

Durrington Town Council

Recreation Ground Events and Exclusive Hire Policy

Draft

1. Purpose

The purpose of this policy is to provide a clear and consistent approach to the hire of Durrington Recreation Ground for events, whilst balancing the needs of event organisers with the interests of residents who use the Recreation Ground for informal recreation.

The policy also ensures that event organisers understand the extent of any exclusive use granted by the Council and their responsibilities for managing public access during an event.

2. Scope

This policy applies to all bookings for:

- Community events
- Charity events
- Commercial events
- Festivals
- Funfairs
- Sporting events (where applicable)
- Any event requesting exclusive use of all or part of the Recreation Ground.

3. Principles

The Recreation Ground is owned and managed by Durrington Town Council for recreational purposes.

The Council recognises that:

- the Recreation Ground is a valued public open space;
- occasional organised events provide recreational and community benefit;
- income from events contributes towards maintaining the Recreation Ground for public use; and

- any restriction on public access should be proportionate, reasonable and limited to what is necessary.

Exclusive use will therefore only be granted where justified by the nature of the event.

4. Exclusive Use

Exclusive use is **not automatically included** with the hire of the Recreation Ground.

Where an organiser requests exclusive use, the Council will determine:

- whether exclusive use is appropriate;
 - the extent of the area to be hired;
 - which facilities remain available to the public; and
 - any conditions attached to the booking.
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5. Areas of the Recreation Ground

For the purposes of event bookings the following areas may be considered separately:

- Main recreation field
- Pavilion
- Car Park
- Children's Play Area
- Tennis Courts
- Multi Use Games Area (MUGA)
- Pump Track / Skatepark
- Footpaths and access routes

The booking confirmation shall specify which areas are included within the hire.

6. Public Access

Unless specifically authorised by the Council, the following facilities will normally remain open:

- Children's Play Area
- Tennis Courts

The Council will determine whether the following remain open or closed for each event:

- MUGA
- Pump Track
- Skatepark

Where safety, crowd management or operational requirements justify closure, this will be confirmed as part of the booking.

The main recreation field may be closed where exclusive use has been approved.

7. Pedestrian Access

The Recreation Ground is frequently used by residents as a pedestrian route.

Although no public right of way exists across the Recreation Ground, the Council recognises that temporary restrictions may inconvenience residents.

Where access is to be restricted:

- restrictions shall be limited to the minimum area necessary;
- advance notice shall be provided wherever practicable;
- suitable alternative routes shall be available where possible.

8. Event Management

The hirer shall:

- provide sufficient stewards;
- erect agreed signage;
- install any agreed barriers;
- maintain emergency access;
- ensure members of the public are treated courteously.

Stewards shall not attempt to restrict access beyond the area authorised by the Council.

9. Public Notice

Where exclusive use is approved, the hirer shall:

display notices at all entrances no later than seven days before the event (where practicable) stating:

Notice

Durrington Town Council has authorised exclusive use of part/all of the Recreation Ground for a community event on:

Date:

Time:

During these times public access to the authorised area will be restricted.

We apologise for any inconvenience.

10. Council Decision

The Council (or delegated officer where appropriate) shall determine:

- whether exclusive use is granted;
- which facilities remain open;
- whether barriers are required;
- whether security or stewards are required;
- any additional conditions.

11. Failure to Comply

Failure to comply with this policy may result in:

- termination of the hire;
- additional charges;
- refusal of future bookings.