



HODNET PARISH COUNCIL

HODNET RECREATION GROUND USAGE POLICY

RECREATION GROUND USAGE

Hodnet Parish Council wants the Recreation Ground to be of benefit to parishioners and other members of the public alike. It is committed to ensuring it shall remain an open space for the enjoyment of pastimes by the public and will not wilfully obstruct, deny or prevent such enjoyment unreasonably. It reserves the right to act as it sees fit for the preservation of the Recreation Ground for the majority of the parishioners.

General Rules

1. Casual Activities require no specific permission from HPC, only adherence to these general rules.
2. Organised Activities are only permitted to take place if specific written permission is received from HPC.
3. All Users will make every effort to respect the Recreation Ground, the equipment and structures therein, and its environs.
4. The Play Areas are designed for use by children. With regard to these areas the following should be noted:
 - Small children should be supervised by an adult at all times; the use of play equipment is at your own risk;
 - No glass or alcohol should be taken into the Play Areas;
 - No dogs are allowed within the fenced play area
 - Consideration of neighbouring residents should be given at all times;
 - Any dangerous, damaged equipment or mis-use of the equipment should be reported immediately to the Clerk of the Parish Council
5. Users are requested to put their litter in the bins provided or take litter home.
6. No structure, marquee, tent or similar may be erected without the permission of the HPC.
7. Barbecues will only be allowed when connected to an Organised Activity and with prior permission of HPC. It must be not less than half a metre above the ground and must be sited where it cannot cause a danger or nuisance to other Users. In particular, barbecues are not permitted on the football pitch, within Play Areas, on the Car Park, or within 6 metres of any boundary fence, building or tree.

8. Camping is prohibited, except where connected to an Organised Activity and with permission from HPC.
9. The use of the Recreation ground for Casual Activities is permitted only in so far as the User complies with relevant laws of the land applicable at the time.
10. The HPC reserves the right to disallow Casual Activities in any area of the Recreation ground temporarily or permanently.
11. Dogs are not allowed within the fenced off play area at any time. Elsewhere on the Recreation Ground, Dogs should be kept on a lead and should be kept under control at all times. Any dog waste must be discarded using the dog bins provided.

Health and Safety

1. No User shall perform any action or permit any action to be performed that endangers the safety of other users or casual passers-by.
2. HPC will endeavour to keep the Recreation Ground (and Play Areas within) in a state fit for use by regular inspection.
3. The User undertakes to leave the Recreation ground in a safe state for other Users.
4. From time to time there may be objects or materials on the Recreation ground which are dangerous or in a dangerous state. Care must be taken to avoid injury by not using or approaching these objects.

Maintenance

1. HPC shall be responsible for the general maintenance of the Recreation Ground to include mowing, cutting back of vegetation and general repairs. This will be carried out by appointed volunteers or hired contractors.
2. HPC shall take all reasonable measures to ensure that the Recreation Ground is fit for the purpose intended.
3. Any damage or maintenance issue should be reported to HPC parish clerk.

Casual Activities

Casual Activities are what may be classed as informal Recreational activities, normally undertaken in a park setting. The following is a list of typical casual activities which may take place on the Recreation ground without specific consent from HPC:

- All ball games with the strict exception of golf;
- Frisbee, kite flying and other Children's games;
- Informal running, cycling and the taking of exercise;
- Picnics (BBQ restrictions apply);

This list is not exhaustive and if any User wishes to query whether an activity not on the list constitutes Casual Activity they should contact HPC.

Casual Activities exclude any activity ran as a commercial venture. This includes sporting clubs where fees/subs or membership is/are paid and fundraising activities. Such activities are classified as Organised Activities and may only take place with permission from HPC (See Organised Activities below).

The Recreation ground **shall not** be used for the following purposes:

- Driving motorised vehicles (except by authorised Maintenance staff or Organisers);
- Golf practice of any kind;
- Bonfires or barbecues;
- Fireworks or Chinese Lanterns;
- Flying of powered model aircraft of any kind;
- Horse riding;
- Shooting or archery;
- Or any activity that is illegal or overtly dangerous or offensive to other Users.

Organised Activities

Organised Activities are any event organised for the provision of entertainment, sport, sale of goods or services. This would typically include any commercial venture, organised sporting activity or fundraising event. Typical examples would include but are not limited to:

- Car Boot Sale;
- Fairground or Circus;
- Football, Rugby, Cricket or other Sports Club
- Music concert;
- Beer Festival;
- Country Show or Fete;
- Caravan Club;
- Private parties or classes of any kind.

Applications for Use

1. An initial enquiry for use of the Recreation ground should be made to the Parish Clerk (clerk@hodnet-pc.gov.uk)
2. A detailed application for use should be submitted in writing a minimum of eight weeks before use.
3. Such applications will be placed in front of HPC at the next council meeting. HPC reserves the right to make any further enquiries before granting or refusing the application.
4. HPC will advise the applicant in writing of its decision through the Parish Clerk at the earliest opportunity.
5. Applicants may be required to provide a deposit of up to £100 at the time the application is made. This will be held as security against any damage and/or expenses caused by the event and will be returned within 14 days after the event provided HPC is satisfied that the Organiser has complied with all the obligations herein and no loss and/or damage has been occasioned as a result of the event.

6. Applications from commercial ventures will be subject to a hire charge;
7. Applications from fundraising/not for profit activities may be subject to a hire charge;
8. Applications from Sporting clubs will be subject to pitch fees agreed with the club.

Organiser/User Responsibilities

HPC holds Public Liability insurance for the Recreation ground land and casual use by the public only. Organisers are responsible for the Public Liability of all matters connected with their Organised Activity.

1. HPC strongly advise the Organiser to arrange for Special Events Public Liability Insurance. It reserves the right to request this for any event and where appropriate proof of Public Liability insurance will be required.
2. A Risk Assessment must be carried out in writing and given to the Parish Council before the event.
3. No charge may be made for entry to the Recreation ground without prior permission of HPC.
4. The general public may use the Recreation ground, but not the pitch or other area authorised for use by the Organised Activity.
5. If identified in the Risk Assessment, it is strongly advised that a First Aider be in attendance with means to call the Emergency Services.
6. At least one Organiser must be present for the entire duration of the event and their names and contact details notified to the Clerk.
7. The Organiser(s) must obtain the necessary public entertainment licenses where appropriate.
8. The running of events is the responsibility of the Organiser who should ensure that they are adequately supervised.
9. All Third Parties must have their own Public Liability insurance, for example: catering vans, fair rides, bands and stalls. Proof of Public Liability insurance may be requested by HPC.
 - Bouncy Castles must be hired from someone with their own Public Liability insurance and comply with the requirements of the Public Liability, for example: height/weight restrictions, adult supervision.
10. No vehicles are allowed onto the grass without permission from HPC.
11. The Organiser must ensure unrestricted access for Emergency Vehicles to and from the Recreation Ground and neighbouring roads at all times.
12. If there is a barbecue, then it must be sited in a position where people cannot walk into it. Firefighting equipment must be in place (sand/water buckets) and it must be supervised whilst lit or hot. (See general rule 7).

13. The Organiser must take every care that no damage is done to any part of the Recreation Ground including: trees, paths, buildings, fences, furniture, the Play Areas and football pitch.

14. As far as is practicable, the Organiser will return the Recreation Ground in the state in which it was found, in particular to ensure that:

- All litter and detritus is removed from the Recreation Ground immediately after the event. It is not permitted to place any collection of litter in the litter bins on or near the Recreation ground;
- Any damage to the Recreation Ground or the vegetation surrounding will be made good or damage/repair be paid for;
- Any damage and/or repair must be reported to the Clerk.

15. Organisers will ensure that all Health and Safety precautions as listed are adhered to and all laws complied with.

Disclaimer

1. Items left on the Recreation ground, with or without the permission of HPC, are the sole responsibility of the owner. HPC is not responsible for any damage caused to or by the piece of equipment or item. Any third party using or tampering with the item/equipment without authority does so at their own risk.

2. Should an Organiser have a query concerning the maintenance of the Recreation Ground before an event, HPC should be advised as soon as possible and definitely before the commencement of the event. HPC undertakes to make all reasonable efforts to put the matter right before the start of the event. HPC reserves the right to charge for maintenance/work required to the Recreation ground in order to host an Organised Activity.

3. HPC reserves the right to cancel an Organised Activity if the Recreation Ground is unfit for the intended use.

Sanctions

1. Any failure to observe any of the above considerations will incur the loss of deposit or part thereof in order to make good any repairs and/or any other sanction that the PC may impose, including possible redress under law.

2. Any such sanction shall be reasonable, fair and proportionate.

3. Such sanction will be notified to the Organiser as soon as possible after the event. The Organiser will be entitled to put forward an explanation before any sanctions are carried out. Any explanation will be considered by HPC and the final decision notified to the Organiser.

4. The Parish Council reserves the right to update this document as appropriate.

Adopted by Hodnet Parish Council on 25/7/2024

Minute No 24/96