

HELLIFIELD PARISH COUNCIL

Use of Playing Fields Policy

Overall objective

The primary purpose of the various Hellifield Parish Council owned and controlled playing fields is the provision of accessible recreational areas for local adults and children to pursue informal leisure activities in a safe and pleasant environment. Any request to book the playing field must therefore be consistent with this purpose.

Conditions of Use

Hellifield Parish Council's permission must be sought for any event which is an organised activity. Principally, the playing field can be made available for local charitable events providing these are open to all, subject to maximum numbers, and the event is, in the opinion of the Parish Council, suitable to be held in the village.

Examples of uses Hellifield Parish Council would consider for the playing fields would include (but not exclusively) the following type of event/activity:

- Traditional village events such as the Annual Gala or celebratory parties for national events (Jubilee or street party type) which are open to all and any member of the community may attend. Generally, there would not be an entry fee but if there is a charge for entry, any profit must be used to contribute to charity or village facilities. During such events the playing field would not be available for any other bookable use.
- Specific charitable events arranged to raise funds for pre- agreed charities, where participants may (or may not) pay an entry fee, but the event is open to all and any member of the community may attend. During such events the field would not be available for any other bookable use.
- Sports team practice and matches on the marked pitches which does not exclude any other use of the playing field at the same time.
- Small scale organised exercise classes which
 - are not private and therefore open to any member of the community;
 - are not run for profit;
 - do not exclude any other use of the playing field at the same time.

Permission to use the Playing Field

A written request to use the field must be made to Hellifield Parish Council before permission can be granted. The following information must be provided with the request:

1. The name of the person or group/organisation requesting permission.
2. Contact details of organiser including name, address, mobile telephone number and email details.
3. The purpose of the event.
4. The date and time of the planned use (Please include setting up and clearing up times)
5. The target audience and likely numbers attending the event.
6. Health & Safety risk assessment.
7. Public Liability Insurance will have to be provided to the Parish Council before the event takes place.

All applications should be made in writing and will be considered within 14 days by Hellifield Parish Council and a decision issued in writing. There is no right of appeal to the decision.

Approved at Hellifield Parish Council Meeting 2nd November 2017

SignedSigned

Chairman of Hellifield Parish Council

Clerk to Hellifield Parish Council