

CONDITIONS APPLICABLE TO THE USE OF PARKS AND PUBLIC OPEN SPACES

1. The Organiser must submit, not later than 14 days before the event, full details of the proposed event for the approval of the Group Director Environmental Services. Details to include arrangements for catering, refuse disposal, toilets, general activity to be staged and the anticipated attendance figures. The Council reserve the right to cancel the hiring if details are not submitted or if the arrangements are unsatisfactory.
2. The proposed event may require licensing. The Organiser is required to contact the Licensing Officer of the Environmental Services Department (Tel: 01443 442100) and comply with the requirements of any licence issued.
3. The Organiser must comply with the requirements of the Group Director, Environmental Services, or his appointed representative at all times.
4. The Organiser's attention is drawn to the requirements of the Health and Safety at Work Act 1974. Temporary electrical installation and equipment must comply with the I.E.E. Wiring Regulations.
5. The Organiser is reminded that the proposed event may be subject to inspection by other Departments of the Authority undertaking their statutory duties.
6. Additional conditions may be imposed to suit the location and the event to be stated, at the digression of the Authority.
7. The Organisers shall indemnify and keep indemnified the Council from and against all actions, suits, cost expenses, loss, claim, injuries, damage and liability howsoever arising out of or by reason or in consequence of the Licence hereby granted (other than injury resulting from any negligent act of the Council, its servants or agents), and shall effect a third party policy of insurance in respect thereof in an office and in such terms and such amounts as may be approved by the Group Director Corporate Services for the time being of the Council to whom the Policy of Insurance must be produced on demand prior to the event taking place.
8. The Organiser is responsible for the reinstatement of the site allocated, including the clearance of all litter. The clearance of litter will need to be undertaken immediately after the event. Should the Organiser fail to reinstate the site to the satisfaction of the Group Director, Environmental Services, this work will be undertaken by the County Borough Council and a charge made for the service.

9. No collections, games of chance, sweepstakes or lotteries nor any betting may be conducted without the approval of the Group Director Environmental Services.
10. The Organiser is responsible at all times for the smooth running of the event.
11. Temporary structures must be constructed of sound materials and be suitable for their purpose. The Organiser must ensure that the bylaws applicable to the park or open space in which the event is held are complied with at all times.
12. The Organiser will be responsible for paying a current hire fee (amount to be notified by Group Director Environmental Services), which must be received by the Environmental Services Department 14 days prior to the event taking place. Non compliance with this condition will result in the event not being allowed to go ahead.
13. No trade stands may be allocated without the consent of the Group Director Environmental Services.
14. Licenced or unlicenced catering is prohibited without the express permission of the Group Director Environmental Services. In accordance with the food safety act, all hot dog/beefburger type vehicles will be inspected and registration checked with the Public Health and Protection Group at Ty Elai, Dinas Isaf, Williamstown, Tonypany (Tel. No. 01443 442100).
15. Vehicular access and parking is only permitted with prior approval of the Group Director Environmental Services, and permits will be required.
16. No public address system is to be used without the approval of the Group Director Environmental Services.
17. The Group Director Environmental Services, or his appointed representative reserves the right to cancel the event due to inclement weather conditions.
18. The Organiser must seek prior approval of the Group Director Environmental Services, to play music in parks and open spaces. If approval is granted, noise levels must be kept to a minimum so as not to disturb local residents.
19. The Organiser will not allow the use of animals, birds or fish to be shown, without the approval of the Group Director Environmental Services.
20. The Organiser will not allow animals, birds or fish to be used as prizes.