



NEWICK PARISH COUNCIL

STATEMENT OF POLICY FOR NEWICK GREEN

Newick Green is in the Newick Green Conservation Area and has been registered as an Open Space under the Commons Registration Act 1965. The Registration Authority being East Sussex County Council. Register unit no. VG 13 Edition No. 1.

In order to preserve the characteristics of Newick Green, Newick Parish Council (the Council) has adopted the following policy. Full account will be taken of this policy when the Council considers requests for using the Green or placing monuments, street furniture or structures on the green.

- a) Subject to a formal request being made to the Council, local clubs, societies and associations will normally be allowed to use the Green for specific events. No fee will be charged for such use but the conditions of use attached hereto shall be adhered to. Such organisations will normally be granted full use of the entire Green for such events.
- b) For letting to Fairs, Circuses or other bodies from outside the village, a formal letter of request shall be submitted to the Council seeking its permission. A fee will be charged for such use and the conditions of use attached hereto shall be adhered to and where appropriate a deposit will be requested.
- c) The event organiser will inform the police when the Green is being used for events.
- d) Residents of properties fronting the Green will be informed annually by the Council of the events expected to take place during the year.
- e) The Council will control the installation of signposting on Newick Green.
- f) The Council will limit the number of memorial seats on Newick Green.
- g) The Council will limit the number of litter bins on Newick Green
- h) If installation of any structure, e.g. a bus shelter, is considered, the Council will ensure that its appearance is in keeping with the Conservation Area
- i) The Council will arrange for the Green to be mown regularly and have a yearly “feed and /or weed” using only organic products.
- j) All items on Newick Green will be monitored by the Council by means of Weekly Inspections and an annual Risk Assessment.
- k) All trees on Newick Green will be reviewed under the Council’s Tree Policy every three years except when a tree has been identified as needing more regular checks.
- l) The Council will check for the re-appearance of Japanese Knot Weed on Newick Green and ensure that any is eliminated.

APPROVED 26th July 2016

Signed:
Chairman
Newick Parish Council

CONDITIONS OF USE FOR LOCAL CLUBS, SOCIETIES AND ASSOCIATIONS

Permission is granted subject to the following conditions:-

- a) That the event is insured for Public Liability Cover of £5 million. **Please pass a copy of your cover, including a statement of the sum insured, to the Clerk for the Council's records.**
- b) That a Risk Assessment is carried out for the event and you have a suitable Safeguarding Policy. **Please pass a copy of your Risk Assessment Report and a copy of your Safeguarding Policy to the Clerk for the Council's records.**
- c) That event organisers are responsible for applying for any licences that might be required e.g. Temporary Event Notice, Street Traders Licence etc.
- d) That the Green and surrounding areas are left in good order after the event and that any re-instatement of the Green is carried out as soon as possible.
- e) That litter is bagged up and removed from site by the event organisers
- f) That any necessary permissions are granted by the Police and that any request or recommendations they make are strictly adhered to.
- g) That all necessary safety precautions are taken.
- h) In respect of Bonfire Celebrations, that every possible co-operation is ensured with residents of property adjacent to the Green.

Please note that keys for the gates are available from the Clerk.

CONDITIONS OF USE FOR CIRCUSES AND FAIRS

Permission is granted subject to the following conditions:-

1. That you have Public Liability Cover in excess of five million pounds. **Just prior to the time of the event, please pass a copy of your cover, including a statement of the sum insured, to the Clerk for the Council's records.**
2. That the circus has no dangerous animals.
3. That the Green is left in good order after the event and that any damage to the Green is made good.
4. That litter is bagged up and removed from site by the event organisers.
5. That all advertising signs and posters are removed promptly after the event
6. That a Risk Assessment is carried out for the event and you have suitable Health and Safety and Safeguarding Policies. **Please pass a copy of your Risk Assessment Report and copies of your Health and Safety and Safeguarding Policies to the Clerk for the Council's records.**
7. That no nuisance is caused that would upset the residents of neighbouring properties (e.g. amplified music should be kept to a minimum).
8. **That no generators are left on through the night that would cause a disturbance to the residents of neighbouring properties.**
9. That your dogs, if any, are kept under strict control and are not allowed to bark during the night.
10. **That permission to use the Green will be withdrawn if the weather conditions are not suitable. Please consult with the Clerk.**
11. That prior to the event you will inform the Police that you will be on the Green.
12. That in order to prevent a fire hazard, your vehicles and caravans will not be parked too closely together.

In addition to the rent, a deposit of £200.00 is required to cover any damage discovered after you depart. This will be returned if all is in order. **Please pass your rent and deposit to the Clerk prior to the event.**