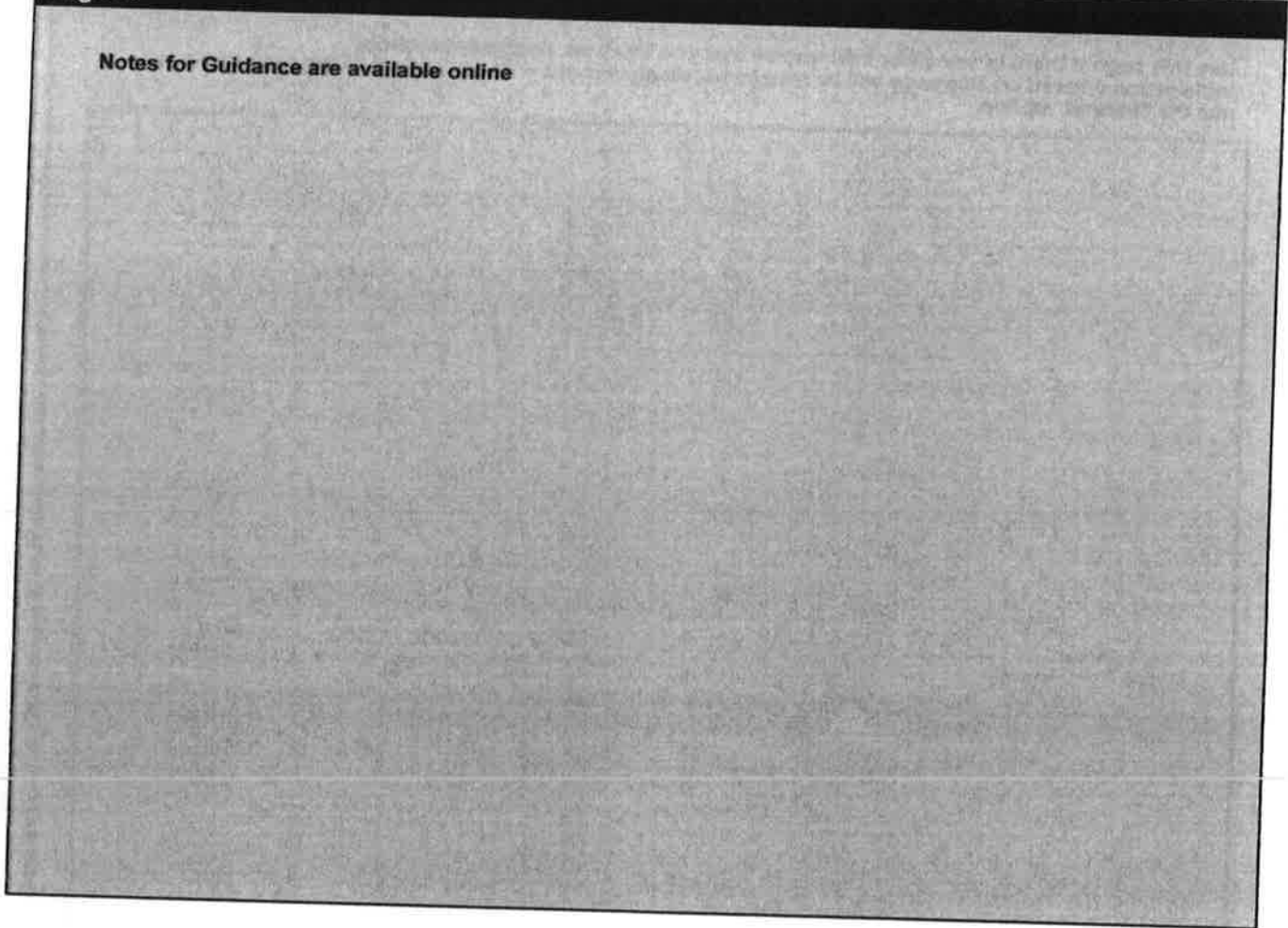
Telephone number (if any)

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

Use this page if there is any other information that you think we should know about.  
Information entered on this page will be sent to us, along with the data on the rest of the form when you use the "Submit" option.

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the user to provide additional information as instructed in the text above.

Notes for Guidance are available online



Extra Form

### Consent of individual to being specified as premises supervisor

Please print this form and ask the person being specified as premises supervisor to fill in the below.

Certain details have been pre-populated from data given on this online form. Please amend any incorrect information or add details where necessary.

Please return this completed form to:

Licensing Partnership  
P.O. Box 182  
Sevenoaks  
Kent TN13 1GP

I, **Miss Josie Pyne**

[Full name of prospective premises supervisor]



[Supervisor]

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

**A premises licence**

[Type of application]

by **The Food Fest Limited**

[name of applicant]

relating to a premises licence

[Number of existing licence, if any]

for **The Food Fest Ltd**  
**Lullingstone Castle**  
**Eynsford**  
**Kent**

[Name and address of the premises to which the application relates]

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

**The Food Fest Limited**

[Name of applicant]

concerning the supply of alcohol at

**The Food Fest Ltd**  
**Lullingstone Castle**  
**Eynsford**  
**Kent**

[Name and address of the premises to which the application relates]

continued on following page

Extra Form

**Consent of Individual to being specified as premises supervisor (cont.)**

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

18/00539/LAPER

[insert personal licence number, if any]

Personal licence issuing authority

Sevenoaks District Council.

[Name and address and telephone number of personal licence issuing authority, if any]

Signed

[Redacted signature area]

Name (please print)

[Redacted name area]

Date

[Redacted date area]



Last page

**Form end**

**You have now reached the end of the form. If you have entered all the necessary information, and read all the guidance notes, please now submit the form.**



**From:** Andrew Baker [REDACTED]  
**Sent:** 08 May 2019 17:26  
**To:** Jessica Foley  
**Cc:** Licensing; Event Notifications  
**Subject:** Premises Licence Application 19/00660/LAPRE

8th May 2019

Re. Premises Licence Application 19/00660/LAPRE

As resident of White Passage flat, Lullingstone Castle, DA4 0JA I wish to raise objections to the Premises Licence Application, reference: 19/00660/LAPRE.

In relation to all 4 licensing objectives:

Having examined the limited information available it appears that very little thought or preparation has been put into this event. I have taken some time to read through the guidance notes, looked at other similar applications and find that this application is severely lacking.

The guidance states that it is key to know the area and site and to contact any residents or businesses in advance of applying for a licence. It is also essential that an event management plan be produced. I visited the SDC office to view the plan 25th April and met with Janet who showed me an arial photo plan. I requested further details but Janet said this was all she could find but would let me know if there was further documentation, I have heard nothing further. Residents have since requested to see further detail but none seems to be available. If the organisers had carried out a little research they would have discovered that Lullingstone Castle is not a suitable location for an event of this scale or type. The house and immediate grounds, where the main stage, fair ground rides, bar and food stalls are shown, comprises of 13 residential properties, a parish church and cemetery, the "world garden" and rooms within the main house that are part of the visitor attraction.

The organisers have not produced a residents letter explaining their event or how they would mitigate the public nuisance, safety and security issues that are promoted in the 4 objectives.

The licence application mentions "our community" and states that this is "a community event". In describing the steps intended to promote the 4 objectives. It is stated under *prevention of public nuisance*, "It's a family food based fundraiser for our community so the majority of people surrounding Lullingstone Castle are attending our event". This is a false statement, having lived in Lullingstone Castle for over 30 years and as the owner of a community business that serves every home and business in the Lullingstone area and I can state that having spoken to the majority of "our community" they are not attending this event.

The event is described in the application as a food based fund raiser and underplays its main activity as a music festival. Referencing [www.thefoodfest.com](http://www.thefoodfest.com): Mr Springham (Jay Scott) is a musician and his band are one of the 19 performing over the weekend. The food element appears to be a collection of, so far unnamed, concessions who have pitches and are ancillary to the event. A review from last years event says as much (Kristine Healy 3rd June 2018 "we assumed there would be a lot more small plates to try stuff as its marketed as a food festival - it really wasn't about the food")

In not contacting the local residents, producing an event management plan or being familiar with the site, the organiser has demonstrated a lack of due diligence.

I also object in more specific terms in connection with the 4 objectives.

### **The prevention of crime and disorder**

The organiser has not addressed steps to be taken to prevent crime and disorder. Lullingstone has an easily breached perimeter along its eastern boundary with Castle Farm road and the fishing lake already attracts a number of poachers who access the site using this method.

No mention has been made of vetting procedures for those who will turn up on the day.

### **Public safety**

#### Lullingstone Lane entrance

Lullingstone Lane is a single track minor road with limited passing places as is the private access single track road which doubles as a footpath ( Darent Valley walk). Lullingstone Lane is regularly congested due to the existing attractions; Eagle Heights, Lullingstone Roman Villa and Lullingstone Castle/World Garden. The additional vehicle movements to and from the proposed festival increases substantially the risk to walkers on the Darent Valley trail.

#### A225 entrance

The Lodge Gate, when open, is a magnet for casual visitors. The single track access runs in a south westerly direction down to a clearing where the footbridge is located. This is a blind left turn from the A225 and would require traffic management if used as a venue entrance. This junction and the turn into Castle Farm Road have a history of Road Traffic Collisions due to a combination of vehicles travelling at high speed on the A225 and the obtuse angle Y junctions at Castle Farm Road and the (un-mapped) turning into Lullingstone. In recent years there have been accident clusters at both these junctions including a number of collisions classified as “serious” and one “fatal” at the Lullingstone turn. The published travel info for the event has no detailed instructions on how visitors should arrive and it is likely that due to the wide spread advertising and open ticketing this turning will be the busiest it’s ever been as an event of this size and scope has never been held at Lullingstone.

I also note that the plan fails to indicate the entrances, emergency exit routes, toilets, sufficient parking, lost child station and generator locations.

The vintage funfair shown on the plan has constant use vehicle access roads on both sides. The only access in and out runs from the footbridge past 6 garages on the right and a parking area on the left.

2 Indicated exits are located on private land and the third leads to the foot bridge The foot bridge is only 1.2 m wide, in the event of an evacuation this would be a danger to public safety, the bridge rails would not prevent children from falling into the river.

### **Public nuisance**

The residents at Lullingstone have right of access along the track leading to Lullingstone Lane and the right of peaceful enjoyment of their properties. The old stable block, Bothy cottage and the residential parts of the castle constitute the vast majority of the house and buildings at Lullingstone. The residents have accepted the opening of the retained parts and grounds as an attraction and the occasional “theme day” such as the medieval weekend, rolls Royce and MG car rallies.

The prospect of up to 6000 revellers descending upon Lullingstone over one weekend would cause a public nuisance to all residents at Lullingstone as it will infringe on our right to come and go from our homes.

The noise levels created by the large number of people, fun fair and 2 sound stages and close proximity will increase noise levels way above the 75DB deemed acceptable as measured at closeted residential property. I am also concerned that the organisers are advertising on-site camping (glamping) and a VIP party with open fires, music and hot tubs for 3 nights. This has not been mentioned on the licence application.

I understand that the SAG has already waved this event through without sight of an event management plan and upon statements presented to them by the organiser. I urge that my representation are thoroughly examined and given due consideration.

I understand that a sub committee hearing is planed and wish to have the opportunity to attend. Please let me have the date as soon as possible.

Regards

Andrew Baker

**From:** Belinda Carrick [REDACTED]  
**Sent:** 28 April 2019 23:21  
**To:** Licensing; Event Notifications  
**Subject:** Food Fest Lullingstone Castle

Hi,

I am writing with regards to the Public Notice concerning the Food Fest to be held at Lullingstone Castle on 1st and 2nd June 2019.

I would like to raise my comments with regards to the public safety and the prevention of public nuisance. As a resident of Lullingstone Castle, I was surprised to learn about the scale of the event only in the last couple of days when a neighbour kindly informed me of the plans. On page 6 of the Sevenoaks District Council Toolkit Version May 2018, you ask the event organiser to 'engage with the local community, residents and local businesses'. I have not been contacted by the event planner (or Sevenoaks Council) in this instance. The event is also not advertised in the village.

I am concerned about the logistics of getting 2,500 people to the event and how the number of visitors to the event will be tracked and how many stewards will be manning the event compared to the anticipated visitors. The application form does not mention the number of stewards in the Food Fest team so naturally, I have grave concerns about there being the correct legal ratio. Again, I would ask the Sevenoaks SAG for assurances that all this has been checked.

I have looked at the websites advertising the event and all just give the address of Lullingstone Castle and do not mention public transport, park and ride, coaches, shared lifts etc, so I am assuming that that the event organiser is preparing for the majority to arrive by car. Also considering the location of the event, I would agree that this is most likely. This means that we could be looking at a conservative estimate of 625 cars (assuming 4 to a car) but the reality could be considerably higher. I have studied the Leefest Musical & Arts July 2016 event management plan on your website and note that they estimated 180 cars per acre – this means that 4 acres minimum should be allowed plus overflow space. Could you please clarify how this will be dealt with as there clearly isn't this space with the car parks detailed on the plan.

Having lived at Lullingstone Castle for c25 years, I am also aware of the difficulties in driving along Lullingstone Lane and the private road towards the castle from the Roman Villa. The lane and private road are on the whole single track lanes with overtaking spaces with the latter having the added difficulty of trying to avoid the potholes. The state of this road is particularly in a very poor condition and I am deeply concerned that the volume of cars together with the heavy lorries carrying stage equipment and the food vehicles will further damage the already flawed road. Has the event planner agreed to pay the cost for fixing the road afterwards?

I am also extremely concerned that in an emergency, the police, fire brigade and ambulance service would have enormous difficulty in getting to the event with the amount of traffic using the predominantly single track lane. We have had several incidents over the years ranging from complete gridlock to accidents which have blocked the road for several hours. Please bear in mind that this is the only entrance and egress from Lullingstone Castle for residents. Perhaps you could alleviate my concerns and explain how the Sevenoaks SAG are dealing with this and the different authority's views (police/fire/ambulance) in the event of an emergency.

When looking at the plan (which according to your website has to be to scale when applying for a license), I am surprised to learn that one of the emergency exits (3) is in my garden. This is private land and I have not given my permission for this to be used. The gate leading into my garden is also chained and padlocked and is not lit nor free from obstacles so is totally unsuitable. I also believe the width of the gate is not of the correct legal width. Surely something so important as an emergency exit should be checked before being entered on the plan?

I also cannot see on the plan where the toilets are going to be located nor indeed the 'glamping facility' or whether there is a designated smoking facility (to decrease fire risks) - perhaps the Sevenoaks SAG could also advise me on this.

There are also the dangers of the lake for young children and adults having consumed alcohol. I would like to know more about the strength of temporary lake security fencing?

Predominantly, I am worried and concerned about the noise level. The acoustic stage is approximately 50 metres from my property and my daughter will be in the middle of studying for her GCSEs. In accordance with the 1995 noise council code of practice on environmental noise control at concerts, could you please advise me of the results of the noise assessment and the subsequent management plan. I note from the application that the event planner has stated that the majority of people surrounding Lullingstone Castle are attending the event so the noise should not be an issue. Having spoken to residents of Lullingstone Castle and other residents nearby, I do not believe that people have been asked whether they are attending. Perhaps again, the event planner could clarify this.

Finally, could you please confirm that you have seen and checked that suitable public liability insurance is in place and advise of the level of cover. I would like to view a copy of the event management plan and risk assessment and am happy to arrange a visit to view these documents in your offices. Alternatively, I am happy to meet with a member of the Sevenoaks SAG at Lullingstone Castle, if easier.

I look forward to hearing from you.

Kind regards

Belinda Carrick

██████████

**From:** Lullingstone.Villa [mailto:Lullingstone.Villa@english-heritage.org.uk]  
**Sent:** 30 April 2019 16:05  
**To:** Jessica Foley  
**Subject:** RE: Comments for Licensing Application 19/00660/LAPRE

Hi Jess,

Please could you log my comments as concerning "Public Safety"? As I said in my comments, I am concerned about fire safety not just of our visitors to the Roman Villa but also of visitors to the Food Fest. The organiser has said that the local fire crews will be informed but I would like a plan to be made public about how emergencies along Lullingstone Lane will be dealt with given the extra traffic and possible congestion. I am also concerned about the safety of walkers in the area given that Lullingstone Lane is on the Darent Valley path and is in regular use. The increase in cars may cause a safety issue given that the road is a national speed limit and that the organisers have not made public the plans for traffic management and pedestrian safety.

Many thanks  
Emma

Emma Freeman | Site Manager

Lullingstone Roman Villa  
Lullingstone Lane, Eynsford, Kent, DA4 0JA  
01322 863467

[www.english-heritage.org.uk](http://www.english-heritage.org.uk)  
[www.facebook.com/englishheritage](https://www.facebook.com/englishheritage)  
[www.twitter.com/EnglishHeritage](https://www.twitter.com/EnglishHeritage)

**From:** [publicaccess@sevenoaks.gov.uk](mailto:publicaccess@sevenoaks.gov.uk) [mailto:publicaccess@sevenoaks.gov.uk]  
**Sent:** 27 April 2019 13:55  
**To:** Licensing  
**Subject:** Comments for Licensing Application 19/00660/LAPRE

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 1:55 PM on 27 Apr 2019 from Miss Emma Freeman.

### Application Summary

**Address:** Lullingstone Castle Lullingstone Lane Eynsford Kent DA4 0JA

**Proposal:** Premises Licence

**Case Officer:** Jessica Foley

[Click for further information](#)

### Customer Details

**Name:** Miss Emma Freeman



**Email:** [lullingstone.villa@english-heritage.org.uk](mailto:lullingstone.villa@english-heritage.org.uk)  
**Address:** Lullingstone Roman Villa, Lullingstone Lane, Eynsford,  
Kent DA4 0JA

## Comments Details

**Commenter Type:** Neighbour  
**Stance:** Customer objects to the Licensing Application  
**Reasons for comment:**  
- Parking  
- Traffic  
**Comments:** 1:55 PM on 27 Apr 2019 I have read the Temporary Events Notice application for the Food Fest at Lullingstone Castle and would like to object to the use of English Heritage's name being associated with the event. Lullingstone Castle is not owned or managed by English Heritage, it is in private ownership.

I would also like to point out that as a neighbouring tourist attraction we have not been made party to any traffic or fire action plans for the event. I would like to see a traffic management plan in place for the event particularly as there are supposed to be up to 2500 people attending. I have been informed that there will be AA signs put up but have not been told where. Any signs on our land will need Scheduled Monument Consent if they go into the ground and EH consent if they do not.

I would also like to raise concerns around parking for the event. I know that the organisers are foreseeing that most visitors will come by train but I am concerned that we are not aware of parking plans for those who choose to come by car. I have heard from several people that the car park for Lullingstone Roman Villa has been suggested for visitors to the Food Fest. I would like to make it clear that this is not the case. Our car park is small and is for visitors to the Roman Villa not for event parking.

My last concern surrounds the fire evacuation plans. Lullingstone Lane is a narrow road which does become severely congested especially on hot days. I have not seen any plans for fire evacuation for the event. I would like to see these plans and see evidence that the plans have been approved by the local fire crews. As I have to look after the safety of our visitors, I would also need reassurance that the massive increase in visitor numbers / cars to Lullingstone Lane will not impact on the fire evacuation plans for Lullingstone Roman Villa.

I would also like to note that the TEN does not state that glamping will take place at the event from Friday 30th May to Sunday 2nd June.

**From:** Simon Giles [REDACTED]  
**Sent:** 02 May 2019 07:17  
**To:** Licensing  
**Subject:** Objection to licence application - 19/00660/LAPRE

Dear Sir or Madam

I write to raise objections to the premises licence application for The Food Fest at Lullingstone Castle from 1<sup>st</sup>-2<sup>nd</sup> June 2019.

I have seen a copy of the site plan for the event, and note that up to 2500 people are expected to attend each day. I have also reviewed the organiser's website at [www.thefoodfest.com](http://www.thefoodfest.com) and note that in addition to two music stages, food trucks, various bars and a funfair, the organiser is also promoting glamping which is offered as a 3 night stay (presumably Friday, Saturday and Sunday night) with camp fires, hot tubs and live music also on the Friday night, although the application is for 12-9pm on Saturday and 12-6pm on Sunday, with no mention of music on the Friday night in the application.

Although the promoters have gone to great lengths to present this as a charity/community event for families, I understand from online reviews (attached) and word of mouth from those who have attended previous events that it is principally a commercial music festival.

The Lullingstone Estate is not a suitable location for a music festival. Lullingstone Castle itself is divided into 12 separate residences, and is undeniably a residential community. Our property forms part of the main building. The site plan indicates that a funfair will be located just a few meters from our front door, with the main stage directed at our living room and bedroom windows that form a substantial part of the front of the main building. Clearly such activities are incompatible with our right to quiet enjoyment of our property.

The application incorrectly states that Lullingstone Castle is an English Heritage site, and that it is open to the public with visitors coming all over the Summer. We have in the past not objected to the freeholders of the estate opening to the public during limited hours as we understand the need for paying visitors to help contribute towards the upkeep of the building and grounds. This has generally involved a relatively small number of gardening/history enthusiasts for a few hours on Fridays, Saturdays and Sundays during the Summer months, and is a far cry from 2500 revellers over a 3 night music event.

I attach a photo taken last Summer on 28<sup>th</sup> May 2018, showing Lullingstone Lane when a much smaller event than the one proposed was held at Lullingstone Castle, in this case a Medieval weekend. Lullingstone Lane was at a complete standstill for around 45 minutes and the road took a couple of hours to clear as the lane is only a single track lane with passing places. On sunny days the road can be busy all the way back to the ford at Riverside, with cars parked around the corner towards the viaduct causing blockages, pedestrians walking along the Darent Valley path, and there will be additional cars travelling to visit Eagle Heights and the Roman Villa, and the usual horse boxes travelling in and out of Lullingstone stables and tractors and farm vehicles requiring access. I am concerned that it could well be next to impossible to enter or leave our home by car for the duration of the proposed event, and if there is an emergency requiring fire, police or ambulance attendance the emergency vehicles would not be able to get through. Given that the promoter is advertising camp fires and there is a 15 acre lake and the River Darent running through the site there is an increased emergency risk with such large numbers attending. This ignores the nuisance that will be caused by 35 food trucks, funfair vehicles, marquee/tent trucks, stage equipment installers, hot tub

transport vehicles, generators, toilet trucks etc that will presumably be both setting up and breaking down for a number of days both before and after the event.

Neither the promoters of the festival nor the freeholders have consulted with us about the implications and impact of the proposed event. We only found out about it very recently via social media and after speaking with other Lullingstone residents some are not aware of it at all or are not aware of the nature of it. Blue notices have been displayed by the entrance to Lullingstone gatehouse, however they are at ankle height! With up to 2500 people potentially drinking alcohol there will be a significant risk of damage to our property and vehicles, which would normally be parked just in front of the proposed funfair. I also understand from friends who attended the event at The Mount Vineyard in Shoreham last year, which is a larger venue than Lullingstone, that undesirable elements turned up on one of the days and caused trouble. We are fortunate to live in a fairly quiet, picturesque and crime free location tucked away out of sight where unless you looked for it you wouldn't know it was there. I am concerned that we might not only experience drunk and disorderly conduct during the event itself, but that we will be at greater risk of crime such as burglary, vehicle crime and anti-social behaviour after the event with such large numbers of unvetted and unknown people having the opportunity to become intimately acquainted with the building, location, access points, and security measures of an otherwise relatively private and undiscovered location. Our ground floor windows border the proposed event area directly, which is a concern both for privacy and security. I understand that for security reasons residents have been requested not to publish details of the proposed site plan when commenting, therefore evidently there is a perceived risk.

On the whole the application seems very poorly thought out, light on detail, and littered with inaccuracies, errors and incoherent statements. To organise and sell tickets to an event such as this before consulting with those living in the properties that will be directly and considerably affected, and to dismiss any concerns about public nuisance with a blanket inaccurate statement that "the majority of people surrounding Lullingstone Castle will be attending our event" does not offer any comfort that sufficient thought or consideration has been given to the safety and security of residents, children and the wider public, and to nuisance and the prevention of crime and disorder.

If the licence is granted, we will be left in the unfortunate position of on the one hand being effectively driven out of our home for a week until the chaos subsides, but on the other needing to be on hand to check that no damage is being done to our property.

We generally try to support live music and if the event was held in a more suitable location we would encourage it. However the unsuitability of the venue and detrimental effect on us and other residents over an extended period, and the slapdash way that the organisation of the event has been handled to date leaves us with no alternative but to strongly object to the application for a licence for this event.

Yours faithfully

S Giles

**From:** Stephanie Harrison [REDACTED]  
**Sent:** 09 May 2019 07:43  
**To:** Licensing  
**Subject:** Food Fest Lullingstone Castle

Dear Sir/Madam

My name is Steph Harrison and I live in Sevenoaks. I am a fundraiser/speaker for the charity Breast Cancer Care.

I am writing to give my full support to Food Fest, which is being held at Lullingstone Castle in June of this year.

Jay & Clairey have worked hard to build a family-friendly event and I feel that their event this year should be allowed to go ahead.

I attended last years event and I was very impressed, not only with the standards of the event, but also at how many families were there enjoying the wonderful and friendly atmosphere. This says so much about how this event is seen by the public.

Jay Scott is one of the most caring and community minded people I know. He is constantly using his talents to help others, and my charity Breast Cancer Care has been the beneficiary of his kindness and talent on several occasions, with events at St Clere in Kemsing and Pomoja Hall at Sevenoaks School. His desire to produce good community events, especially at a time when our country is fractured, and when we are losing community interaction should be applauded.

I would like to give my unequivocal support to Jay, Clairey and Food Fest.

Kind regards

Steph

Steph Harrison  
8 Roma Court  
Sevenoaks  
Kent. TN13 3PX

**From:** claire heuerman [REDACTED]  
**Sent:** 08 May 2019 15:33  
**To:** Licensing  
**Subject:** Fwd: Food Fest 2019

Dear Sir,

I am writing to you regarding an event taking place at Lullingstone Castle on June 1st-3rd 2019 called the Food Fest and was absolutely thrilled when the organisers invited me to advertise my business for free at the event.

I own the Otford Post Office which is a business that serves the community and its long term success depends upon the local community supporting the Post Office (as we know many local PO's around the area 2 in Kemsing and Riverhead to name just a few) have recently shut due to lack of support

So it should come as no surprise that I am always looking for events to promote business. When Jay and Clare invited me to advertise for free at their festival I jumped at the opportunity as having attended the Food Fest previously I knew that this was exactly the right type of community event we needed to help showcase our programmes. Family, healthy and fun - just like the PO values

My business is based in Otford as is my husband's (Tennis Academy and The Racquet Academy) and being supported by such a great event is much needed as independent retailers have it so tough and I believe that this kind of collaboration can only help us survive.

We look forward very much to being a part of this event for now and for many years to come and I personally am really grateful that the organisers are prepared to give so much time for the local community and businesses like mine.

Kind Regards

Claire Heuerman  
The Otford Post Office  
4 Sevenoaks Road, Otford, Kent, TN14 5PB

**From:** ruth@cryojuvenateuk.com [mailto:ruth@cryojuvenateuk.com]  
**Sent:** 08 May 2019 14:56  
**To:** Licensing  
**Subject:** The Lullingstone Food Festival

Good Afternoon,

I am writing today as one of the local businesses who will be attending the Lullingstone Food Festival event on the 1<sup>st</sup> and 2<sup>nd</sup> June 2019.

Myself and my team are very excited to have been invited to take part in the event (located in the 'Wellness Village'). I can't stress enough how hard the festival team have worked to ensure that local businesses were invited to take part and how important it is to the organisers that local brands are supported and promoted. For myself and my business (Cryojuvenate) it is hugely important to promote our name, brand and services to local people because the services we offer (cryotherapy) are unique and niche!

My details FYI:

*Ruth Hyde, Managing Director  
Cryojuvenate, 54 High Street, Sevenoaks, Kent TN13 1JG*

Thank you for your time

Kind Regards

**Ruth Hyde** Managing Director  
54 High Street, Sevenoaks, Kent TN13 1JG  
Direct Line: 01732 44 94 11 Mobile: 07734 809540  
Email: [ruth@cryojuvenateuk.com](mailto:ruth@cryojuvenateuk.com) Website: [cryojuvenate.com](http://cryojuvenate.com) Twitter: @CryojuvenateUK/

-----Original Message-----

From: grant jones [REDACTED]

Sent: 08 May 2019 06:32

To: Licensing

Subject: FoodFest

To whom it may concern

I just wanted to write to you to say that I have been attending the Food Fest since it began and have enjoyed attending the event and watching it grow to the size and following it has today.

It's a great event for local traders and village people alike. Everyone I have spoken to who has attended previously has thoroughly enjoyed it.

I hope that Sevenoaks Council allow this to continue.

Best regards

Grant

**ACTION FOR CHILDREN**

**WORKS**

**10 Great Queen Street  
London  
WC2B 5DG**

**020 3124 0600  
actionforchildren.org.uk**

10 May 2019

To Whom It May Concern,

Action for Children has been chosen as one of the Charity Partners of The Food Fest 2019. We originally partnered in 2016 and raised a brilliant £1,674 from the festival. This year the aim is to double that as the festival has grown in capacity since launch. As well as bucket collecting, Action for Children will be getting a percentage of ticket sales and money from CD sales on the day. We have already managed to get nine volunteers to support us at the event.

Mr Scott has been a great supporter of Action for Children and an advocate for our cause. We're very excited to be working with him again on The Food Fest and to see how the event has grown since our involvement in 2016. Lullingstone Castle looks like the perfect new venue for The Food Fest to support its growth and in turn give more back to the local community.

Action for Children is one of the UK's leading children's charities. From before they are born until they are into their twenties, we help disadvantaged children across the UK. We help them through fostering or adoption – and by intervening early to stop neglect and abuse. We influence policy and advocate for change. Our staff and volunteers operate 552 services, improving the lives of over 300,000 children, teenagers, parents and carers every year.

Locally, we have a fostering service for children eight year plus who can no longer live with their birth family. Our foster carers provide loving and stable homes to children; they give them security, stability and a safe place to call home. The money raised at The Food Fest will go towards supporting services like this.

Kind Regards

**Tyler Nicholson**  
Community Fundraiser - London  
Direct dial: 07764788431  
Email: Tyler.Nicholson@actionforchildren.org.uk



**From:** Jon Ward [REDACTED]  
**Sent:** 07 May 2019 18:13  
**To:** Licensing  
**Cc:** Event Notifications  
**Subject:** License Application 19/00660/LAPRE

Sirs

I have just tried to make a comment about license application 19/00660/LAPRE and your web page will not allow me to do so stating that

## **Comments may not be submitted at this time.**

Sorry, we are not currently accepting comments from the public.

See screenshot below.

I would therefore like you to deem this email as being my formal comments about the application for consideration when deciding whether this application is granted or not. Please also distribute my comments to the other interested authorities such as the Environment Agency, Environmental Health, Roads & Planning Departments etc and please clarify why you are not accepting comments from the public.

I have attached a copy of the plan for the application with the location of our family home attached and would make the following points:

### **The Prevention of Public Nuisance**

- 1) Our family home is 50m away from and in direct line with the proposed location of the "Main Stage". My youngest daughter will be studying for her school exams on the planned event dates and the noise from the stage will undoubtedly cause my family a nuisance.
- 2) Our family home is directly adjacent to the proposed location of the "Vintage Funfair". As per point 1 above, this will undoubtedly cause my family a nuisance.
- 3) The application plan shows "Food Stalls" along the edge of our rear garden's border which currently consists of small, newly-planted laurel bushes. The noise and smell emanating from these stalls will undoubtedly cause my family a nuisance.

### **Public Safety**

- 4) Further to point 3 above, we have a shed containing gas bottles, gardening equipment petrol, paints and thinners backing directly on to the laurel hedge - if there was a fire in the food stalls this could create a very dangerous situation.
- 5) Further to point 3 above, we have a 1800 litre oil tank a few metres away from the laurel hedges and, again, a fire in the food stalls could create a very dangerous situation - at best it would melt releasing the oil into the water table that is used by the local water company (Lullingstone Water) to supply the whole of the Lullingstone area.

6) Lullingstone Lane is a narrow, single track road that is badly potholed and used extensively by local walkers; on a "normal" weekend it is difficult to navigate along. An event of this size will undoubtedly cause total chaos and gridlock on the lane which would make it impossible for the emergency services to reach anyone at Lullingstone Castle in a timely manner. There are 5 pensioners living at Lullingstone Lane and over the last 4 months 3 ambulances have been called to collect sick residents in emergency situations.

7) The application plan shows an emergency exit in our side garden - no exit will be possible here for obvious reasons and the pedestrian gate on the residents' access road is tiny and not suitable for egress in an emergency.

#### **The Protection of Children from Harm**

8) Further to point 7 above, the only other access point to Lullingstone Castle is via a footbridge that connects the castle's grounds with "Car Parking Location 2" on the application plan. This footbridge is not in good condition and has partially open sides that a child could easily step/fall through into the water below, especially in a hurried emergency egress situation.

#### **The Prevention of Crime and Disorder**

9) It is a known fact that the same event last year in Shoreham ended with scenes of drunken, disorderly behaviour. With alcohol being served all day on the Saturday followed by the option of "glamping" overnight when, presumably, the overnights will continue drinking etc it seems inevitable that problems with crime and disorder will arise. There are 9 residences at Lullingstone Castle in addition to the owners of the main building and every single resident in those 9 residences is concerned about people wandering around after the event has finished on Saturday night - trespassing, making noise, urinating etc etc.

In summary, we object to the planned event as it simply isn't suited to a quiet, cut-off residential location. The event is being touted as a charity food event when, in fact, there is no formal charity connection and the event is actually a music festival with food outlets.

Yours faithfully

Jonathan Ward  
The Old Stables (aka Stable Cottage)  
Lullingstone Castle  
Eynsford  
DA4 0JA

**From:** [REDACTED]  
**Sent:** 04 May 2019 09:49  
**To:** Event Notifications; Licensing  
**Subject:** \*Possible SPAM\* PROPOSED FOOD FEST AT LULLINGSTONE CASTLE

Dear Sirs,

I refer to the Public Notice issued by SDC in reference to the proposed Food Fest at Lullingstone Castle on June 1st and 2nd 2019 and am responding as invited.

As a resident of the Castle, I am an interested party and wish to make representations about this event.

It is, of course, not just a food fest but a Rock Concert with 18 bands scheduled to perform. Like others, I have grave concerns about this application, particularly relating to public

nuisance and public safety. Leaving aside the noise, probable alcoholism and general inconvenience issues for all of the residents, the Castle's location and size make it unsuitable

for such a large event. I would have hoped that lessons had been learned from last year, when the event was staged at Shoreham.

As you will know, the Castle sits at the far end of a single track road (with only occasional passing places) and already has to serve two other "attractions" - Eagle Heights and Lullingstone

Roman Villa, both busy at weekends. It is also needed to access the riding stables and, on Sunday, the congregation of St Botolph's Church. It is, of course, a magnet for walkers, dog owners and cyclists.

It is already often difficult for the residents of the Castle and the lane, getting to and from their properties and I wonder how emergency service vehicles are going to cope with up to 400

additional vehicles each day. It only takes one to block the entire road. Only last week, a delivery van slipped over the side of the road in a connecting lane, trying to squeeze pass

an on-coming vehicle. Also, of course, it is not only the days of the planned event itself, but also those before and afterwards - 35 food trucks, portable toilets, glamping tents -

the list is endless.

According to a map produced by the organisers, I am to have a funfair situated just a few yards from my front door. There is no electrical supply and one assumes that generators will be

required. Apart from the noise and pollution for hours on end, it is sited immediately alongside the roadway and access to the resident's parking area. The lane is in constant use by residents,

their visitors and delivery/service vehicles and is totally unsuitable for children to be running around.

I would be grateful if you could confirm that :

- a) all the appropriate safety checks, legally required for an event of this size, have been carried out
- b) that the organisers have adequate third party liability insurance
- c) that the Council has undertaken a physical survey of the proposed site

Incidentally, the organisers are also advertising a VIP Glamping Party with hot tubs at the Castle commencing on Friday May 30th, so surely the licence application should be for three days

and not two !

Yours faithfully,

R.J.Wells

Penfro  
Sandhurst Road  
Tunbridge Wells  
Kent  
TN2 3SR

To whom it may concern,

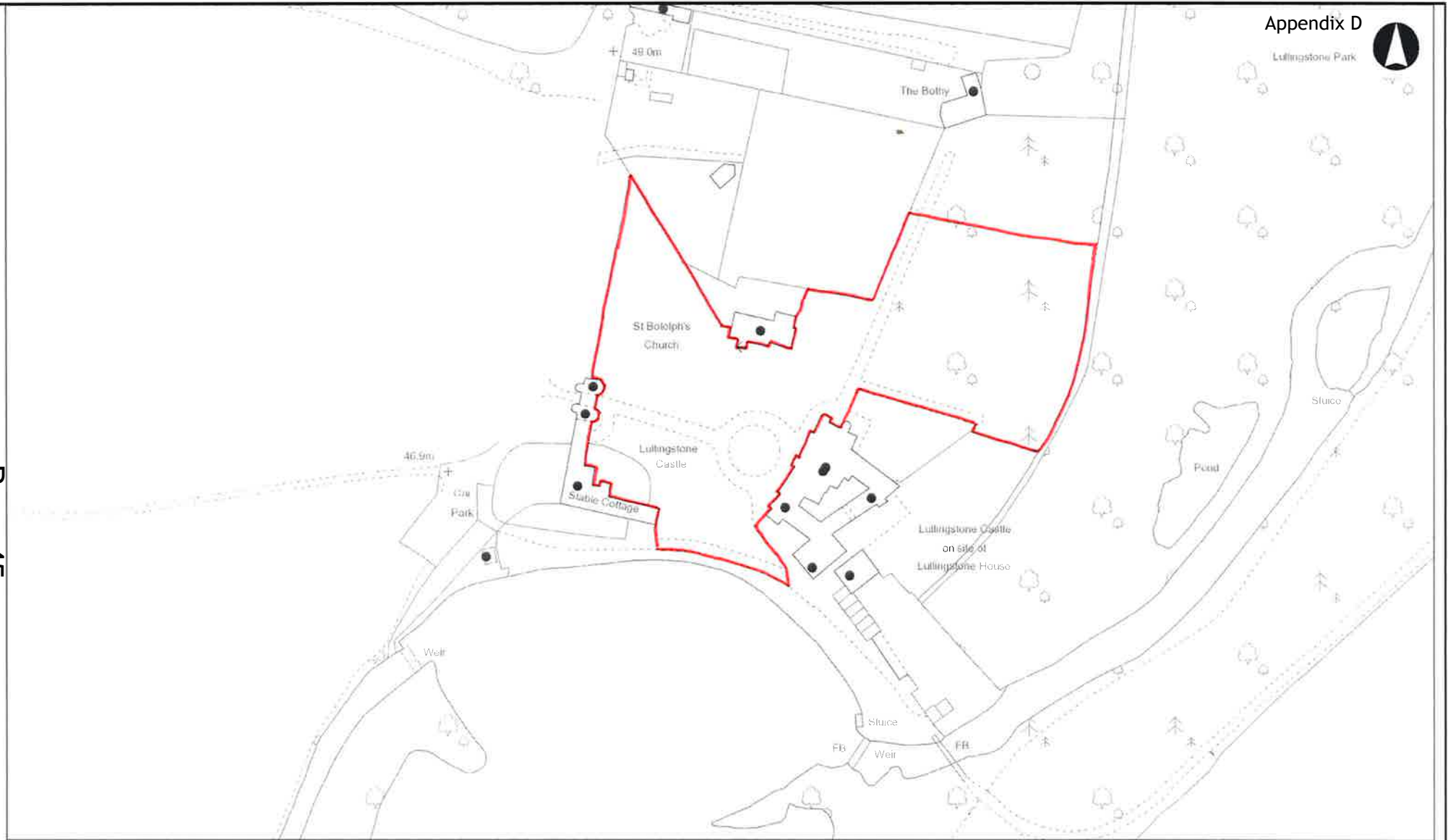
My company Paint Mechanics had a pitch last year at the Food Fest and the event was great for supporting and promoting our work. It is important for us as a small business to meet local customers in Kent as we arrange our own transport between working full days.

The Food Fest has opened so many doors for both networking and work opportunities with customers across Kent and surrounding areas. We have also since been able to get involved with other festivals through the Food Fest publicity. With my company currently approaching its one year anniversary, I will fully support the festival returning this year and in years to come.

Hugh Whitaker  
Director of Paint Mechanics



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Ordnance Survey 100019428.

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Date: May-2019

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## **Event Management Plan**

### **The Food Fest event - 1<sup>st</sup> & 2nd June 2019 Lullingstone Castle Eynsford.**

This document is the backbone of our Event Management Plans and its purpose is to provide a general overview of all the considerations and detailed planning required staging the event.

As a standalone document it will contain all event details, and will reference other documents that may be found as appendices. It is intended that it is a 'working document' that will evolve with ongoing liaison between the event organisers, the local licensing authority and other responsible authorities. The event organisers are an experienced team. They have successfully run the Food Fest for 4 years.

The event planning work is conducted to the highest standard to increase our contribution to arts and culture whilst minimising any adverse effects to local residents, public safety and the environment.

We believe good communication with stakeholders, such as local authorities and community groups, is vital to the success of any event and hope collaborative documents like this aid such communication.

The Food Fest has 3 year year track record without any significant concern, site safety, public safety.

#### **Event Summary**

The event is a smallscale, family friendly food fest, music and arts festival with a focus on supporting & raising money for Action for Children & Ellenor emerging artists, supporting local businesses, local musical talent, engaging the community in the arts, as well as giving people to access to enjoy the wonderful nature and landmark of the location as part of the great British festival experience.

The event programme consists of a range of food stalls, farmers market, small vintage funfair for children, arts and crafts, face painting, healing village, outdoor garden games. Live music provided by unsigned local acts, main bar with Kent produced beers & wines with music.

A small glamping area comprising of 10 bell tents will be set up solely for the Food Fest Team and family who are helping and working at this year's food fest, providing onsite management and security support throughout the 2 day event. No members of the public are staying overnight at Lullingstone Castle or its grounds.

The tickets are £15 for adults, £10 for children & £45 for a family ticket.

The Food Fest organisers have offered free tickets for the weekend for the tenants & their families for this year's food fest.

The Food Fest, as in previous years is NOT a classic music festival with crowd pulling signed acts and weekend camping etc. The event is relatively small in comparison to other well

branded festivals. It is set-up and marketed as a family friendly food & music festival community asset and fundraiser supporting Action for Children & Ellenor.

### **The provision of regulated entertainment.**

The provision of entertainment facilities. The supply of alcohol by retail, for consumption on site only. Guests will be subject to bag checks to prevent attendees bringing personal alcohol on site, as well as managing security threats.

### **Dates and Times Production Dates Build**

Thursday 29<sup>th</sup> and 31<sup>st</sup> May 2019

### **Gambling**

No gambling is permitted at The Food Fest as this is a community family event.

### **Management Team**

Event Directors Clairey Hearnden & Jay Scott  
Site safety managers Kingsley Pattenden, Jodie Sharp, Carlin Pattenden & Adam Dale  
Premises licence Manager Josie Pyne  
TMS security Ltd

### **Contractors & Suppliers**

All contact with suppliers and contractors should be via the event management team.  
Security & Crowd Management will be TMS security Ltd

Medical & First Aid, will be Medevent Medical Services Ltd

Sound & Lighting The Bandshop Ltd

Technical Power & Distribution, The Bandshop Ltd

Luxury toilets supplied by Elegance toilets Ltd

Insurance will covered by 'Event Insurance Limited' and all event contractors will hold with an insurance office of repute, public and employers liability insurance for claims up to and including £5,000,000.

**Audience Profile** The event is aimed at families and individuals of all ages and backgrounds. Using data from previous events and ticket sales to date, the management team expect the majority of attendees will be families with young children mainly from local surrounding communities. Most attendees return year after year, and many new attendees hear about the event via word of mouth from those previous attendees.

The audience at FoodFest has always been extremely amicable and compliant, with a friendly atmosphere onsite. The aim is to bring people together for a great cause supporting local food and produce, award winning gourmet food traders, unsigned local and UK music.

The Organisers over the past 4 years focused on building an event that occupied a niche that appeals to those that prefer a more intimate outdoor event, embraces local attractions, local

unique gourmet food and local musical and artistic talent in a safe and family centric environment as opposed to the intensity and scale of traditional music focussed festivals.

The Food Fest organisers are dedicated to the very highest quality production standards and have a 100% success rate with all previous local authorities and landowners.

All event safety, sanitary and security provisions will be planned to be suitable for this intended capacity.

**Licensed Area Capacity** For this event the number of attendees is to be limited by the License restrictions on capacity. Category Number Public 2500 including Performers, Staff and traders

#### **Car Park Capacity**

There is ample space at the event site to accommodate guests in car park one and car park two. Parking will be managed by stewards to ensure available space is used effectively and that attendees only park in permitted locations.

A traffic plan has been attached.

#### **Park & Ride - FREE**

We have secured a Park & Ride shuttle service at Anthony Roper Primary School Eynsford. This is a free parking option with shuttles running every 15 minutes.

This car park option has the capacity to hold 150 cars. With the assumption of 2.5 attendees per vehicle, 1500 attendees on site at peak times and 30% of attendees arriving by automobile, the total peak parking requirement would be 180 car parking spaces. Therefore 87% of car parking can be handled with this parking option.

#### **Public On-site Car Parking - PAID**

Public car parking will be managed using experienced traffic management staff and volunteers. We have the capacity of over 500 car parking spaces available but will look to limit the numbers to 200 spaces through pre-booked spaces spread between two parking areas (per day).

Attendees requiring onsite parking will be charged (£5) in advance for parking. This is in order to encourage attendees to utilise the Park & Ride scheme. Parking permits will be purchased via our online ticket box office.

With this process in place, we will be strongly limiting the volume of traffic to the site.

#### **Fire Risk Assessment.**

A fire risk assessment has been sent and signed off by Kent Fire & Rescue Service by Samantha Hill who is a fire safety inspector.

We have also submitted a fire route safety plan by a Fire Safety Consultant from MD Fire Safety.

Our traffic management team will ensure the roads are clear for any emergency vehicles if needed.

### **Temporary Demountable Structures**

Temporary demountable structures will be used to house the venues, bar and food traders as well as some production facilities.

### **Erection & Maintenance Of Structures**

The responsibility for the safe erection and maintenance of structures rests with the contractor supplying the structure. They are expected to produce and work to their own risk assessments and method statements and maintain their own liability insurance cover and MUTA documentation.

A representative from each contractor is required to remain on call throughout the event in order to deal with any instances of maintenance or respond to any prevailing weather conditions.

All documentation of this nature collated will be included in the appendices to this document.

Structural Safety & Wind Structural calculations relating to imposed loads from production infrastructure and wind loading will be obtained from contractors in advance of the event and a note made of the wind speeds at which action must be taken.

The production manager will monitor wind speeds throughout the event and ensure that any required action is taken should the prevailing, or forecasted conditions require.

Flame retardancy certificates will be obtained from contractors in advance of the event and be filed in this document.

### **Power Supply & Electrical Equipment**

#### **Generators**

Generators will be installed and managed by an experienced electrical contractor. The generators will be carefully placed behind our main stage area and fenced off to the public. This area is not assessable to public at any time and will safe guarded for our artists and team.

If diesel generators are used tanks will be double banded and a Diesel Spills Kit available at all times from the production office.

**Electrical Installations & Appliances** Electrical installations will be managed and signed off by experienced electrical contractors with the relevant qualifications and will comply with all statutory provisions and will be of adequate capacity, reliability and durability in accordance with the requirements set out in the Electricity At Work Regulations (1989).

All appliances brought on site are hired from reputable companies, from whom we can obtain PAT test certification. Any other appliances brought onto site will be PAT tested before by onsite electricians before their use is permitted. We will have a qualified PAT testing accredited person on site, to retest any equipment with outdated certification. All electrical equipment exposed to weather will be suitably waterproofed and fitted with circuit breakers. Cables will be flown or buried where necessary and cable ramps used. .

Site Lighting Site lighting will be positioned in suitable areas around the event site. Two sets of lighting will be maintained, one for general use and another for emergency use in the instance that the generator, electrical systems or general use lighting fail or have to be switched off. Most site lighting will only be used in an emergency, however, the areas listed below will be lit at all times after sundown: Toilets, Production area, Emergency Exits and Security positions.

Additional fire points will be positioned around the campsite providing buckets of sand and water. These will be clearly signposted and easily accessible.

#### **Fire Safety Checks**

3 checks will be conducted at 0800, 1500 and 2000 of each event day including: • All exits and gateways are unlocked and clear

All exits are clearly signposted and illuminated

All exits lead to a place of safety, and that the place of safety is clear

#### **Raising The Alarm**

Upon spotting a fire, or being alerted by an attendee, any member of staff or security can communicate this to the production office via radio. The production office can then dispatch fully briefed security response teams to deal with the incident, telephone the fire brigade and begin a partial or full evacuation.

#### **Fireworks & Sparklers**

Attendees will not be allowed to bring fireworks or sparklers onsite. Any found during security searches will be disposed of.

#### **Emergency Services Rendezvous Point**

The emergency services rendezvous point is outside the main gates of the Gate House.

#### **Provisions For Disabled People Disabled access toilets will be provided.**

Routes through the event site will be made suitable for wheelchair users and those that have difficulty walking. Adequate signage will be used to assist those with impaired hearing and vision. Priority parking spaces will be made available to improve access to the event for disabled attendees.

#### **Crowd Management**

Crowd management planning and implementation will be undertaken by a specialised contractor. The crowd management plan will detail roles, responsibilities and methods for control and evacuation.

Audience Number Control Tickets will be majority sold by pre sale. A small amount of tickets will be made available on the door for walk up attendees.

#### **Police**

We will ensure we liaise with all relevant police parties closely in the further planning of the event to ensure they are aware and in agreement with the Event Management Plans. Police presence at the event is always welcomed, though we feel that it is not necessarily required considering the private security arrangements we will have in place. The food Fest has not required Police Presence in the past.

TMS Security team SIA Licensed security will be used in any positions where searching, refusal of entry, patrolling or intervention may be required and at the sites of all licensable activities. A detailed crowd management plan will be produced following a risk assessment by a security specialist contractor planning exact security team numbers and positions.

Stewards and volunteers will be used to assist with general information and monitoring of activity around the Lullingstone Castle site. This team will not replace or replicate the provisions of the SIA Licensed security team; their purpose is to provide information to festival goers and a large network of eyes and ears around the event site. Stewards and volunteers will be trained before the event commencement.

### **Security Searches**

It is a condition of entry that each attendee is subject to a security search upon entry to the event site. Any contraband material found during searches will be confiscated and appropriate action will be taken by the security team. Contraband material includes drugs, weapons, glass bottles, fireworks, sparklers, excess alcohol, alcohol carried by under 18s, large sound systems, large gas canisters. There will be a locked amnesty bin on entry for voluntary disposal. There is a zero tolerance policy to all these items.

### **Missing Persons or Property**

Any lost property may be handed in to our ticket booth team any security or event staff; this will be dealt with by the welfare team, as can any reports of lost property. Property can be reclaimed at the event by direct description or afterwards via collection or post. Contact details for property reclaim will be clearly shown on the event website. Lost persons can also report to the welfare team, as can reports of missing persons. The Production Manager will then be informed. If the lost person is deemed to be in any way vulnerable then only persons with a valid DBS check will be allowed to handle the issue. In most cases this would be any of the Welfare team, SIA team, First Aid team, or the event organisers.

Alcohol & our bar on site will be managed in accordance with The Licensing Act 2003 and all Mandatory Licensing Conditions will be met. The bars will stock a wide range of products, including many locally made 'craft' products such as ale, cider and wine. Extremely cheap and excessively strong drinks will not be available.

Anybody without valid identification will be refused an adult wristband. A further challenge will be made at the point of sale if there is any doubt about the attendees age.

### **Event Website & Social Media**

The event website and social media channels will provide attendees with information relating to transport, terms and conditions of entry and general safety advice prior to and during the event.

### **Radio**

All key staff will be issued with a radio. All event staff will be provided with a contact sheet prior to the event that will state which teams are using which frequencies and a list of key mobile phone numbers for use in case of radio failure.

PA Systems Information and emergency directions can be broadcast to the public using the PA systems available in each venue.

#### **Loud Hailers**

The security team will provide loud hailers for use during any partial or full evacuation, particularly in the campsite where there is no PA system.

#### **Signage**

All emergency exits will be clearly denoted using the standard form of white lettering on a green background, and suitably illuminated and displayed at height. Other points of interest will be clearly signposted such as the main entrance, first aid, and control point, as well as delivering safety advice.

#### **Medical First Aid & Welfare**

The provision of first aid during the event.

Our Paramedic and & first aid team will be situated clearly in the children's area and will be clearly signposted. This is situated very close to the main gate house so emergency services can into our quickly and efficiently.

It will be planned and managed by a suitable specialist contractor, who is confirmed as 'Medevent' Medical services LTD

Our Paramedic team have a vulnerable referable policy which will be sent across shortly.

They will have direct radio contact to the production office and security team to request assistance in meeting the emergency vehicle and ensuring the ambulance can easily access the incident.

Our traffic team will then be messaged so they can direct the emergency services to where the incident has happened. Our site Directors and Site Managers will be radioed and they will also be there to ensure the emergency is dealt this quickly.

The onsite medical team will be a paramedic & first two first aiders in any medical emergencies and will be responsible for telephoning for assistance from the local ambulance service if required. They will have direct radio contact to the production office and security team to request assistance in meeting the emergency vehicle and ensuring the ambulance can easily access the incident.

Nearest Hospitals Nearest A&E Department for minor injuries is Sevenoaks Hospital, Hospital Road, Sevenoaks, TN13 3PG. Sevenoaks hospital is 5.3 miles away a and approximately 9 minutes by Vehicle

Darenth Valley Hospital address is Darenth Wood Road, Dartford Road, Dartford, DA2 8DA Darenth Hospital is 7.5 miles away and approximately 16 minutes by vehicle

Refuse & Recycling No glass will be allowed into the event. Additional measures will be taken to reduce the amount, and types of materials coming onto the event site. Concessions will be required to use compostable serving plates and cutlery which can be provided by the Food Fest Team.

Attendee Waste Bins will provided across the event site for use by attendees.

Attendees will not be allowed to leave the event with any cups or plastic bottles, helping to reduce any litter dropped outside the event site. At the end of the event a full litter sweep will

be conducted across the sections of the estate that have been used and immediate surrounding areas.

### **Concession and Production Waste**

Larger industrial bins and liquid containers will be provided for the safe disposal of food waste and production waste such as grey water.

Waste Transfer Licence A copy of the waste disposal contractors Waste Transfer Licence will be made available to local authorities upon request.

### **Water Supply**

The Food Fest will be bringing in tested water supply for the event for our traders and our traders bring their own water to small events like this.

Handwashing Sanitising hand gel stations will be available in all toilet facilities. Concessions will be expected to maintain a handwashing station with hot running water for staff use.

### **Water & Sewerage**

Grey waste water from any hand washing, showers and concessions will be collected in containers and collected by a sewerage truck at the end of the event.

Elegance toilets will remove sewerage waste material.

### **Environmental Considerations**

Environmental considerations make up two major factors when planning the show. Firstly the health and welfare of the customers during the show regarding the dangers from the environment and secondly the impact of the festival to the area.

Fencing will be carefully placed to ensure public safety.

Notice to customers of Environmental risk Laminated posters will be erected preshow to warn of the risks of any known.

### **Operational Preparation**

Life buoys will be available by the lake and security will be briefed to be vigilant and made aware of these provisions at this area.

All fencing will be inspected as part of the fire walk around and any weak spots will be re-clipped.

### **Environmental impact**

Environmental impact is very important to the ethos of the festival and it is an area that the festival is working hard to improve on each year.

### **Waste Management Liquids On Site**

All Traders will have a grey water facility for disposal of all liquid waste created by their operations.

All traders and bar staff will be fully briefed on proper disposal of liquid waste and the consequences of disregarding the briefing. Any trader or bar staff seen to be discarding of liquid waste anywhere other than in its proper place will be subject to a severe verbal



warning and the trader will receive a red card and will not be allowed to resume trade until proper systems have been introduced to deal with liquid waste appropriately. Consistent breach of rules will lead to bar staff being relieved of duty and traders escorted off site.

Human liquid waste will be dealt with in a similar manner so as not to pollute water courses and ecosystems. Adequate toilets will be provided.

#### **Emissions**

Electric appliances will be kept to a minimum and backstage signage will be erected to remind staff and crew to use as little energy as possible. Lights will be turned off in all daylight hours, unless required for artistic purposes. LED lights will be used where practical. No power is available for public use. All generators are eco/supersilent, emissions will be logged post show and a strategy will be put in place to reduce the event's carbon footprint for the future.

Wind Safe working wind loads for each Temporary Demountable Structure will be provided by the supplying contractors to the production manager. If at any point the safe wind speed is likely to be exceeded the production manager will ensure appropriate action is taken. This could include evacuating and dismantling the structure if necessary.

#### **Flooding & Wet Weather**

Shelter for all attendees is available in various places across the site. The event is taking place on high ground so the risk of large scale flooding is minimal. In the event of localised flooding areas will be closed off. Signage will be available to warn of flooding and muddy areas.

Main ingress and egress routes, and key areas such as near to the toilets will be monitored and if necessary made safe through the use of straw, woodchip or temporary pathway and trackway.

#### **Extreme Heat & Cold**

In the case of extreme heat (above 27 0C) staff will be briefed to verbally remind attendees of the need to keep hydrated, remain clothed and wear sunscreen.

Sunscreen will be available in the first aid tent and welfare tent for anyone without their own. In extreme cold (below 10 0C) staff will be briefed to verbally remind attendees of the need to keep warm.

Blankets will be available in the first aid tent for anyone who does not have enough clothing.

#### **Concessions**

There will be a number of concession facilities on the event site serving hot and cold food and drink to attendees and staff.

Copies of food safety & hygiene certificates, gas safety certificates, public liability insurance and risk assessments will be retained by the event organisers and made available to local authorities.

#### **Traffic & Transport**

As this is a community event most families will walk, arrive by train or share taxis.

To avoid any congestion we have now secured parking at The Anthony Roper School. A traffic management plan has been attached

### **Speed of Vehicles**

A 5mph speed limit will be in action on site at all times during the event and our presence on site to prevent any accidents and/or collisions including cars and pedestrians attending the event. This will be signposted around the site and access routes. Traffic Signage The event will be signposted in the local area (exact positioning to TBC) via short leg temporary road signage.

### **Public Transport**

We will encourage attendees to travel to the event by public transport if possible. A shuttle bus service powered by recycled will be running from Eynsford to the site. The timetable will be published nearer the time and will correspond with train times and planned engineering works.

We are running a shuttle bus from our car park and Eynsford Station to the venue to ensure there is no traffic congestion in Eynsford Village.

A number of local taxi providers will be approached prior to the event to ensure they are aware of the event timings and location.

Their telephone numbers will be published on our website

### **Noise**

A noise assessment and management plan will be produced in order to consider and reduce the nuisance effects of noise arising from the event, taking into account the size, type and direction of each soundsystem.

The following conditions will be adhered to in managing noise created by the event: Between the hours of 11am and 9pm on the 1<sup>st</sup> June & 12pm until 6pm on the 2<sup>nd</sup> June.

We will employ a noise management engineer to be responsible for the regular monitoring and control of noise levels during the event. Records of monitoring and any action taken to will be maintained and made available to the local authority for inspection during the event. Records will be submitted to the local authority following the event.

### **Build and Break Procedures**

Our main contractors will only be building main stage, small children's funfair & a marquee bar as this is a small boutique event.

Food Fest will be checking the following:

Risk Assessments, Method statements, all relevant qualifications, documentation connected with specialist equipment (MUTA Marque, general equipment maintenance documentation MSDS sheets, PAT tests, Gas Safety Certificates, Ladder Tags) and insurance. All site crew working directly for The Food Fest will be again fully vetted by the Production Manager and all relevant qualifications will be examined and collated. At the start of each day, the crew will be fully briefed, there will be no lone working activities and all will be in radio communication for the duration of the working day

All personnel will be subjected to a thorough Site Induction on arrival until the first public access day. Personnel will then be required to sign an acknowledgement sheet which will be kept on file, the contents of which will make up an appendix in this document.

3 Emergency Procedures The production manager has overall responsibility for managing emergency situations. If the production manager is unavailable and cannot be called then the head of security will assume their decision making responsibilities.

#### **The Crowd Management Plan.**

The Production manager will assist by coordinating other event staff and resources as needed. If required the following statement will be read out by the production manager over the relevant PA systems. "Ladies and Gentlemen. Owing to an incident it has become necessary to evacuate this area (specify which area if needed). Please leave via the exits (specify which exits if needed) and proceed to the (campsite/car park) where further information will be given.

#### **Cancellation & Curtailment**

The event organisers will make the final decision to cancel or curtail the event, after consultation with onsite teams, emergency services and local authorities. Cancellation (Event not yet commenced) Following a decision to cancel the event the following will happen; the police and local authority will be informed of the decision, a written statement will be circulated via emails, event website, social media channels and the press, notices will be erected around the site, security will secure the site until after the due commencement time.

Following a decision to curtail the event, the Head Of Security will be notified.

The police and local authority will be informed of the decision and a written statement will be circulated via emails, event website, social media channels and the press.

#### **Bomb Threats**

A bomb threat is usually in the form of verbal or written threat to detonate an explosive or incendiary device. The device may or may not actually exist. If it does not exist then the motivations of the threat are more likely to be to induce a state of panic and confusion and to interrupt business operations. After any bomb threat is received a thorough inspection should be undertaken to establish the true motivations of the threat, and establish whether an evacuation is necessary. The police should be informed of all bomb threats by the head of security. The head of security and production management team.

#### **The Licensing Objectives Statement Of Intentions**

As organisers we intend to build on our success with other events, maximizing the positive benefits we offer to arts, culture and communities whilst minimising any disruption or disturbance.

To satisfy the four main licensing objectives we intend: To provide a safe, enjoyable, and successful event of leading standards. To provide a high standard of planning, organisation, and management. To listen and respond to the needs of local residents and communities. To work in partnership with Sevenoaks District Council, Police, Fire, and Ambulance services, and to involve the authorities in agreeing priorities and setting standards.

### **Prevention of Public Nuisance**

The Food Fest Team, sound and security team will ensure that the sound and our guests are not a nuisance to the tenants of Lullingstone Castle & Eynsford community. This is a family event and do expect any problems.

### **Event Sound**

The event will meet the guidelines of the Noise Council Code Of Practice on Environmental Noise Control at Concerts (1995). An event Noise Assessment & Noise Management Plan will be produced to ensure compliance with the guidance of the code.

### **Crowd Noise**

Crowd noise is not expected to be a problem as this is a boutique family food and music festival raising money for two great causes.

Posters will be displayed at the main exit asking attendees to leave quietly, stewards will amplify this message verbally.

### **Prevention of Crime and Drugs**

We operate a strict zero tolerance policy on drug use and possession. All guests to the event will be searched upon entry, any drugs found will be confiscated, the offending patron detained and the police informed.

### **Violence**

Violence of any sort is not expected from our guest profile and is very much frowned upon in the ethos of the event. However, measures will be in place to prevent and/or deal with any incidents effectively. All guests will be searched on entry, any weapons found will be confiscated and the police called. Violent persons will not be admitted to the site. A licensed security team will be available for easy deployment to any incident on or off site.

Egress Dispersion The security team will carry out post event crowd dispersion. A dispersion plan will be available as part of the Crowd Management Plan.

### **Protection of Children from Harm**

The Food Fest team, Right guard Security and our health and safety team will be ensuring any areas of danger are fenced off and monitored at all times.

### **Alcohol**

All attendees will be searched upon entry and asked for identification. Any contraband material will be confiscated. Contraband material includes alcohol if the person carrying it cannot prove they are over the age of 18. It is a mandatory condition of entry that any under 18's who appear to be or are found to be intoxicated will be taken to the first aid point where they will be supervised, and their parents or guardians contacted. If no contacts can be found then they will be passed on to the police for further care.

### **Age Restrictions**

For Entry Food Fest is a family event and therefore open to anyone of any age. Children aged 16 and under must be accompanied by an adult aged 21+ years at all times during the festival. Parents will not be allowed to drop children off and leave them for the day they must be paying guests at the event and remain with their children at all times. Those aged 17 and over

may attend of their own accord but must wear an Under 18's wristband with the contact details of their parents or guardians. Children aged 5 and under can attend for free.

#### **Lost Children**

A lost children meeting point will be located next to our children's area.

#### **Public Safety**

The event management plans have been developed in accordance with the guidance given by the Event Safety Guide, and are continually being developed as part of the consultation between with local authorities. All activities and installations necessary for the running of the event are fully risk assessed by the event organisers or the supplying contractors, and will meet any relevant regulations, standards and guidance.

The Lake at Lullingstone Castle will be guarded by TMS Security Team and our site safety team at all times.

Suitable safety barriers will be used in front of stages and to cordon off non-public areas, such as around generators, trip hazards and to form queue lanes.

#### **Traffic Management Plan**

Our traffic management plan is attached to this email.

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**Representation 1.**

Hi,

I am writing with regards to the Public Notice concerning the Food Fest to be held at Lullingstone Castle on 1st and 2nd June 2018.

I would like to raise my comments with regards to the public safety and the prevention of public nuisance. As a resident of Lullingstone Castle, I was surprised to learn about the scale of the event only in the last couple of days when a neighbour kindly informed me of the plans. On page 6 of the Sevenoaks District Council Toolkit Version May 2018, you ask the event organiser to 'engage with the local community, residents and local businesses'. I have not been contacted by the event planner (or Sevenoaks Council) in this instance. The event is also not advertised in the village.

- Public safety is a priority of the organisers of The Food Fest
- We have submitted a detailed plan to SDC to demonstrate that we will be providing a well managed, experienced and safe experience for our attendees.
- This year we have five Site Safety Managers who will be managing our six man security team throughout the event
- Our understanding is that Tom Hart Dyke has carried liaison with the site residents, additionally Jay Scott, Co-founder of the Food Fest has personally knocked on the site resident doors, introduced himself to the tenants, gave his telephone number and provided an overview of what the event involved, the history of the evolution of the event as a benefit to the community, supporting local and independent businesses and its mission to raise money for charities.
- The event has been advertised in local shops who are supporting our event. Local marketing and publicity efforts have been in collaboration with many local businesses based in Sevenoaks, Eynsford, Shoreham and Kemsing since April.

I am concerned about the logistics of getting 2,500 people to the event and how the number of visitors to the event will be tracked and how many stewards will be manning the event compared to the anticipated visitors. The application form does not mention the number of stewards in the Food Fest team so naturally, I have grave concerns about there being the correct legal ratio. Again, I would ask the Sevenoaks SAG for assurances that all this has been checked.

- The previous four years of experience has shown that approx. 70% of tickets are sold in advance and the balance on the days of the event, therefore we are able to closely estimate the total numbers of expected attendees
- The Food Fest is unlike a typical music festival in that the demographics of attendees are in the majority families and food enthusiasts with the adult core age group being between 30-55. Our experience is that the majority of attendees stay onsite for approximately up to 4 hours. This is due to natural limitation of time children feel comfortable before becoming restless also, being a food focused event, the limitations of the amount of different cuisines that can be sampled by attendees.  
The ratio of stewards is based on the experience and consultation with several other larger festival planners, our own 4 years of experience and the consultation with the events team at SDC. This includes an on-site paramedic with ambulance on site for public safety.

I have looked at the websites advertising the event and all just give the address of Lullingstone Castle and do not mention public transport, park and ride, coaches, shared lifts etc, so I am assuming that the event organiser is preparing for the majority to arrive by car. Also considering the location of the event, I would agree that this is most likely. This means that we could be looking at a conservative estimate of 625 cars (assuming 4 to a car) but the reality could be considerably higher. I have studied the Leefest Musical & Arts July 2016 event management plan on your website and note that they estimated 180 cars per acre – this means that 4 acres minimum should be allowed plus overflow space. Could you please clarify how this will be dealt with as there clearly isn't this space with the car parks detailed on the plan.

- The Food Fest website <https://www.thefoodfest.com/tickets-bookings/> page encourages attendees to walk, arrive by train or share taxis to ensure that congestion in and around Eynsford village is minimised.
- We have also secured another car park away from Lullingstone Castle and hope to secure another for overflow.
- Our experience of attendee method of transport at the last 2 events at The Mount Vineyard in Shoreham is that approximately 30% arrived by car, 30% on foot, 20% by taxi or drop off, 20% by train.
- We are going to submit a traffic management plan to SDC to ensure the safety of the public and that the flow of traffic runs smoothly. There are three designated parking areas that have the capacity to park over 500 vehicles.
- We have put local taxi contact details on our website.
- The nature of this event compared to other traditional music festivals is that attendees attend for a portion of the day / weekend rather than the entire event as it is family and food centric rather than music centric. This in previous events has shown that the parking requirements in place is ample for the nature of the ratio of guests to parking required.

Having lived at Lullingstone Castle for c25 years, I am also aware of the difficulties in driving along Lullingstone Lane and the private road towards the castle from the Roman Villa. The lane and private road are on the whole single track lanes with overtaking spaces with the latter having the added difficulty of trying to avoid the potholes. The state of this road is particularly in a very poor condition and I am deeply concerned that the volume of cars together with the heavy lorries carrying stage equipment and the food vehicles will further damage the already flawed road. Has the event planner agreed to pay the cost for fixing the road afterwards?

- The majority of traders have transit vans and estate cars for the small vintage funfair for children, hence there are no heavy lorries, this is not a traditional music festival with huge stage and sound systems.
- We will have stewards operating a traffic management system.
- A traffic management plan is being submitted to SDC.
- Taking on board comments from residents, we are also actively arranging a Park & Ride scheme to further reduce the pressure on local road structure.

I am also extremely concerned that in an emergency, the police, fire brigade and ambulance service would have enormous difficulty in getting to the event with the amount of traffic using the predominantly single track lane. We have had several incidents over the years ranging from complete gridlock to accidents which have blocked the road for several hours. Please bear in mind that this is the only entrance and egress from Lullingstone Castle for residents. Perhaps you could alleviate my concerns and explain how the Sevenoaks SAG are dealing with this and the different authority's views (police/fire/ambulance) in the event of an emergency.

- Our traffic management team will be ensuring that both entrances to the castle have emergency access. Details of the Emergency Access Plan have been submitted to SDC.
- We have had the plans reviewed by a Event Fire Safety Officer who has stated that the plan in place exceed the criteria they would be looking for such an event

When looking at the plan (which according to your website has to be to scale when applying for a license), I am surprised to learn that one of the emergency exits (3) is in my garden. This is private land and I have not given my permission for this to be used. The gate leading into my garden is also chained and padlocked and is not lit nor free from obstacles so is totally unsuitable. I also believe the width of



the gate is not of the correct legal width. Surely something so important as an emergency exit should be checked before being entered on the plan?

- A professional event Fire Safety Officer has conducted a safe fire risk assessment plan in case of a fire. The main gate house entrance is wide enough to evacuate families in case of any fire.
- The second fire route is by the bridge at the other entrance as back up.
- The fire routes do not access private gardens.

I also cannot see on the plan where the toilets are going to be located nor indeed the 'glamping facility' or whether there is a designated smoking facility (to decrease fire risks) - perhaps the Sevenoaks SAG could also advise me on this.

- We are using a professional event toilet hire company as this is a food fest and health/hygiene are top priorities. The toilets will be situated by the children's area on site plan.
- There are 10 glamping tents which are situated away from the castle which are not for public use.
- The festival finishes at 9pm to minimise disturbance to the local residents and community.
- The Fire Safety Officer is happy that our plans for the event do not provide any excessive fire risk

There are also the dangers of the lake for young children and adults having consumed alcohol. I would like to know more about the strength of temporary lake security fencing?

- There is fencing being placed carefully in any areas that could endanger anyone.
- We will have a security team and safety team guarding the lake.

Predominantly, I am worried and concerned about the noise level. The acoustic stage is approximately 50 metres from my property and my daughter will be in the middle of studying for her GCSEs. In accordance with the 1995 noise council code of practice on environmental noise control at concerts, could you please advise me of the results of the noise assessment and the subsequent management plan. I note from the application that the event planner has stated that the majority of people surrounding Lullingstone Castle are attending the event so the noise should not be an issue. Having spoken to residents of Lullingstone Castle and other residents nearby, I do not believe that people have been asked whether they are attending. Perhaps again, the event planner could clarify this.

- Sound levels are managed by a professional sound team who we have used every year.
- The volume levels are limited to ensure that that music does not cause unnecessary noise pollution. The acoustic stage is for acoustic acts only and the speakers will be facing away from the house, we will ensure levels are at the correct restrictions. Acts typically comprise of vocals and acoustic guitars. The instrumentation does not include the likes of full drum kits and invasive bass frequencies.
- Most acts on the acoustic stage fall into the categories of singer/songwriters and folk musicians.

Finally, could you please confirm that you have seen and checked that suitable public liability insurance is in place and advise of the level of cover. I would like to view a copy of the event management plan and risk assessment and am happy to arrange a visit to view these documents in your offices. Alternatively, I am happy to meet with a member of the Sevenoaks SAG at Lullingstone Castle, if easier.

- There will be £5million public liability insurance in place for this event.

I look forward to hearing from you.

Kind regards

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## Representation 2.

I have read the Temporary Events Notice application for the Food Fest at Lullingstone Castle and would like to object to the use of English Heritage's name being associated with the event. Lullingstone Castle is not owned or managed by English Heritage, it is in private ownership.

I would also like to point out that as a neighbouring tourist attraction we have not been made party to any traffic or fire action plans for the event. I would like to see a traffic management plan in place for the event particularly as there are supposed to be up to 2500 people attending. I have been informed that there will be AA signs put up but have not been told where. Any signs on our land will need Scheduled Monument Consent if they go into the ground and EH consent if they do not.

- Temporary event parking signs will be provided by The Food Fest.
- A fire plan has been submitted to the council by a professional fire risk assessment company, the fire risk assessment form has been passed by the council
- A traffic management plan is being submitted to the council and is available on request

I would also like to raise concerns around parking for the event. I know that the organisers are foreseeing that most visitors will come by train but I am concerned that we are not aware of parking plans for those who choose to come by car. I have heard from several people that the car park for Lullingstone Roman Villa has been suggested for visitors to the Food Fest. I would like to make it clear that this is not the case. Our car park is small and is for visitors to the Roman Villa not for event parking.

- We have not suggested parking or advertised parking for the roman villas on our site plan, website or social media. We have a designated car park with the venue and have now sourced another parking area away from the lanes which is of a main road.
- We will have stewards operating a traffic management system with stop and go where there is a need for priority traffic flow manually managed by the traffic management team.
- A traffic management plan is being submitted to the council and is available on request.
- Taking on board comments from residents, we are also actively arranging a Park & Ride scheme to further reduce the pressure on local road structure.
- The nature of this event compared to other traditional music festivals is that attendees attend for a portion of the day / weekend rather than the entire event as it is family and food centric rather than music centric. This in previous events has shown that the parking requirements in place is ample for the nature of the ratio of guests to parking required.

My last concern surrounds the fire evacuation plans. Lullingstone Lane is a narrow road which does become severely congested especially on hot days. I have not seen any plans for fire evacuation for the event. I would like to see these plans and see evidence that the plans have been approved by the local fire crews. As I have to look after the safety of our visitors, I would also need reassurance that the massive increase in visitor numbers / cars to Lullingstone Lane will not impact on the fire evacuation plans for Lullingstone Roman Villa.

- A fire plan has been submitted to the council by a professional fire risk assessment company, the fire risk assessment plan has been signed off by the fire brigade. This documentation would be available from the council.

I would also like to note that the TEN does not state that glamping will take place at the event from Friday 30th May to Sunday 2nd June.

- It has now been decided to restrict glamping for use only by staff, volunteer's and family who will be helping with our festival, there will be no public use.

Additional comments...

Please could you log my comments as concerning "Public Safety"? As I said in my comments, I am concerned about fire safety not just of our visitors to the Roman Villa but also of visitors to the Food Fest. The organiser has said that the local fire crews will be informed but I would like a plan to be made public about how emergencies along Lullingstone Lane will be dealt with given the extra traffic and possible congestion. I am also concerned about the safety of walkers in the area given that Lullingstone Lane is on the Darent Valley path and is in regular use. The increase in cars may cause a safety issue given that the road is a national speed limit and that the organisers have not made public the plans for traffic management and pedestrian safety.

- A traffic management plan is being submitted to the council and is available on request
- Where there is designated access by foot, there will be roped pedestrian ways to control the foot traffic. Any crossing points will be managed by a Traffic Marshal.

Many thanks

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### Representation 3.

Dear Sir or Madam

I write to raise objections to the premises licence application for The Food Fest at Lullingstone Castle from 1<sup>st</sup>-2<sup>nd</sup> June 2019.

I have seen a copy of the site plan for the event, and note that up to 2500 people are expected to attend each day. I have also reviewed the organiser's website at [www.thefoodfest.com](http://www.thefoodfest.com) and note that in addition to two music stages, food trucks, various bars and a funfair, the organiser is also promoting glamping which is offered as a 3 night stay (presumably Friday, Saturday and Sunday night) with camp fires, hot tubs and live music also on the Friday night, although the application is for 12-9pm on Saturday and 12-6pm on Sunday, with no mention of music on the Friday night in the application.

- It has now been decided to restrict glamping for use only by staff, volunteers and family who will be helping with our festival, there will be no public use.
- There will be no music on the Friday night.

Although the promoters have gone to great lengths to present this as a charity/community event for families, I understand from online reviews (attached) and word of mouth from those who have attended previous events that it is principally a commercial music festival.

- As with previous years, this event has been promoted as a Food Fest, with different and complimentary largely local and independent small businesses (over 40% based in Kent) providing gastronomic dishes from around the world.

- The music is provided by Kent based unsigned local artists. We do not have or promote any large acts as this is not a music festival in the classic format. Music is provided supporting the ambiance of this very family focussed event.
- The Food Fest is unlike a typical music festival in that the demographics of attendees are in majority families and food enthusiasts with the adult core age group being between 30-55. Our experience is that the majority of attendees stay onsite for approximately up to 4 hours. This is due to natural limitation of time children feel comfortable before becoming restless and also, being a food focused event, the limitations of the amount of different cuisines that can be sampled by attendees.
- We are supporting Ellenor & Action for Children and both their teams will be down for the weekend. On the Saturday we are supporting Action for Children & on The Sunday Ellenor.

The Lullingstone Estate is not a suitable location for a music festival. Lullingstone Castle itself is divided into 12 separate residences, and is undeniably a residential community. Our property forms part of the main building. The site plan indicates that a funfair will be located just a few meters from our front door, with the main stage directed at our living room and bedroom windows that form a substantial part of the front of the main building. Clearly such activities are incompatible with our right to quiet enjoyment of our property.

- It is our understanding that Tom Hart Dyke carried out liaison with the site residents, additionally Jay Scott Co-founder of the Food Fest on the personally knocked on the site resident doors, introduced himself to the tenants, gave his telephone number and provided an overview of what the event involved, the history of the evolution of the event as a benefit to the community, supporting local and independent businesses and its mission to raise money for charities.
- The festival finishes at 9pm on the 1st June and at 6pm on the 2nd June so that the tenants will not have live music and artists performing throughout the night.
- In our consultation with the Dyke Harts in entering a land agreement the castle had previously been used for events.
- We are not expecting 2500 people to be on site at one time. This is a small boutique food fest.
- The nature of this event compared to other traditional music festivals is that attendees attend for a portion of the day / weekend rather than the entire event as it is family and food centric rather than music centric. This in previous events has shown that the parking requirements in place is ample for the nature of the ratio of guests to parking required.

The application incorrectly states that Lullingstone Castle is an English Heritage site, and that it is open to the public with visitors coming all over the Summer. We have in the past not objected to the freeholders of the estate opening to the public during limited hours as we understand the need for paying visitors to help contribute towards the upkeep of the building and grounds. This has generally involved a relatively small number of gardening/history enthusiasts for a few hours on Fridays, Saturdays and Sundays during the Summer months, and is a far cry from 2500 revellers over a 3 night music event.

- The festival finishes at 9pm on the 1st June & 6pm on the 2nd June so that the tenants will not have live music and artists performing throughout the night.
- This is not a classic music festival with headline acts, but a food festival aimed at families and foodies with entertainment.
- A significant amount of money is being provided to Lullingstone Castle to help with up keep/maintenance.

I attach a photo taken last Summer on 28<sup>th</sup> May 2018, showing Lullingstone Lane when a much smaller event than the one proposed was held at Lullingstone Castle, in this case a Medieval weekend.

Lullingstone Lane was at a complete standstill for around 45 minutes and the road took a couple of hours to clear as the lane is only a single track lane with passing places. On sunny days the road can be busy all the way back to the ford at Riverside, with cars parked around the corner towards the viaduct causing blockages, pedestrians walking along the Darent Valley path, and there will be additional cars travelling to visit Eagle Heights and the Roman Villa, and the usual horse boxes travelling in and out of Lullingstone stables and tractors and farm vehicles requiring access. I am concerned that it could well be next to impossible to enter or leave our home by car for the duration of the proposed event, and if there is an emergency requiring fire, police or ambulance attendance the emergency vehicles would not be able to get through. Given that the promoter is advertising camp fires and there is a 15 acre lake and the River Darent running through the site there is an increased emergency risk with such large numbers attending. This ignores the nuisance that will be caused by 35 food trucks, funfair vehicles, marquee/tent trucks, stage equipment installers, hot tub transport vehicles, generators, toilet trucks etc that will presumably be both setting up and breaking down for a number of days both before and after the event.

- Our traders will arrive very early in the morning on the 1st & 2nd June and be leaving after our guest have left the venue to ensure that traffic congestion is kept under control at all times.
- The Food Fest website <https://www.thefoodfest.com/tickets-bookings/> page encourages attendees to walk, arrive train or share taxis to ensure that congestion in and around Eynsford village is minimised.
- Our experience of attendee method of transport at the last two events at The Mount Vineyard Shoreham was that approximately 30% arrived by car, 30% on foot, 20% taxi or drop off and 20% train.
- We are submitting a traffic management plan to SDC to ensure the safety of the public and that traffic runs smoothly.
- We have put local taxi company contact details on our website.
- The nature of this event compared to other traditional music festivals is that attendees attend for a portion of the day / weekend rather than the entire event as it is family and food centric rather than music centric. This in previous events has shown that the parking requirements in place is ample for the nature of the ratio of guests to parking required.
- With the agreement of the Dyke Harts, there will be no public camping or camp fires.

Neither the promoters of the festival nor the freeholders have consulted with us about the implications and impact of the proposed event. We only found out about it very recently via social media and after speaking with other Lullingstone residents some are not aware of it at all or are not aware of the nature of it.

- Jay Scott has introduced himself to the tenants to reassure them that this is a wonderful family community event supporting local businesses. He has and spoken to Andy over the phone. Jason spoke to Liz face to face explaining the event.

Blue notices have been displayed by the entrance to Lullingstone gatehouse, however they are at ankle height! With up to 2500 people potentially drinking alcohol there will be a significant risk of damage to our property and vehicles, which would normally be parked just in front of the proposed funfair.

- There will be a security team working with our site directors, site managers and our health/safety team ensuring there will be no damage to the property.

I also understand from friends who attended the event at The Mount Vineyard in Shoreham last year, which is a larger venue than Lullingstone, that undesirable elements turned up on one of the days and caused trouble.

- The founders of the Food Fest have been running and supporting local events for 10 years.
- There was one single incident at last year's event which was handled quickly and efficiently and the gentlemen involved was quietly escorted off site by our security team. The incident was not at a level that threatened public safety and was minor enough that there were no requirement for police or ambulance services.
- This year's event has a bigger security team in place to ensure public safety at all times.

We are fortunate to live in a fairly quiet, picturesque and crime free location tucked away out of sight where unless you looked for it you wouldn't know it was there. I am concerned that we might not only experience drunk and disorderly conduct during the event itself, but that we will be at greater risk of crime such as burglary, vehicle crime and anti-social behaviour after the event with such large numbers of unvetted and unknown people having the opportunity to become intimately acquainted with the building, location, access points, and security measures of an otherwise relatively private and undiscovered location. Our ground floor windows border the proposed event area directly, which is a concern both for privacy and security. I understand that for security reasons residents have been requested not to publish details of the proposed site plan when commenting, therefore evidently there is a perceived risk.

- A security team will be watching over the property and public safety.
- This is a family community event fun for children and adults.
- The previous four years of experience has shown that 70% of tickets are sold in advance and the balance on the days of the event. Therefore we are able to closely estimate the total numbers of expected attendees.
- The Food Fest is unlike a typical music festival in that the demographics of attendees are in majority families and food enthusiasts with the adults core age group being between 30-55. Our experience is that the majority of attendees stay onsite for approximately up to four hours. This is due to natural limitation of time children feel comfortable before becoming restless and also, being a food focused event, the limitations of the amount of different cuisines that can be sampled by attendees.
- The ratio of stewards is based on the experience and consultation with several other larger festival planners, our own four years of experience and the consultation with the events team at SDC. This includes an on-site paramedic with ambulance on site for public safety.

On the whole the application seems very poorly thought out, light on detail, and littered with inaccuracies, errors and incoherent statements. To organise and sell tickets to an event such as this before consulting with those living in the properties that will be directly and considerably affected, and to dismiss any concerns about public nuisance with a blanket inaccurate statement that "the majority of people surrounding Lullingstone Castle will be attending our event" does not offer any comfort that sufficient thought or consideration has been given to the safety and security of residents, children and the wider public, and to nuisance and the prevention of crime and disorder.

- Responses to these concerns have been covered in previous statements.
- This is not a classic music festival with artists and headline acts attracting the traditional festival goer, but a Food Festival with music aimed and promoted to the local community, family and food lovers.
- Music is provided by local, unsigned musicians, not by popular groups with followings akin to the traditional music festival
- The demographics of attendees of previous events has been shared. With the total number of visitors to previous events totalling over 10,000 attendees, not a single incident has occurred requiring police intervention. Such is the nature of the event.

If the licence is granted, we will be left in the unfortunate position of on the one hand being effectively driven out of our home for a week until the chaos subsides, but on the other needing to be on hand to check that no damage is being done to our property.

We generally try to support live music and if the event was held in a more suitable location we would encourage it. However the unsuitability of the venue and detrimental effect on us and other residents over an extended period, and the slapdash way that the organisation of the event has been handled to date leaves us with no alternative but to strongly object to the application for a licence for this event.

- We believe this venue is suitable, this is a family event and not a rock concert, previous events managed by the Food Fest have been successful, we have a wonderful family following, and every confidence that this festival will be a great success.
- An experienced safety, security, marshall team are in place, strict control will be in place to cover this event.

#### Email No.1

I refer to the Public Notice issued by SDC in reference to the proposed Food Fest at Lullingstone Castle on June 1st and 2nd 2019 and am responding as invited. As a resident of the Castle, I am an interested party and wish to make representations about this event.

It is, of course, not just a food fest but a Rock Concert with 18 bands scheduled to perform. Like others, I have grave concerns about this application, particularly relating to public nuisance and public safety. Leaving aside the noise, probable alcoholism and general inconvenience issues for all of the residents, the Castle's location and size make it unsuitable for such a large event. I would have hoped that lessons had been learned from last year, when the event was staged at Shoreham.

- This is a family event not a rock concert, The festival finishes at 9pm on the 1st June & 6pm on the 2nd June.
- The Food Fest is unlike a typical music festival in that the demographics of attendees are in majority families and food enthusiasts with the adults core age group being between 30-55. Our experience is that the majority of attendees stay onsite for approximately up to four hours. This is due to natural limitation of time children feel comfortable before becoming restless and also, being a food focused event, the limitations of the amount of different cuisines that can be sampled by attendees.
- Our traffic management plan is being submitted to SDC.
- We have had the plans reviewed by a Event Fire Safety Officer who has stated that the plans in place exceed the criteria they would be looking for such an event

As you will know, the Castle sits at the far end of a single track road (with only occasional passing places) and already has to serve two other "attractions" - Eagle Heights and Lullingstone

Roman Villa, both busy at weekends. It is also needed to access the riding stables and, on Sunday, the congregation of St Botolph's Church. It is, of course, a magnet for walkers, dog owners and cyclists.

- As mentioned above, we are submitting a traffic management plan to SDC to ensure the safety of the public and the smooth flow of traffic.
- We have now secured another large car park away from the lanes off A225 to help with traffic congestion.
- The Food Fest website page encourages attendees to walk, arrive by train or share taxis to ensure that congestion in and around Eynsford village is minimised.  
<https://www.thefoodfest.com/tickets-bookings/>
- We will have stewards operating a traffic management system  
Taking on board comments from residents, we are also actively arranging a Park & Ride scheme to further reduce the pressure on local road structure.

It is already often difficult for the residents of the Castle and the lane, getting to and from their properties and I wonder how emergency service vehicles are going to cope with up to 400 additional vehicles each day. It only takes one to block the entire road. Only last week, a delivery van slipped over the side of the road in a connecting lane, trying to squeeze pass an on-coming vehicle. Also, of course, it is not only the days of the planned event itself, but also those before and afterwards - 35 food trucks, portable toilets, glamping tents - the list is endless.

- The majority of traders have transit vans and estate cars the small vintage funfair for children. Therefore there is minimal effect the roads because they have checked the weight/tonnage. Again, this is not a traditional music festival with huge stage and sound systems.
- We will have stewards operating a traffic management system.
- As mentioned above, we are submitting a traffic management plan to SDC to ensure the safety of the public and the smooth flow of traffic.

According to a map produced by the organisers, I am to have a funfair situated just a few yards from my front door. There is no electrical supply and one assumes that generators will be required. Apart from the noise and pollution for hours on end, it is sited immediately alongside the roadway and access to the resident's parking area. The lane is in constant use by residents, their visitors and delivery/service vehicles and is totally unsuitable for children to be running around.

- We have fencing and health and safety in place to ensure children's safety at all times.
- The children's small funfair will be carefully and safely positioned at Lullingstone Castle. The Security and Food Fest team will ensure childrens safety, also safe guarding the property.
- Our sound and food trade generators are silent generators to ensure minimum noise pollution and meets the EU regulations.



I would be grateful if you could confirm that :

- a. all the appropriate safety checks, legally required for an event of this size, have been carried out
  - We have had the plans reviewed by a Event Fire Safety Officer who has stated that the plan in place exceed the criteria they would be looking for such an event

b) that the organisers have adequate third party liability insurance

- There will be £5million public liability insurance in place for this event.

c) that the Council has undertaken a physical survey of the proposed site

Incidentally, the organisers are also advertising a VIP Glamping Party with hot tubs at the Castle commencing on Friday May 30th, so surely the licence application should be for three days and not two !

- The event is for two days only. It has been decided that glamping is for the Food fest team and family only. No public are allowed on the Friday.
- There are no hot tubs this year.

----- Email No.2

I'm a resident at Lullingstone Castle and would like to make an informed decision and therefore I would like to find out if the application form on the SDC website is the final. I'm planning to submit my comments online and I'm asking the above due to the following:

- the information in the form seems to be very minimal
  - some of the information appears to be missing - boxes N and O are not completed
  - I have seen a copy of the Plan of the Premises which does not show some essential points: access and egress; rooms containing public convenience; location of fire safety and marine safety equipment
- Everything in terms health, safety and fire risk and police have been submitted to the council for these areas.

Yours faithfully

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# EXIT ROUTE CAPACITY REPORT

Foodfest 2019  
Lullingstone Castle  
Grounds



MD Fire Safety Ltd  
*Promoting safer business*

**Document control and Notes**

This report is prepared for the exclusive use of the Client and a third party shall not rely upon the information that it contains. MD Fire Safety Ltd will not accept any responsibility for matters arising because of use by a third party.

The submission of this assessment report constitutes neither a warranty against future enforcement action , or an assurance against risk.

The report is formulated on the basis of the best judgement of the consultant involved and in part, information provided by others. No liability whatsoever is accepted for the accuracy of such information.

It is applicable to this project only and the scope of the report is limited to the specific instructions of the Client which are detailed within the scope and objectives section. It is only valid if no other modifications are made to the building or services, other than those for which formal opinion has been sought and given by MD Fire Safety Ltd.

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Date:	03/05/19

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3. Relevant guidance documents
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## 1. Introduction and scope

- 1.1 MD Fire Safety Ltd have been requested to assess the exit route capacity of the enclosed castle grounds in preparation for a food festival to be held within the grounds.
- 1.2 The report only relates to the exit route capacity from the open air grounds and does not constitute a fire risk assessment and should be used by event organisers and other interested parties for guidance only.
- 1.3 The event as a whole will require effective event safety management to ensure that there is suitable and sufficient means of escape for relevant persons at all material times.

## 2. Event Information

- 2.1 The event planned is a food festival to be held within the enclosed castle grounds and ticketed capacity has been set at 2000 persons. The event is planned for two days, finishing on each day by 2100hrs.
- 2.2 Specialist food concessions and associated small tents and small marquees will be located around the grounds.

## 3. Relevant guidance documents

- 3.1 The exit route capacity has been calculated in accordance with the guidance contained within *Fire Safety Risk Assessment Open Air Events and Venues* issued by DCLG.

#### 4. Exit route capacity assessment

4.2 The castle grounds are extensive and enclosed by boundary walls, hedges and a lake. For the purpose of the event, three exit routes have been identified by the event organisers.



4.3 Exit route 1 is via the main gatehouse and is a roadway and has an effective width of 3.18m.  
 Exit route 2 is via a roadway to the front of the castle grounds and has an effective width of 2.95m  
 Exit route 3 is a pathway to the main car park and has an effective width of 1.2m.

Risk level	Small food concessions/ low risk of fire spread / persons can move away easily in the open air Castle and gatehouse are occupied buildings and therefore risk should be considered as Normal	Risk level = Normal
Escape time	Open air escape times Higher < 5 mins Normal >5<10 minutes Lower <10 minutes	Applicable escape time = 8 min
Exit flow rate	Flat open air escape routes	Flow rate = 109 persons / metre width / minute
Occupancy	2000 people + 100 exhibitors / event staff	2,100
Exit width required for occupancy	$2,100 / 109 / 8 = 2.4m$	Exit width required = 2.4m
Exit width available	Exit 1 = 3.18m Exit 2 = 2.95m Exit 3 = 1.2m	Available exit width = 7.3m
Number of exits required and effective exit capacity	3 exit routes available in open air and have suitable angles of divergence, however as gatehouse is occupied calculations should allow for discounting this exit route as worst case scenario.	Exit 2 & 3 = $4.15m$ $4.15 \times 109 \times 8 = 3618$ persons

## 5. Conclusion

5.1 The occupancy limit of the event is 2000 persons and allowing for staff and exhibitors the total occupancy will be no more than 2100 persons within the enclosed event area.

Three separate exit routes are available from the event area and are suitably separated from each other. As the two of the exits are adjacent to occupied buildings discounting of an exit has been applied.

The level of fire risk of the event is assessed as Normal and therefore an evacuation time of 8 minutes is applied.

The required exit width for the occupancy is 2.4m

The available exit width after discounting exit 1 ( largest) is 4.15m

It can be concluded that there is sufficient exit capacity for the stated occupancy from the event area to a place of ultimate safety.





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