



**Winchester**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[info@winchester.gov.uk](mailto:info@winchester.gov.uk)  
 Telephone: 01962 840222

\* required information

**Section 1 of 19**

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

System reference

Not Currently In Use

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

Your reference

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

Are you an agent acting on behalf of the applicant?

Yes  No

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

**Applicant Details**

\* First name

Roger

\* Family name

Walker

\* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

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

Applying as an individual

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

**Applicant Business**

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

\* Registration number

9564438

\* Business name

Graze Festival Ltd.

If your business is registered, use its registered name.

\* VAT number

- None

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

\* Legal status

Private Limited Company

Continued from previous page...

\* Your position in the business

Home country

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

**Section 2 of 19**

**PREMISES DETAILS**

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

**Premises Address**

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

Address     OS map reference     Description

**Premises OS Map Reference**

OS map reference

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

**Section 3 of 19**

**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

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

**Confirm The Following**

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

**Section 4 of 19**

**NON INDIVIDUAL APPLICANTS**

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

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

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

Continued from previous page...

Graze Festival Ltd. is a Private Limited Company - Not for Profit

**Address**

|                               |                |
|-------------------------------|----------------|
| Building number or name       | The Old Forge  |
| Street                        | High Street    |
| District                      | Twyford        |
| City or town                  | Winchester     |
| County or administrative area | Hampshire      |
| Postcode                      | SO21 1RF       |
| Country                       | United Kingdom |

**Contact Details**

|                        |  |
|------------------------|--|
| E-mail                 |  |
| Telephone number       |  |
| Other telephone number |  |

Add another applicant

**Section 5 of 19**

**OPERATING SCHEDULE**

When do you want the premises licence to start?

|    |   |    |   |      |
|----|---|----|---|------|
| 30 | / | 08 | / | 2015 |
| dd |   | mm |   | yyyy |

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

|    |   |    |   |      |
|----|---|----|---|------|
| 30 | / | 08 | / | 2015 |
| dd |   | mm |   | yyyy |

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

Open recreation space to host music and food festival including bar area for the sale of beer, wine and spirits

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

|  |
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|  |
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Continued from previous page...

**Section 6 of 19**

**PROVISION OF PLAYS**

Will you be providing plays?

Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

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FRIDAY

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Start

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SATURDAY

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Start

End

SUNDAY

Start

End

Start

End

Will the performance of a play take place indoors or outdoors or both?

Indoors  Outdoors  Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Possible street performances such as juggling and mime. Possible portable amplified music

Continued from previous page...

State any seasonal variations for performing plays

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

N/A

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

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

N/A

### Section 7 of 19

#### PROVISION OF FILMS

Will you be providing films?

Yes  No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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End

Continued from previous page...

SATURDAY

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SUNDAY

Start

End

Start

End

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

Indoors       Outdoors       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Possible film shows - yet to be decided

State any seasonal variations for the exhibition of film

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

N/A

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

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

N/A

**Section 8 of 19**

**PROVISION OF INDOOR SPORTING EVENTS**

Will you be providing indoor sporting events?

Yes       No

**Section 9 of 19**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

Will you be providing boxing or wrestling entertainments?

Yes       No

**Section 10 of 19**

**PROVISION OF LIVE MUSIC**

Continued from previous page...

Will you be providing live music?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Start

End

Will the performance of live music take place indoors or outdoors or both?

- Indoors                       Outdoors                       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

2 stages with live music performances on both between the hours of 1100 and 2300 hours. Both stages with amplified music supervised by sound technicians.

State any seasonal variations for the performance of live music

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



Continued from previous page...

N/A

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

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

N/A

**Section 11 of 19**

**PROVISION OF RECORDED MUSIC**

Will you be providing recorded music?

Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

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THURSDAY

Start

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FRIDAY

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SATURDAY

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End

Continued from previous page...

SUNDAY

Start

End

Start

End

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

- Indoors       Outdoors       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Recorded music played under licence on acoustic stage in between live music sets.

State any seasonal variations for playing recorded music

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

N/A

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

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

N/A

### Section 12 of 19

#### PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

- Yes       No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

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End

Continued from previous page...

WEDNESDAY

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

THURSDAY

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

FRIDAY

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

SATURDAY

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

SUNDAY

|       |                                    |     |                                    |
|-------|------------------------------------|-----|------------------------------------|
| Start | <input type="text" value="11:00"/> | End | <input type="text" value="23:00"/> |
| Start | <input type="text"/>               | End | <input type="text"/>               |

Will the performance of dance take place indoors or outdoors or both?

- Indoors       Outdoors       Both

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

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Possible dance performances around the site. eg. Morris Dancers

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State any seasonal variations for the performance of dance

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

N/A

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

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

N/A

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Continued from previous page...

**Section 13 of 19**

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

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

- Yes  No

**Section 14 of 19**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

- Yes  No

**Section 15 of 19**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

- Yes  No

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

- Electronically, by the proposed designated premises supervisor  
 As an attachment to this application

Reference number for consent form (if known)

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

**Section 16 of 19**

**ADULT ENTERTAINMENT**

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

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

None

**Section 17 of 19**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

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WEDNESDAY

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THURSDAY

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End

Start

End

FRIDAY

Start

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End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

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

N/A

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

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

N/A

**Section 18 of 19**

**LICENSING OBJECTIVES**

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

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

*Continued from previous page...*

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

The Premises Licence Holder shall produce and submit to the Licensing Authority an initial event management plan (EMP) at least 60 days prior to the commencement of the event.

The final EMP shall be supplied to the Licensing Authority no later than 28 days prior to the event. No alteration to the EMP shall be made after this date by the Premises Licence Holder except with the written consent of the Licensing Authority.

The Event Manager or his nominated deputy shall be available on site at all times that the Licenced site is open to ticket holders.

b) The prevention of crime and disorder

A secure perimeter fence shall be erected at strategic points around the event site, prior to the start of the event, together with security staff available at all times

No glass containers or bottles shall be allowed inside the event site, with the exception of approved event traders. Bottle banks shall be located at the event site entrances to facilitate disposal.

c) Public safety

No animals, other than guide dogs, assistance dogs and dogs from enforcement agencies are to be allowed onto the site.

d) The prevention of public nuisance

The Premises Licence Holder shall produce a Traffic Management Plan (TMP). The final TMP shall be submitted to the Licensing Authority no later than 28 days before the start of the event.

The Premises Licence Holder shall produce a Noise Management Plan (NMP). The final NMP shall be submitted to the Licensing Authority no later than 28 days in advance of the event.

At least 28 days prior to an event the Premises Licence Holder shall provide to the licensing authority a telephone number for contacting the licence holder or a nominated representative during the course of an event.

e) The protection of children from harm

The Premises Licence Holder shall produce a Traffic Management Plan (TMP). The final TMP shall be submitted to the Licensing Authority no later than 28 days before the start of the event.

The Premises Licence Holder shall produce a Noise Management Plan (NMP). The final NMP shall be submitted to the Licensing Authority no later than 28 days in advance of the event.

PN5 At least 28 days prior to an event the Premises Licence Holder shall provide to the licensing authority a telephone number for contacting the licence holder or a nominated representative during the course of an event.

*Continued from previous page...*

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

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

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

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

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**OFFICE USE ONLY**

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

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Continued from previous page...

**Section 19 of 19**

**PAYMENT DETAILS**

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

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

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00\*

Band E - £125001 and over £635.00\*

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

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

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

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

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

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

100.00

**DECLARATION**

\* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

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

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

\* Full name

Roger Walker

\* Capacity

Member of Organising Committee

\* Date

01 / 05 / 2015  
dd mm yyyy

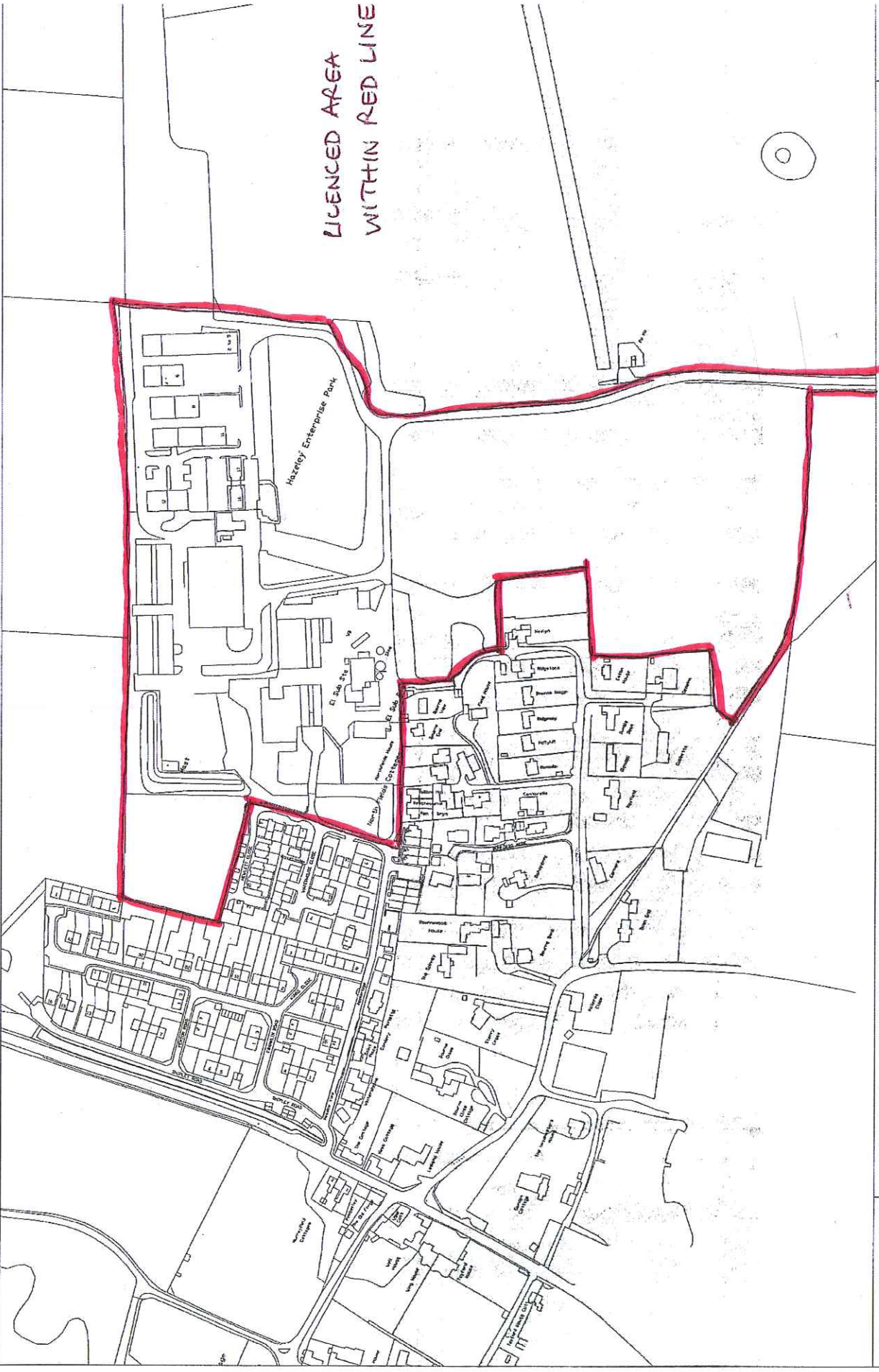
Add another signatory





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LICENCED AREA  
WITHIN RED LINE



# GRAZE FESTIVAL 2015

LEGEND

DRAWING TITLE  
HF 105 NORTHFIELDS FARM - HUMPHREY  
PARTNERSHIP  
SCALE  
D 1:2500  
17/09/2014

**Anya Pyke**

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**From:** Swallow, Brian  
**Sent:** 26 May 2015 14:15  
**To:**  
**Cc:** Swallow, Brian  
**Subject:** Premises Licence Application - Graze Festival

Dear Roger

Following on from the recent SAG meeting regarding the Graze Festival. I propose the following conditions that I believe should be added to the premises licence, should it be granted that adequately promote the licensing objectives. As you are aware, I have, at this stage of the application process submitted representations against the application. Should you accept my proposals, I would be minded to withdraw my representation.

I am unsure if you have or are still in the process of negotiating with other relevant authorities, so the acceptance of my proposed conditions may still not guarantee the licence is granted.

Can I ask that you respond to this email on this thread to retain the continuity of the conversation.

#### **Graze Festival conditions**

- 1. All staff shall be issued with a wristband identifying them as staff working at the event**
- 2. The Premises Licence Holder shall maintain a register giving details of each and every person employed in the role of a security and shall provide upon request by any Police Officer or Council Officer, the following details:-**
  - (a) The licence number, name, date of birth and residential address of that person;**
  - (b) The time at which he/she commenced that period of duty**
  - (c) The time at which he/she finished the period of duty**
  - (d) Any times during the period of duty when he/she was not on duty;**
  - (e) If that person is not an employee of the licence holder, the name of the person by whom that person is employed or through whom the services of that person were engaged;**
  - (f) The register shall be made available to Police or the Licence Authority on request**

**This register shall be in paper or digital format.**

**Any person employed by the Licence Holder carrying out security/ marshalling/stewarding activities shall wear an orange fluorescent/reflective tabard/jacket clearly marked with their role on the back.**

**3. Every entry/exit point to the venue shall be manned by an appropriately accredited SIA person.**

**4. All accredited security persons shall be linked via radio**

- 5. The Premises Licence Holder shall ensure that bag searches are carried out as customers enter the event.**
- 6. The Premises Licence Holder shall ensure that any person appearing to be under the influence of illegal drugs shall be refused entry.**
- 7. Customers shall not be permitted to bring their own alcohol onto the site.**
- 8. The Premises Licence Holder shall ensure that customers do not bring Glass bottles onto the site.**
- 9. The Premises Licence Holder shall ensure that customers are allowed to bring their own bottles of water so long as they are sealed and unopened.**
- 10. Upon request by a responsible authority the holder of the premises licence or an agent on behalf of and under the authority of the licence holder shall provide precise information regarding the number of people present on the site at the given time during which licensable activities are taking place**
- 11. There shall be an area within the licensable area dedicated to dealing with child welfare and vulnerable adults. Persons staffing these areas shall be CRB checked or have the appropriate similar legal checks performed and have the necessary qualifications to look after children or vulnerable adults. These checks and qualifications shall be documented and provided to Police on request**
- 12. Staff working in the child welfare area shall work in a minimum of twos when dealing with children and shall not be left alone with them at any time.**
- 13. Staff working in this area shall have access to a radio connecting with Event Control.**
- 14. There shall be a written policy in place stating how the event management shall deal with lost children and vulnerable adults.**
- 15. Wristbands enabling children to have parents contact details written on them must be offered to children attending the event.**
- 16. There shall be a facility on site to deal with persons taken unwell or injured during the course of the event. This facility shall be open at all times that the site is open to members of the public.**
- 17. The medical facility shall have access to a radio connecting to the site control.**
- 18. Policies**
  - (1) There shall be a written drugs policy in place for the event. This policy shall be agreed between the licence holder and the Police in writing and this policy shall be implemented whilst licensable activity is taking place.**
  - (2) There shall be a written ejection policy in place for the event. This policy shall be agreed between the licence holder and the Police in writing and this policy shall be implemented whilst licensable activity is taking place.**

**(3) A fire risk assessment shall be performed prior to the event. A copy shall be made available to the Police and relevant licensing authorities on request.**

**(4) The licence holder shall comply with the most recent event management plan for the event. The Police shall have access to the most recent event management plan on request. Any breach of the event management plan shall be seen as a breach of the premises licence.**

**19. No animals other than guide / assistance dogs shall be allowed on the site**

**20. Heras fencing shall be erected around buildings and areas that cause a safety risk. A plan of the fencing must be submitted in the final EMP and agreed by all relevant authorities.**

**21 No fireworks/ pyrotechnics shall be used at the event.**

**22. A final event management plan (EMP) shall be submitted no later than 28 days prior to the event. This plan will include: venue and site design, traffic management, noise management, site safety, crowd management, emergency procedures, medical provisions, security and stewarding, bars traders and concessions, waste management, welfare facilities, sanitary facilities.**

**No changes to this EMP can be made without the written authorisation from the licensing authority responsible for the area.**

Regards

*PC 2903 Brian Swallow  
Northern Licensing Officer  
North Walls Police Station  
Winchester  
SO23 8DW*

*brian.swallow@hampshire.pnn.police.uk*

*Int: 7654 631298*

*Ext: 01962 875068*

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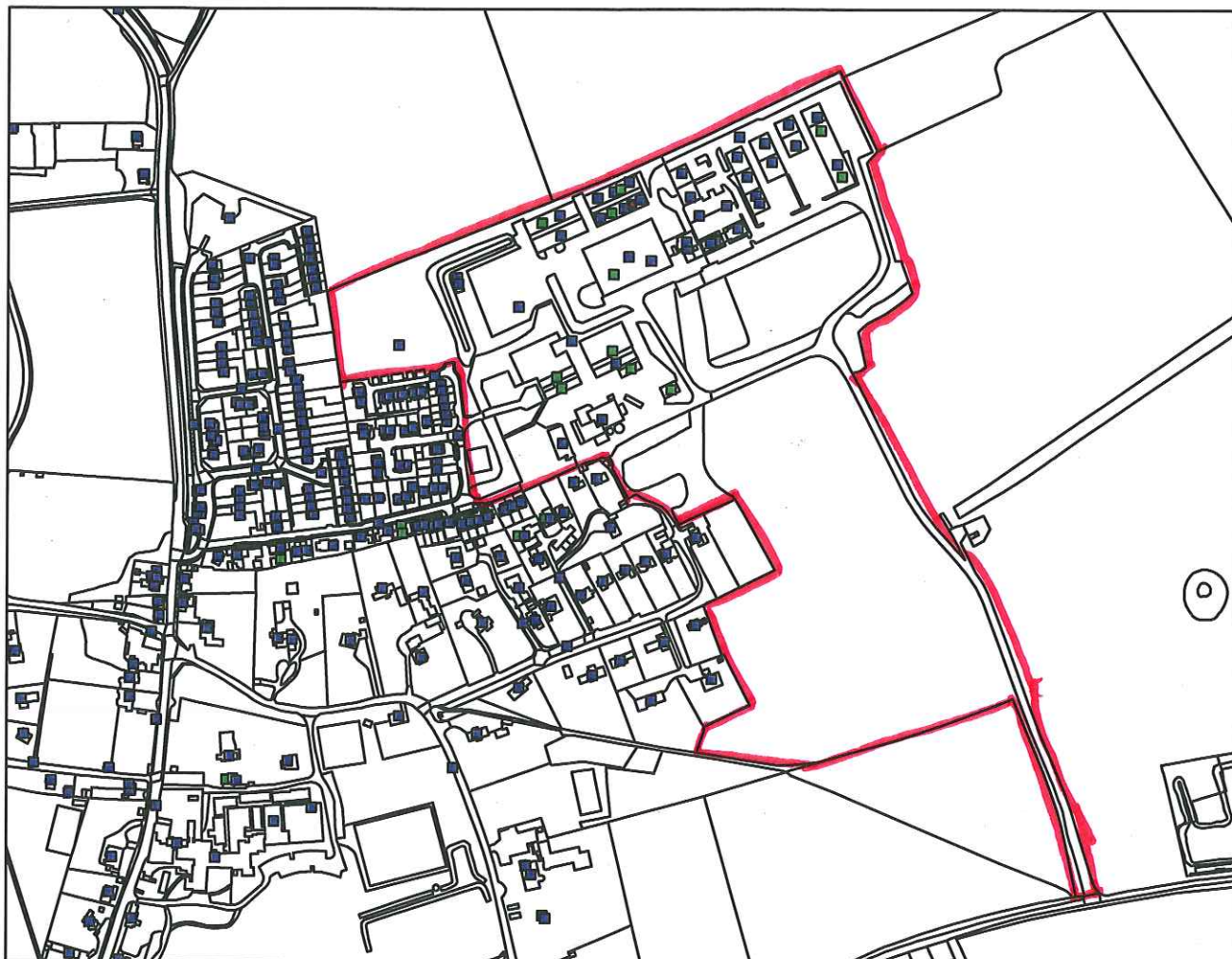


# Graze Festival



**Winchester**  
City Council

Humphires Farm



| Legend |  |
|--------|--|
|        |  |

**Scale:** 0 55 110 220 Meters

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|              |                         |
|--------------|-------------------------|
| Organisation | Winchester City Council |
| Department   | Winchester GIS          |
| Comments     |                         |
| Date         | 16/06/2015              |
| MSA Number   | 100019531               |