

**CONDITIONS FOR THE BOOKING & USE OF
TWYNING VILLAGE GREEN 2017**

1. Application for use of the Village Green must be made to the Council in writing on forms provided by the Parish Clerk. The Parish Council, if deemed appropriate, reserves the right to charge a fee or require a deposit to be lodged in advance of the event.
2. On approval of the application, if deemed necessary by the Parish Council, users are to notify all residents around and adjacent to the Village Green area the nature, date, time and duration of their event in writing at least 14 days in advance
3. Use of the Green may be granted with preference to local organisations based in the Parish of Twyning subject to Council approval
4. Use of the Green to organisations outside Twyning will only be considered in exceptional circumstances and must have parish connections and are subject to Council approval
5. The Council reserves the right to refuse the use of the green at any time and for any event which might impact on the recreational use by residents and visitors, or to cancel a booking in the event of these Conditions not being complied with, or if severe weather or the condition of the Green makes this unsuitable
6. Car Boot Sales will be permitted to open 1.5 hours before the event for setting up
7. The organisation requesting use of the Green will specify in detail its intended use and supply a relevant Risk Assessment 14 days before the event.
8. Your organisation is to nominate a minimum of 2 stewards who will be present at the event. Their names and telephone numbers are to be notified to the Parish Clerk at least 14 days prior to the event
9. Fires or Barbeques may be approved by the Council and applicants should seek any other appropriate approvals as may be required
10. Any damage to the Green must be rectified after the event by the organisers and at organisers cost.
11. Vehicles can only be parked around the perimeter of the Green and it is an offence to drive a vehicle across the Village Green other than as specifically approved
12. If there is a requirement to put up gazebos, tents, generators or other temporary buildings, these will need to be specified on a plan attached to the application form
13. The Council recommends that you consider the provision of toilet facilities
14. Organisations shall collect and dispose of all their rubbish and litter on the day of their event or as soon as reasonably practical, and should exercise care when using glass or crockery. Any cleaning required after your event will be carried out at the expense of the organiser
15. Your organisation must ensure it has adequate insurance cover for the event, in particular for Public Liability and agree to indemnify the Council in respect of any claims which may arise. Please provide a copy of your insurance certificate no less than 14 days before the event
16. It is the responsibility of the Applicant to ensure any licences or other permissions that are required from the local authority are obtained as needed
17. The Parish Council will not be responsible for any accident on the Green as a result of the booking
18. These rules should be reviewed annually

We agree to indemnify Twyning Parish Council in respect of any claims and accept these terms and conditions for use of the Green

Signed on behalf of

By..... Duly Authorised signatory Dated

Failure to comply with any of the above conditions will result in the consent being invalidated and the organiser will be personally responsible to the Council for any breaches

Return to Clerk to Twyning Parish Council clerk@twyningvillage.co.uk