Local Government for Langton Green, Speldhurst, Ashurst and Old Groombridge

POLICY ON THE USE OF COUNCIL LAND

Introduction

Occasionally requests are received from members of the public to carry out activities on Speldhurst Parish Council's (SPC) land and these requests, which are currently put to committee for a decision, often require a decision before the committee has met. To make the process quicker, this policy sets out SPC's position regarding use of its land.

Conditions

- All requests and renewals are considered on an individual basis and previous similar decisions do not guarantee the outcome of subsequent requests.
- This policy covers activities which have been requested most commonly in recent years however consent, or not, to carry out activities on SPC land is not restricted to these activities only and all requests will be considered fairly.
- The Chairman or Vice Chairman of the Amenities Committee (AC) in addition to two other members of the AC hold delegated powers to make a decision on every case received, in line with the guidance provided in this policy and provided justification for their decision is clearly demonstrated in writing – an email or meeting minutes are considered adequate.
- SPC reserves the right to charge third parties for the use of its land. This charge would be discretionary and agreed by the Amenities Committee.
- This list is not exhaustive.
- When permission is given for SPC's land to be used in conjunction with a village hall booking (for example a food van servicing a party in the village hall), the Langton Green Village Hall Charitable Incorporated Organisation is held accountable for any loss suffered by SPC.
- All claims, losses, damages and costs made against or incurred by SPC as a result of permission being given for use of its land are the responsibility of the user.

Bouncy Castles: The party requesting the bouncy castle must organise suitable insurance and provide evidence which can be forwarded to our own insurers to obtain their approval. There must be no cost to SPC and no liability.

Trading on SPC Land:

Consent can be considered with the following conditions:

- SPC are provided with a copy of the current insurance, license and food hygiene documentation.
- A risk assessment of the site is carried out by the trader and a copy provided to SPC.
- Confirmation is provided in writing to SPC that no alcohol will be sold.
- That the applicant/event organiser agrees to take all rubbish away with them and commits to leave the surrounding area tidy and free from litter. The parish council's private bin facilities must not be used or the public bins on the recreation ground left full.
- For regular traders, a fully refundable bond of £100 is made to SPC before trading is commenced to cover such things as any damages and/or removal of litter.

Litter-picking: Generally, members of the public can be given permission to carry out litter-picking on SPC land provided they do so at their own risk.

General Leisure activities: SPC's application form must be completed giving full details of the applicant and attaching all relevant documentation prior to any consents being given including:

a. Public Liability Insurance (£2.5M)
b. Evidence of Fitness/Training/Coaching Qualification and REPS Level 3 status (if applicable).
c. A signed and dated Risk Assessment to cover the sessions and a copy of the accident and emergency procedures.
d. A copy of their Instructor Code of Conduct.
e. A copy of each trainers' Disclosure and Barring Service Check for those instructors working with children or vulnerable adults.

Metal Detecting: this activity is prohibited on SPC land.

Fireworks: this activity is prohibited on SPC land.