

LICENSING HEARING PACK

Application

**New Premises Licence Application
Chalfest July 2026 – 2028, Pleasure Garden,
Burcombe Way, Chalford Hill**

Hearing Date

**Wednesday 28th January 2026 – 10:00
Council Chamber,
Stroud District Council Offices**

25/01338/LAPRNW

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Section 1 – Agenda

LICENSING PANEL

A meeting of the Licensing Panel is being held on **Wednesday 28th January 2026** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **10:00**

Members of the Panel: Councillor Martin Brown (Chair), Councillor Ian Hamilton and Councillor Paul Turner

AGENDA

1.	APOLOGIES To receive apologies for absence
2.	DECLARATIONS OF INTEREST To receive declarations of interest
3.	CONSIDERATION OF NEW APPLICATION FOR A PREMISES LICENCE: Chalfest 2026-2028, Pleasure Garden, Burcombe Way, Chalford Hill, Stroud, Gloucestershire

Section 2 - Order of Proceedings

LICENSING HEARINGS – ORDER OF PROCEEDINGS

1. Introductions	
2. Hearing Report a. The Licensing Officer presents the Hearing Report	
3. Responsible Authorities a. Responsible Authorities address the Panel about their representations b. Questions to the Responsible Authorities	
4. Other Persons (this may be local residents, businesses or Parish/Town Councils) a. Other Persons address the Panel about their representations b. Questions to the Other Persons	
5. Applicant a. The Applicant addresses the Panel about the application b. Questions to the Applicant	
6. Summing Up a. Responsible Authorities sum up b. Other Persons sum up c. Applicants sum up.	
7. Panel Retire The Panel will retire to a private meeting to consider the application and make their decision.	
8. Decision A summary of the decision will be notified to all attendees by email as soon as possible but no later than 5 working days.	
9. Decision Notice A Decision Notice containing the full decision, any conditions imposed and the reasons, will be forwarded to applicant and all those persons that have made representation within 5 working days.	

Section 3 – Licensing Officer’s Report

PREMISES NAME: Chalfest (July 2026-2028)

PREMISES ADDRESS: Pleasure Garden, Burcombe Way, Chalford Hill, Stroud

APPLICANT: Chalfest Community Interest Company

APPLICATION TYPE: Application for a premises licence

APPLICATION REF: 25/01338/LAPRNW

1 BACKGROUND:

- 1.1 Chalfest is a community music festival which is held at the France Lynch Pleasure Ground in Burcombe Way, Chalford. The Pleasure Ground is a community area with a large playing field and children’s play area situated between France Lynch and Chalford Hill
- 1.2 Chalfest has been running for several years and started in 2017. The festival has been held annually since then and is a 2-day event held in July.
- 1.3 The applicant applies for a time limited licence, for a 3 year period, to hold the festival on a Friday and Saturday in July. The previous licence has now expired.

2 APPLICATION:

- 2.1 This application is a new premises licence application for a 2 day festival in July 2026, July 2027 and July 2028, for sale of alcohol for consumption on the premises, live and recorded music and performance of dance.
- 2.2 The application is for a consecutive Friday and Saturday in July over the 3 year period. The dates for 2026 are 17th and 18th July.
- 2.3 The application is for up 7500 people to attend the event.
- 2.4 The licensable activities and times requested are:

On Sales of Alcohol	Friday Saturday	16:00 to 21:30 11:00 to 21:30
Live Music, recorded music and performance of dance	Friday Saturday	16:00 to 21:30 11:00 to 21:30

Opening Hours	Friday Saturday	16:00 to 22:00 11:00 to 22:00
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2.5 Section 4 of the Hearing Pack is the Application Form

2.6 Section 5 of the Hearing Pack is the Application Plan which shows the area proposed to be licensed. The applicant is requesting the times and activities above for the area within the red boundary line but details where the bars and stages will be situated.

2.7 Section 6 of the Hearing Pack is a draft event management plan submitted by the applicant.

2.8 Section 7 is a location plan.

2.9 The applicant has agreed the following conditions with the Police:

- **Event Management Plan (EMP)**
The Premises Licence Holder (PLH) will, so far as is reasonably practicable, ensure that each event will operate in accordance with an event specific Event Management Plan (EMP). The EMP shall contain detailed policies and plans to promote all the licensing objectives.
At a minimum, the EMP will include (either as part of a single document or a series of documents) the following:
 - a) Overall description of the event with anticipated number of attendees and detailed plan/s of the event site. (The plan/s will include emergency exits, temporary structures, bars, stalls, toilets, car parking and fire precautions)
 - b) Details of event hierarchy and specific responsibilities for ensuring the smooth running and safety of the event.
 - c) Security and Stewarding Plan (to include Crowd Management Policy, Searching Policy & Drug Policy)
 - d) Emergency and Contingency Plan (to include Emergency Evacuation Procedures and Major Incident / Terrorism Plan)
 - e) Communications Plan
 - f) Alcohol Management Plan (to include Challenge 25 Policy, Staff Training, Drink Spiking Awareness and Glass Policy)
 - g) Noise Management Plan
 - h) First Aid and Welfare Plan (to include Safeguarding, Ask for Angela, Missing Children and Vulnerable Adults Policy)
 - i) Traffic Management Plan (where applicable)
 - j) Adverse Weather Plan
 - k) Risk Assessment

A Final Draft EMP (save for any necessary reasonable amendments) will be submitted to the Licensing Authority and Gloucestershire Constabulary Licensing Team (Licensing@gloucestershire.police.uk) at least two weeks

prior to the first date on which licensable activities are due to take place in any given year.

- **Safety Advisory Group (SAG)**

The Premises Licence Holder (PLH) will engage with the local Safety Advisory Group (SAG) prior to the event in any year in which it takes place and will comply with all reasonable requests of the SAG membership.

- **Tickets**

The Premises Licence holder will ensure that only festival attendees who have a valid ticket are allowed to gain entry to attend the event.

- **Security**

Security Industry Authority (SIA) licensed Door Supervisors will always be on duty whilst licensable activities are taking place. Sufficient security numbers in relation to tickets sales will be reflected in the EMP for each event year.

- **Incident Log**

An incident log (written or electronic) shall be in operation throughout each event and made available for inspection upon request of an authorised officer of the Licensing Authority or Police. Entries must be made as soon as reasonably practicable, but in any case, within 24 hours of the relevant incident occurring. The log will include:

- a) all crimes reported
- b) all ejections of patrons
- c) all incidents of disorder
- d) all seizures of drugs or offensive weapons
- e) all refusals of the sale of alcohol

- **Children**

Children under 18 years of age must be accompanied by an adult.

- **CCTV**

Should any CCTV be in operation during an event (including Body Worn Video of any Security personnel), footage will be retained for at least 28 days after each event has concluded and made available to Police without delay upon reasonable request.

2.10 In addition to the conditions above, the applicant volunteered the following conditions on the application form; these conditions replicate conditions attached to the previous licence for the Chalfest event.

- The Premises Licence holder will ensure that a Challenge 25 policy is in place.
- Stewards will patrol the surrounding area to ensure that people are not causing a nuisance.
- The Premises Licence holder will ensure that the event will finish promptly at 21:30 and that the site is cleared of the public by 2200hrs.

- The Music Noise Level when assessed or measured during sound checks or concerts shall not exceed 65 dB LAeq,15min at 1 metre from the facade of any noise sensitive premises throughout the duration of the event.
- Furthermore, the Music Noise Level shall not exceed 70 dB in either of the 63 Hz or 125 Hz octave frequency bands at 1 metre from the facade of any noise sensitive premises throughout the duration of the event.
- The licensee shall appoint a suitably qualified and experienced noise control consultant (NCC), to the approval of the Licensing Authority, no later than 6 weeks prior to the event. The NCC shall liaise between all parties including the Licensee, Promoter, sound engineer, Environmental Protection and the Licensing team on all matters relating to noise control prior to and during the event.

2.11 The previous licence also included a further two conditions which the applicant has not included on the application form. This may have just been an oversight and the panel may wish to consider them as they link to the noise control conditions above.

- The control limits set at the mixer position shall be adequate to ensure compliance with conditions 1 and 2 above throughout the duration of the event and throughout any rehearsal or sound check for the event.
- The appointed NCC shall continually monitor noise levels at the mixer position and advise the sound engineers accordingly to ensure that the noise limits are not exceeded. An authorized officer of the Council shall have access to the results of the noise monitoring at any time.

3 REPRESENTATIONS:

Responsible Authorities

3.1 There have been no representations from the responsible authorities.

Other Parties

3.2 The Authority has received one representation against the application from a local resident. The main relevant concern raised relates to noise disturbance from music at previous festivals.

3.3 The authority has received one representation in support of the application from a ward councillor. Points raised include the festival being a community event with organisers spending time to minimise disruption to nearby residents.

4 THE HEARING:

4.1 The Hearing Panel should seek to focus on concerns and comments raised in the representations that are relevant to the licensing objectives and within the scope of the Licensing Act 2003.

4.2 The licensing objectives are:

- a) Prevention of crime and disorder
- b) Prevention of public nuisance
- c) Public safety
- d) Protection of children

4.3 The Hearing Panel may, with the consent of all parties to the hearing, allow the introduction of additional evidence at the hearing that supports or amplifies the existing representation or the application. However, the introduction of further representations to those disclosed to the applicant prior to the hearing will not be allowed.

4.4 Having considered the application and the representation the Hearing Panel may take the following actions:

- Refuse the application for a premises licence
- Grant the application in the terms applied for
- Grant the application with conditions or amendments

4.5 If the Hearing Panel decides to attach conditions to the Premises Licence, those conditions must be appropriate to promote the Act's objectives and proportionate to the type of premises.