

MARSWORTH PARISH COUNCIL

RECREATION GROUND USE POLICY

Guidance and Rules of Use for Casual and Organised Activities

Philosophy

Marsworth Parish Council wishes that the Recreation Ground be of benefit to parishioners and other member 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 does reserve the right to act as it sees fit for the preservation of the Recreation Ground for the majority of parishioners.

Marsworth Parish Council is open to suggestions, comments and advice from parishioners and welcomes such at Parish Council meetings, the dates of which are displayed on both the Parish Council notice boards and the website: Marsworth.org.uk

Terminology

‘MPC’ – Marsworth Parish Council

‘Rec’ – means Recreation Ground in its entirety including all equipment and fixtures.

‘Casual Activity’ means any legal activity not requiring permission from MPC, as defined herein.

‘Organised Activity’ means any legal activity that requires permission from MPC, as defined herein.

‘Organiser’ means any person who has applied for permission from MPC to hold an Organised Activity.

‘User(s)’ is any person(s) using the Rec for either a Casual or an Organised Activity.

General Rules

Casual Activities as defined and specified wherein require no specific permission from MPC, only adherence to these general rules.

Organised Activities are only permitted to take place if specific written permission is received from MPC.

All users will make every effort to respect the Rec, the equipment and structures therein, and its environs.

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;

- No dogs are permitted within the Play Areas;
- No glass or alcohol should be taken into the Play Areas;

Consideration of neighbouring residents should be given at all times.

Any dangerous or damaged equipment or misuse of equipment should be reported immediately to the Parish Clerk at parishclerk@marsworth.org.uk or 07557 289049.

Dogs must be kept under control at all times. Dogs must be kept on a lead while any Organised Activity is taking place on the Rec or in the vicinity of children. Dog waste must be collected by the owner immediately and deposited in the dog waste bins provided, or taken home.

Users are requested to put their litter in the bins provided or take litter home with them in the event the bins are full.

No structure, marquee, tent or similar may be erected without the permission of MPC. Temporary open sided/open fronted gazebos may be erected without permission but should be situated so as not to prevent other activities and must be dismantled on the day and not remain overnight.

BBQs are prohibited.

Camping is prohibited, except where connected to an Organised Activity in receipt of the required permission from MPC.

Bonfires are prohibited, except where connected to an Organised Activity in receipt of the required permission from MPC.

Fireworks are prohibited, except where connected to an Organised Activity in receipt of the required permission from MPC.

Cycling is not permitted.

Golf is not permitted.

The use of the Rec for Casual Activities is permitted only in so far as the User complies with relevant law of the land applicable at the time.

MPC reserves the right to disallow Casual Activities in any area of the Rec temporarily or permanently. It will act reasonably in exercising this right.

Health and Safety

No User shall perform any action or permit any action to be performed that endangers the safety of other uses or casual passers-by.

MPC will endeavour to keep the Rec (and Play and Fitness areas within) in a state fit for use by regular inspection.

From time to time there may be objects or materials on the Rec which are dangerous or in a dangerous state. Care must be taken to avoid injury by not using or approaching these objects. The danger must be reported to the Parish Clerk parishclerk@marsworth.org.uk or 07557 289049 as soon as is possible.

Dog walkers must make themselves aware of other Users on the Rec and take appropriate action to control animals in their charge. Dog waste must be removed immediately to protect the health of other Users. Dogs are not permitted in the children's play areas.

Maintenance

MPC shall be responsible for the general maintenance of the Rec, to include mowing, cutting back of vegetation and general repairs. This will be carried out by appointed volunteers or hired contractors at the discretion of MPC.

MPC shall take all reasonable measures to ensure that the Rec is fit for the purpose intended.

Casual Activities

Definition

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 Rec without consents from MPC:

Ball games, with the strict exception of golf;

Frisbee, kite flying and other children's games;

Informal running and the taking of exercise.

Picnics (but not BBQs);

Dog walking (not including dog training).

This list is not exhaustive and if any User wishes to query whether an activity not on the list constitutes a Casual Activity, they should contact MPC via the Parish Clerk

parishclerk@marsworth.org.uk

Limitations

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

The Rec 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 BBQs;

Fireworks or Chinese lanterns;

Flying of powered model aircraft or drones;

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, community event or fundraising event.

Application for Use

An initial enquiry for use of the Rec should be made to the Parish Clerk
parishclerk@marsworth.org.uk

A detailed application for use should be submitted a minimum of six weeks before use. Application forms are available from the Parish Clerk or the website. A request made with less than six weeks' notice may be refused on the grounds of insufficient notification for insurance purposes.

An electricity supply is available on the Rec. An application for use of the Rec for an Organised Activity should include notification as to whether this electricity supply will be required. For commercial use charges will be levied on the Organiser by MPC.

Such applications will be discussed at the next Marsworth Parish Council Meeting. MPC reserves the right to make further enquiries before granting or refusing the application.

MPC will advise the applicant in writing of its decision through the Parish Clerk at the earliest opportunity.

MPC holds Public Liability Insurance for the Recreation Ground land and casual use by the public. Organisers are responsible for the Public Liability of all matters connected with their Organised Activity.

MPC strongly advises the Organiser to arrange for Special Events Public Liability Insurance. Proof of Public Liability insurance must be supplied to MPC via the Parish Clerk at least a week prior to the event. A Risk Assessment must be carried out in writing and given to the Parish Clerk parishclerk@marsworth.org.uk at least a week prior to the event.

If identified in the Risk Assessment, it is strongly advised that a First Aider be in attendance with means to call the Emergency Services.

An appropriate number of stewards must be on duty and wear high viz jackets.

No charge may be made for entry to the Rec without prior permission from MPC.

The running of events is the responsibility of the Organiser who should ensure that they are adequately supervised.

No vehicles are permitted onto the grass without permission from MPC via the Parish Clerk, parishclerk@mpc.org.uk

Parking for the event should be controlled and marshalled.

The Organiser must ensure unrestricted access for Emergency Vehicles to and from the Rec and neighbouring roads at all times.

The Organiser must take every care that no damage is done to any part of the Rec, including trees, paths, buildings, fences, furniture, play, fitness, basketball areas and football pitch and nets.

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

All litter and detritus is removed away from the Rec immediately after the event. It is not permitted to place any collection of litter in the litter bins on or near the Rec;

Any damage to the Rec or the vegetation surrounding it will be made good or paid for such to be effected. Any damage and/or repair must be reported to the Parish Clerk.

Organisers will ensure that all Health and Safety precautions as listed in this document are adhered to.

Disclaimer

Items left on the Rec, with or without the permission of MPC are the sole responsibility of the owner. MPC 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.

Should an organiser have a query concerning the maintenance of the Rec before an event, the Parish Clerk, parishclerk@marsworth.org.uk, should be advised as soon as possible and definitely before the commencement of the event. MPC undertakes to make all reasonable efforts to put the matter right before the start of the event. MPC reserves the right to charge for maintenance/work required to the Rec in order to host an Organised Event.

MPC reserves the right to cancel an Organised Activity if the Rec is unfit for the intended use.

Sanctions

The Parish Council reserves the right to update this document as appropriate and it will be reviewed annually at the Annual Meeting of Council.

These standing orders were adopted by Marsworth Parish Council on

..... and will be reviewed again within 12 months.

Minute Reference

.....

Signed on behalf of Marsworth Parish Council by the Chairman