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## WATERMEAD PARISH COUNCIL

### BALLOON MEADOW EVENTS/LAND REQUEST POLICY

#### 1. Holding an event on Watermead Parish Council Balloon Meadow land. Fees 2017-2018.

Type of Event	Fee	Deposit Required
Community Groups/Small Events under 50 – One off events (i.e. Local Nursery, Scouts & W.I) Groups	No charge	Depends on nature of event. To be advised at time of enquiry.
Charity Fun runs (around lakes only)	No charge	
Weekly/monthly activities such as fitness or personal trainer sessions	£12.00	Depends on nature of activity. To be advised at time of enquiry.
Small event (estimated attendance up to 300 people)	£240.00	Depends on nature of activity. To be advised at time of enquiry.
Medium event (estimated attendance up to 1000 people)	£330.00	Depends on nature of activity. To be advised at time of enquiry.
Large scale events, fairs or major ticketed events. Rate applies due to nature of event.	£500.00	£1000 minimum deposit. Due to wear and tear of bringing large vehicles and equipment onto the meadow.

2. **All terms and conditions apply to all event organisers. A full Risk Assessment and Event Management Plan including a site plan must be submitted at initial request stage.**
3. **Conditions of Use – Please take time to read through these conditions as they form the basis of the agreement between Watermead Parish Council and the hirer.**

## **Conditions of Use for Events on Balloon Meadow/Public Land (“The Land”)**

1. The Hirer shall fully indemnify Watermead Parish Council (“the Council”) against all claims of any kind whatsoever, attributable to or arising out of the Hirer’s use of the Land.
2. The Hirer shall effect Public Liability Insurance with a minimum indemnity limit of not less than 5m (five million pounds) in respect of anyone in an accident. The Council’s interest must be noted and the insurance must indemnify the Council in respect of any liability that the Council may incur for personal injury or damage to property, sustained as a result of the use of the Land by the Hirer.
3. The Hirer must provide evidence of insurance cover as requested by the Council and fee’s due not less than 16 days prior to commencement of use and insurance must be arranged for all facilities that will be provided on site during the hire period.
4. The Hirer to observe all relevant laws, regulations, statutes and licences relating to the Land and its use for staging the proposed event (“The Event”).
5. The Hirer shall ensure that no nuisance, annoyance or inconvenience of any kind whatsoever shall be caused to the Council or owners or occupiers of adjoining or neighbouring properties caused directly or indirectly by the Hirer’s use of the Land.
6. Access to the Land for the general public must not be restricted in any way unless by written consent of the Council.
7. It is the Hirer’s responsibility to provide adequate toilet facilities.
8. In no circumstances shall equipment be taken onto the Land when the state of the ground is such that damage is likely to be caused (very wet conditions) or inconvenience is caused to the public.
9. Equipment shall not be taken onto the grounds earlier than 24hours before the commencement of the period of use agreed (“the Period of Use”).
10. All equipment must be removed from the Land following the closure of the Event no later than 24 hours.
11. The Hirer will be held responsible for the cost of the Council restoring the Land to its condition immediately prior to the Period of Use, the repairing of any damage to the Land arising out of the Hirer’s use and the clearing of litter and debris not cleared away by the Hirer to the satisfaction of the Council. Any costs arising from any default under these Conditions of Use will be enforced against the Hirer.
12. When employing fairground contractors, precautions must be taken against damage caused to the Council’s Land.
13. The Hirer’s must satisfy themselves that the operators of fairground machines and all attractions have adequate liability insurance for injuries to third parties.
14. Pyrotechnics (including fireworks, stunt performances etc.) will not be permitted at any Events.
15. No fires will be allowed.