

NEWCHURCH PARISH COUNCIL Playing Fields Policy - The Jubilee Field

1. Overall objective

Newchurch Parish Council owns the Playing Field and Play Equipment. The primary purpose of the playing field is the provision of safe and accessible recreational areas for local adults and children to pursue informal leisure activities in a safe and pleasant environment. Any request to book the playing field must therefore be consistent with this purpose.

2. Conditions of Use

Newchurch Parish Council's permission must be sought for any event which is an organised activity. Principally, the playing field can be made available for local charitable events providing these are open to all, subject to maximum numbers, and the event is, in the opinion of the Parish Council, suitable to be held in the village.

Examples of uses Newchurch Parish Council would consider for the playing fields would include (but not exclusively) the following type of event/activity:

- Traditional village events such as celebratory parties for national events (Jubilee or street party type) which are open to all and any member of the community may attend. Generally, there would not be an entry fee but if there is a charge for entry, any profit must be used to contribute to charity or village facilities. During such events the playing field would not be available for any other bookable use.
- Specific charitable events arranged to raise funds for pre- agreed charities, where participants may (or may not) pay an entry fee, but the event is open to all and any member of the community may attend. During such events the field would not be available for any other bookable use.
- Sports team practice and matches on the marked pitches which does not exclude any other use of the playing field at the same time.
- Small scale organised exercise classes which are not private and therefore open to any member of the community; are not run for profit or do not exclude any other use of the playing field at the same time.
- Parking for large village hall events and funerals is permitted during dry weather provided that the cars are not parked on the football pitch.

3. Permission to use the Playing Field

A written request to use the field must be made to Newchurch Parish Council before permission can be granted. The following information must be provided with the request:

- The name of the person or group/organisation requesting permission.
- Contact details of organiser including name, address, mobile telephone number and email details.
- The purpose of the event.

- The date and time of the planned use (Please include setting up and clearing up times)
- The target audience and likely numbers attending the event.
- Health & Safety risk assessment.
- Public Liability Insurance for a proposed event should be provided to the Parish Council before the event takes place.

All applications should be made in writing and will be considered within 14 days by Newchurch Parish Council and a decision issued in writing. There is no right of appeal to the decision.

4. Dogs

Dogs should be kept under control at all times and should not be walked in the area of the play equipment or the football pitch.

Dog faeces must be collected and can be disposed of in the two dog litter bins are provided at each entrance of the field. They are emptied by the local council. Any evidence of dog fouling will be passed on to the dog warden which may lead to prosecution and or fine.

5. Play Equipment - use

Young children should be supervised at all time.

Children should use equipment suitable for their age

Climbing on the teenage shelter is dangerous and prohibited

6. Play Equipment – maintenance

The Parish Council is committed to providing play equipment that is safe and undertakes that the play equipment is inspected by a RoSPA qualified company, usually in July of each year.

Equipment is assessed for compliance with the appropriate standards.

Compliance with these standards is not mandatory in law and non-compliance does not necessarily mean that a change is needed. If the inspector thinks a change is needed, then this is noted in their report.

Each item of play equipment is scored for risk by plotting the likelihood of harm against the severity of the injury sustained and is categorized as High (red). Medium (yellow) and Low (green).

Any items reported with a high risk will be removed, disabled or repaired immediately.

Other items in the report including comments on condition and wear and tear will be discussed by the Parish Council and a programme of replacement and rectification along with a budget will be prepared prior to the setting of the precept in December of the same year.

The Parish Council may also create a “Play Equipment Reserve” in order to be able to fund these works as required.

Approved at the meeting of the Parish Council held on 3rd December 2018