

LICENSING HEARING PACK

**Sunflowers Festival - Annual 3 Day
Music Festival Between July and
October**

**Old Crown Inn
Park End, Paganhill, Stroud, GL5 4AZ**

**Tuesday 30th September 2025 – 10:00
Council Chamber,
Stroud District Council Offices**

25/00858/LAPRNW

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Section 1 – Agenda

LICENSING PANEL

A meeting of the Licensing Panel is being held on **TUESDAY 30TH SEPTEMBER 2025**

in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **10:00**

Members of the Panel: Councillor Ian Hamilton, Councillor Paul Turner and Councillor Gill Thomas

A G E N D A

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: Sunflowers Festival, Old Crown Inn, Park End, Paganhill, Stroud, Gloucestershire, GL5 4AZ

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

EVENT NAME: Sunflowers Festival - Annual 3 Day Music Festival between July and October each year

PREMISES ADDRESS: Old Crown Inn, Park End, Paganhill, Stroud, GL5 4AZ

APPLICANT: Monkey Bar Events Ltd

APPLICATION TYPE: Application for a premises licence

APPLICATION REF: 25/00858/LAPRNW

1 BACKGROUND:

- 1.1 This is an application for a 'rolling' premises licence to permit an annual three-day music festival in the outside area and car park at the Old Crown Inn, Paganhill, Stroud.
- 1.2 The applicant has said that the aim of running the event is to raise funds for the Sunflowers charity which is a charity based in Gloucestershire supporting people bereaved by suicide.
- 1.3 The event organiser is Sebastian Devlin who is a director of Monkey Bar Events Ltd. The licence for the Old Crown pub is also held by Monkey Bar Events Ltd.
- 1.4 A music event has been held at this location in previous years. This has been a one-day event with less than 500 attendees. Due to the number of attendees being less than the 500, the previous events have been able to take place under the permissions and conditions of the premises licence for the pub and by taking advantage of the music exemptions in the legislation.

2 APPLICATION:

- 2.1 This application is for sale of alcohol for consumption on the premises and live and recorded music over the three days of an annual event.
- 2.2 The times requested are:

Sale of Alcohol, Live Music, Recorded Music and performance of Dance	Friday Saturday Sunday	17:00 to 22:30 12:00 to 22:30 12:00 to 17:30
Opening Hours	Friday Saturday Sunday	17:00 to 23:00 12:00 to 23:00 12:00 to 18:00

- 2.3 The first proposed event under the licence is for the dates Friday 3rd October to Sunday 5th October 2025 and is called Sunflowers Fest 2025. The proposed number of attendees each day is 1200. The intention is that on Friday there will be live DJs playing recorded music and Saturday and Sunday there will be live music from a range of artists.
- 2.4 The application plan shows a red line around the boundary of the area proposed to be covered by the licence. This includes the pub grounds and car park. The yellow line shows the area where the event will mainly take place which is the car park, and the green line is the location of the stage.
- 2.5 The applicant has submitted draft Event Management and Noise Management Plans which lay out how the event will be managed. These show that the event will be:
- Ticket only
 - Site will be fenced off.
 - Entry will be controlled by SIA stewards
 - There will be bag searches on entry.
 - There will be 14 trained SIA staff on site at any one time.
 - The stage area will be inside a 25m x 30m marquee which can accommodate 1,000 inside and others will be able to view the stage from outside areas.
 - There will be trailer bars and food vendors on site.
 - There will be reusable plastic glasses. No glass will be used.
 - It is expected that people will use various types of transport to get to the event.
 - Marketing will encourage people to walk or use public transport.
 - Local taxi firms will be available each day.
 - There will be two buses from Stroud and back each day which can carry 220 people per journey.
- 2.4 The applicant has met with a Stroud District Council Health and Safety Officer on site to look at the number of fire exits from the site in relation to the proposed capacity of 1200 people. The applicant has agreed for additional fire exits to be installed. The Officer was satisfied with the proposal.
- 2.5 The applicant provided some extra information in response to police queries which are listed below.
- The applicant has been in dialogue with Archway School to use a small amount of their car parking for staff and ambulance.
 - People who try to park in Archway to come to the festival will be redirected to the public car park in Cainscross.
 - They expect most people attending the event would be from the local area and walking or using the buses from Stroud.
 - Security will be in place to monitor the outside area for any members of public that gather and will politely move people on if this becomes a risk.

- There will traffic cones to stop anyone parking or blocking the areas needed for emergency services.
- The buses will turn around in Archway and drop off and collect from here so will not affect Park End Road.
- The organisers will be letter dropping to all local residents once they have sorted final details.

2.6 The applicant has agreed several licence conditions with the Police, which are as follows:

Event Management Plan

1. The Premises Licence Holder (PLH) will, so far as is reasonably practicable, ensure that the event is operated in accordance with the event specific Event Management Plan (EMP) submitted by the applicant as part of the application process.
2. From 2026 onwards, a Draft EMP will be submitted to the Licensing Authority and Gloucestershire Constabulary Licensing Team (Licensing@gloucestershire.police.uk) at least three calendar months prior to the first date on which licensable activities are due to take place in any given year.
3. From 2026 onwards, 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.
4. The EMP shall contain detailed policies and plans to promote all the licensing objectives. As 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, anticipated number of attendees and detailed plan/s of the event site.
 - b. Details of persons with specific responsibilities for ensuring the smooth running and safety of the Event
 - c. Security and Stewarding Plan (to include Crowd Management, 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, Staff Training, Drink Spiking Awareness and Glass Policy)
 - g. Noise Management Plan
 - h. First Aid and Welfare Plan (to include Safeguarding, Missing Children and Vulnerable Adults Policy)
 - i. Traffic Management Plan (where applicable)
 - j. Risk Assessments

Safety Advisory Group

5. The Premises Licence Holder (PLH) or a nominated person involved in the operation of the event and whom has knowledge of the event, shall attend any Safety Advisory Group (SAG) meeting in relation to the event, held by the Licensing Authority in any event year and will comply with all reasonable requests of the SAG membership.

SIA

6. Security Industry Authority (SIA) licensed Door Supervisors will be on duty at all times whilst licensable activities are taking place. Sufficient security numbers in relation to tickets sales will be reflected in the EMP.

Incident Log

7. An incident log (written or electronic) shall be kept for a minimum of 13 months from the date of the last entry and made available on request to an authorised officer of the Licensing Authority or the Police. It must be completed within 24 hours of the incident and will record the following:
 - a) all crimes reported
 - b) all ejections of patrons
 - c) all incidents of disorder
 - d) all seizures of drugs or offensive weapons
 - e) all refusal of the sale of alcohol

Children

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

CCTV

9. 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.

- 2.6 Section 4 of the Hearing Pack is the Application Form
- 2.7 Section 5 of the Hearing Pack is the Application Plan which shows the area proposed to be licensed.
- 2.8 Section 6 of the Hearing Pack is the Event Management Plan
- 2.9 Section 7 of the Hearing Pack is the Noise Management Plan
- 2.10 Section 8 is a location plan.

3 REPRESENTATIONS:

Responsible Authorities

- 3.1 There have been no representations from the responsible authorities.

Other Parties

- 3.2 The Authority has received five representations against the application from local residents. The main relevant concerns raised relate to:
- Noise disturbance from a three-day music event which is felt will have significant impact on local residents
 - Persons leaving the site will cause nuisance and potential damage
 - Surrounding roads will become congested
 - Concerns about the size of the festival compared to previous events and that the site is too small for proposed numbers

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
- 4.5 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.
- 4.6 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
- 4.7 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.