



EAST DONYLAND PARISH COUNCIL

Serving the Village of Rowhedge

Use of EDPC land - Recreation Ground and Quaysides

The purpose of this policy is to ensure that parish open spaces are used in the interests of the local community, to protect these assets and to maintain public safety.

Events on EDPC land

Anyone wishing to hold an event using EDPC land must complete an Event Application form, and submit it to the Clerk a minimum of 6 weeks prior to the proposed event, with risk assessments and public liability insurance as appropriate.

The Clerk should ensure that the event meets the following criteria

- All events held on or involving use of EDPC land (e.g. for car parking) should be in the interest of the local community.
- Events should be run by or commissioned for residents/clubs/organisations within Rowhedge.
- Sufficient evidence of risk management has been provided to ensure public safety at the event
- The event is not likely to cause damage to EDPC land (where damage is possible, the event organiser should provide evidence of how they will address this)
- Events should not clash with existing booked events or planned maintenance work

Subject to the above criteria being fulfilled the Clerk may give written consent (on behalf of EDPC) for small scale events to take place (e.g. the RHT Harris Rally), having consulted with the Chairman and one other Councillor.

All large scale events (e.g. the regatta) and any events where the Clerk is unsure whether or not to grant consent should be referred to the next council meeting for a decision.

The Clerk should report all event applications and any consent given to use EDPC land to the council in the monthly Clerk's report.

The Clerk and/or the event organiser should put up notices regarding the event on EDPC notice boards and the website to ensure that the public are made aware of the event and any potential access restrictions / noise etc. The Clerk should also notify any relevant individuals (e.g. neighbouring properties, maintenance contractors) as appropriate.

After each event, the Clerk or a nominated Councillor should inspect the land used to ensure that any damage has been addressed and that litter etc has been removed.