

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We [Forestry England](#)

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Moors Valley Country Park and Forest Horton Road Ashley Heath Nr. Ringwood Dorset			
Post town		Postcode	BH24 2ET
Telephone number at premises (if any)		0300 0674 601	
Non-domestic rateable value of premises		£125,001.00	

Part 2 - Applicant details

Please state whether you are applying for a premises licence as appropriate

Please tick as

- | | | | |
|----|------------------------------------------------------|-------------------------------------|-----------------------------|
| a) | an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) | a person other than an individual * | | |
| | i as a limited company/limited liability partnership | <input type="checkbox"/> | please complete section (B) |
| | ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| | iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| | iv other (for example a statutory corporation) | <input checked="" type="checkbox"/> | please complete section (B) |
| c) | a recognised club | <input type="checkbox"/> | please complete section (B) |

- d) a charity please complete section (B)
- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name Forestry England
Address Moors Valley Country Park and Forest Horton Road Ashley Heath Nr. Ringwood Dorset BH24 2ET
Registered number (where applicable) Not applicable

Description of applicant (for example, partnership, company, unincorporated association etc.) Forestry England is a Government owned and operated public body.
Telephone number (if any) 0300 0674 601
E-mail address (optional) sarah.taylor@forestryengland.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
2	2	0 4 2 0 2 4

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

DD	MM	YYYY

<p>Please give a general description of the premises (please read guidance note 1)</p> <p>Moors Valley Country Park and Forest is a joint owned venture between Dorset Council and Forestry England. Established in 1994, the park covers approximately 800 acres of recreational woodland space. This popular visitor attraction provides a variety of outdoor and seasonal activities throughout the year.</p> <p>On arrival there is a large car parking facility from where you can access the Visitor Centre. There are a number of facilities once inside the premises including a Licensed Restaurant, Shop, Medical point, Toilet and Baby changing facilities. Wheelchairs and mobility scooters are also available to hire for those visitors requiring accessible assistance.</p> <p>Moors Valley has an experienced Visitor and Event Management team based on site, who deliver a range of seasonal and family friendly activities across the site. A popular local destination the park attracts Forestry England members, and non members from further afield to enjoy this rural location.</p> <p>Moors Valley is open all year round with the exception of Christmas Day.</p> <p>The application is for on-sales only.</p>

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

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

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 I)
- Supply of alcohol** (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	10:00	23:00	<p>Please give further details here (please read guidance note 4)</p> <p>A programme of outdoor film screenings may be held throughout the year. All screenings will be ticketed events with age restrictions in place as per the British Board of Film age rating.</p> <p>Music and sound from the screening will be amplified for the benefit of the audience. However sound levels will be set so as not to impede on the nearest noise sensitive premises.</p> <p>State any seasonal variations for the exhibition of films (please read guidance note 5)</p> <p>No screenings will be shown on Christmas Day.</p> <p>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)</p> <p>No screenings will be held outside the standard timings.</p>		
Tue	10:00	23:00			
Wed	10:00	23:00			
Thur	10:00	23:00			
Fri	10:00	23:00			
Sat	10:00	23:00			
Sun	10:00	23:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon				Please give further details here (please read guidance note 4)	
Tue			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Wed			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Thur					
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur					
Fri			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 (please read guidance note 6)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<p>Please give further details here (please read guidance note 4)</p> <p>Amplified recorded music will be played during events for background and atmospheric purposes. For example, walk in music for film screenings or appropriate seasonal songs throughout walking trails.</p> <p>Recorded music will be set at pre-determined levels and identified in the Noise Management Plan.</p> <p>State any seasonal variations for the playing of recorded music (please read guidance note 5)</p> <p>No recorded music will be played on Christmas Day.</p> <p>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)</p> <p>No recorded music will be played outside the standard timings.</p>		
Mon	10:00	23:00			
Tue	10:00	23:00			
Wed	10:00	23:00			
Thur	10:00	23:00			
Fri	10:00	23:00			
Sat	10:00	23:00			
Sun	10:00	23:00			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Thur			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon				<u>Please give further details here</u> (please read guidance note 4)	
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>			
				Off the premises	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) No alcohol sales will take place on Christmas Day.					
Mon	10:00	22:55						
Tue	10:00	22:55						
Wed	10:00	22:55						
Thur	10:00	22:55				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 (please read guidance note 6) No alcohol sales will take place outside standard timings.		
Fri	10:00	22:55						
Sat	10:00	22:55						
Sun	10:00	22:55						

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

Name Sarah Taylor	
Date of birth [REDACTED]	
Address [REDACTED] [REDACTED]	
Postcode	[REDACTED]
Personal licence number (if known) 175669	
Issuing licensing authority (if known) Birmingham City Council	

M

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

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

- The Forestry England event programme at Moors Valley will focus on family oriented, seasonal events which will not exceed a capacity of 4999.
- Events will be ticketed with the option to purchase tickets in advance.
- Where required ticketed time-slots will be applied to manage on-site capacity figures and to minimize wait times at the on-site public facilities e.g. toilets, car parking, food and drink units.
- An Event Management Plan will be produced for submission to Dorset Council in advance of the event. This will include operational planning information e.g. Event Timings, Site layout, Traffic Management Plan, Stewarding Plan and any other relevant information with regards to the Licensing Objectives and safe operation of the event.
- Local Residents and Authorities will be notified in advance of any licensable events taking place on the premises and provided with an appropriate on-site contact number.
- The Event layout will take into consideration the existing facilities on site and ensure that where necessary additional toilet and drinking water facilities are incorporated into the design.
- Challenge 25 will be in operation at all alcohol points of sale and enforced by trained staff.
- All temporary food and drink units will be identified on the event layout and submitted to Dorset District Council 14 days in advance of the event start date.

b) The prevention of crime and disorder

- Moors Valley events are designed to attract a low risk audience profile.
- Car Park Management teams will be in place to oversee the car park operation and monitor for any vehicle crime.
- The event will have fixed entry and exit points from the premises manned by Trained Stewards/SIA staff.
- Where required, ticket and ID verification checks will be in place at the point of entry.
- Forestry England retains the right to refuse entry to the premises as part of the Terms and Conditions of entry.
- Where required by the event, Trained Stewards/SIA staff will be deployed to monitor visitor activity throughout the premises.
- Working staff available to assist visitors will wear easily identifiable uniform.
- The named DPS or their nominated personal licence holder will be on site for each event day to oversee alcohol sales from all units.
- The event design will ensure there are appropriate light levels in place throughout the premises.

c) Public safety

- The Event Management team will agree the event capacity in advance of tickets going on sale for the event. In all instances this will not exceed 4999.
- On occasions of high visitor demand, ticketed time slots will be applied to the event to manage capacity figures on site.
- The Event layout will include sufficient entry/exit points to allow for safe ingress and egress in the event of an emergency.
- Safety Information signage will be placed for visitors throughout the premises where required e.g. uneven surfaces, non permitted items, emergency exit routes.
- Any special effects will be advised to visitors in advance e.g. strobes, laser or smoke machines.
- A suitably trained First Aider or Medical staff will be on site throughout the event open period.
- Key management and visitor facing staff will be radio holders for communication purposes and in the event of an emergency.
- In the event of a power failure Emergency lighting will be installed throughout the event site.

d) The prevention of public nuisance

- Sound levels will be set at pre-determined levels as identified in the Noise Management Plan, and monitored throughout the event.
- Ticket holders and/or staff will be requested to leave the premises quietly at the end of the event and/or shift.
- The event design will take into consideration neighbouring noise sensitive premises.
- Litter picking will take place throughout the event site.
- Where required, the event design will include additional temporary Toilet facilities in appropriate locations.
- Local residents and businesses will be advised of the event programme in advance and provided with an appropriate on-site contact number for the duration of the event.
- History of previous complaints and local feedback will be considered as part of the event planning process.

e) The protection of children from harm

- All screening events will be ticketed and have age restrictions in place as per the British Board of Film age rating.
- For events with an age restriction in place, age ID verification checks will take place at the point of entry to the premises by trained SIA and/or Forestry England staff.
- No child under the age of 16 will be permitted access to the premises without a parent/guardian.
- The Forestry England Lost/Found Child & Vulnerable Adults policy will be in operation throughout the event period.
- The Challenge 25 policy will be in operation at all points of sale of alcohol.
- No alcohol will be served to anyone attempting to purchase alcohol for Under 18's.
- Key Management and visitor facing staff will be radio holders for communication purposes and in the event of an emergency.

Checklist:**Please tick to indicate agreement**

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated 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 or my share code issued by the Home Office online right to work checking service (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 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> ● [Applicable to 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, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
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Signature	S R Taylor
Date	01/03/2024
Capacity	Event Manager – Forestry England (DPS)

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

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Sarah Taylor [REDACTED]			
Post town	[REDACTED]	Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) sarah.taylor@forestryengland.uk			

Notes for Guidance

1. Describe 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



Title: MVCPF Premise Licence Plan
Date: 23 February 2024
Author: Sarah Taylor
Scale @ A3: 1:5,000

Legend

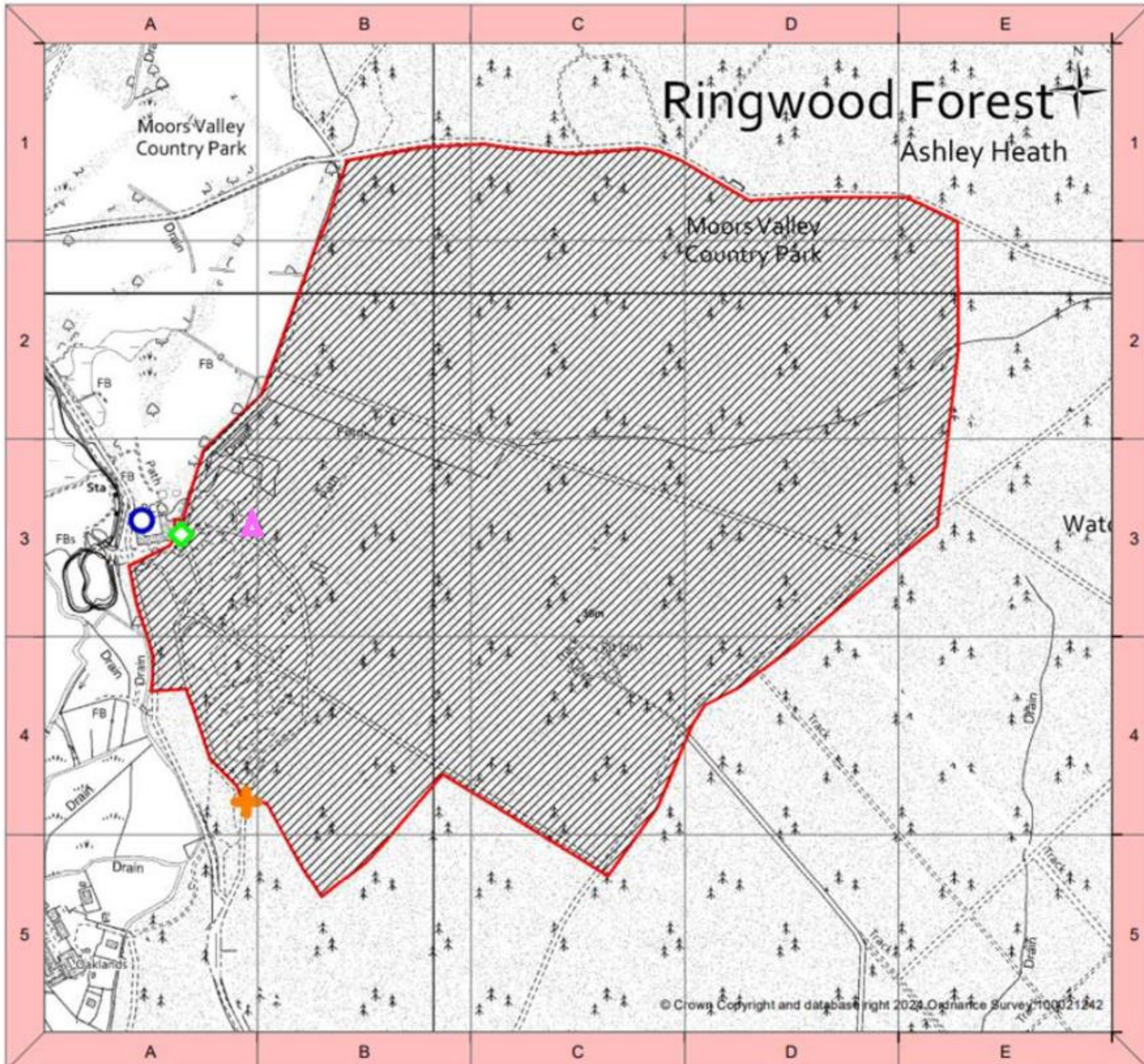
-  Boundary Line
-  The licensable area
-  Public Toilets
-  Pedestrian Ingress/Egress
-  Vehicle Ingress/Egress
-  Firefighting Equipment

Please note locations of temporary units serving alcohol during the event, will be confirmed to Dorset Council 4 weeks prior to the event start date.

There is no permanent kitchen located within the licensable area.



Forestry England forests and woodlands have been certified in accordance with the UK Woodland Assurance Standard (UKWAS)



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